



## **E. APPROVAL OF THE AGENDA**

Motion Tell; support Smith to approve the agenda with the addition of two letters, one from Governor Snyder and one from the Dexter Area Historical Society to be added to Communications.

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**

None

## **H. COMMUNICATIONS:**

1. Upcoming Meeting List
2. Sign Calendar
3. Letter from Governor Snyder
4. Letter from the Dexter Area Historical Society

## **I. REPORTS**

1. Public Services Superintendent – Dan Schlaff

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

Mr. Schlaff gave the following updates:

- Milligan’s Landscaping is continuing to work on putting down the millings on Dover, Edison and Inverness. Will be putting the soil down with seeding to be done in the spring.
- Huron Street – hopefully by the end of the week Knight’s will have finished the work.
- Leaves – nearly done with the pickup.
- Hydrant flushing is done for the winter.
- Question asked about the problem with the boiler and the plant – it is minor, staff is working through this and the boiler is still under warranty.
- Question asked about any downed trees or branches today from the winds – a few but not too many.
- Question asked about a Bostwick truck in town today – they are doing some restoration work.
- Comment about the sign placement at Central and Third...signage is reversed with Central Street labeled as Third.

2. Community Development Manager – Michelle Aniol

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

- Dumpster on Main Street in front of Joe & Rosie’s has been removed.
- Stop work order placed on Deputy Homes for Victoria Condos by the county. Discussion followed on activities at the condos.
- Notices were posted last week regarding basketball hoops in the right-of-ways or hanging over the road ways.
- MC3 has paid tap fees today.
- ZBA will be meeting in December regarding a sign ordinance clarification and a non-conforming sign variance.
- November 29 is Small Business Saturday.

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

None

4. Subcommittee Reports

*Facilities* – The next meeting will be December 12.

5. City Manager Report

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

- Scio Township will be considering the annexation of the Dextech property on November 25.
- Asked for any feedback on the Mill Creek Park kiosk and the placement of the Dexter poster on one of the sides of the kiosk.

6. Mayor’s Report

Mr. Keough submits his report as per packet. Mr. Keough gave the following updates:

- Spoke of the state law allowing a City to bring in adjacent owned parklands into the City .
- Under the consent agenda we will be approving some changes with the Commissions, Committees and Board.
- Look forward to working with all. Would like to meet at 6 PM on December 8 regarding organization matters.

**J. CONSENT AGENDA**

1. Consideration of: Bills and Payroll in the amount of \$218,646.98
2. Consideration of: Affirmation of Appointments of Commissioners/  
Committee Members

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:**

None

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

1. Consideration of: Resolution for the Continuation of the Budget, Ordinances, Employment Contracts and Service Contracts of the Village of Dexter

Motion Smith; support Fisher be it resolved that the City of Dexter assumes all assets and liabilities of the Village of Dexter, adopts the Village of Dexter's Fiscal Year 2014-2015 budget and will honor all general contracts, franchises and employment contracts previously entered into by the Village of Dexter.

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

Nays: None

Motion carries

2. Consideration of: Planning Commission Recommendation to Approve the Area Plan Extension Request by Oxford Companies for the Dexter Crossing Outlot

Motion Semifero; support Smith based upon clarification by Planning Commission of its recommendation for approval, as cited herein, the provisions set forth in Section 19.15 of the City of Dexter Zoning Ordinance, and the information presented by the applicant, Council moves to approve 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, to 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; specifically, the width of the buffer area between the parking lot and the sidewalk shall be consistent with the width of the buffer area between the sidewalk and the parking lot of 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 City Engineer.

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

Nays: None

Motion carries

- 3. Consideration of: Purchase of Assessing Software from BS&A for \$8,645

Motion Knight; support Carson to purchase Assessing Software from BS&A for a cost of \$8,645.

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

Nays: None

Motion carries

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

- Carson Have some business cards from the Village of Dexter for sale.
- Knight None.
- Smith Happy to be back on Council.
- Jones Is there more work to be done with the millings on the edges of Inverness Street? (Yes)
- Semifero None.
- Fisher None.
- Tell A new adventure awaits us folks.

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

Michael Raatz of 431 Cambridge Drive, Dexter thanked Council for being appointed to the Elections Commission and inquired about the first meeting. He also mentioned that the signs at Ann Arbor Street and Inverness sometimes are turned when it is windy.

Joe Schultz of 1205 Baker Road, Dexter announced changes in the Dexter Area Chamber of Commerce Board of Directors with Kim Covert assuming the presidency, Nikki Sunstrum as Vice-President, Stacey Myint as Secretary, Joe Schultz as Treasurer and Board Members James Lippens, Quaila Pant, Tom Paup, Dr. Bill Simpson, and Margaret Wilson.

#### **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 8:22 PM.

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

Nays: None

Motion carries

Motion Smith; support Semifero to leave closed session at 9:01 PM.

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

Nays: None

Motion carries

**P. ADJOURNMENT**

Motion Carson; support Smith to adjourn at 9:09 PM.

Unanimous voice vote approval.

Respectfully submitted,

Carol J. Jones  
Interim Clerk, City of Dexter

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

## 2014 Meeting Calendar

Agenda: 12-4-14

Item: H-1

<b>Board</b>	<b>Date</b>	<b>Time</b>	<b>Location</b>	<b>Website</b>	<b>City Representative</b>
Dexter Area Historical Society Board	12/4/2014	7:00 p.m.	Dexter Area Historical Museum	<a href="http://www.dextermuseum.org/">http://www.dextermuseum.org/</a>	
Dexter City Council Worksession	12/8/2014	6:00 p.m.	Dexter Senior Center	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	
Dexter City Council	12/8/2014	7:30 p.m.	Dexter Senior Center	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	
City Election Commission	12/9/2014	10:00 a.m.	City Offices	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	Donna Fisher
5H - Dexter Coalition	12/9/2014	5:30 p.m.	Dexter Wellness Center		
Scio Township Board	12/9/2014	7:00 p.m.	Scio Township Hall	<a href="http://www.sciotownship.org/">http://www.sciotownship.org/</a>	
Chelsea Area Planning Team/Dexter Area Regional Team	12/10/2014	7:00 p.m.	Lima Township	<a href="http://www.ewashtenaw.org/">http://www.ewashtenaw.org/</a>	Jim Carson
Dexter Area Chamber of Commerce	12/10/2014	8:15 a.m.	Copeland Board Room	<a href="http://www.dexterchamber.org/">http://www.dexterchamber.org/</a>	Julie Knight
Gateway Initiative (Big 400)	12/12/2014	9:30 a.m.	Waterloo Recreation Area		Carol Jones
Dexter City Zoning Board of Appeals	12/15/2014	7:00 p.m.	Senior Center	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	Jim Carson
City Road Committee	12/16/2014	6:00 a.m.	Dexter DPW	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	Jim Carson, Joe Semifero
Dexter Township Board	12/16/2014	7:00 p.m.	Dexter Township Hall	<a href="http://www.twp-dexter.org/">http://www.twp-dexter.org/</a>	
Webster Township Board	12/16/2014	7:30 p.m.	Webster Township Hall	<a href="http://www.twp.webster.mi.us/">http://www.twp.webster.mi.us/</a>	
Washtenaw Area Transportation Study-Policy	12/17/2014	9:30 a.m.	Scio Township Hall	<a href="http://www.miwats.org/">http://www.miwats.org/</a>	Jim Carson
Dexter Downtown Development Authority	12/18/2014	7:30 a.m.	Senior Center	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	Shawn Keough
Dexter Area Fire Board	12/18/2014	6:00 p.m.	Dexter Township Hall	<a href="http://dexterareafire.org/">http://dexterareafire.org/</a>	Ray Tell/Jim Seta
Dexter City Council	12/22/2014	7:30 p.m.	Dexter Senior Center	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	
Scio Township Board	12/23/2014	7:00 p.m.	Scio Township Hall	<a href="http://www.sciotownship.org/">http://www.sciotownship.org/</a>	
Western Washtenaw Area Value Express	12/23/2014	8:15 a.m.	Chelsea Community Hospital	<a href="http://www.ridethewavebus.org/">http://www.ridethewavebus.org/</a>	Jim Carson

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

---

PAGE LEFT INTENTIONALLY BLANK

---



---

PAGE LEFT INTENTIONALLY BLANK

---

## Memo to Residents:

As part of the Washtenaw County Broadband Initiative, this memo is being sent to residents in the western Washtenaw area to inform you of the efforts taken to expand and improve high speed internet service to our local residents and businesses.

In the fall of 2013, the Washtenaw County Broadband Initiative was formed through a partnership of several township supervisors, key village, city and county leaders, and Connect Michigan. Supported by Representative Gretchen Driskell, our goal is to better understand the need for broadband service by our residents, develop mutually beneficial relationships with local broadband providers, and identify and implement plans to increase and improve service where the need exists.

Earlier this year we completed a survey of over 2,700 residents in western Washtenaw County to gather more detailed information on the current need for service and other factors. Attached are the survey results for your township. You can also view an overview of the results from all the townships at <http://bit.ly/10faRL8> The survey results clearly show that our residents and community leaders recognize the value and importance of having fast, reliable high speed internet access to support their daily lives.

We have provided our local internet service providers with a list of residents who reported that they did not have access to broadband. These service providers were asked to explore the possibility of providing broadband to those residents. We have also had a number of townships willingly amend their ordinances to make them more “broadband friendly” and less restrictive for broadband providers to expand their services.

We are in the process of forming a telecommunications cooperative called PureBroadband ([purebroadband.org](http://purebroadband.org)) that would work with the local communities, local internet providers and Connect Michigan, with the goal of enabling high speed internet connectivity for unserved and underserved regions of Michigan by building a community-controlled open-access network.

Finally, to help identify which providers may be able to service your specific address, you can use Connect Michigan’s interactive map by going to <http://www.connectmi.org> and then clicking on “Find a Broadband Provider”.

Our Washtenaw County Broadband Team will continue to work to help improve high-speed internet service to local residents and businesses and keep you informed of new developments.

Respectfully,

Peter Psarouthakis  
Supervisor, Sharon Township  
[sharonsupervisor@gmail.com](mailto:sharonsupervisor@gmail.com)  
734-320-9240

Melanie Bell  
Chelsea District Library  
[mbell@chelseadistrictlibrary.org](mailto:mbell@chelseadistrictlibrary.org)  
734-475-8732

Dan Manning  
Connect Michigan  
[dmanning@connectmi.org](mailto:dmanning@connectmi.org)  
810-844-3760

-----  
If you are interested in joining PureBroadband please fill out the information below and return to Melanie Bell at the Chelsea District Library (221 S. Main St Chelsea MI 48118) or go to [purebroadband.org](http://purebroadband.org) and click on Join Us.

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

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

Phone: \_\_\_\_\_

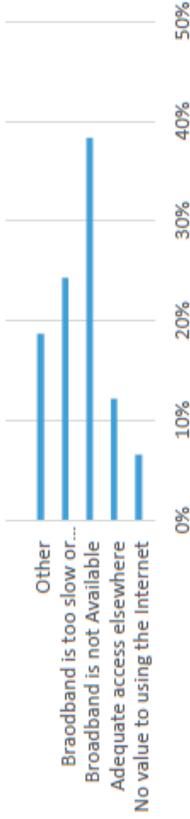
# Washtenaw County Broadband

## Dexter Broadband Survey Results

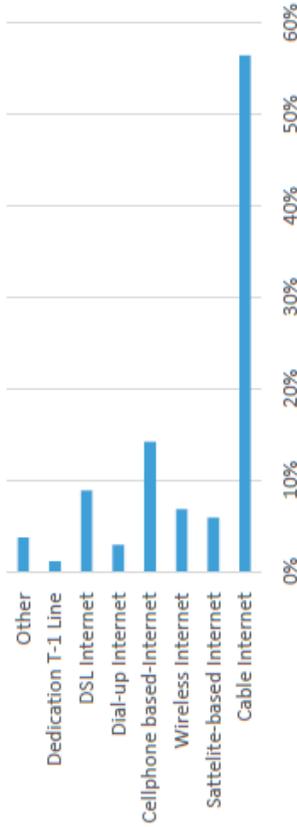
### Residence Type



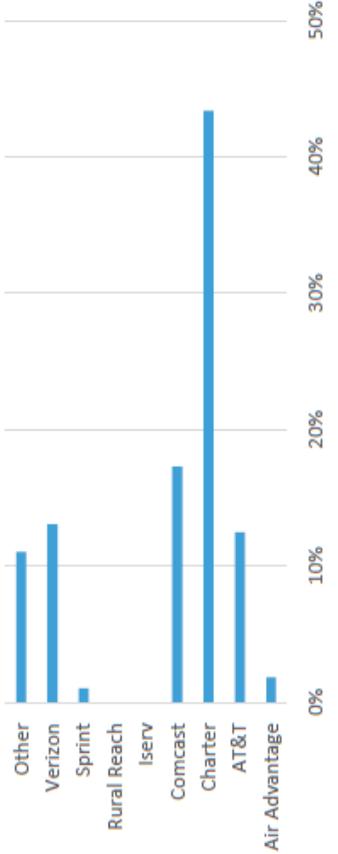
### If you do not subscribe to Broadband why not?



### What type of Broadband do you have?



### Who is your service provider?



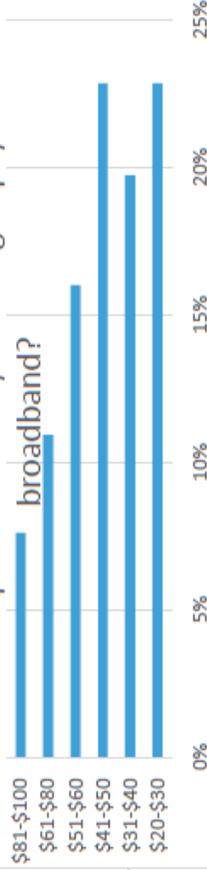
### Does your Broadband service meet your needs?



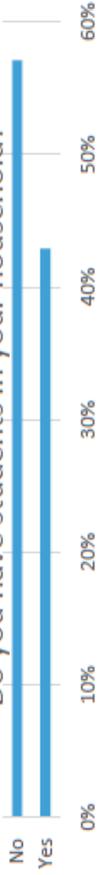
### Are you interested in alternative choices?



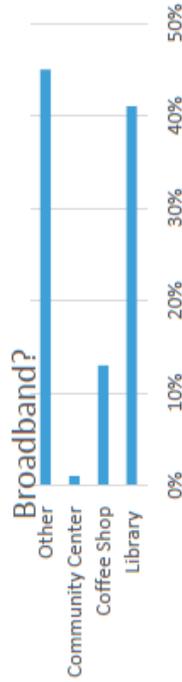
### How much per month are you willing to pay for broadband?



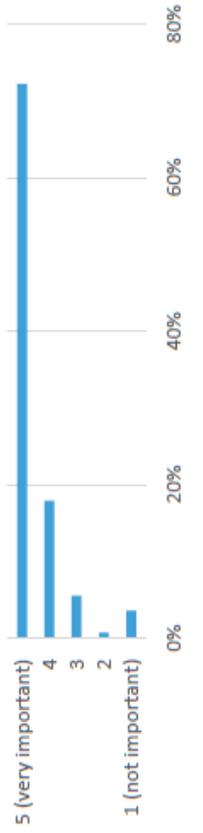
### Do you have students in your household?



### If you don't have Broadband where do you go for Broadband?



### On a scale of 1 to 5 how important is Internet access?



**From:** [Melanie Bell](#)  
**To:** [Melanie Bell](#)  
**Subject:** Broadband Memo to Residents - Please Help Distribute  
**Date:** Tuesday, December 02, 2014 1:34:20 PM  
**Attachments:** [Ann Arbor Memo.pdf](#)  
[Bridgewater Memo.pdf](#)  
[Chelsea Memo.pdf](#)  
[Clinton Memo.pdf](#)  
[Dexter Memo.pdf](#)  
[Freedom Memo.pdf](#)  
[Grass Lake Memo.pdf](#)  
[Gregory Memo.pdf](#)  
[Lima Memo.pdf](#)  
[Lodi Memo.pdf](#)  
[Lyndon Memo.pdf](#)  
[Manchester Memo.pdf](#)  
[Northfield Memo.pdf](#)  
[Pittsfield Memo.pdf](#)  
[Saline Memo.pdf](#)  
[Scio Memo.pdf](#)  
[Sharon Memo.pdf](#)  
[Stockbridge Memo.pdf](#)  
[Sylvan Memo.pdf](#)  
[Webster Memo.pdf](#)  
[Whitmore Lake Memo.pdf](#)  
[York Memo.pdf](#)  
[Ypsilanti Memo.pdf](#)

---

In the fall of 2013, the Washtenaw County Broadband Initiative was formed through a partnership of several township supervisors, key village, city and county leaders, and Connect Michigan. Supported by Representative Gretchen Driskell, our goal is to better understand the need for broadband service by our residents, develop mutually beneficial relationships with local broadband providers, and identify and implement plans to increase and improve service where the need exists.

As part of that plan we conducted a survey earlier this year and we would like to communicate the results of that survey and our progress to your communities. We need your help distributing this information to as many people as possible. It would also be helpful if you could post a link to the PDF for your community on your website. You may also want to link to the overall results which can be found here <http://bit.ly/10faRL8>

If you are interested in contributing more to this effort, we will be meeting Dec. 5<sup>th</sup> at 11am in the Sylvan Township Hall.

Thank you for your assistance!

Melanie Bell | Network Administrator  
Chelsea District Library | 221 S. Main St. Chelsea, MI 48118  
734.475.8732 ext. 222 | [mbell@chelseadistrictlibrary.org](mailto:mbell@chelseadistrictlibrary.org)

---

PAGE LEFT INTENTIONALLY BLANK

---

Agenda: 12-4-14  
Item: I-1

## **Public Services Department**

8140 Main Street Dexter, MI 48130-1092

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

Phone (734)426-4572

### **MEMO**

**To: Mayor Keough and Council**  
**From: Dan Schlaff, Public Services Superintendent**  
**Date: December 3, 2014**  
**Re: Utility & DPW Progress Reports**

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

11/17/2014 to 11/23/2014

11/24/2014 to 11/30/2014

Please contact me, if you have any questions.

utilities progress reports	11/17/2014	11/23/2014	7/Days		
sewer maintenance	6				
water maintenance	5				
mxu's, Wire	2				
new meters	2				
liftstations, Reads, Floats	4				
backwash filter building	3	55,000 gal.			
final reads/beginning reads	8				
arsenic samples	1				
Morning Rounds WTP	5				
Morning Rounds WWTP	5				
Cross connection inspection	27				
Weekend Operation & Lab	2				
Flushed primary scum beaches	2				
Chem Cleaned sand filters	1	#3			
Chlorine delivery	1				
Clear bar screen	2				
TAVA sample	2				
Maintenance ferric pumps					
Pumped scum pit WWTP	2				
Decanting secondary digester					
Open iron pond drain	2				
Pump, Flushed E.Q	3				

utilities progress reports	11/17/2014	11/23/2014	7/Days		
NUBCO WATER READS	2	Meter # 71307627 Read 00		98	
		Meter # 71756943 Read 31		4116	
Activated sludge samples	4				
Sludge judge clarifiers	7				
Alternate outdoor, indoor screw pumps	3				
Changed Cl2 Pump Hose filter plant					
Cleaned lab	2				
Clarifier drives maintenance					
Primary clarifier sludge samples	7				
UIS scan electrical equipment					
6 TH WELL					
Equipment inventory	4				
5TH WELL	1	28' 6"			
DO reads activated sludge tank	7				
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	

utilities progress reports	11/17/2014	11/23/2014	7/Days		
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:		11/17/2014	11/23/2014	
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	11/17/2014	11/23/2014	7/Days		
1	NCL, broth, dishes, filters.				
2					
	ORDER CHEMICALS:				
1					
2					
	IPP:				
1	Alpha Metal				
2	Reports				
3	Other				
	IPP:				
1	NUBC				
2	Reports				
3	Other:				
	Miscellenous:				
1	Tour for U Of M environmental engineering students.				
2	Cleaned chlorine probe.				
3	Refilled chemicals.				
4	Maintenanced scada, lab computers.				
5	Made reagents for lab.				
	Total Work Orders		284		

utilities progress reports	11/24/2014	11/30/2014	7/Days		
sewer maintenance	7				
water maintenance	6				
liftstations, Reads, Floats	4				
miss digs	3				
Service calls					
Hosing WWTP	1				
backwash filter building	3	53,000 gal			
final reads/beginning reads	3				
arsenic samples	1				
Morning Rounds WTP	5				
Morning Rounds WWTP	5				
Activated sludge settling test	2				
Maintenance generators					
Cross connection inspection	6				
Weekend Operation & Lab	2				
Bisulfite delivery					
5th well annual grease,oil					
Flushed primary scum beaches					
Chem Cleaned sand filters	1				
Mixing primary digester for TAVA sample	1				
Open iron pond drain	2				

utilities progress reports	11/24/2014	11/30/2014	7/Days		
Pump, Flushed E.Q	2				
NUBCO WATER READS		Meter 71307627 Read			
		Meter 71756943 Read			
Activated sludge samples	4				
Sludge judge clarifiers	7				
Alternate outdoor, indoor screw pumps	3				
Changed Cl2 Pump Hose filter plant					
Cleaned lab	1				
Clarifier drives maintenance	1				
Primary clarifier sludge samples	7				
UIS scan electrical equipment					
6 TH WELL	1	31' 7"			
Equipment inventory					
5TH WELL	1	27' 6"			
DO reads activated sludge tank	7				
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	11/24/2014	11/30/2014	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	Settlabililty		7-Days Per Week		
8	MSSS AT RAS		7-Days Per Week		
9	Wasting rates		7-Days Per Week		
	Daily Composite Lab:				
1	Dates:		11/24/2014	11/30/2014	
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:				

utilities progress reports	11/24/2014	11/30/2014	7/Days		
1	Log Sheets		One Per Week		
	ORDER SUPPLIES:				
1	NCL, broth, dishes, filters.				
2					
	ORDER CHEMICALS:				
1					
2					
	IPP:				
1	Alpha Metal				
2	Reports				
3	Other				
	IPP:				
1	NUBC				
2	Reports				
3	Other:				
	Miscellenous:				
1	Checked on APC battery replacement SCADA.				
2	Meeting about FOG.				
3	Worked on equipment cards.				
4	Worked on Wonderware for info for Patrick Droze.				
5	Cleaned still.				
6	Modified log sheets.				
	Total Work Orders		238		

DPW Progress Report	11/17/2014	11/21/2014	5-Days
Leaf Pick-Up	5	20.5 hours	
Chip Brush	2	4 hours.	
Sprinkler System Maintenance	2	12 hours.	
Christmas decoration	4	12 hours	
Miss Diggs	3	1.5 hours.	
Maintenance on sweeper	2	2 hours.	
Winter maintenance	5	44 hours.	
Compost Bags	1	2.5 hours.	
Passed out letters b-ball hoops	1	2 hours.	
Clean Office, Break Room	1	2 hour.	
Street committee meeting	1	1 hour	
Picked up corn stalks	1	4 hours.	
Pre-inspection bucket truck	1	30 min	
Pre-inspection 1 ton trucks	1	30 min	
Pre-inspection GMC truck	1	30 min	
Pre-inspection International truck	1	30 min	
Pre-inspection front end loader	1	30 min	
Pre-inspection Case backhoe		30 min	
Pre-inspection Bobcat	1	30 min	
Bucket truck Inspection		30 min	

DPW Progress Report	11/17/2014	11/21/2014	5-Days
Winterized mowers,weed whips, blowers, billy goat		1 2.5 hours.	
Set up art show			
Bills payroll		1 1.5 hours.	
Power washed equipment		1 2 hours.	
Trash down town		1 6 hours.	
Total Work Hours in the Week	151		
Total Hours Accounted For	121.5		
Total work orders	40		

DPW Progress Report	11/24/2014	11/28/2014	3-Days
Leaf Pick-Up	4	25.5 hours.	
Christmas decoration	4	26 hours.	
Clean Office, Break Room	1	2 hour.	
Pre-inspection bucket truck		30 min	
Pre-inspection 1 ton trucks	1	30 min	
Pre-inspection GMC truck	1	30 min	
Pre-inspection International truck		30 min	
Pre-inspection front end loader	1	30 min	
Pre-inspection Case backhoe		30 min	
Pre-inspection Bobcat	1	30 min	
Bucket truck Inspection		30 min	
Bills payroll	1	1.5 hours.	
Trash down town	1	6 hours.	
Total Work Hours in the Week	84		
Total Hours Accounted For	63		
Total work orders	15		

## Memorandum

**To:** Mayor Keough and Councilmembers  
Courtney Nicholls, City Manager

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

**Re:** Report for December 8, 2014 City Council Meeting

**Date:** December 4, 2014

---

### DDA Update

The DDA requested ASTI Environmental, Inc. to study and analyze 6 development scenarios for the 3045 Broad Street.

The first 4 scenarios included the following assumptions, with estimated cost ranges from each scenario based on low, medium and high density options recommended in the UM RRSites Study:

**Scenario 1:** All residential units are for sale with residential on the ground floor. This scenario will require compliance with residential clean-up criteria or installation of engineered, institutional or administrative controls that achieve residential clean-up criteria. Estimated costs, of both the recommended and option tasks, ranged from \$405,193 (min low density) to \$1,015,208 (max high density).

**Scenario 2:** All residential units are for rent with residential on the ground floor. This scenario will require compliance with residential clean-up criteria or installation of engineered, institutional or administrative controls that achieve non-residential clean-up criteria. Estimated costs, of both the recommended and option tasks, ranged from \$404,193 (min low density) to \$1,013,888 (max high density).

**Scenario 3:** All residential units are either for sale or rent, and are constructed above ground floor parking (no residential on ground floor). This scenario will require compliance with residential clean-up criteria if for sale, and non-residential criteria if for rent, and the installation of engineered, institutional or administrative controls, but it is assumed that it will not require installation of a sub-slab vapor collection system. Estimated costs, of both the recommended and option tasks, ranged from \$140,687 (min low density) to \$617,078 (max high density).

**Scenario 4** estimates were based on clean up criteria for below grade parking with low, medium and high residential density development above. The cost range is \$490,651 - \$1,355,404. This scenario will require compliance with residential clean-up criteria or installation of engineered, institutional or administrative controls that achieve residential clean-up criteria. The analysis assumed that some of the contaminated soil would be removed, but not all source material would be removed. The report also noted that this scenario may not be practical for those portions of the site where groundwater could be encountered.

Scenarios 5 and 6 cost ranges were based on additional remediation for temporary parking.

**Scenario 5** would limit site usage to public parking or events. The assumption was made that the top layer of soil would be removed for the placement of a concrete surface. Due to a deed restriction on the property, the new concrete cover must replace existing cover in all

areas of the site, including a temporary barrier to limit rain water infiltration. This scenario was not discussed in the Due Care Plan completed by the Village. Consequently, the Due Care Plan must be updated.

The estimated costs range from \$327,373 - \$473,467. The estimated cost range does not include storm water or utilities that may be needed, or the installation of curbing. Additional sampling may be required for off-site soil disposal.

**Scenario 6** limits site usage to public parking or events too, but the existing concrete building foundation would be covered with clean fill and seeded. This scenario assumes the top layer of soil would be removed and new asphalt installed. Storm sewer is not included in this scenario. This scenario assumes the soil placed over the concrete foundations will be a sand/clay mixture to facilitate compacting and limit erosion. As is the case in Scenario 5, an update to the Due Care Plan would be necessary.

The estimated costs ranged from \$97,021 - \$180,685 and do not include engineering cost to determine if fill material could be placed over the concrete foundations will be needed and are not including in the estimated cost range, or costs that could be incurred if the foundations are damaged.

A copy of the both studies accompanies this memo.

### **Planning Commission Update**

Staff prepared an outline and flowchart to assist the Planning Commission with a potential future amendment to Article 19, PUD Planning and Development Regulations for Planned Unit Development District. Attached to this memo you will find an outline and flowchart of the current regulations, as well as the potential outline and flowchart for an amended Article 19, titled Planned Development Overlay Districts. No action was taken, as the Planning Commission wants to continue to review and discuss ways to improve and streamline PUD Regulations and Procedures.

### **ZBA Update**

There will be two cases on the ZBA's agenda for December 15, 2014:

- ZBA 2014-06, a request on behalf of Dexter Crossing Associates, LLC/Oxford Management, is requesting the following interpretation and variance from the City of Dexter Zoning Ordinance for 7061 Dexter-Ann Arbor Road, HD-08-08-200-021:
  1. An interpretation of Section 7.03, sub-section (1)A and D to determine the number of ground signs allowed within non-residential zoning districts and business centers; and
  2. A variance from sub-section (1) A to allow 3 additional ground signs, depending on the interpretation.
- ZBA 2014-07, a request on behalf of Walkabout Creek LDHA LP, is requesting a variance from Section 7.09 (3)A.4 of the City of Dexter Zoning Ordinance for 2425 Dongara Drive, to allow the re-erection of a new non-conforming ground sign that would cost more than fifty (50) percent of the replacement cost of the original non-conforming sign. The applicant cites practical difficulty or hardship.

## **Business Development Update**

Northern United Brewing Company has indicated an interest in adding a kitchen to its tasting room, in order to grow the business. Initially staff thought a pre-application meeting with NUBC would provide the information NUBC would need, regarding the City's development review process and procedures. However, after reviewing the proposed process with Mayor Keough, staff will be preparing a thorough review of the project's history and NUBC's request, which will then be shared with the Planning Commission and City Council. This is a more logical first step, especially considering that there have been a number of new appointments to the Commission since NUBC first applied for a tasting room at its facility in the Dexter Business and Research Park and the possibility that the request could require an ordinance amendment.

## **DRAFT RRC Evaluation Report**

Staff is scheduled to meet with MEDC representatives on Thursday, December 4<sup>th</sup>, to review the DRAFT RRC Evaluation Report. A copy of the draft report accompanies this memo.

As you will recall, the RRC evaluation is based on a set of 6 Best Practices; Community Plan and Public Outreach, Zoning Policy and Regulations, Development Review Process, Education and Training, Redevelopment Ready Sites, and Community Prosperity. These six standards were developed in conjunction with public and private sector experts and address key elements of community and economic development. If we endeavor to become RRC Certified, we would have to demonstrate we meet these best practice criteria.

The RRC team conducts research, observation and interviews, as well as obtaining consulting advice and technical expertise from the RRC Advisory Council, in order to measure a community to the best practices. The team analyzes a community's development materials, including, but not limited to the following:

- master plan;
- redevelopment strategy;
- capital improvements plan;
- budget;
- public participation plan;
- zoning regulations;
- development procedures;
- applications;
- economic development strategy;
- marketing strategies; and
- website.

Researchers observe the meetings of the community's governing body, planning commission, zoning board of appeals and other committees as applicable. In confidential interviews, the team also records the input of local business owners and developers who have worked with the community.

A community's degree of attainment for each best practice criteria is visually represented in this report by the following:

	Green indicates the best practice component is currently being met by the community.
	Yellow indicates some of the best practice component may be in place, but additional action is required.
	Red indicates the best practice component is not present or outdated.

The RRC Evaluation Report contains recommended actions for Certification and provides an estimated timeline for completion.

The RRC teams' recommendations for each Best Practice Criteria are summarized on the following pages:

1. Community Plans and Public Outreach

Status	Evaluation Criteria	Recommended Actions for Certification	Estimated Timeline
	The governing body has adopted a master plan in the past five years.	✓	
	The master plan identifies a strategy for redevelopment or the governing body has adopted a redevelopment plan.	Add benchmarks and responsible parties to implementation timeline	6 months
	The governing body has adopted a capital improvements plan.	Post updated CIP online	3 months
	The governing body has adopted a downtown plan, if applicable.	Add benchmarks and responsible parties to implementation timeline	6 months
N/A	The governing body has adopted a corridor plan, if applicable.	N/A	
	The community has a public participation plan for engaging a diverse set of community stakeholders.	Develop a public participation plan as outlined in Best Practice 1.2	6 months
	The community demonstrates that public participation efforts go beyond the basic methods.	✓	
	The community shares outcomes of public participation processes.	✓	

2. Zoning Regulations

Status	Evaluation Criteria	Recommended Actions for Certification	Estimated Timeline
✓	The governing body has adopted a zoning ordinance that aligns with the goals of the current master plan.	✓	
✗	The zoning ordinance is user-friendly and accessible online.	Audit zoning ordinance, incorporate graphics and consolidate sign regulations to improve user-friendliness	12 months
✓	The zoning ordinance provides for areas of concentrated development in appropriate locations and encourages the type and form of development desired.	✓	
✓	The zoning ordinance includes flexible zoning tools to encourage development and redevelopment.	✓	
✓	The zoning ordinance allows for a variety of housing options.	✓	
✓	The zoning ordinance includes standards to improve non-motorized transportation.	✓	
✓	The zoning ordinance includes flexible parking requirements.	✓	
✓	The zoning ordinance includes standards for green infrastructure.	✓	

### 3. Development Review Process

Status	Evaluation Criteria	Recommended Actions for Certification	Estimated Timeline
Green	The zoning ordinance articulates a thorough site plan review process.	✓	
Green	The community has a qualified intake professional.	✓	
Yellow	The community defines and offers conceptual site plan review meetings for applicants.	Advertise availability of and expectations for pre-application meetings online	6 months
Red	The community has a clearly documented internal staff review policy.	Document internal staff site plan review policy and procedures	6 months
Green	The appropriate departments engage in joint site plan reviews.	✓	
Green	The community has a method to track development projects.	✓	
Red	The community promptly acts on development requests.	Streamline site plan approval process and eliminate council approval of site plans for permitted uses	12 months
Green	The community encourages a developer to seek input from neighboring residents and businesses at the onset of the application process.	✓	
Red	The community annually reviews the successes and challenges with the site plan review and approval procedures.	Develop a customer feedback mechanism	6 months
Green	The community maintains an online guide to development that explains policies, procedures and steps to obtain approvals.	✓ *Contingent upon site plan process flowchart on website (otherwise status is yellow)	
Yellow	The community annually reviews the fee schedule.	Review fee schedule annually	6 months

4. Education and Training

Status	Evaluation Criteria	Recommended Actions for Certification	Estimated Timeline
Green	The community sets expectations for board and commission positions.	✓	
Red	The community provides orientation packets to all appointed and elected members of development related boards and commissions.	Provide elected and appointed officials with orientation packets	6 months
Green	The community has a dedicated source of funding for training.	✓	
Yellow	The community identifies training needs and tracks attendance of the governing body, boards, commissions and staff.	Develop a tracking mechanism for training needs	3 months
Green	The community encourages the governing body, boards, commissions and staff to attend trainings.	✓	
Green	The community shares information between the governing body, boards, commissions and staff.	✓	

5. Redevelopment Ready Sites

Status	Evaluation Criteria	Recommended Actions for Certification	Estimated Timeline
	The community identifies and prioritizes redevelopment sites.	Identify and prioritize a list of redevelopment sites	3 months
	The community gathers preliminary background information for prioritized redevelopment sites.	✓	
	The community has developed a vision for the priority redevelopment sites.	✓	
	The community identifies available resources and incentives for prioritized redevelopment sites.	Identify resources and incentives available for priority redevelopment site	3 months
	A property information package for the prioritized redevelopment site(s) is assembled.	Complete property information package for priority redevelopment site	3 months
	Prioritized redevelopment sites are actively marketed.	Post property information package on city's website	3 months

6. Community Prosperity

Status	Evaluation Criteria	Recommended Actions for Certification	Estimated Timeline
	The community has approved an economic development strategy.	Update economic development strategy in accordance with BP 6.1, Economic Development Strategy criteria	12 months
	The community annually reviews the economic development strategy.	Annually report on stated benchmarks and amend strategy as needed	12 months

# MEMO

ASTI Environmental

**Date:** October 3, 2014  
**To:** Michelle Aniol, Village of Dexter  
**From:** Tom Wackerman  
**Subject:** Remediation Options Analysis, 3045 Broad Street, Dexter, Michigan  
(ASTI Project No. 1-6555)

## Background

The property at 3045 Broad Street (the Property) in Dexter is currently vacant, but was most recently developed with a 35,746-square-foot industrial building that contained 12 units (see attached figures), asphalt and concrete parking areas, and maintained lawn areas. The building was demolished and the concrete pads and other surfacing materials maintained in-place as engineered controls. Previously, the Property was developed with an electrical company building, a creamery, butter tub house, and residence in 1912. The western portion of the Property was reportedly a sawmill in the early 1800s and early 1900s. Around 1929 the Property was developed with a laundry building, outhouse, and a vacant building. The most recent building was constructed on the Property in 1951 with additions in 1956, 1958, 1972, 1974, 1977, and 1980. That building was primarily used for manufacturing from 1951 until 2012. Manufacturers that have operated on the Property consisted of Dexter Automotive Products (1970s), Dapco Industries (late 1970s and 1980s), and Klapperich Welding (1980 to current). Dexter Automotive Products and Dapco Industries made fittings, valves, filters, and pumps for engines. Site features are illustrated on attached Figure 1.

The following investigations have been completed by ASTI Environmental on the Property for the Village of Dexter.

- Phase I Environmental Site Assessment dated August 17, 2007
- Phase I Environmental Site Assessment dated July 12, 2012
- Phase II Environmental Site Assessment dated August 9, 2012
- Asbestos Containing Material Inspection dated December 10, 2012
- Baseline Environmental Assessment dated January 7, 2013
- Due Care Plan dated February 13, 2013
- Water Well Abandonment Report dated March 20, 2013
- Indoor Air Sampling Reports dated February 27, 2013 and May 14, 2013
- Excavation Backfilling and Concrete Capping Report dated May 15, 2013



10448 Citation Drive, #100  
P.O. Box 2160  
Brighton, Michigan 48116  
Phone: 810.225.2800 Fax: 810.225.3800

## Identified Impacts

Based on these assessments, the Property is a facility according the Part 201 of Michigan Act 451 because of the following historical impacts. These are illustrated on attached Figures 2 through 5.

1. Impacts in soils exceed the applicable residential criteria for direct contact for arsenic.
2. Impacts in soils exceed the applicable residential criteria for drinking water protection and groundwater-surface water interface for arsenic, mercury, selenium and chromium.
3. Impacts in soils exceed the applicable residential criteria for drinking water protection and groundwater-surface water interface for naphthalene, 1,2,3-trimethybenzene, 1,3,5-trimethybenzene, trichloroethene, tetrachloroethene, and cis-dichloroethene.
4. Impacts under the building in former Unit 6 exceeded the residential criteria for volatilization to indoor air for trichloroethene in soils and groundwater.
5. Impacts to indoor air in former Units 1 and 4 exceeded the residential and non-residential vapor intrusion indoor air screening level for trichloroethene.
6. Impacts to indoor air in former Units 11/12 exceeded the residential vapor intrusion indoor air screening level for trichloroethene.
7. Impacts in groundwater exceed the applicable residential criteria for drinking water for cis-dichloroethene, 1,1-dichloroethene, trichloroethene, vinyl chloride, and tetrachloroethene.
8. Impacts in groundwater exceed the applicable residential criteria for groundwater-surface water interface for trichloroethene and naphthalene.

In addition, the following site features may impact future redevelopment:

9. Soils below at least former Unit 6 are considered an F-listed hazardous waste based on the source of the impacts.
10. Impacts to groundwater may have migrated on to the property from adjacent properties to the southeast.
11. Groundwater flows to the north or northwest and may be migrating onto the northern adjoining park and toward Mill Creek.
12. Underground storage tanks may still exist under the building foundation.
13. Because the Property is a facility, any soils removed from the Property during redevelopment would need to be properly characterized or transported to an appropriate landfill.
14. Any water produced from de-watering activities will need to be properly containerized and kept on site or characterization for off-site disposal.

## Property Redevelopment Assumptions

These impacts and site features will affect future redevelopment of the Property. The proposed redevelopment that is considered in this Remediation Options Analysis is for residential rental or sale. Three density options are being considered as described in the presentation titled *3045 Broad Street Development Analysis* dated August, 2014 and presented by Peter Allen & Associates. This redevelopment assumes the following density options from that presentation.

	Development Assumptions			
	No. Buildings	No. Stories	Total SF	First Floor Residential (SF)
Low Density	4	3	75,240	25,080
Medium Density	4	3	86,400	28,800
High Density	5	4	153,600	38,400



10448 Citation Drive, #100  
P.O. Box 2160  
Brighton, Michigan 48116  
Phone: 810.225.2800 Fax: 810.225.3800

Three scenarios for this redevelopment are considered in this analysis.

Scenario 1: All residential units are for sale with residential on ground floor. This will require compliance with residential clean-up criteria or installation of engineered, institutional or administrative controls that achieve residential clean-up criteria.

Scenario 2: All residential units are for rent with residential on ground floor. This will require compliance with non-residential clean-up criteria or installation of engineered, institutional or administrative controls that achieve non-residential clean-up criteria.

Scenario 3: All residential units are either for sale or rent, and are constructed above ground floor parking (no residential on ground floor). This will require compliance with residential clean-up criteria if for sale, and non-residential criteria if for rent, and the installation of engineered, institution or administrative controls, but it is assumed that it will not require installation of a sub-slab vapor collection system.

### Property Redevelopment Issues

Because of the long term requirements for remediation of groundwater impacts, this analysis assumes that impacted soils and/or groundwater above the residential criteria will remain on the Property under all of the above scenarios, and the Property will remain a facility. As such, residential usage of the property will require a limited closure with engineered controls, deed restrictions, and long term implementation of due care requirements and remediation or control systems. In addition, notification of impacts must be provided to purchasers of the Property. Redevelopment must be implemented in compliance the Due Care Plan and the associated Declaration of Restrictive Covenant.

As indicated in attached Table 1, the impacts and site features described above have different requirements during pre-purchase assessment, redevelopment and operation. Items in Table 1 assume residential redevelopment as described above. Some of the items are optional as follows:

- Additional sampling to delineate impacts: Additional sampling may limit areas that require remediation or control. However, given the industrial nature of the property, it may also identify larger impacts. As such, implementation of control across the entire property is assumed in this analysis as a presumptive remedy.
- Remediation of impacted groundwater: For innocent landowners, or bonafide purchasers, control of groundwater is required, but remediation is optional. Site data indicates that groundwater may be venting to the wetlands and/or river to the north and remediation would reduce these impacts. However, groundwater impacts may be migrating to the Property from off-site as well. Removal of source materials will reduce impacts from the Property to groundwater, and natural attenuation will further reduce concentrations.
- Geophysical survey to identify UST: A suspected UST may exist on the property. Investigating the location will provide information for managing construction costs and timing, but this can also be managed as a contingency during site preparation.

**Table 1  
Environmental Issues Table for Purchaser**

Issue	Description of Issue	Activity to be Conducted	Assumptions/Comments
Pre-purchase Due Diligence	Property is a facility per Part 201 of Act 451	Completion of Phase I and Baseline Environmental Assessment (BEA)	Required to maintain statutory liability protection for innocent landowner or bona fide purchaser. Phase I must be completed prior to purchase. BEA must be completed within 45 days of purchase.
		Completion and implementation of Section 7a Compliance report (Due Care Plan)	Change in use requires new Due Care Plan. DEQ approval required if federal funds are used. DEQ approval is recommended for residential redevelopment.
Considerations for Redevelopment of Property	Arsenic above residential direct contact criteria	Additional sampling may be completed on surface and near surface for utilization of 95% Upper Confidence Level calculation for determination if results are above cleanup criteria.....and/or.....	Delineation may be used to establish site-specific population characteristics.
		Capping with clean soil, asphalt, concrete, or landscaping materials, or....	Part of construction costs.
		Soil removal and replacement of upper 1-2 feet	Removed soils to be characterized or disposed at landfill.
	Identified soil and groundwater VOC impacts above the volatilization to indoor air inhalation and soil gas results above screening levels Unacceptable risk for uncontrolled development for residential and non-residential.	Optional additional soil, groundwater, and soil gas sampling to determine extent	Additional delineation could reduce impacted areas. Presumptive remedy recommended.
		Removal of VOC source area soils	Based on limited sampling completed in area.
		Optional remediation of VOC impacted groundwater	Not required as part of Due Care Requirements.
		Installation of sub-slab vapor collection system under proposed building. Installation of epoxy coating on slab.	Would require air monitoring and possible permit process with DEQ. Potential long term operation and maintenance requirements.
	Soil removal for utilities and building foundations	Any soil removed from Property will need to be properly characterized and land filled. Engineered backfill will be necessary in utility lines.	
	Underground storage tanks (USTs)	Optional completion of Geophysical survey around building	Suspected USTs can be addressed during site redevelopment.
		Any USTs encountered during redevelopment will have to be removed and documented.	USTs were historically located on the Property as detailed in the Phase I ESAs. Former owner provided information on USTs at four locations, but one UST location around original manufacturing building is unknown and may exist under building.
	Demolition of current building foundations	Replace surfacing materials to prevent exacerbation	
	Fill Material	Extensive fill material may require the removal of soil and placement of engineered fill for building development. Removed soils must be characterized or disposed in landfill	
Monitoring Wells	Site design can not interfere with monitoring wells or remediation. Monitoring wells may only be relocated once before 2018.	Based on Restrictive Covenant and general due care requirements.	
Landscaping and Site Work	No unlined surface water impoundments. No modifications to on-site drainage features that would cause surface water to accumulate on-site or exacerbate existing conditions.	Based on Restrictive Covenant	
Considerations for Operation of Property	General	Notification of Buyers that property is a facility	
		Due Care Plan must be implemented and documented	
		Site Plan can not exacerbate existing conditions. All surfaces with hard cover must be maintained with hard cover.	
	Arsenic above residential direct contact criteria	Operation and Maintenance of Cover	
	VOC Impacts to soils and groundwater	Operation and Maintenance of sub-slab vapor collection system. Possible vent sampling.	
	Groundwater	No use of groundwater.	If optional groundwater remediation system is installed, operation and maintenance of system will be required.
	Soils	No unsupervised digging. Removed soils characterized or disposed in landfill. Maintain all surfacing materials as current, and as needed for engineered controls.	

## Property Redevelopment Costs

### Scenario 1

This is the most likely scenario based on the development analysis. Notification of purchasers of ground level units will be required, and the property should be maintained in a separate entity to implement the due care requirements.

The following are the estimated costs of both the recommended and optional tasks. A new purchaser would typically conduct and fund the site assessment activities (Phase I EA, BEA, Due Care Plan, and DEQ approval (if required)), while the extent of remediation would be dependent on the site plans (if different from this scenario). Buyers would typically not complete the optional items.

Task	Scenario 1 - Estimated Cost Range					
	Low Density		Medium Density		High Density	
	Min	Max	Min	Max	Min	Max
Phase I ESA	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
BEA	\$2,600	\$2,600	\$2,600	\$2,600	\$2,600	\$2,600
Due Care Plan	\$3,000	\$3,960	\$3,000	\$3,960	\$3,000	\$3,960
DEQ Approval of Due Care Plan	\$4,000	\$7,200	\$4,000	\$7,200	\$4,000	\$7,200
UST Removal (Contingency)	\$10,000	\$60,000	\$10,000	\$60,000	\$10,000	\$60,000
Source Remediation	\$188,266	\$244,746	\$188,266	\$244,746	\$188,266	\$244,746
Sub-Slab Vapor System	\$75,240	\$99,317	\$86,400	\$114,048	\$115,200	\$152,064
Soil Disposal During Construction	\$44,587	\$115,925	\$51,200	\$133,120	\$68,267	\$177,493
Brownfield Plan/381 Work Plan	\$10,000	\$13,200	\$10,000	\$13,200	\$10,000	\$13,200
Subtotal Recommended Above	\$339,693	\$548,948	\$357,466	\$580,874	\$403,333	\$663,263
<b>Optional Tasks</b>						
Additional Soils Investigation	\$12,500	\$16,500	\$12,500	\$16,500	\$12,500	\$16,500
Geophysical Investigation	\$3,000	\$5,445	\$3,000	\$5,445	\$3,000	\$5,445
Groundwater Remediation	\$50,000	\$330,000	\$50,000	\$330,000	\$50,000	\$330,000
Subtotal Optional Tasks	\$65,500	\$351,945	\$65,500	\$351,945	\$65,500	\$351,945
Total Above	\$405,193	\$900,893	\$422,966	\$932,819	\$468,833	\$1,015,208

### Scenario 2

Costs for this scenario are similar as for Scenario 1, since site controls must meet residential use. However notification to tenants would not be required. Property would be maintained in a separate entity to implement the due care requirements.



10448 Citation Drive, #100  
P.O. Box 2160  
Brighton, Michigan 48116  
Phone: 810.225.2800 Fax: 810.225.3800

The following are the estimated costs of both the recommended and optional tasks. As described in Scenario 1, a new purchaser would typically conduct and fund the site assessment activities and necessary remediation, but would typically not complete the optional items.

Task	Scenario 2 - Estimated Cost Range					
	Low Density		Medium Density		High Density	
	Min	Max	Min	Max	Min	Max
Phase I ESA	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
BEA	\$2,600	\$2,600	\$2,600	\$2,600	\$2,600	\$2,600
Due Care Plan	\$2,000	\$2,640	\$2,000	\$2,640	\$2,000	\$2,640
DEQ Approval of Due Care Plan	\$4,000	\$7,200	\$4,000	\$7,200	\$4,000	\$7,200
UST Removal (Contingency)	\$10,000	\$60,000	\$10,000	\$60,000	\$10,000	\$60,000
Source Remediation	\$188,266	\$244,746	\$188,266	\$244,746	\$188,266	\$244,746
Sub-Slab Vapor System	\$75,240	\$99,317	\$86,400	\$114,048	\$115,200	\$152,064
Soil Disposal During Construction	\$44,587	\$115,925	\$51,200	\$133,120	\$68,267	\$177,493
Brownfield Plan/381 Work Plan	\$10,000	\$13,200	\$10,000	\$13,200	\$10,000	\$13,200
Subtotal Recommended Above	\$338,693	\$547,628	\$356,466	\$579,554	\$402,333	\$661,943
<u>Optional Tasks</u>						
Additional Soils Investigation	\$12,500	\$16,500	\$12,500	\$16,500	\$12,500	\$16,500
Geophysical Investigation	\$3,000	\$5,445	\$3,000	\$5,445	\$3,000	\$5,445
Groundwater Remediation	\$50,000	\$330,000	\$50,000	\$330,000	\$50,000	\$330,000
Subtotal Optional Tasks	\$65,500	\$351,945	\$65,500	\$351,945	\$65,500	\$351,945
Total Above	\$404,193	\$899,573	\$421,966	\$931,499	\$467,833	\$1,013,888

### Scenario 3

This scenario would not require control of volatilization to indoor air, since all ground level activity is open parking. Therefore, source control and sub-slab vapor control should not be required if no building or occupied space are located on the ground floor (Declaration of Restrictive Covenant Section 1(a)(ii)). However, if groundwater remediation is selected, source control should also be implemented to reduce leaching to groundwater and therefore reduce remediation duration.

The following are the estimated costs of both the recommended and optional tasks. As described in Scenario 1, a new purchaser would typically conduct and fund the site assessment activities and necessary remediation, but would typically not complete the optional items.



10448 Citation Drive, #100  
P.O. Box 2160  
Brighton, Michigan 48116  
Phone: 810.225.2800 Fax: 810.225.3800

Task	Scenario 3 - Estimated Cost Range					
	Low Density		Medium Density		High Density	
	Min	Max	Min	Max	Min	Max
Phase I ESA	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
BEA	\$2,600	\$2,600	\$2,600	\$2,600	\$2,600	\$2,600
Due Care Plan	\$2,000	\$2,640	\$2,000	\$2,640	\$2,000	\$2,640
DEQ Approval of Due Care Plan	\$4,000	\$7,200	\$4,000	\$7,200	\$4,000	\$7,200
UST Removal (Contingency)	\$10,000	\$60,000	\$10,000	\$60,000	\$10,000	\$60,000
Source Remediation	\$0	\$0	\$0	\$0	\$0	\$0
Sub-Slab Vapor System	\$0	\$0	\$0	\$0	\$0	\$0
Soil Disposal During Construction	\$44,587	\$115,925	\$51,200	\$133,120	\$68,267	\$177,493
Brownfield Plan/381 Work Plan	\$10,000	\$13,200	\$10,000	\$13,200	\$10,000	\$13,200
Subtotal Recommended Above	\$75,187	\$203,565	\$81,800	\$220,760	\$98,867	\$265,133
<u>Optional Tasks</u>						
Additional Soils Investigation	\$12,500	\$16,500	\$12,500	\$16,500	\$12,500	\$16,500
Geophysical Investigation	\$3,000	\$5,445	\$3,000	\$5,445	\$3,000	\$5,445
Groundwater Remediation	\$50,000	\$330,000	\$50,000	\$330,000	\$50,000	\$330,000
Subtotal Optional Tasks	\$65,500	\$351,945	\$65,500	\$351,945	\$65,500	\$351,945
Total Above	\$140,687	\$555,510	\$147,300	\$572,705	\$164,367	\$617,078

### Funding Options

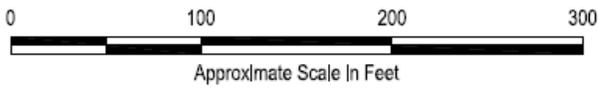
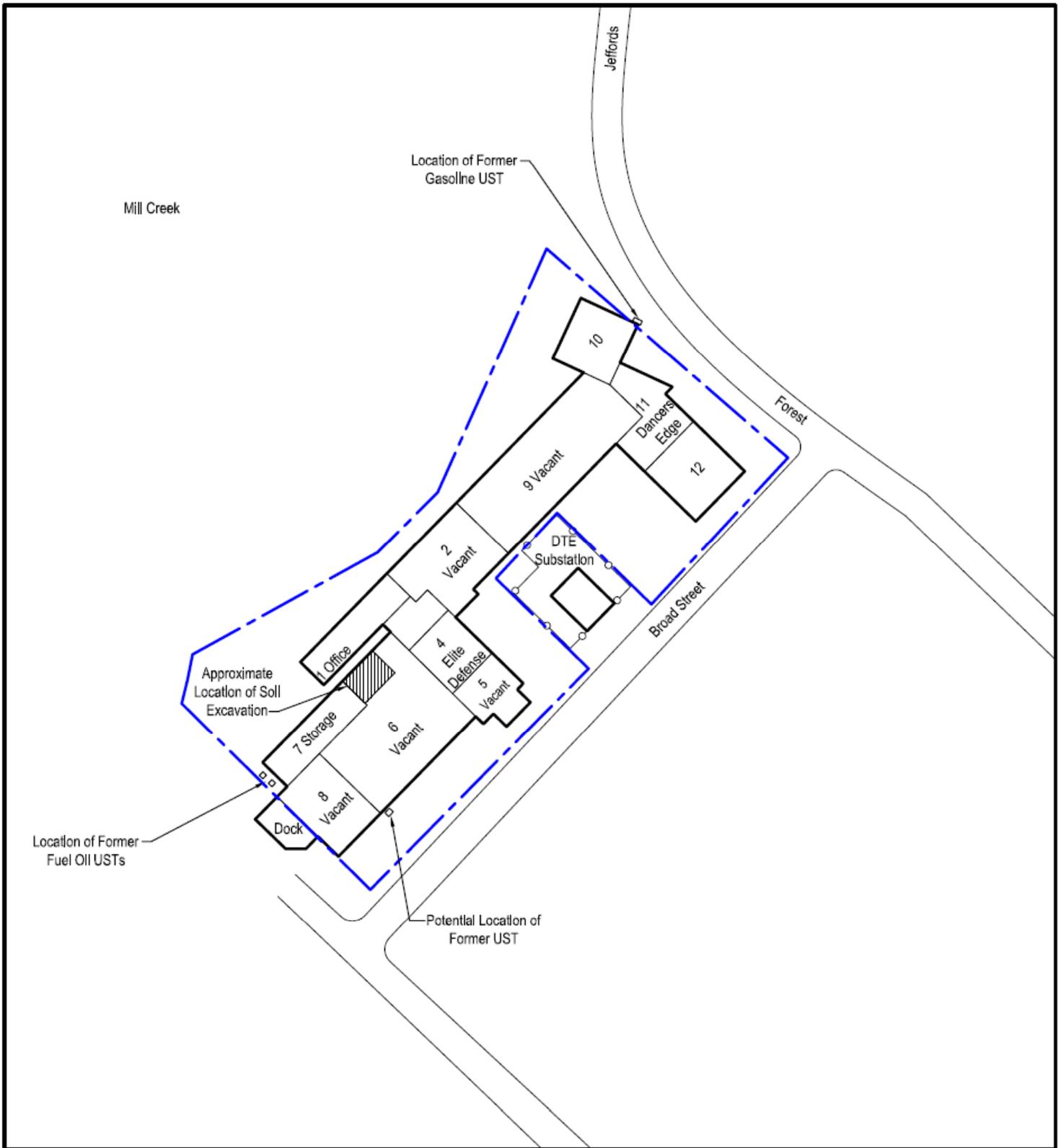
A new purchaser, if they comply with the innocent landowner, or bonafide purchaser, definition, could apply for funding for all of the assessment and remediation costs described above using Brownfield Tax Increment Financing (TIF) under Act 381. This would require preparation of a Brownfield Plan, which is included in the above cost estimates. Repayment from local only taxes would require 6 years for the high density minimum cost option under Scenario 1 at \$468,833 (best case for all costs listed), or 22 years for the low density maximum cost option under Scenario 1 at \$900,893 (worst case).

Funding for the source remediation (\$188,000-245,000) and UST removal (\$10,000-60,000) may be available from the previous landowner under existing agreements with the Village. In any case, funding of the source remediation and UST removal by the previous landowner may be a preferred option, since cost recovery for any Brownfield TIF can be pursued by the state. Funding for other items from the previous landowner may not be practical, since these are required for residential redevelopment and would not be required if the property remained industrial.

Funding for the source remediation (\$188,000-245,000) may also be available to the Village through the MDEQ Brownfield Redevelopment Grant and Loan Program. This program is competitive, but it provides funding to mitigate impacts so that redevelopment can proceed. It would require that a developer have a purchase agreement, and it is limited to one award per municipality per year.



10448 Citation Drive, #100  
P.O. Box 2160  
Brighton, Michigan 48116  
Phone: 810.225.2800 Fax: 810.225.3800



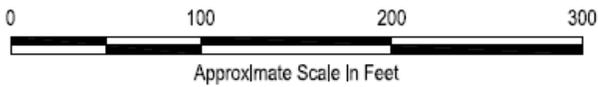
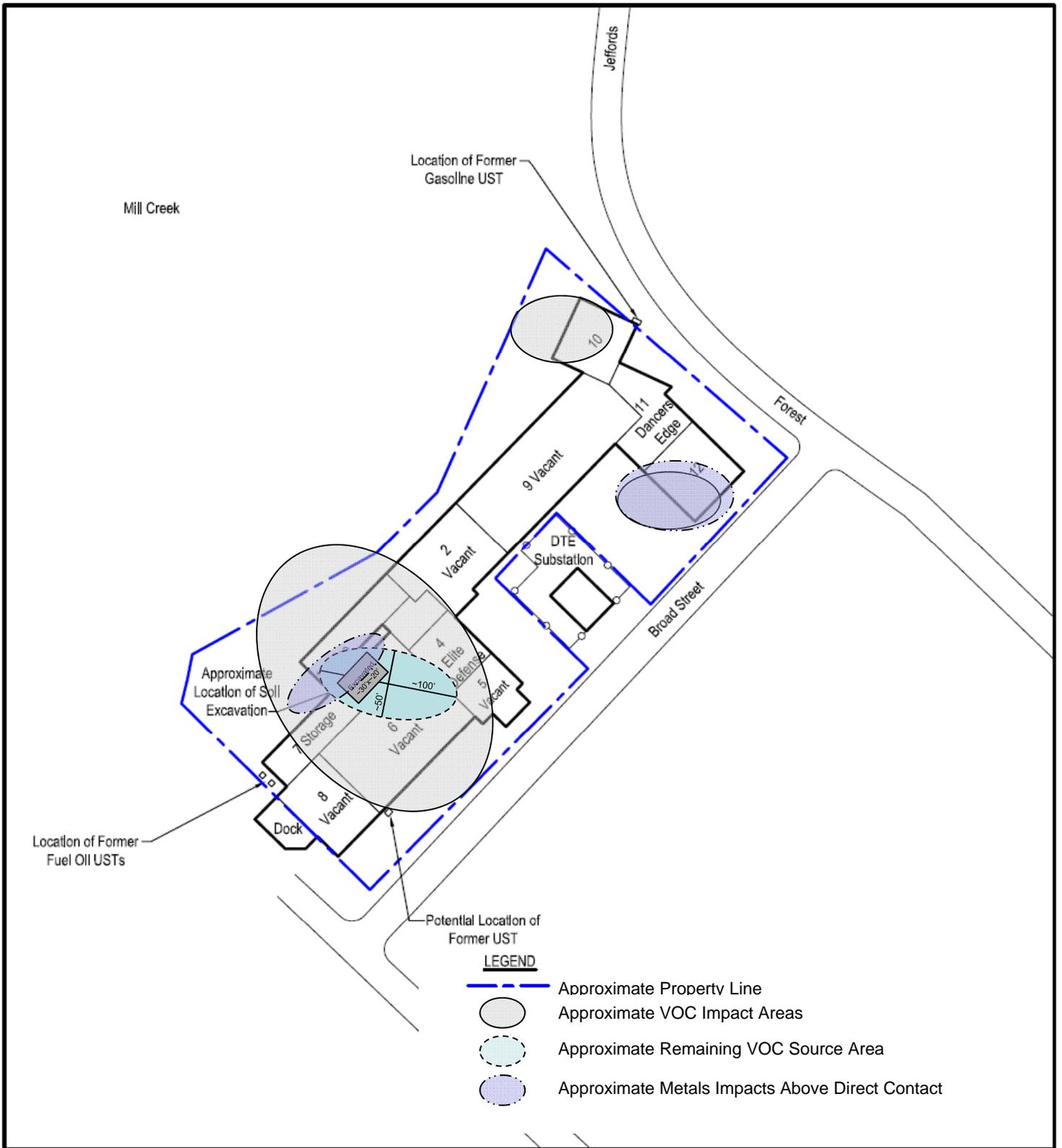
3045 Broad St.

Dexter, MI



Created by: TJW October 1, 2014

Figure 1: Site Features Map - Soils



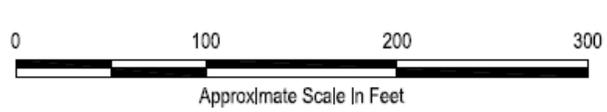
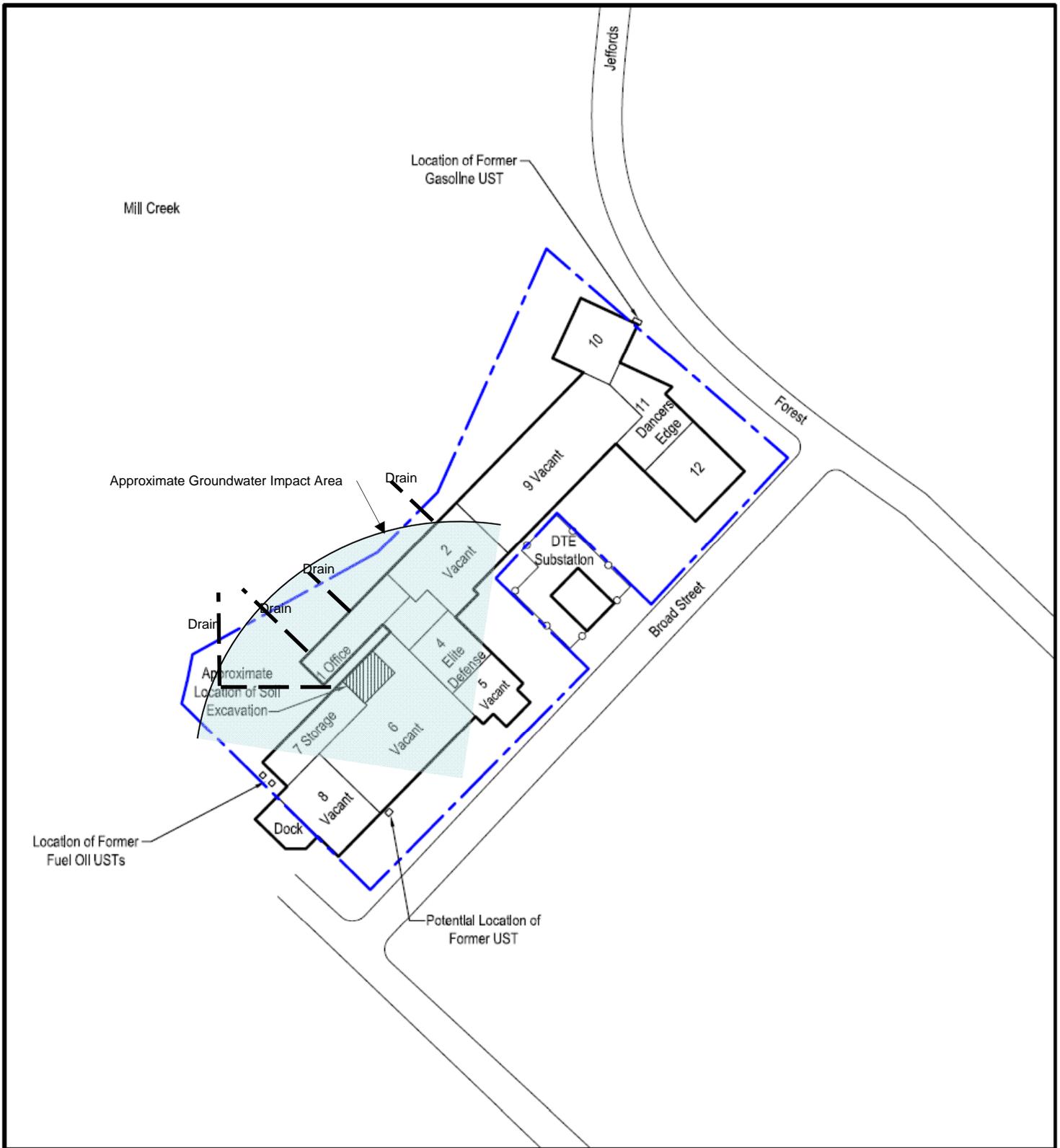
3045 Broad St.

Dexter, MI



Created by: TJW October 1, 2014

Figure 3: Site Issues Map - Soils



**LEGEND**  
 - - - - - Approximate Property Line



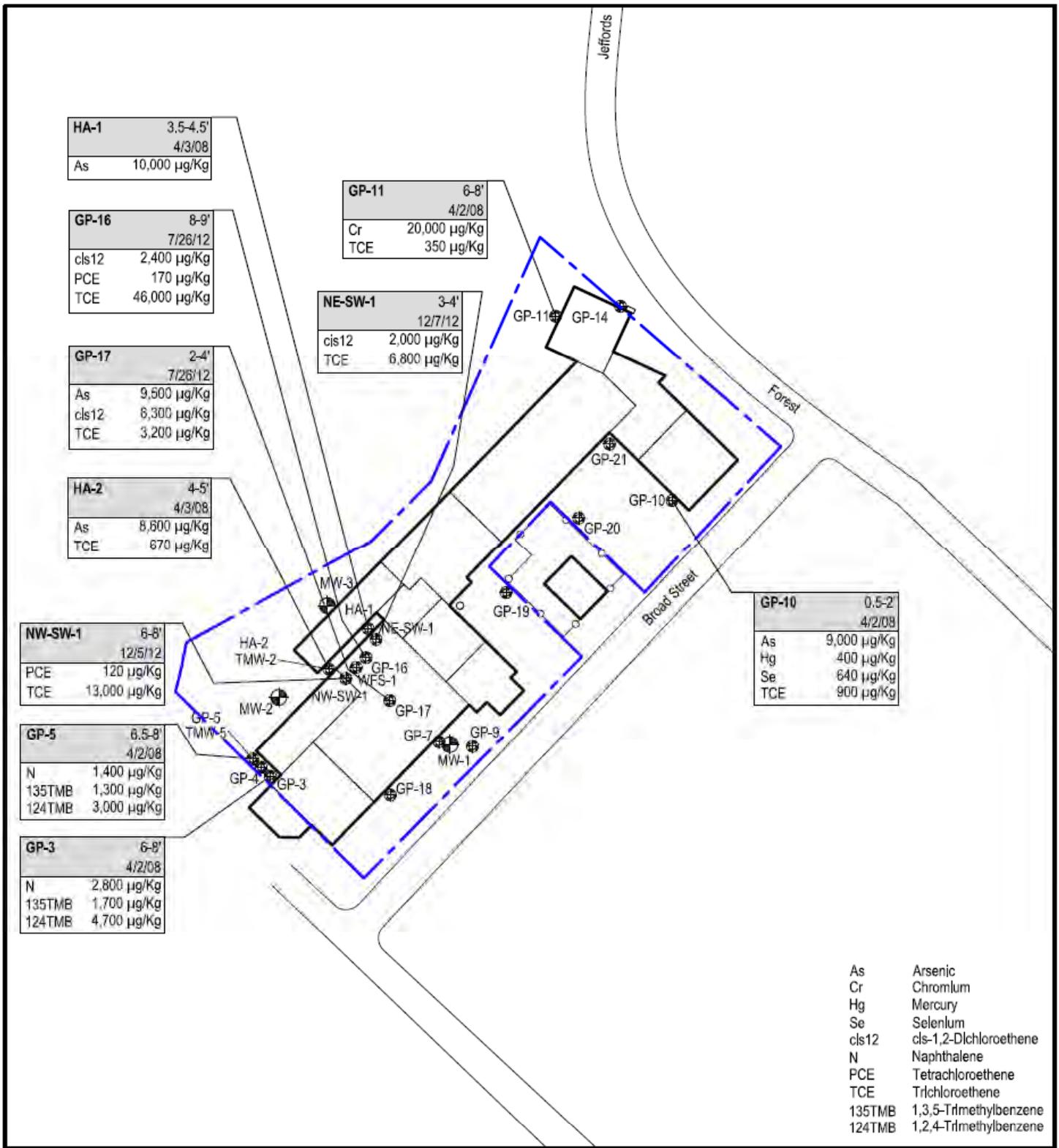
3045 Broad St.

Dexter, MI



Created by: TJW October 1, 2014

Figure 3: Site Issues Map - Groundwater



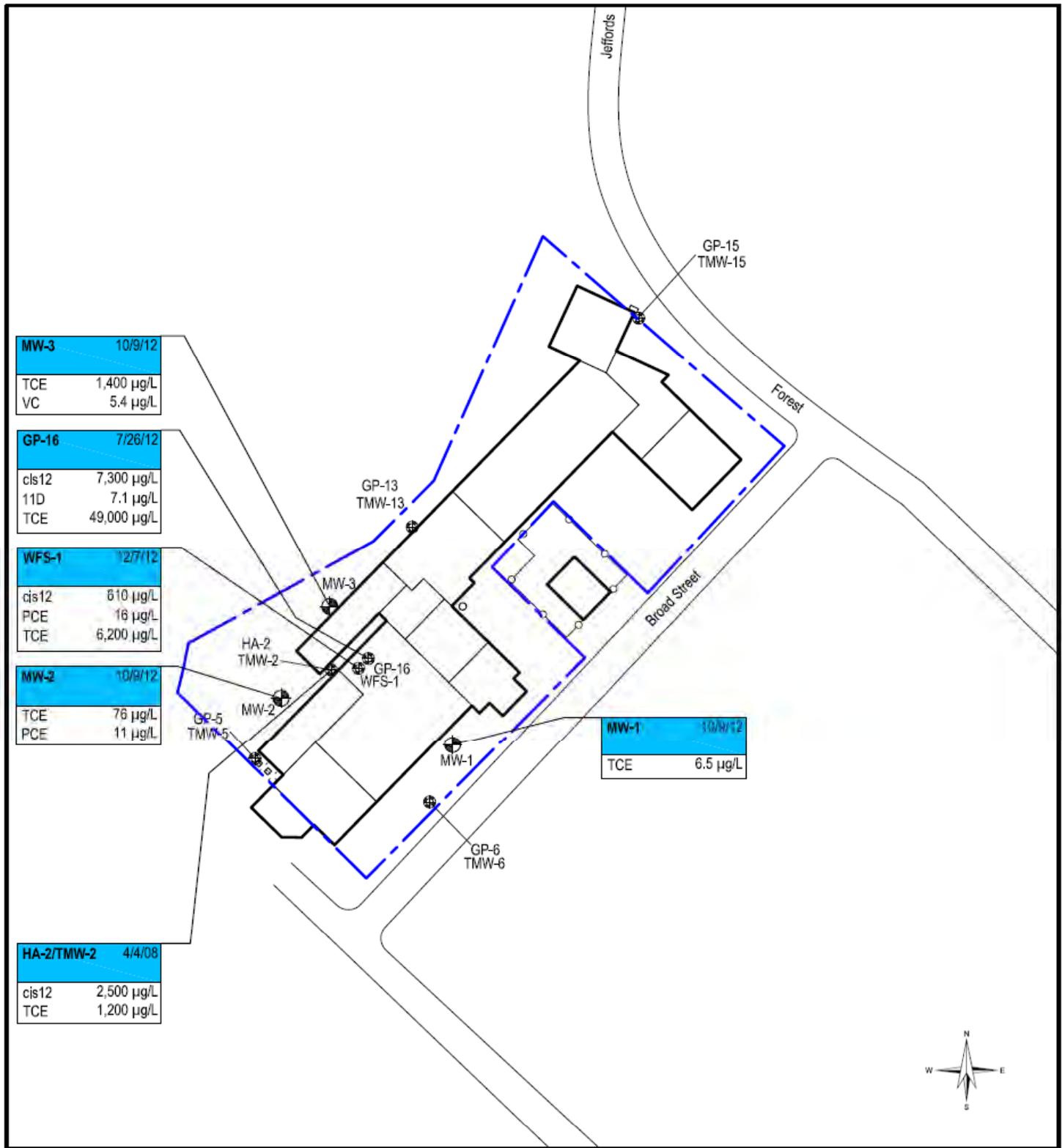
3045 Broad St.

Dexter, MI



Created by: TJW October 1, 2014

Figure 4: Soil Analytical Above GRCC



3045 Broad St.

Dexter, MI



Created by: TJW October 1, 2014

Figure 5: Groundwater Analytical Above GRCC

# MEMO

**Date:** November 5, 2014

**To:** Michelle Aniol, Village of Dexter

**From:** Brian Kuberski

**Subject:** Revised Remediation Options Analysis, 3045 Broad Street, Dexter, Michigan  
(ASTI Project No. 1-6555)

---

ASTI provided a Remediation Options Analysis for the above property in a memo dated October 3, 2014 (please see this memo for background materials and assumptions). This analysis included three scenarios based on development options being considered by the Village, and described as follows:

Scenario 1: All residential units are for sale with residential on ground floor. This will require compliance with residential clean-up criteria or installation of engineered, institutional or administrative controls that achieve residential clean-up criteria.

Scenario 2: All residential units are for rent with residential on ground floor. This will require compliance with non-residential clean-up criteria or installation of engineered, institutional or administrative controls that achieve non-residential clean-up criteria.

Scenario 3: All residential units are either for sale or rent, and are constructed above ground floor parking (no residential on ground floor). This will require compliance with residential clean-up criteria if for sale, and non-residential criteria if for rent, and the installation of engineered, institution or administrative controls, but it is assumed that it will not require installation of a sub-slab vapor collection system.

Additional scenarios were discussed during a Dexter Downtown Development Authority meeting and an additional analysis was requested in an email from Michelle Aniol on October 16, 2014. This analysis includes the following additional scenarios:

Scenario 4: Below grade level for parking with residential units for sale above. This will require compliance with residential clean-up criteria or installation of engineered, institutional or administrative controls that achieve residential clean-up criteria. It assumed that some of the soil impacted with trichloroethene will be removed from the Property but not all source material will be removed. Note that this scenario may not be practical on portions of the Property where groundwater was encountered between 5-10 feet below ground surface, since that would prevent the installation and operation of a sub-slab depressurization system.

Scenario 5: Remove the existing foundations and paved parking and develop the Property for use as public parking with concrete cover. This scenario would include the removal of existing foundations and grading the site, and will require off-site removal of site soils during installation. The site would be capped with concrete so that at least all hard surfaces currently existing will be replaced.

Scenario 6: Remove some existing paved parking, but leave all foundations in place, and develop the Property for use as parking with asphalt cover. The scenario would include placement of clean fill soil over existing foundations and seeding with grass. Based on the Temporary Broad Street Area Parking diagram dated July 25, 2014, approximately 16,000 square feet of new asphalt parking would be installed around the existing foundations

The three additional scenarios are discussed below with the estimated cost ranges.

### **Property Redevelopment Costs**

#### **Scenario 4**

Notification of purchasers of ground level units will be required, and the property should be maintained in a separate entity to implement the due care requirements. It is assumed that the excavation for the below ground garage will extend to a minimum depth of 10 feet and that impacted groundwater will remain. Since impacted groundwater will not be remediated, the Property will remain a facility. Therefore, this scenario assumes that a sub-slab depressurization will be installed under the garage. However, please note that groundwater was encountered between 5-10 feet below ground surface on the western portion of the Property during environmental investigations, and this may prohibit the utilization of a sub-slab depressurization system.

The following are the estimated costs of both the recommended and optional tasks. A new purchaser would typically conduct and fund the site assessment activities (Phase I EA, BEA, Due Care Plan, and DEQ approval (if required)), while the extent of remediation would be dependent on the site plans (if different from this scenario). Buyers would typically not complete the optional items; however, additional soil sampling would likely be necessary for landfill disposal.

Scenario 4 - Estimated Cost Range

Task	Low Density		Medium Density		High Density	
	Min	Max	Min	Max	Min	Max
Phase I ESA	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
BEA	\$2,600	\$2,600	\$2,600	\$2,600	\$2,600	\$2,600
Due Care Plan	\$3,000	\$3,960	\$3,000	\$3,960	\$3,000	\$3,960
DEQ Approval of Due Care Plan	\$4,000	\$7,200	\$4,000	\$7,200	\$4,000	\$7,200
UST Removal (Contingency)	\$10,000	\$60,000	\$10,000	\$60,000	\$10,000	\$60,000
Source Remediation	\$188,266	\$244,746	\$188,266	\$244,746	\$188,266	\$244,746
Sub-Slab Vapor System	\$75,240	\$99,317	\$86,400	\$114,048	\$115,200	\$152,064
Soil Disposal During Construction	\$130,044	\$338,116	\$149,333	\$388,267	\$199,111	\$517,689
Brownfield Plan/381 Work Plan	\$10,000	\$13,200	\$10,000	\$13,200	\$10,000	\$13,200
Subtotal Recommended Above	\$425,151	\$771,138	\$455,599	\$836,021	\$534,177	\$1,003,459
<u>Optional Tasks</u>						
Additional Soils Investigation	\$12,500	\$16,500	\$12,500	\$16,500	\$12,500	\$16,500
Geophysical Investigation	\$3,000	\$5,445	\$3,000	\$5,445	\$3,000	\$5,445
Groundwater Remediation	\$50,000	\$330,000	\$50,000	\$330,000	\$50,000	\$330,000
Subtotal Optional Tasks	\$65,500	\$351,945	\$65,500	\$351,945	\$65,500	\$351,945
Total Above	\$490,651	\$1,123,083	\$521,099	\$1,187,966	\$599,677	\$1,355,404

Scenario 5

This scenario limits site usage to public parking or events managed by the Village of Dexter. This assumes that the top layer of soil would be removed for the placement of the concrete. Without a specific utilities plan or grading plan, the cost below do not include cost for storm sewer or utilities such as electrical for lighting. The deed restriction on the Property requires placement of a equivalent barrier if the current engineered controls are removed, so the new concrete cover must replace existing cover in all areas of the site. This would also require the placement of a temporary barrier to limit rain water infiltrating into the subsurface during construction. The costs for paving for this assumption do not include curbs. Additional sampling would likely be necessary for off-site soil disposal. This scenario was not discussed in the Due Care Plan completed for the Village of Dexter so the Due Care Plan must be updated. Cost ranges provided are estimates and actual cost may vary based on time of year, trucking cost, fuel costs, disposal cost, and material cost. Bids should be completed for actual cost for removal of the foundations and placement of concrete.

Scenario 5 - Estimated Cost Range

<u>Task</u>	<u>Min</u>	<u>Max</u>
Due Care Plan	\$1,000	- \$1,500
DEQ Approval of Due Care Plan	\$2,000	- \$3,000
UST Removal (Contingency)	\$10,000	- \$60,000
Soil Disposal During Construction	\$32,667	- \$42,467
Removal and Disposal of Foundations	\$85,000	- \$110,500
Placement of Concrete (4 inches)	\$193,706	- \$250,000
Placement of Temporary Barrier	\$3,000	- \$6,000
Subtotal Recommended Above	<u>\$327,373</u>	- <u>\$473,467</u>

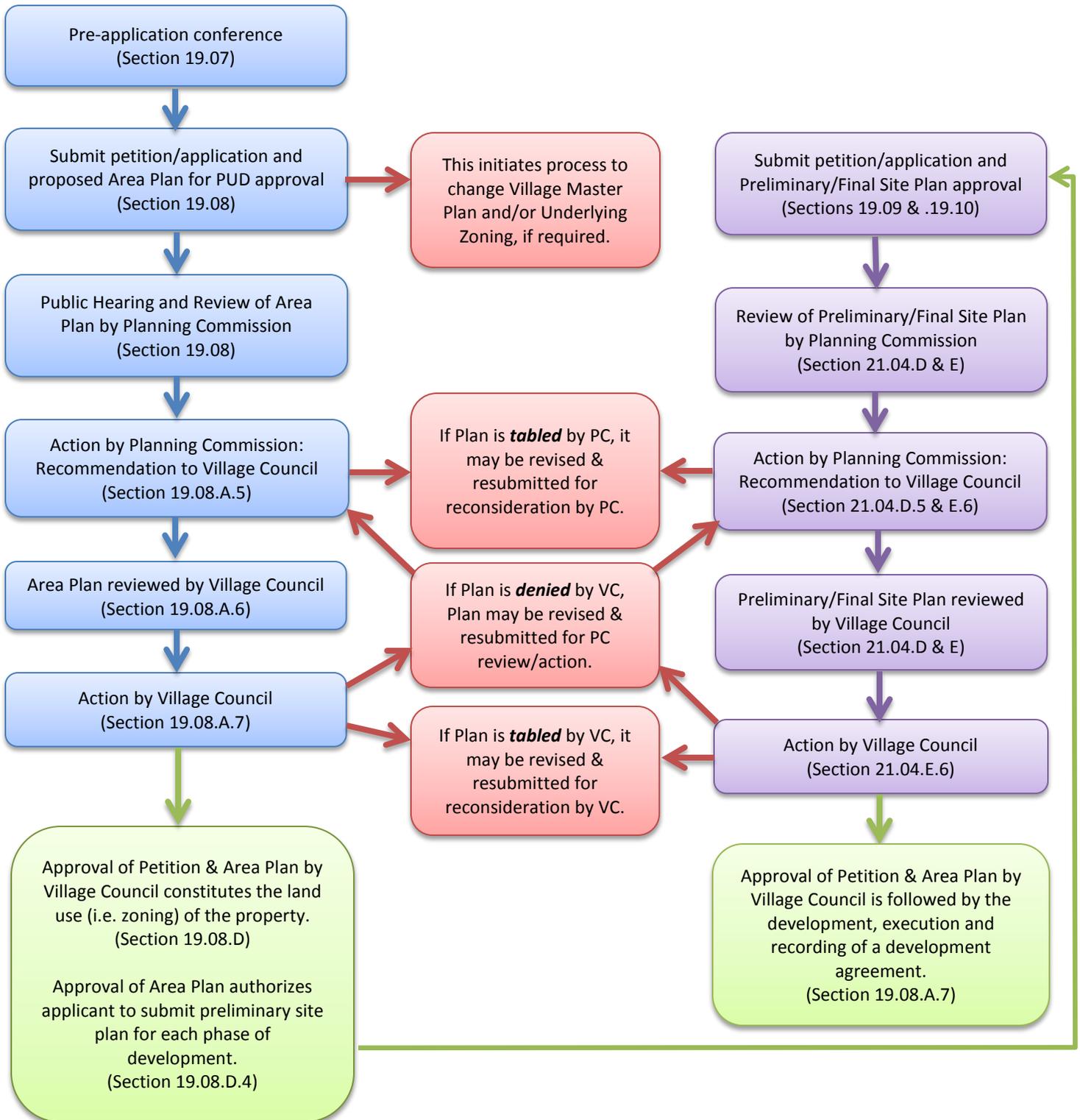
Scenario 6

This scenario limits site usage to public parking or events for the Village of Dexter. Existing concrete building foundations would be covered with clean fill and seeded. This assumes that the top layer of soil would be removed for the placement of the new asphalt parking and no installation of storm sewers or other utilities. Since the fill material would be placed over the concrete foundations, the soil is assumed to be a sand/clay mixture to allow of compacting and limit erosion. Engineering cost to determine if fill material can be placed over the concrete foundations was not included in the cost. Scenario assumes that all building foundations will remain and will not be damaged during construction of the parking areas, or subsequent use. If building foundations are damaged, additional cost will be necessary for repair of the engineered control. The cost for paving for this assumption does not include curbs. Additional sampling would likely be necessary for soil disposal. This scenario was not discussed in the Due Care Plan completed for the Village of Dexter and the Due Care Plan must be updated. Cost ranges provided are estimates and actual cost may vary based on time of year, trucking cost, fuel costs, disposal cost, and material cost. Bids should be completed for actual cost of placement of asphalt and placement of fill and seed.

Scenario 6 - Estimated Cost Range

<u>Task</u>	<u>Min</u>	<u>Max</u>
Due Care Plan (update)	\$1,000	- \$1,500
DEQ Approval of Due Care Plan	\$2,000	- \$3,000
UST Removal (Contingency)	\$10,000	- \$60,000
Soil Disposal During Construction	\$9,955	- \$19,990
Placement of Asphalt	\$32,000	- \$41,600
Placement of Clean Fill and Seed	\$42,066	- \$54,685
Subtotal Recommended Above	<u>\$97,021</u>	- <u>\$180,685</u>

## CURRENT Article 19 Planned Unit Development Process



**OUTLINE for Article XIX**

**PUD PLANNING AND DEVELOPMENT  
REGULATIONS FOR PLANNED UNIT  
DEVELOPMENT DISTRICTS**

**Section 19.01 PURPOSE AND INTENT**

**Section 19.02 PUD REGULATIONS**

**Section 19.03 GENERAL PROVISIONS**

- A. Residential Density.
- B. Mixed Use Projects
- C. Open Space Regulations
- D. Preservation of Natural Resources and Natural Features.

**Section 19.04 DESIGN STANDARDS**

- A. Setbacks in the PUD Project.
- B. Vehicular and Pedestrian Circulation.
- C. Parking and Loading Regulations
- D. Utilities.
- E. Storm water Drainage/Erosion Control.
- F. Design Elements.

**Section 19.05 PUD CONDITIONS**

**Section 19.06 PHASING**

**Section 19.07 PRE-APPLICATION CONFERENCE**

**Section 19.08 AREA PLAN REQUIREMENTS**

- A. Procedure for Petition and Area Plan Approvals for PUD.
- B. Information Required for Area Plan
- C. Standards for Petition and Area Plan Review.
- D. Effect of Approval of Petition and Area Plan Approval of the petition and area plan by the Village Council

**Section 19.09 PRELIMINARY SITE PLAN REQUIREMENTS**

**Section 19.10 FINAL SITE PLAN REQUIREMENTS**

**Section 19.11 SUBDIVISION PLATS**

**Section 19.12 COMMON AREAS AND FACILITIES**

**Section 19.13 AMENDMENT AND REVISION**

**Section 19.14 EXPIRATION OF PLAN APPROVALS**

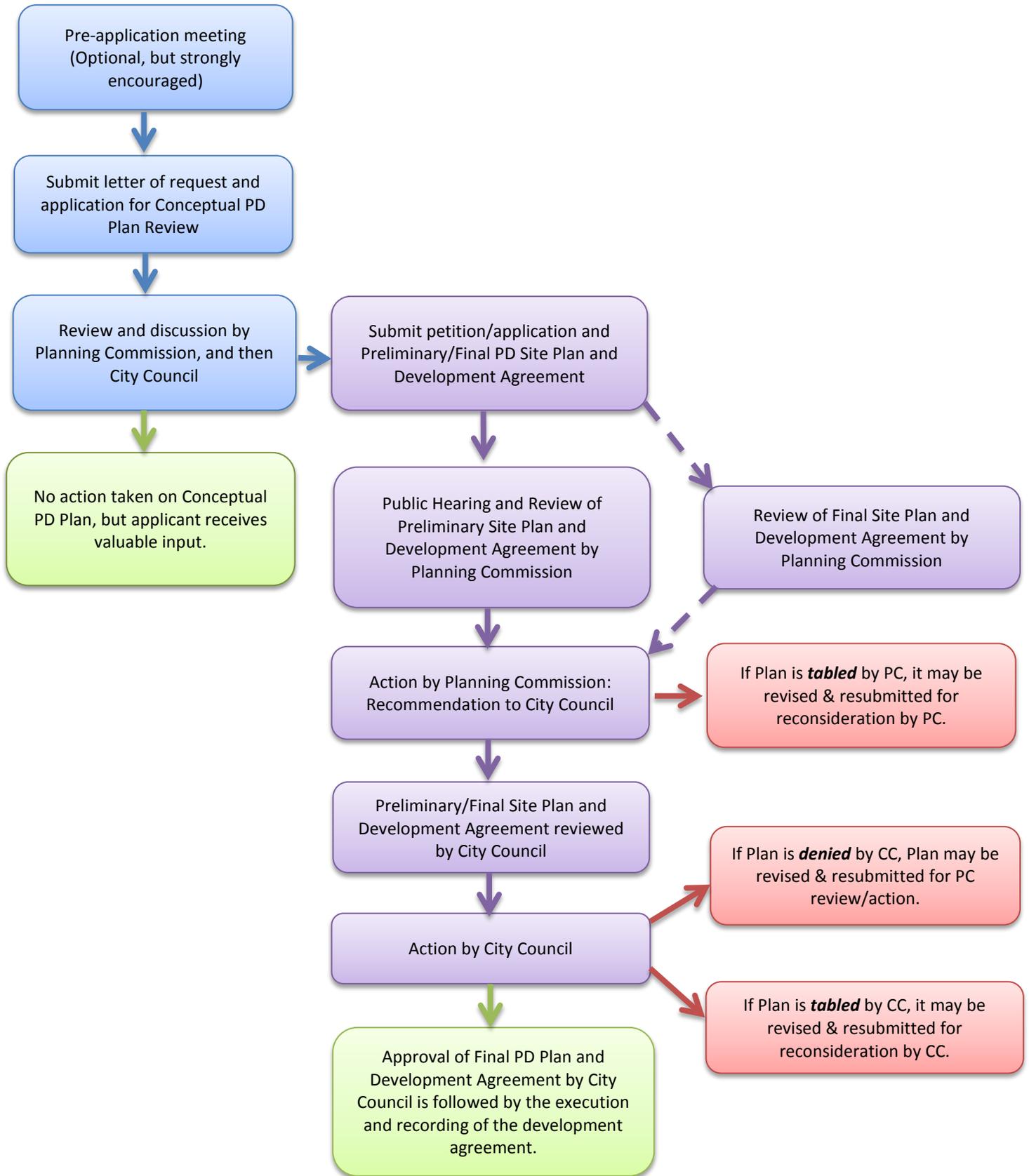
**Section 19.15 EXTENSION OF TIME LIMITS**

**Section 19.16 AS-BUILT DRAWINGS**

**Section 19.17 PERFORMANCE GUARANTEE**

**Section 19.18 VIOLATIONS**

## Proposed Article 19 Planned Development Process



## PROPOSED OUTLINE Article XIX

### PLANNED DEVELOPMENT (PD) OVERLAY DISTRICTS

#### Section 19.01 PURPOSE AND INTENT

- A. Purpose.
- B. Intent.

#### Section 19.02 Qualifying Conditions

- A. Unified Control of Property.
- B. Demonstrate benefit.
- C. Public Utilities
- D. Availability and Capacity of Public Services.
- E. Compatibility with the Master Plan.
- F. Compatibility with the PD Purpose.
- G. Development Impact.

#### Section 19.03 Principal permitted and special land uses

#### Section 19.04 Design standards/guidelines

- A. Modifications to Dimensional Requirements.
- B. Downtown Design Standards/Guidelines
- C. Residential Density.
- D. Outdoor Common Area And Site Amenities Requirements:
  - 1. Outdoor Common Area
  - 2. Site Amenities
  - 3. Exclusions
  - 4. Common Area Access
- E. Landscaping, Screening and Tree Preservation
- F. Signage
- G. Parking and Loading
- H. Circulation
  - 1. Pedestrian and bicycle
  - 2. Vehicular
- I. Public Improvements
- J. Relationship to Adjoining Land

#### 19.05 Review and Approval Procedure

- A. Overview.
- B. Pre-application Meeting.
- C. Application and Procedure for Conceptual PD Site Plan Review.

1. Conceptual PD Site Plan Requirements.
- D. Application and review procedure for Preliminary PD site plan and Final PD site Plan.
1. Public hearing
  2. PC Review and Recommendation
  3. CC Action
  4. Preliminary PD Site plan Requirements
  5. Standards for approval of preliminary PD site plan
  6. Final PD site plan submittal Requirements
  7. Standards for approval of final site plan
- E. Conditions of approval
- F. Phasing
- G. Amendment and Revision
- H. Appeals and Variances
- I. Expiration of Plan Approval
- J. Extension of Plan Approval
- K. As-Built Drawings
- L. Performance Guarantees

# Redevelopment Ready Communities® Report of Findings



## City of Dexter

DECEMBER 2014



# Table of Contents

Executive Summary.....3

Methodology.....4

**Best Practice Findings**

*Best Practice One: Community Plans and Public Outreach*

1.1 – The Plans.....5

1.2 – Public Participation.....7

*Best Practice Two: Zoning Regulations*

2.1 – Zoning Regulations.....8

*Best Practice Three: Development Review Process*

3.1 – Site Plan Review Policy and Procedures.....10

3.2 – Guide to Development.....11

*Best Practice Four: Recruitment and Education*

4.1 – Recruitment and Orientation.....13

4.2 – Education and Training.....14

*Best Practice Five: Redevelopment Ready Sites®*

5.1 – Redevelopment Ready Sites®.....15

*Best Practice Six: Community Prosperity*

6.1 – Economic Development Strategy.....17

6.2 – Marketing and Promotion.....18

Conclusion.....19

# Executive Summary

Redevelopment Ready Communities® (RRC) is a certification program supporting community revitalization and the attraction and retention of businesses, entrepreneurs and talent throughout Michigan. RRC promotes communities to be development ready and competitive in today's economy by actively engaging stakeholders and proactively planning for the future – making them more attractive for projects that create places where people want to live, work and invest.

In January 2014, the Michigan Economic Development Corporation (MEDC) announced the second open application round for communities interested in achieving RRC certification. MEDC received submissions from over forty communities across the state. Dexter's application scored in the top tier and was selected to receive a full RRC assessment. We applaud the city's efforts in working to achieve RRC certification. The foundation of the evaluation is the RRC Best Practices. Developed by experts in the public and private sector, the best practices are the standard to achieve certification and designed to create a predictable experience for investors, businesses and residents working within a community. Communities must demonstrate that all best practice evaluation criteria have been met to receive RRC certification. While the report of findings outlines recommended actions to meet each best practice criteria, each community may choose its own path of alternate strategies as long as the required criteria is being accomplished.

Dexter is the sixteenth community to be evaluated under the statewide RRC program and is on its way to becoming redevelopment ready. Many positive changes are in store for Dexter, including the change from a village to a city. A city study committee was commissioned in 2006 to study the pros and cons of the village of Dexter becoming a city. A final report was adopted in 2007 and the Village Council decided to move forward with pursuing city status. In November 2014, village voters adopted the proposed city charter to become the city of Dexter. Becoming a city does not inherently affect the future growth of Dexter; decisions related to development density and composition are ultimately made by the Council, after recommendations by the Planning Commission, which is the case for a village or a city.

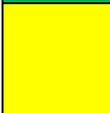
With a history of proactive planning and a strong community vision outlined in the master plan, the city has positioned itself to strengthen local quality of life. Despite solid support for redevelopment projects, proactive planning efforts and community engagement, our evaluation found Dexter still has work to do in order to receive RRC certification. In a time when businesses can locate anywhere in the world, a community that is dedicated to a proactive approach for redevelopment and straightforward procedures will stand out. While a spirit for redevelopment exists, a public participation plan formalizing the community engagement process must be developed, available redevelopment sites need to be packaged and marketed and a unified marketing strategy must be established. These steps will help ensure the city's competitiveness and secure RRC certification. The RRC certification is a statement to the private sector that Dexter's development process is streamlined, predictable and user-friendly.

# Methodology

The basic assessment tool for evaluation is the RRC Best Practices. These six standards were developed in conjunction with public and private sector experts and address key elements of community and economic development. A community must demonstrate all of the RRC Best Practice components have been met to become RRC certified. Once received, certification is valid for three years.

Measurement of a community to the best practices is completed through the RRC team's research, observation and interviews, as well as the consulting advice and technical expertise of the RRC Advisory Council. The team analyzes a community's development materials, including, but not limited to: the master plan; redevelopment strategy; capital improvements plan; budget; public participation plan; zoning regulations; development procedures; applications; economic development strategy; marketing strategies; and website. Researchers observe the meetings of the community's governing body, planning commission, zoning board of appeals and other committees as applicable. In confidential interviews, the team also records the input of local business owners and developers who have worked with the community.

A community's degree of attainment for each best practice criteria is visually represented in this report by the following:

	Green indicates the best practice component is currently being met by the community.
	Yellow indicates some of the best practice component may be in place, but additional action is required.
	Red indicates the best practice component is not present or outdated.

This report represents the findings of the evaluation of the city of Dexter's redevelopment processes and practices. All questions should be directed to the RRC Team at [RRC@michigan.org](mailto:RRC@michigan.org).

## **Best Practice 1.1- The Plans**

Best Practice 1.1 evaluates community planning and how the redevelopment vision is embedded in the master plan, capital improvements plan, downtown development plan and corridor plan. The master plan sets expectations for those involved in new development and redevelopment, giving the public some degree of certainty about their vision for the future, while assisting the city in achieving its stated goals. Local and city-wide plans can provide key stakeholders with a roadmap for navigating the redevelopment process in the context of market realities and community goals.

Dexter's master plan was adopted in 2012 and serves as a guide as the city prepares for future land use transformations. The Michigan Planning Enabling Act (MPEA), Public Act 33 of 2008, requires that the planning commission create and approve a master plan as a guide for development and shall review the master plan and determine whether to commence the procedure to amend the master plan or adopt a new master plan at least once every five years after adoption. The master plan builds on a number of planning efforts undertaken by the city and provides a single, comprehensive overview of the community's direction for the future.

The master plan highlights that Dexter is a growing community that faces the challenge of accommodating growth while retaining its small town character. Goals outlined in the master plan include providing a desirable residential environment with diverse housing options, preserving and strengthening the character of the downtown with vibrant streetscapes and community places, and encouraging common design elements that promote continuation of the downtown core. The plan identifies methods to meet development challenges, including encouraging and permitting mixed uses with appropriate scale and character, identifying and redeveloping brownfield sites and encouraging upper story residential development to

create a 24-hour downtown atmosphere. Redevelopment strategies have been identified for priority districts, including downtown, the Dexter-Ann Arbor Road corridor and Baker Road corridor. The plan identifies the need to review and revise the zoning ordinance, including the potential use of form based code to encourage redevelopment. Benchmarks and parties responsible for implementation of the redevelopment strategies should be added to the plan. The city has aligned priority projects in the six-year capital improvements plan (CIP) and targeted available resources within identified priority areas to maximize return on investment.

Dwindling resources and increasing costs put pressure on local governments to make limited budgets work more efficiently. A comprehensive CIP is an essential tool for the planning and development of the social, physical, and economic wellbeing of a community. The CIP can be used as a tool to implement the master plan and provides a link between planning and budgeting for capital projects. Dexter plans to adopt an updated six year CIP that is reviewed annually, meeting the MPEA requirement that communities adopt a six year CIP for public structures or improvements, in general order of their priority. Capital projects consistent with the master plan are included and have been prioritized. Priority rankings do not necessarily correspond to funding sequence, as projects are coordinated to minimize cost and impact. Once adopted, the updated CIP needs to be added to the website.

Stakeholder interviews emphasized concerns with the future capacity of Dexter's infrastructure, particularly with wastewater treatment. Without expansion of the wastewater system, businesses with specific needs may be limited in their ability to expand. Planning for future investment is not only a best practice for redevelopment readiness, but a CIP encourages project coordination internally and externally and assists with implementing the community vision established during the master planning process. Return on investment may be maximized by using local capital improvement funds,

along with state and federal funding, to leverage private investment. Coordination with multiple agencies and community groups to focus funding is key to successful implementation.

Dexter’s Downtown Development Authority (DDA) has a successful history of long-term planning for revitalization and has played a major role in the transformation of the downtown. The DDA has worked in partnership with property owners, council and planning commission, chamber of commerce and local development finance authority to accomplish numerous streetscape and public parking projects. The framework plan illustrates the long-term vision for the downtown based on community input and the results of a market study. Objectives include expanding the downtown district, while maintaining a compact, walkable core; addition of residential units, incorporate Mill Creek as a cohesive downtown feature; and to provide additional public parking. The DDA plan outlines redevelopment strategies that coordinate with the master plan. The DDA plan includes an implementation timeline and strategy for specific projects. To effectively

measure progress, benchmarks for accomplishing goals and the parties responsible should be added to the implementation timeline.

Walkability is an important concept in sustainable design and has valuable economic, environmental and health benefits. According to walkscore.com, Dexter is “somewhat walkable” and some errands can be accomplished on foot. The council adopted a complete streets ordinance in 2010 amending the code regulating streets and sidewalks to require that Dexter plan for, design and construct all transportation improvement projects, both new and retrofit activities, to provide appropriate accommodations for bicyclists, pedestrians, transit users and persons of all ages and abilities in accordance with the master plan and CIP. Dexter also participated in the development of the 2040 Long Range Transportation Plan for Washtenaw County. The city has made numerous improvements to the nonmotorized network, including new sidewalks, street crossings and signage as the result of a Safe Routes to School grant.

Status	Evaluation Criteria	Recommended Actions for Certification	Estimated Timeline
✓	The governing body has adopted a master plan in the past five years.	✓	
✓	The master plan identifies a strategy for redevelopment or the governing body has adopted a redevelopment plan.	<input type="checkbox"/> Add benchmarks and responsible parties to implementation timeline	6 months
✓	The governing body has adopted a capital improvements plan.	<input type="checkbox"/> Post updated CIP online	3 months
✓	The governing body has adopted a downtown plan, if applicable.	<input type="checkbox"/> Add benchmarks and responsible parties to implementation timeline	6 months
N/A	The governing body has adopted a corridor plan, if applicable.	N/A	

**Best Practice 1.2- Public Participation**

Best Practice 1.2 assesses how well the community identifies and engages its stakeholders on a continual basis. Stakeholders are frequently engaged in the planning process and Dexter demonstrates that public participation efforts are proactive. The planning process for the master plan was intended to encourage citizen participation to ensure that consensus on the direction of the plan was achieved. Dexter surveyed residents using an online survey and used the results to identify community priorities and goals. In addition to the survey, the Planning Commission held an open forum session inviting the public to comment on the master plan. The session was publicized on the city’s website, Facebook page, via email and in the *Dexter Leader*. Two community visioning sessions were also held when drafting the DDA plan. A wide range of stakeholders were engaged in small group discussions and brainstorming exercises. Dexter has achieved broad community participation during planning processes, leading to the creation of plans that define the community’s vision and elicit widespread support. An RRSites Development Feasibility Study was recently completed for 3045 Broad Street by a group of multidisciplinary students from the University of

Michigan under the guidance of professor and real estate developer Peter Allen. Community leaders, staff, developers and members of the community were engaged in several public input sessions to determine the best use for the property and discuss various site plans.

Public participation aims to prevent or minimize disputes by creating a process for resolving issues before they become an obstacle. While Dexter demonstrates exceptional public engagement efforts, the city must develop a public participation plan (P3) identifying interested and affected stakeholders and their unique communication needs. A general outline for a P3 has been created and the plan will be drafted in the near future. Creation of the plan is included as a project in Dexter’s CIP. The public participation plan should serve as the city’s best practices for obtaining input and acknowledge that public input in planning and policy development processes is crucial to building consensus and obtaining buy in from community stakeholders. The plan should also focus on communicating how public comment has influenced various processes, creating an environment of transparency.

Status	Evaluation Criteria	Recommended Actions for Certification	Estimated Timeline
Red	The community has a public participation plan for engaging a diverse set of community stakeholders.	☐ Develop a public participation plan as outlined in Best Practice 1.2	6 months
Green	The community demonstrates that public participation efforts go beyond the basic methods.	✓	
Green	The community shares outcomes of public participation processes.	✓	

## **Best Practice 2.1 – Zoning Regulations**

Best Practice 2.1 evaluates the city’s zoning ordinance to determine how well it regulates and implements the goals of the master plan. Inflexible or obsolete zoning regulations can discourage redevelopment. Advances in technology and widespread availability of the internet calls for communities to make their zoning ordinance and other codes available online for easier public access. In some cases, interested developers may be across the state, across the country or around the world and need information immediately at their fingertips. Dexter’s zoning ordinance and map are easily accessible on the city’s website. Special land use requirements and approval procedures are clearly defined and general review standards and conditions of approval are outlined in the ordinance.

Form based codes emphasize building form with the goal of creating a “place” and primarily manage physical form with a lesser focus on land use than traditional zoning. Form based codes result in predictable outcomes by focusing on the form and scale of development. A form based approach is useful where there is a vision for an area that the community intends to shape into a place with community character – safe, walkable, attractive streets and sidewalks and gathering places, as Dexter does for the downtown and several corridors. Form based codes provide specific direction to developers and can result in more predictable decisions, which can be an incentive for new development, removing uncertainty and some of the expense associated with the review and approvals process. New development meeting the code, can be approved by-right, using a shortened approval process. Dexter’s current zoning code is admittedly confusing and the planning commission is currently working to streamline portions of the ordinance. Sign requirements have been noted as being listed in two places and inconsistent. The Planning Commission is undertaking reformatting sign regulations, focusing on improving user-friendliness and including graphics to illustrate sign types and standards.

The city’s master plan notes that form based code could be used to encourage the type of development desired and should be considered when updating the entire zoning code.

Dexter encourages a variety of housing options and is working to increase the amount of housing available in priority redevelopment areas, particularly downtown. Encouraging residents to live downtown can add to the 24-hour vitality of the area and increase the sense of community. The zoning ordinance provides for mixed use in several districts and the city uses the tool frequently to allow for flexibility in development types. Dexter is partnering with Saline, Chelsea and Ypsilanti on a target market analysis to examine the market potential for newly-introduced housing units, created through adaptive reuse of existing buildings and new construction, and considering demographic characteristics.

By placing a high priority on creating walkable places and mixing uses, communities can reduce the separation of uses, increase the likelihood of walking and biking trips, reduce harmful emissions and increase social interaction. To be walkable, communities must have a non-motorized network of sidewalks and/or pathways and safe crossing areas. Areas designed and built with walkability in mind are usually safer for pedestrians than auto-oriented areas. Architectural standards for building orientation, building scale, defined streetscape, building materials and design and other site elements are included in the zoning ordinance for the Dexter-Ann Arbor Road and Baker Road overlay districts. The overlay districts are intended to promote new development and redevelopment of the corridors and will provide for improved pedestrian access and nonmotorized transportation. In the future, graphic examples should be developed to encourage complete streets projects.

Provision of adequate parking can be challenging in commercial centers of all sizes. The Dexter DDA has been proactive in developing public parking lots. Shared parking is permitted, but the number of total spaces cannot be less than what is required separately for each use, unless the Planning Commission approves a reduction in the number of required spaces. PC can permit deviations from requirements. Village Commercial District parking may be either on-site private parking or the property owner may participate in the voluntary public parking program. Participants may contribute \$2,500 to the voluntary public parking fund for each required space. Elimination of an existing curb cut provides a credit of \$2,000 to the fund and shared driveways are strongly encouraged. Access management standards have also be implemented for the district. The availability of off-street parking in priority redevelopment areas has not been identified as an issue at this time. Maximum, rather than minimum parking regulations should be considered for future code updates. The city should encourage developers to incorporate vertical or underground parking into future projects, when feasible.

Stormwater runoff is a major cause of water pollution in developed areas. The city coordinates with the Washtenaw County Water Resources Commissioner and is a member of the Huron River Watershed Council. Dexter's zoning regulations require that all stormwater drainage and erosion control plans meet the city's engineering standards. Preliminary site plans must include a stormwater management plan and final site plans must be submitted to the city engineer prior to Planning Commission approval. Green infrastructure such as rain gardens, planter boxes and bioswales is encouraged to help mitigate the effects of stormwater runoff. Many green infrastructure elements can be integrated into parking lot designs. Permeable pavements can be installed in sections and rain gardens and bioswales can be included in medians and along a parking lot perimeter. Benefits include urban heat island mitigation and a more walkable built environment.

Status	Evaluation Criteria	Recommended Actions for Certification	Estimated Timeline
	The governing body has adopted a zoning ordinance that aligns with the goals of the current master plan.	✓	
	The zoning ordinance is user-friendly and accessible online.	<input type="checkbox"/> Audit zoning ordinance, incorporate graphics and consolidate sign regulations to improve user-friendliness	12 months
	The zoning ordinance provides for areas of concentrated development in appropriate locations and encourages the type and form of development desired.	✓	
	The zoning ordinance includes flexible zoning tools to encourage development and redevelopment.	✓	
	The zoning ordinance allows for a variety of housing options.	✓	
	The zoning ordinance includes standards to improve non-motorized transportation.	✓	
	The zoning ordinance includes flexible parking requirements.	✓	
	The zoning ordinance includes standards for green infrastructure.	✓	

**Best Practice 3.1 – Development Review Policy and Procedures**

Best Practice 3.1 evaluates the city’s site plan review policies and procedures, project tracking and internal/external communications. The purpose of the site plan review process is to ensure that plans for specific types of development comply with the zoning ordinance. Site plan review procedures and timelines should be communicated in a clear and concise manner to prospective developers and business owners. To do this, sound internal procedures need to be in place and followed. The framework for Dexter’s site plan review process is clearly documented in the zoning ordinance. The Community Development Manager serves as the point person on all development projects and coordinates the concurrent review of site plans between planning, legal and engineering consultants, public

works and fire department staff. Developers can meet with all staff involved with the site plan review process and the Site Plan Review Committee to discuss conceptual development project details, free of charge. Preliminary review is encouraged by staff, particularly for large complicated projects or unique sites. Pre-application meetings can facilitate a smooth and efficient review process and also provide an opportunity to discuss objectives such as enhancing non-motorized transportation and green infrastructure. The availability of and defined expectations for pre-application meetings should be posted online.

The city does not have an official documented internal site plan review process. Documenting internal processes helps to ensure consistency over

time, regardless of staffing. Streamlined, well documented site plan policies ensure a smooth and predictable experience when working with a community. Unnecessary steps can increase time and expenses associated with development. The city has created a site plan review process flowchart outlining the approval process for the public, however, the flowchart should be added to the website. Projects are tracked internally with BS&A software. Tracking development projects allows for increased transparency and efficiency, keeps staff well informed, provides clarification as to the status of a project and can assist in measuring the results of the approval process.

An efficient site plan review process is integral to becoming redevelopment ready and can assist a community in attracting investment dollars. Site plan approval is a two-step process in Dexter, and a preliminary and final approval by both the Planning Commission and Council is required, unless the applicant requests a combined approval process. Site plans may be approved administratively under very limited circumstances. Zoning ordinance regulations identify the Planning Commission as well as the Council as the parties responsible for review. The Michigan Zoning Enabling Act, PA 100 of 2006, does not require that Planning Commissions or governing bodies approve site plans, only that the body or official responsible for reviewing and granting approvals is specified within the zoning ordinance. Requiring multiple approvals for a site plan that complies with the zoning ordinance is an impediment to development and fundamentally not redevelopment ready.

Significant public opposition or concern can slow down the review and approval of a project and ultimately cost a developer time and money. Often, public concern arises out of limited or incorrect understanding of a

project. By soliciting public input early in the process, well before required public meetings and hearing, neighbors can make their concerns known to the developer and decision makers. Staff encourages developers during initial inquiries to contact homeowners associations, residents and businesses to inform the community of proposed projects and provides contact information and makes introductions as appropriate.

Overall, stakeholder interviews provided positive feedback, particularly with the exceptional, personalized customer service provided by the Community Development Manager and city staff. However, while the city exhibits great customer service and responsiveness, there are opportunities for improvement. Dexter staff reviews the site plan review process informally and does not obtain formal customer feedback. The city should develop a customer feedback mechanism to determine the success of or issues with the site plan review process.

Status	Evaluation Criteria	Recommended Actions for Certification	Estimated Timeline
	The zoning ordinance articulates a thorough site plan review process.	✓	
	The community has a qualified intake professional.	✓	
	The community defines and offers conceptual site plan review meetings for applicants.	<input type="checkbox"/> Advertise availability of and expectations for pre-application meetings online	6 months
	The community has a clearly documented internal staff review policy.	<input type="checkbox"/> Document internal staff site plan review policy and procedures	6 months
	The appropriate departments engage in joint site plan reviews.	✓	
	The community has a method to track development projects.	✓	
	The community promptly acts on development requests.	<input type="checkbox"/> Streamline site plan approval process and eliminate council approval of site plans for permitted uses	12 months
	The community encourages a developer to seek input from neighboring residents and businesses at the onset of the application process.	✓	
	The community annually reviews the successes and challenges with the site plan review and approval procedures.	<input type="checkbox"/> Develop a customer feedback mechanism	6 months

**Best Practice 3.2 – Guide to Development**

Best Practice 3.2 evaluates the availability of the community’s development information. Land use planning and development is a process that involves a wide range of stakeholders. For the process to work effectively, everyone involved must know their role and responsibilities. Development materials should be assembled to help citizens, developers and public officials gain a better understanding of how the development process in each community works. Contact information, meeting schedules and packets, design guidelines, application forms and submittal requirements are readily available on Dexter’s website. The city has also developed a flowchart to assist with navigating through the site plan review process.

While Council currently reviews the fee schedule biannually, coinciding with November elections, Dexter should review the fee schedule annually during the budget process to ensure that fees and costs are fair to applicants and affordable by the community. The fee schedule outlining permit costs, last approved in 2011, is readily available on Dexter’s website. It is important that developers understand review and permitting costs at the start of the process, so there are no surprises later.

Status	Evaluation Criteria	Recommended Actions for Certification	Estimated Timeline
Green	The community maintains an online guide to development that explains policies, procedures and steps to obtain approvals.	<p style="text-align: center;">✓</p> <p style="text-align: center;">*Contingent upon site plan process flowchart on website (otherwise status is yellow)</p>	
Yellow	The community annually reviews the fee schedule.	<input type="checkbox"/> Review fee schedule annually	6 months

**Best Practice 4.1 – Recruitment and Orientation**

Best Practice 4.1 evaluates how a community conducts recruitment and orientation for newly appointed or elected officials and board members. Numerous boards, commissions and committees that advise city leaders on key policy decisions. An online application for open commission and committee seats has been developed. Each board, commission and committee has a webpage that provides a brief overview of the role of each group. Planning commission members should be recruited based on requirements articulated in Michigan Public Act 33 of 2008, the Michigan Planning Enabling Act.

Assisting newly elected officials and appointees with learning basic information about the structure and processes of government and community and economic development is vital to them playing a part in the city achieving its goals and objectives. Community development staff is compiling a set of resource documents, including all relevant planning, zoning and development information to provide to newly elected and appointed officials.

Status	Evaluation Criteria	Recommended Actions for Certification	Estimated Timeline
	The community sets expectations for board and commission positions.	✓	
	The community provides orientation packets to all appointed and elected members of development related boards and commissions.	<input type="checkbox"/> Provide elected and appointed officials with orientation packets	6 months

**Best Practice 4.2 – Education and Training**

Best Practice 4.2 assesses how a community encourages training and tracks training needs for appointed and elected officials, board members and staff. Trainings provide officials and staff with an opportunity to expand their knowledge and ultimately make more informed decisions about land use and redevelopment issues. Dexter has identified a well-educated job force as a community goal in the annual budget and staff as well as elected and appointed officials have a line item for training and education in the budget. Training needs are reviewed as part of the annual budgeting process and training is encouraged on a case by case basis to supplement areas where experience is lacking or roles have been expanded. Staff and officials are frequently emailed and notified during meetings about upcoming educational opportunities and encouraged to attend.

Tracking training is a useful way to identify future training needs by documenting education received, identifying gaps and determining what training should be focused on in the future. Dexter does not formally track

individual training needs and attendance. A simple tracking mechanism should be developed to log training information. Turnover in officials and staff can create gaps in knowledge about development, which makes ongoing training essential.

Staff provides regular updates and reports at various meetings to keep groups informed. Collaborative study sessions are held between boards, committees and commissions on a project specific basis. The council, DDA, Planning Commission and Parks & Recreation Committee have held joint meetings to discuss the 3045 Broad Street redevelopment project. Dexter also meets regularly with outside agencies and adjacent communities, particularly for parks and recreation projects and activities, including meeting with the Huron River Watershed Council to focus efforts on utilizing the Huron River to promote economic development in the downtown. Joint work sessions between boards and commissions are essential to foster communication and effectively address development issues.

Status	Evaluation Criteria	Recommended Actions for Certification	Estimated Timeline
Green	The community has a dedicated source of funding for training.	✓	
Yellow	The community identifies training needs and tracks attendance of the governing body, boards, commissions and staff.	☐ Develop a tracking mechanism for training needs	3 months
Green	The community encourages the governing body, boards, commissions and staff to attend trainings.	✓	
Green	The community shares information between the governing body, boards, commissions and staff.	✓	

### **Best Practice 5.1 – Redevelopment Ready Sites®**

Best Practice 5.1 assesses how a community identifies, visions and markets their priority redevelopment sites. Communities must think strategically about the redevelopment of properties and investments should be targeted in areas and properties that have the potential for positive future redevelopment. Focusing on the redevelopment and reuse of a single property can catalyze further development around it. Restoring buildings without a vision for the surrounding area is often insufficient to generate lasting change. Dexter has identified the downtown and two corridors as targets for redevelopment in numerous planning documents, with a focus on mixed use development.

The long-term vision and policy goals for redevelopment areas must be evaluated when determining options for property reuse. The preferences of neighborhood residents, present and future market demand, public sector costs, availability of resources and developer interest in the property are all important factors surrounding redevelopment. While Dexter has established a vision and conducted the initial research on several priority areas, the city must research individual parcels, establish a vision, and prioritize, package and proactively market available redevelopment sites. The city has selected 3045 Broad Street as the number one priority redevelopment site. The parcel overlooks the river and Mill Creek Park. A DTE substation is currently located on site and Dexter is working with DTE to decommission or relocate the substation. Dexter has also contracted with a consulting firm to provide

a remediation options analysis for the property. Information that a developer would need to pursue a project on the site has been identified and the site is currently listed with a realtor.

Community stakeholders have been given an opportunity to provide substantial input on the redevelopment vision for 3045 Broad Street and the process should be replicated for additional sites. Stakeholder involvement can assist Dexter with using redevelopment as a tool for creating a sense of place based on the city’s unique assets, particularly for sites where redevelopment may be viewed as controversial. A team of students from the University of Michigan provided an in-depth analysis of 3045 Broad Street and concluded that an ideal reuse of the site would be residential units, with parking below grade.

Incentives can be used to strengthen and grow the community and regional economic base. Asserting what the city is willing to negotiate for specific sites will entice developers to spend their time and financial resources pursuing a project in Dexter. Incentive information should be included in the property information package and the materials created for 3045 Broad Street could be used to meet Best Practice requirements after available resources or incentives for the site have been established. The city should continue to collaborate the local real estate community on cross-promotional marketing of properties.

Status	Evaluation Criteria	Recommended Actions for Certification	Estimated Timeline
Yellow	The community identifies and prioritizes redevelopment sites.	☐ Identify and prioritize a list of redevelopment sites	3 months
Green	The community gathers preliminary background information for prioritized redevelopment sites.	✓	
Green	The community has development a vision for the priority redevelopment sites.	✓	

	The community identifies available resources and incentives for prioritized redevelopment sites.	<input type="checkbox"/> Identify resources and incentives available for priority redevelopment site	3 months
	A property information package for the prioritized redevelopment site(s) is assembled.	<input type="checkbox"/> Complete property information package for priority redevelopment site	3 months
	Prioritized redevelopment sites are actively marketed.	<input type="checkbox"/> Post property information package on city's website	3 months

**Best Practice 6.1 – Economic Development Strategy**

Best Practice 6.1 evaluates what goals and actions a community has identified to assist in strengthening its overall economic health. Strategic economic development planning is critical to attract jobs and new investment in communities. Dexter’s Economic Development Corporation (EDC) was created in 1986 to attract and retain businesses and strengthen and revitalize the local economy. The EDC was reactivated in 2010 after being dormant for several years and meets on an as needed basis. The DDA is responsible for economic development and related projects within the designated downtown district and has been very successful in revitalizing downtown Dexter. The DDA strategic plan, adopted in 2006, illustrates the long-term vision for the redevelopment of the downtown based on community input and the results of a market study. The plan identifies economic development strategies key to strengthening and diversifying businesses in the district. The plan recommends the conversion of industrial

and residential properties to mixed use, encouraging additional residential development and utilizing infill to strengthen the downtown. The creation of a marketing and economic development plan has been included in the CIP. To effectively measure progress, benchmarks for accomplishing goals and the parties responsible should be included with an implementation timeline. The plan should also focus on the development of business opportunities, expanding talent attraction and retention efforts, supporting placemaking improvements and outline economic development goals. Dexter should consider partnering with the regional collaborative development council, Ann Arbor SPARK, to drive economic development in the area and participate in the regional prosperity plan for the area to ensure economic development strategies are aligned with regional priorities.

Status	Evaluation Criteria	Recommended Actions for Certification	Estimated Timeline
	The community has approved an economic development strategy.	<input type="checkbox"/> Update economic development strategy in accordance with BP 6.1 criteria	12 months
	The community annually reviews the economic development strategy.	<input type="checkbox"/> Annually report on stated benchmarks and amend strategy as needed	12 months

**Best Practice 6.2 – Marketing and Promotion**

Best Practice 6.2 evaluates how the community promotes and markets itself. Community marketing and promotion can take many forms, but the goal is to create a positive image that rekindles community pride and improves consumer and investor confidence. Public opinion and the perceptions citizens hold toward their community can be shaped by a number of issues that the community may not be able to control. Dexter does not currently have a community marketing strategy identifying specific opportunities and strategies to attract businesses, talent and real estate development to the community. The city has identified the development of an image as imperative for future economic development in Dexter. The creation of a logo, brand and marketing/economic development plan is a priority for the council and staff and has been included in the CIP. Development of a brand and logo can be coordinated with the village’s transition to a city and assist with publicizing new park and trail development in the community. Enhanced marketing efforts can assist with sharing the established vision, values and goals outlined in the Dexter Master Plan. The marketing strategy should also include specific approaches to marketing prioritized redevelopment sites. Beyond the marketing

performed directly by Dexter through its staff and administration, the city should continue to collaborate with partner agencies, like SPARK and the Dexter Area Chamber of Commerce to support the overall marketing of the community. Coordinated marketing strategies strive to strengthen the image of the community, heighten awareness and promote the city. Visitors to a community’s website need to be able to find accurate information quickly and the importance of a user-friendly website cannot be overstated. Dexter’s website is easy to navigate. The website includes connected pages where pertinent planning, zoning and economic development information is assembled, improving ease of use and allowing users to access information at any time. Council and board/commission meeting packets, agendas and minutes are posted on the website and are up to date. Updated documents should be added to the webpage on a timely basis, including the adopted updated CIP and property information packages. Dexter has a community Facebook page that is updated on a regular basis, providing upcoming meeting information and community announcements. The city should consider exploring additional digital platforms for marketing and communication purposes and creating a social media policy to ensure consistency in messaging.

Status	Evaluation Criteria	Recommended Actions for Certification	Estimated Timeline
Red	The community has developed a marketing strategy.	<input type="checkbox"/> Develop a unified marketing strategy	12 months
Yellow	The community has an updated, user-friendly municipal website.	<input type="checkbox"/> Upload updated CIP, property information packages and additional documents to the website	3 months

## **Conclusion**

The RRC Program assists communities in maximizing their economic potential by embracing effective redevelopment tools and best practices. The city must find a balance between removing unnecessary delays and hurdles, while preserving the integrity of the community's vision and goals, positioning the city for success. Dexter has exhibited a strong commitment to improving their redevelopment readiness and is working diligently to meet the best practice criteria and achieve the Redevelopment Ready Certified Community designation. Next steps for the city include the governing body adopting a resolution of support to proceed with the RRC program. Dexter will need to continue to implement actions toward achieving certification. Staff is required to attend RRC Best Practice trainings and must submit quarterly progress reports to inform the RRC Team of progress made in terms of implementing the necessary steps to meet the RRC Best Practices. Once Dexter has met all of the Best Practice criteria, the city will be a certified Redevelopment Ready Community.

---

PAGE LEFT INTENTIONALLY BLANK

---

DEXTER AREA FIRE DEPARTMENT

2014 BUDGET WORKSHEET

Agenda: 12-4-14  
Item: I-3

	Amended Budget	% of Budget	2015 Req Budget	% Inc(Dec)	2012	2011	Comments	
<b>Income</b>								
1628 - CHARGE FOR SERVICE/WEBSTER TW	337,842.00	450,456.00	75.0%	442,171.62	(1.84%)	452,779.00	407,510.00	
1629 - CHARGE FOR SERVICE/DEXTER TWP	371,992.66	410,316.00	90.66%	486,541.79	18.58%	330,524.35	256,111.99	
1631 - CHARGE FOR SERVICE/VILL DEX	338,960.00	451,842.00	75.0%	500,311.84	10.7%	439,017.00	368,400.00	
1640 - CONTRACTS - CAFA	58,725.00	58,725.00	100.0%		(100.0%)	44,043.75	58,725.00	
1641 - DONATIONS - DEXTER TWP					#DIV/0!		87,000.00	
1642 - DONATIONS - GOVT GRANTS	1,500.00				#DIV/0!	9,006.00	58,192.00	
1643 - DONATIONS - PRIVATE	1,600.00				#DIV/0!	19,605.00	0.00	
1685 - INTEREST INCOME	53.58	75.00	71.44%		(100.0%)	74.27	81.97	
1670.10 - HAZMAT REIMBURSEMENT	2,913.40	100.00	2,913.4%		(100.0%)	690.10	1,870.00	
1671 - MISCELLANEOUS/SUNDRY INCOME	2,262.50	500.00	452.5%		(100.0%)	0.00	3,863.21	
1673 - INSURANCE REIMBURSEMENTS	2,169.84				#DIV/0!	0.00	13,898.98	
1675 - Transfer in from General Fund	0.00	30,000.00	0.0%		(100.0%)			
<b>Total Income</b>	<b>1,116,018.98</b>	<b>1,402,114.00</b>	<b>79.74%</b>	<b>1,429,025.25</b>		<b>1,295,739.47</b>	<b>1,255,653.15</b>	
<b>Exp</b>								
	Jan-July 2014	2014		2015		2013	2012	
1700 - PAYROLL-FULL TIME	269,999.33	526,748.55	67.96%	544,049.69	3.28%	426,704.00	387,743.49	
1700.01 - PAYROLL- FULL TIME OVERTIME	80,521.09	50,000.00	86.12%	85,000.00	70.0%	93,500.00	139,201.74	Reduced due to full time hire
1700.02 - EMPLOYEE BENEFITS- INSURANCE	98,174.09	160,000.00	59.5%	160,000.00	0.0%	165,000.00	146,088.52	Increase of \$21k due to additional employees
1700.025 - Employee Contribution to Insurance		(12,200.00)						
1700.03 - EMPLOYEE BENEFITS- RETIREMENT	31,690.70	52,000.00	73.7%	52,000.00	0.0%	43,000.00	49,085.45	Increase of \$3680 due to new hire
1700.05 - HOLIDAY PAY		12,000.00	#VALUE!	12,000.00	0.0%	29,000.00	27,684.48	
1700.06 - SICK-TIME BONUS			#VALUE!		#DIV/0!	9,700.00	7,752.39	
1700.09 - SPECIALTY PAY	6,199.88	11,000.00	57.41%	11,000.00	0.0%	10,800.00	11,199.78	
1700.10 - LONGEVITY BONUS	2,750.00	3,500.00	88.71%	3,500.00	0.0%	3,100.00	2,750.00	
1700.12 - CONTRACT - PAY DOWN	37,000.00	37,000.00	456.79%	30,000.00	(18.92%)	8,100.00	6,061.50	
1701 - PAYROLL-PAID ON CALL	31,371.26	50,000.00	46.13%	50,000.00	0.0%	68,000.00	68,922.35	
1702 - SOC SEC & MED EXPENSE	34,175.54	52,804.01	70.9%	56,269.55	6.56%	48,200.00	49,543.71	
1703 - TRAINING	4,110.00	7,800.00	57.08%	7,800.00	0.0%	7,200.00	6,886.33	Staff and Command
1704 - TRAINING-CHIEF		500.00	#VALUE!	500.00	0.0%	500.00	215.10	
1720 - ACCOUNTING SERVICE	3,400.00	5,700.00	59.65%	5,700.00	0.0%	5,700.00	4,000.00	
1730 - PROFESSIONAL SERVICES	1,285.00	1,000.00	128.5%	1,000.00	0.0%	1,000.00	4,755.00	
1740 - LEGAL SERVICES		500.00	#VALUE!	500.00	0.0%	500.00	1,085.00	
1760 - AUDIT	3,800.00	3,600.00	100.0%	4,100.00	7.89%	3,600.00	3,800.00	
1775 - INSURANCE, VEHICLE/PROPERTY	51,505.00	53,000.00	109.59%	53,000.00	0.0%	47,000.00	44,921.00	
1780 - WORKERS' COMP. EXPENSE	19,100.00	20,000.00	68.21%	20,000.00	0.0%	28,000.00	29,559.00	
1790 - DISPATCH	9,684.59	18,200.00	53.21%	18,200.00	0.0%	18,200.00	16,298.96	
1800 - SUPPLIES, PRINTING, POSTAGE	840.82	1,600.00	70.07%	1,600.00	0.0%	1,200.00	1,186.53	
1815 - DUES & MEMBERSHIPS	1,277.00	3,700.00	39.91%	3,700.00	0.0%	3,200.00	2,510.02	
1816 - DUES - FITNESS CENTER		6,000.00	#VALUE!	6,000.00	0.0%	2,500.00		
1820 - OPERATING SUPPLIES	2,394.87	8,000.00	29.94%	8,000.00	0.0%	8,000.00	5,836.53	
1830 - COMPUTER SUPPORT	7,919.00	8,500.00	359.96%	8,500.00	0.0%	2,200.00	2,037.00	
1840 - QUARTERS	585.78	4,000.00	14.65%	4,000.00	0.0%	4,000.00	5,892.68	
1850 - RENT-BUILDING	11,520.00	15,000.00	50.09%	12,000.00	(20.0%)	23,000.00	11,886.00	Detail?
1850.1 - RENT -BUILDING - STATION 2	4,800.00	9,600.00		9,600.00	0.0%		7,200.00	\$800 per month
1860 - UTILITIES	3,620.90	6,000.00	43.11%	6,000.00	0.0%	8,400.00	6,315.10	
1860.1 - UTILITIES - STATION 2	2,797.03	5,000.00		5,000.00	0.0%		2,716.79	
1870 - COMMUNICATIONS	6,022.26	13,000.00	50.19%	13,000.00	0.0%	12,000.00	12,753.07	
1895 - EQUIPMENT RENTAL	442.36	3,500.00	12.64%	3,500.00	0.0%	3,500.00	3,041.49	
1895.1 - EQUIPMENT RENTAL - STATION 2					#DIV/0!		651.25	
1910 - MEDICAL EXPENSE	1,062.38	3,000.00	35.41%	3,000.00	0.0%	3,000.00	3,661.03	Physicals and fit testing
1911 - MEDICAL SUPPLIES	726.70	8,500.00	20.76%	8,500.00	0.0%	3,500.00	4,751.78	Medical equipment
1920 - FIT CLOTHING ALLOWANCE	5,174.69	6,000.00	89.22%	6,000.00	0.0%	5,800.00	4,554.41	

See Accountants' Compilation Report

DEXTER AREA FIRE DEPARTMENT

2014 BUDGET WORKSHEET 2011

Comments

	Amended Budget	% of Budget	2015 Req Budget	2014 Budget	2011 Budget	2011 Actual	
1930 · POC CLOTHING ALLOWANCE	9,417.80	18,000.00	104.64%	18,000.00	0.0%	9,000.00 5,821.11	
1940 · MISCELLANEOUS	122.85	500.00	24.57%	500.00	0.0%	500.00 508.60	
1956 · TRAVEL	202.40	650.00	31.14%	650.00	0.0%	650.00 404.10	
1960 · FUEL	11,769.97	20,000.00	63.82%	20,000.00	0.0%	18,500.00 15,622.90	
1960.1 · FUEL - STATION 2		3,000.00		3,000.00	0.0%		3,220.51
1960.10 · VEHICLE ALLOWANCE- CHIEF	3,675.00	6,300.00	58.33%	6,300.00	0.0%	6,300.00 6,300.00	
1960.20 · Mileage Reimbursement		1,000.00	#VALUE!	1,000.00	0.0%		1500.00
1962 · VEHICLE REPAIRS	14,847.25	45,000.00	54.99%	45,000.00	0.0%	27,000.00 25,318.93	
1962.01 · INSURANCE COVERED REPAIRS					#DIV/0!		
1964 · PREVENTATIVE MAINTENANCE	4,996.32	8,500.00	86.62%	8,500.00	0.0%	7,500.00 8,602.96	
1966 · EQUIPMENT REPAIRS	795.83	3,500.00	26.53%	3,500.00	0.0%	3,000.00 4,199.26	
1968 · RADIO REPAIR AND MAINTENANCE	2,049.86	4,500.00	45.55%	4,500.00	0.0%	4,500.00 884.18	
1970 · PUBLIC EDUCATION		1,000.00	#VALUE!	1,000.00	0.0%	1,000.00 472.01	
1975 · DONATIONS EXPENSE					#DIV/0!		10,353.98
1983 · GRANTS & DONATIONS EXP					#DIV/0!		22,443.02
1984 · CAPITAL OUTLAY/FIRE FT EQUIP	13,204.44	20,000.00	94.32%	20,000.00	0.0%	14,000.00 20,484.11	
1985 · CAPITAL OUTLAY/COMMUNICATIONS		5,000.00	#VALUE!	6,000.00	20.0%	2,500.00 11,070.00	
1996 · TRANSFER TO CAPITAL REPLACEMT					#DIV/0!		
1998.10 · TRANSFER TO DEBT SERVICE	78,056.01	78,056.01	43.5%	78,056.01	0.0%	179,460.00 101,337.85	
<b>Total Expense</b>	<b>893,088.00</b>	<b>1,369,758.57</b>	<b>65.06%</b>	<b>1,429,025.25</b>	<b>4.33%</b>	<b>1,372,714.00 1,319,421.10</b>	
<b>Net Income</b>	<b>224,930.98</b>	<b>32,355.43</b>	<b>765.07%</b>	<b>4.33%</b>	<b>(76,974.53)</b>	<b>(63,767.95)</b>	

**MEMO**

**To: Mayor Keough and Council Members**  
**From: Courtney Nicholls, City Manager**  
**Date: December 3, 2014**  
**Re: City Manager Report - Meeting of December 8, 2014**

1. Meeting Review:
  - November 20<sup>th</sup> – Ypsilanti Area Convention & Visitor’s Bureau CTAP Grant
  - November 20<sup>th</sup> – Detroit Institute of Arts – Inside/Out Program Event
  - November 24<sup>th</sup> – City Council
  - December 2<sup>nd</sup> – Arts, Culture & Heritage Committee
2. Upcoming Meetings:
  - December 8<sup>th</sup> – City Council
  - December 12<sup>th</sup> – Facility Committee
3. **Job Applications.** The top two candidates for the Assistant to the City Manager position will have second interviews the morning of Wednesday, December 10 and Friday, December 12. The candidates will have the opportunity to meet additional staff members and spend some time in the office.
4. **Michigan Recreation & Parks Association Award.** JJR submitted an application on behalf of the City to the Michigan Recreation & Parks Association award program for the landscape design for Mill Creek Park. The park project did receive the award which will be presented during the MRPA annual conference in February in Lansing.
5. **Assessing Request for Proposals.** Attached for Council’s review is the draft RFP for Assessing Services. The draft is currently being reviewed by County Equalization, Scio Township and Webster Township. The final draft will be available for Council’s review on December 22, 2014. Our plan is to submit an ad to the Michigan Assessors magazine, which has a December 10, 2014 deadline for their January 2015 edition. The online addition of the magazine will be available December 24 and the print edition is released the 2<sup>nd</sup> week in January 2015. An ad will also be placed on MITN and the MML website on December 23. The ads will direct people to the RFP on the City website. The proposals will be due January 26. The goal is to have an assessor selected prior to the start of March Board of Review, so that they can act as an observer to familiarize themselves with the community. This timeline would require action by Council to select an assessor at one of the February 2015 meetings.
6. **DPW Job Posting.** With the retirement of Bruce Whitley occurring at the end of December 2014 we need to hire a replacement employee for the DPW. A copy of the job description for this position is attached. It will be posted internally for a five day period and then posted publicly if no internal candidates apply.

7. **Arts, Culture & Heritage Committee Mini-Mural Project.** Cheryl Willoughby of the Arts, Culture & Heritage Committee brought the idea of a mini-mural project featuring Ann Arbor artist David Zinn to the Committee. David Zinn is well known as a 3D chalk artist, however he has recently starting creating his 3D art using permanent paint. At the past two meetings the Committee has worked on reviewing a proposal and cost estimate from David to do a test mural in the downtown area. This mural would be approximately 2' x 2' and consist of a Dexter specific character. Samples of David's work and potential locations he scouted are attached. The Committee would like to put the test mural on or near the staircase alongside of the Beer Grotto. The test mural will cost \$745. Completing the test mural will allow David to evaluate the true cost of creating the mural and then come back to the Committee with an updated cost structure for future installations. The Committee is excited about this as an opportunity to create a "scavenger hunt" of sorts in the downtown area as children and adults can search for the small murals. David will be working on a final design for the test mural which will be taken through the Art Selection Committee/Council approval process.
8. **Election Commission.** The first meeting of the City Election Commission will be Tuesday, December 9, 2014 at 10 am at the City Office. The Commission will be setting the boundaries of the two precincts that are required for the City due to the current number of registered voters. The precinct boundaries need to be set by January 1, 2015. Following this, Council will need to establish the polling locations. Staff will be working with the Election Commission to create a recommendation on their location. Polling locations need to be set no less than 60 days before an election, so Council will need to act on that on December 23, 2014, just in case of the unlikely event that an election is called for at the end of February.
9. **Wellhead Protection Grant.** The City received notification from the Michigan Department of Environmental Quality that we were awarded a Wellhead Protection grant. The grant is for \$4250 and requires a \$4250 match. The funds will be used to work with OHM to update our wellhead protection plan, which has not been updated since 2002.
10. **Invoice from Barrett Paving.** The City received the invoice from Barrett Paving for the 2014 asphalt paving program. The bill is included in this meetings bills & payroll. Attached for Council's review is an updated project cost spreadsheet.
11. **Annexation of Parkland.** At the last Council meeting Mayor Keough mentioned a section of state law that could allow the City to annex the parkland that we purchased across from Mill Creek Park. This possibility is still being reviewed by staff and OHM and was not ready to be included on this agenda.

REQUEST FOR PROPOSALS  
ASSESSING SERVICES  
CITY OF DEXTER

The City of Dexter is seeking proposals from qualified contractors, firms, and units of government to provide assessing services on a part-time contractual basis. Prior to a vote of the electors on November 4, 2014, Dexter was a village and a part of Scio Township and Webster Township. All assessing services to the then Village of Dexter were provided by full time assessors in Scio Township and Webster Township.

The City of Dexter is located in Washtenaw County, about 10 miles west of Ann Arbor. Dexter provides general municipal services to a population of 4,067 people (per the 2010 census) in an area of approximately 2 square miles. Dexter is made up of \_\_\_% residential, \_\_\_% commercial, \_\_\_% industrial, and \_\_\_% personal property (including IFT parcels). The City has \_\_\_parcels of real property (\_\_\_ residential, \_\_\_ commercial, \_\_\_ industrial, \_\_\_ exempt) and \_\_\_parcels of personal property. The City has a 2014 SEV of \$ 238,390,600.

The City includes a Downtown Development Authority (DDA) tax capture district, as well as several PA 198 IFT properties.

**Scope of Services:**

The City is seeking to secure the services of an MCAO level three or higher Assessor to work on a part-time contractual basis. The following is a list of the minimum services to be provided:

- Proficient in BS&A/Equalizer software.
- Minimum of eight (8) business working hours in the Dexter City Office desirably spread over two (2) days per week to be accessible to residents.
- Respond to inquiries from the public, title companies, real estate agents, and other parties regarding assessing issues. Answer telephone calls and respond to walk-in requests with information. Explain assessing practices and procedures as necessary.
- Plan, supervise, and participate in the appraisal, re-appraisal, and assessment of all real and personal properties in the City in accordance with state law and the City Charter.
- Perform onsite inspections in order to annually re-appraise 20% of the real properties of each class (residential, commercial, industrial) in accordance with State of Michigan guidance, and to determine the value of any new construction.
- Maintain all of the City's assessment rolls, including ad valorem, specific tax rolls (IFTs, TIFs, etc.), and special assessments in order to ensure compliance with state law and the City Charter.
- Track captured values in the tax capture districts. Keep the property record field cards up-to-date.
- Print and send annual assessment notices.
- In consultation with the City's Community Development Manager, perform land division and combinations as necessary, complying with the State's Land Division Act and County procedures for land divisions.
- Analyze property sales of all property classes within the City to determine property values and appropriate assessment adjustments, including vacant land values.
- Update and appraise all new construction to determine true cash value and establish new

property assessments.

- Process all Personal Residence Exemptions (PREs), rescissions, and Property Transfer Affidavits and Transfer Deeds.
- Process all poverty exemption applications.
- File all necessary State and County reports pertaining to the Assessment and Tax Rolls
- Annually prepare a report regarding the status of the Assessing Department and the Assessment Roll(s) and present it to City Council. Attend City Council and/or committee meetings on an as-needed basis (about two City Council meetings per year).
- Complete Apex land and building footprint sketches for all real properties in the City.
- Update City personnel with pertinent information on all name and address changes made to the database(s).
- Keep records up to date with new street addresses, as assigned by the City.
- Maintain parcel and tax maps, including coordination with the County GIS system.
- Process Personal Property Statements, including conducting an annual inspection to ensure an up-to-date list of personal property.
- Act as the City's liaison in communicating with the public and other governmental agencies on assessing issues.
- Represent the City in defense of existing and future assessment appeals to the Board of Review, the Small Claims division of the Michigan Tax Tribunal, and the full Michigan Tax Tribunal.
- Coordinate with the City's attorney in the defense of these appeals.
- Prepare changes to the roll based on decisions of the Board of Review and/or Michigan Tax Tribunal.
- Coordinate with City staff to schedule the Board of Review meetings at City Hall and post the public notices.

### **Qualifications**

The proposal shall include a statement of qualifications. The statement should include the name, address, and brief history of the firm. Contractors interested in applying must include a list of current clients and projects, and a minimum of three references. The City will consider those contractors that, in its sole judgment, demonstrate the skills and abilities to develop effective working relationships with the staff, officials, and public. The respondents should provide a copy of his/her assessor Certification document.

### **Project Cost and Contract**

The fee for services must be described in the proposal. Please specify whether fees are billed at an hourly rate or flat charge. Billing procedures and payment terms should also be included. Please provide pricing for 1, 3, and 5 year terms.

### **Proposal Evaluation**

Proposals will be evaluated on a qualifications basis. Factors to be considered include the qualifications and experience of the contractor, compatibility of the firm/individual to work with City staff and officials, familiarity with and understanding of the City of Dexter, and proposed fees. The City may elect to interview one or more candidates prior to recommending a final selection to the City Council.

**Submittal Instructions**

To be considered, proposals must be submitted in a sealed envelope, clearly marked: RFP-ASSESSING SERVICES and received by 2:00 p.m. on Monday, January 26, 2015 by mail or hand delivery to:

Courtney Nicholls  
City Manager  
8140 Main  
Dexter, MI 48130

**Reservations**

The City reserves the right to accept any proposal, to reject any or all proposals, to waive defects in proposals submitted in response to this request, and to select the proposal deemed to be in the best interests of the City. Issuance of this proposal does not obligate the City to award a contract.

**TITLE: DPW WORKER**

**STATUS: TEAMSTERS LOCAL 214**  
**PAY RANGE: DPW WORKER (POST 2011)**

**OCCUPATION SUMMARY:**

Under the overall direction of the Superintendent of Public Services, or his/her designee, this position performs any combination of the following duties to maintain and repair village streets, buildings, equipment, machinery, parks, and lawns:

- Operates vehicles up to 2.5 tons, and other equipment, such as tractors, mowers, street sweepers, chippers and plows, for example, necessary to the performance of required tasks.
- Performs manual labor in the construction, maintenance repair and cleaning of streets, sidewalks, and storm
- water systems using a variety of machines, tools and equipment.
- Performs maintenance and repair of the City's fleet of trucks and public works equipment.

**TASKS:**

Receives written work orders or verbal instructions from the Department of Public Services Superintendent, the Assistant Public Services Superintendent, and/or the Street Foreman.

Performs the following activities:

- Plows snow and/or salts village streets and other public areas.
- Mows grass and trims weeds on village property, parks, boulevards, and vacant lots using lawn mowers, weed trimmers, farm tractors, and various hand tools.
- Uses hand and power tools and any other equipment necessary for the performance of public works duties.
- Performs in-house maintenance of equipment and vehicles, and makes recommendations for maintenance and repair services that cannot be performed in-house.
- Picks up leaves, branches and sticks using specialized equipment.
- Maintains parks, playgrounds, and other public buildings and infrastructure.
- May perform other related work as assigned.

**NATURE OF WORK:**

- The work requires the physical ability to walk, stand, stoop, bend, crawl, climb, kneel, crouch, reach, push, pull, lift, grasp and perform repetitive motions. It also requires the ability to operate hand and foot controls on machinery and equipment.
- Incumbent may be exposed to hazardous physical conditions, such as confined spaces, heights, mechanical parts, electrical currents, vibration, etc.; and poor atmospheric conditions such as fumes, odors, dusts, gases, cold, heat, wet, poor ventilation, inadequate lighting, intense noise etc.
- The work often involves the ability to perform routine moderate lifting and carrying up to 25 pounds, and occasional heavy lifting up to 50 pounds.
- Job requires the availability after regular working hours for emergency situations, snow removal, and unscheduled overtime. Incumbent will be on-call during the winter months, on a rotating basis, and must remain geographically within a reasonable response time to the City.

## **KNOWLEDGE, SKILLS, TRAINING AND OTHER REQUIREMENTS**

- Must be at least eighteen (18) years of age, with a high school diploma or GED.
- Must be able to maintain a valid Michigan driver's license, with the ability to obtain and/or maintain a commercial driver's license (CDL).
- Must be able to read and understand written documents such as technical manuals, work rules, and policies; understand and follow written and oral instructions; perform basic mathematical calculations; and read and interpret maps.
- Must be able to use basic computer programs.
- Must have the ability to exercise care and good judgment regarding safety at all times, abiding by safety-related policies, laws, and Occupational Safety & Health Administration (OSHA) regulations.
- Must have the ability to work alone, or as part of a team, and to interact with the public in a courteous and respectful manner.

# Mini-Murals Around Dexter

November 11, 2014

**Project Overview:** Small permanent murals (less than 3' x 3' and typically 1'-2'), referred to as mini-murals, would be painted around town in approved locations, depicting Dexter life through wildlife characters enjoying activities found in and around the Village/city. Characters would be unique to Dexter and the placement of mini-murals would be such that you might happen upon them while walking or you might have to search a little to find it, eventually having 12-24 mini-murals around town to be enjoyed individually or as a "treasure hunt". And not only is it fun to find them, but there is an extra "bonus" for those who find the sweet spot for viewing...that's when you get the total effect of the 3D paintings, as if you are participating in the activity along with the characters.

**Target Audience:** The youth of the world! But will appeal to people of all ages.

**Artist:** David Zinn, world-renowned chalk artist, and local Ann Arbor resident ([dszinn@me.com](mailto:dszinn@me.com)); Facebook <https://www.facebook.com/DavidZinnIllustration>

**Mural Locations:** Mini-murals would be in unique locations, such as sidewalk curbs, stair steps, building corners, rocks and the like. (See pictures under "Representative Location Examples" section below.) You never know where the next one might pop up, so be on the look-out!

**Mural Characters & Topics:** The wildlife creatures will be local animals/insects that are found readily in the Dexter area and/or represent the Dexter area. Once identified through polling, contest, committee decision, or other method, the artist will create a series of characters exclusive to the Dexter mini-murals and approved by the ACH Committee. They will appear in the murals at the choice of the artist. The topics, once identified through polling, contest, committee decision, or other method, will be provided to the artist and it will be to his discretion as to which topics are painted where so they fit the location. All final decisions must be agreed upon by both the artist and the committee before implementation.

**Installation:** The first mini-mural is targeted for April 2015, weather permitting. In the first year, roughly April – October 2015, the target is to complete a minimum of 6 mini-mural paintings around town, drawn at the availability of the artist and with city and owner (when required) permission. The object is to get several in place as quickly as possible to create the magic and mystery of the drawings. Then, each year thereafter, more mini-murals would appear according to artist availability, locations available, committee interest, and costs.

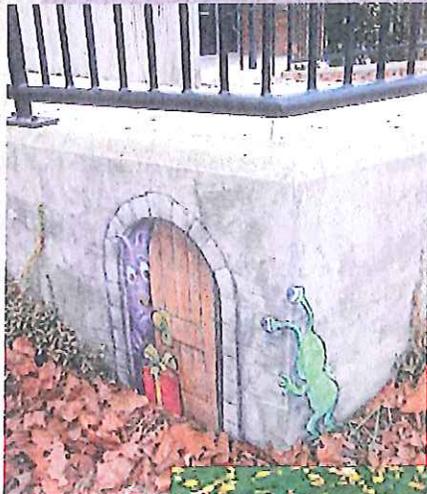
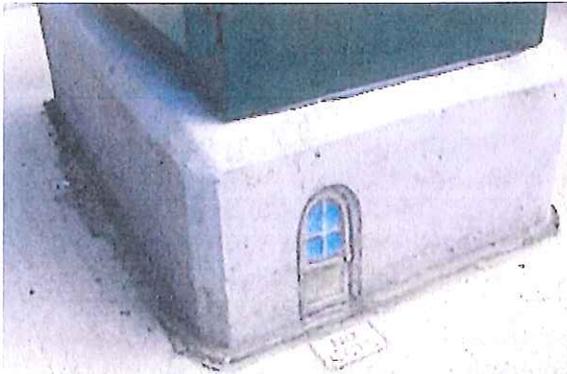
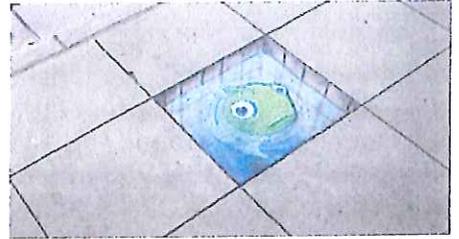
**Upkeep and Removal:** If it is determined that a painting should continue to be maintained over several years, the artist will provide touch-up painting as needed or requested. If it is determined that the painting should be removed or replaced, it is the responsibility of the City to remove the painting.

**Financials:** TBD...The first funding would be based on an estimate from the Artist for painting one mini-mural, and after the mini-mural has been completed, an assessment of actual costs will be completed to determine the cost per mini-mural going forward. Once accurate costing can be determined, an Agreement for additional mini-murals will be made between the City and the Artist if costs are reasonable and acceptable to the committee.

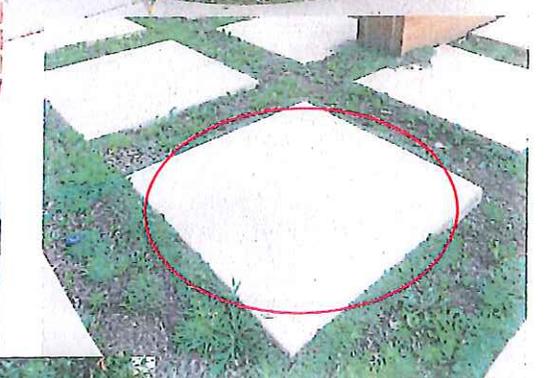
## Representative Examples of the Art



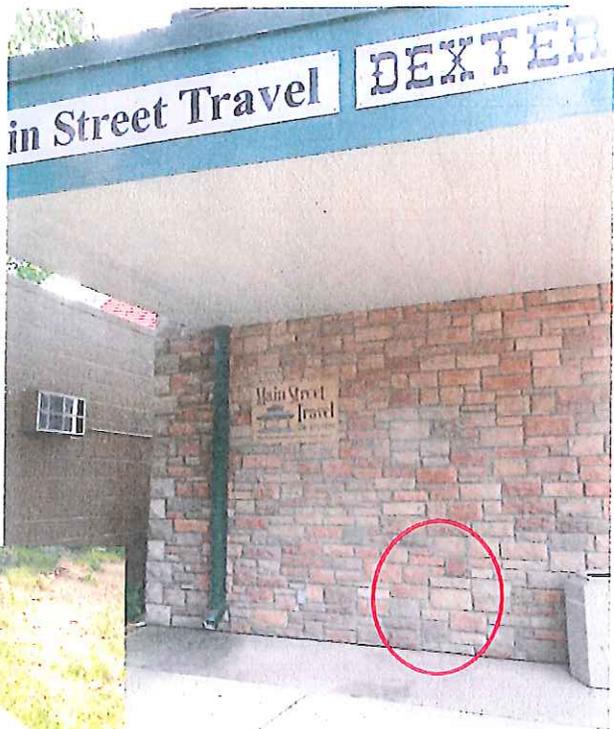
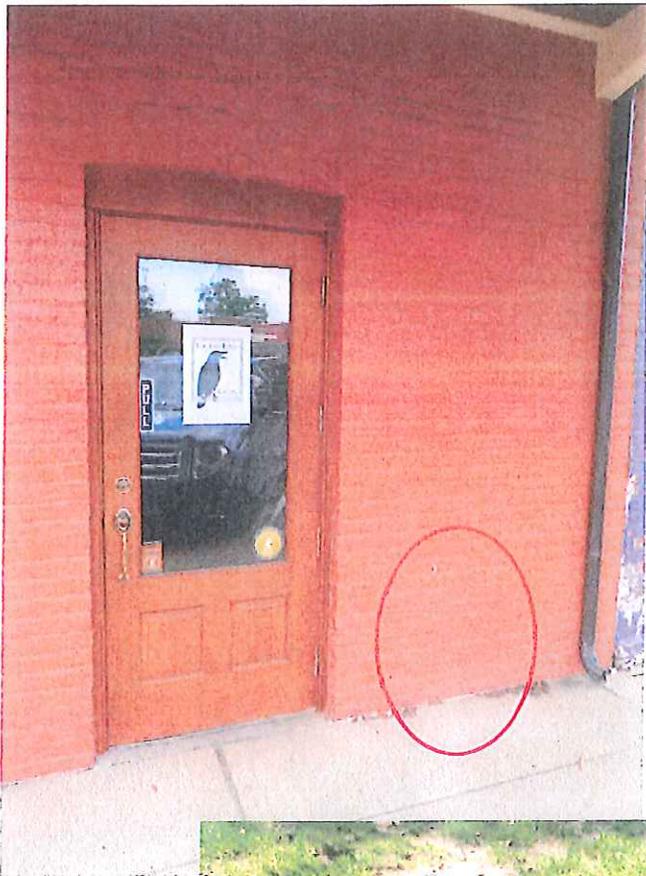
Representative Examples of the Art



Representative Examples of Dexter Locations



Representative Examples of Dexter Locations



CITY OF DEXTER

Road Program Cost Estimating

2014 Program Costs - 12-3-2014

Category 1 - Equipment Purchase						Road Program Split				TOTAL
						Minor		Major		
Item	Hours	Unit	Labor	Equipment	Materials	%	Price	%	Price	
Bobcat Mounted Mill			\$ -	\$ 12,813.00						\$ 12,813.00
Double Drum Roller and Trailer				\$ 10,550.00						\$ 10,550.00
Asphalt Recycler and Hot Box Trailer			\$ -	\$ 30,696.00						\$ 30,696.00
<b>TOTAL</b>										<b>\$ 54,059.00</b>

CITY OF DEXTER

Road Program Cost Estimating

2014 Program Costs - 12-3-2014

						Road Program Split				
Category 2 - Pavement Repairs (Bond Eligible)						Minor		Major		
Item	Hours	Unit	Labor	Equipment	Materials	%	Price	%	Price	TOTAL
<i>Dexter Industrial Park</i>										
Crack Milling Work						0%		0%		\$ -
Asphalt Placement						0%		0%		\$ -
<i>DPW - Tack Cost</i>					\$ 4,100.00	100%	\$ 4,100.00	0%	\$ -	\$ 4,100.00
<i>DPW - Asphalt Cost</i>					\$ 14,061.52	100%	\$ 14,061.52	0%	\$ -	\$ 14,061.52
<i>DPW Internal Equipment Rental (Cost provided for information only)</i>					\$ 6,956.42	0%	\$ -	0%	\$ -	
Vacuum Truck Rental										
<i>Safeway (9/2/2014)</i>				\$ 1,662.50		100%	\$ 1,662.50	0%	\$ -	\$ 1,662.50
<i>Safeway (9/4/2014)</i>				\$ 1,805.00		100%	\$ 1,805.00	0%	\$ -	\$ 1,805.00
<i>Metro (9/9/2014)</i>				\$ 1,607.50		100%	\$ 1,607.50	0%	\$ -	\$ 1,607.50
<i>Safeway (9/11/2014)</i>				\$ 3,020.00		100%	\$ 3,020.00	0%	\$ -	\$ 3,020.00
<i>Safeway (9/15/2014)</i>				\$ 1,810.00		100%	\$ 1,810.00	0%	\$ -	\$ 1,810.00
<i>Safeway (9/16/2014)</i>				\$ 1,045.00		100%	\$ 1,045.00	0%	\$ -	\$ 1,045.00
<i>Safeway (9/18/2014)</i>				\$ 1,900.00		100%	\$ 1,900.00	0%	\$ -	\$ 1,900.00
<i>Safeway (9/22/2014)</i>				\$ 1,615.00		100%	\$ 1,615.00	0%	\$ -	\$ 1,615.00
<i>Huron Street</i>										
Crack Milling Work						0%		0%		\$ -
Asphalt Placement						0%		0%		\$ -
<i>DPW - Tack Cost</i>					\$ 500.00	0%	\$ -	100%	\$ 500.00	\$ 500.00
<i>DPW - Asphalt Cost</i>					\$ 2,123.38	0%	\$ -	100%	\$ 2,123.38	\$ 2,123.38
<i>DPW Internal Equipment Rental</i>					\$ -	0%	\$ -	0%	\$ -	
Vacuum Truck Rental										
<i>Vacuum Truck Rental (10/13/2014)</i>					\$ 1,520.00	0%	\$ -	100%	\$ 1,520.00	\$ 1,520.00
<b>TOTAL</b>							<b>\$ 32,626.52</b>		<b>\$ 4,143.38</b>	<b>\$ 36,769.90</b>

CITY OF DEXTER

Road Program Cost Estimating

2014 Program Costs - 12-3-2014

Category 3 - Contract Work (Bond Eligible)	Road Program Split					
			Minor		Major	
Item	Cost	%	Price	%	Price	TOTAL
<b>Barrett Paving</b>						
Authorized Base and Alternative Bid (includes additional milling work on W Bishop Cir)	\$ 682,000.00	83%	\$ 563,200.00	17%	\$ 118,800.00	\$ 682,000.00
<i>Deduct Manhole Adjustment Work</i>	\$ (25,500.00)	100%	\$ (25,500.00)		\$ -	\$ (25,500.00)
<i>Add - DBRP Wedge Course</i>	\$ 14,105.00	100%	\$ 14,105.00		\$ -	\$ 14,105.00
<i>Deduct Huron Street Repair Work</i>	\$ (15,396.48)	0%	\$ -	100%	\$ (15,396.48)	\$ (15,396.48)
<i>Deduct - Crush and Shape Hauling Costs (12-3 Update)</i>	\$ (7,484.90)	100%	\$ (7,484.90)	0%	\$ -	\$ (7,484.90)
<i>Deduct - Crush and Shape Driveway Work (12-3 Update)</i>	\$ (43,708.33)	100%	\$ (43,708.33)	0%	\$ -	\$ (43,708.33)
<i>Deduct - Crush and Shape Shoulders (12-3 Update)</i>	\$ (27,688.32)	100%	\$ (27,688.32)	0%	\$ -	\$ (27,688.32)
<i>Add - As Built Crush and Shape (12-3 Update)</i>	\$ 658.26	100%	\$ 658.26	0%	\$ -	\$ 658.26
<i>Add - As Built Asphalt (C&amp;S Streets) (12-3 Update)</i>	\$ 8,382.99	100%	\$ 8,382.99	0%	\$ -	\$ 8,382.99
<i>Add - As Built Butt Joint Work (Milling Streets) (12-3 Update)</i>	\$ 182.00	83%	\$ 151.06	17%	\$ 30.94	\$ 182.00
<i>Deduct - As Built Milling (12-3 Update)</i>	\$ (13,693.42)	83%	\$ (11,365.54)	17%	\$ (2,327.88)	\$ (13,693.42)
<i>Add - As Built Aphalt (Milling Streets)</i>	\$ 7,068.53	83%	\$ 5,866.88	17%	\$ 1,201.65	\$ 7,068.53
<b>Knight</b>						
<i>DBRP Storm Structure and Curb Repairs</i>	\$ 4,785.00	100%	\$ 4,785.00			\$ 4,785.00
<i>Manhole adjustments</i> 22     480 /each	\$ 10,560.00	64%	\$ 6,720.00	36%	\$ 3,840.00	\$ 10,560.00
<i>Gate Well Adjustments</i> 3     300 /each	\$ 900.00	50%	\$ 450.00	50%	\$ 450.00	\$ 900.00
<b>G2 Consulting</b>						
15-Oct-14	\$ 1,392.50	100%	\$ 1,392.50	0%	\$ -	\$ 1,392.50
31-Oct-14	\$ 4,572.50	100%	\$ 4,572.50	0%	\$ -	\$ 4,572.50
<b>Milligan Landscaping</b>						
<i>Roadside Restoration</i>	\$ 11,500.00	100%	\$ 11,500.00	0%	\$ -	\$ 11,500.00
<b>Michigan Mineral Resources</b>						
<i>Dust Control</i>						
17-Oct-15	\$ 1,536.90	100%	\$ 1,536.90	0%	\$ -	\$ 1,536.90
<b>TOTAL</b>	<b>\$ 614,172.23</b>		<b>\$ 507,574.00</b>		<b>\$ 106,598.23</b>	<b>\$ 614,172.23</b>

CITY OF DEXTER

Road Program Cost Estimating

2014 Program Costs - 12-3-2014

Category 4 - Pavement Maintenance (Bond Ineligible)		Road Program Split				TOTAL	
		Minor		Major			
Item	Cost	%	Price	%	Price		
<i>K&amp;B</i>							
Crack Sealing	31830 lb @ \$1.10 / pound	\$ 35,013.00	70%	\$ 24,509.10	30%	\$ 10,503.90	\$ 35,013.00
<b>TOTAL</b>			<b>\$ 24,509.10</b>		<b>\$ 10,503.90</b>	<b>\$ 35,013.00</b>	

CITY OF DEXTER

Road Program Cost Estimating

2014 Program Costs - 12-3-2014

Project Total	Road Program Split		TOTAL
	Minor	Major	
<b>Bond Ineligible - Equipment</b>	Price	Price	
Category 1 - Equipment Purchase	N/A	N/A	\$ 54,059.00
<b>TOTAL</b>	<b>N/A</b>	<b>N/A</b>	<b>\$ 54,059.00</b>
<b>Bond Eligible - Pavement Rehabilitation</b>	Price	Price	TOTAL
Category 2 - Pavement Repairs (Bond Eligible)	\$ 32,626.52	\$ 4,143.38	\$ 36,769.90
Category 3 - Contract Work (Bond Eligible)	\$ 507,574.00	\$ 106,598.23	\$ 614,172.23
<b>TOTAL</b>	<b>\$ 540,200.52</b>	<b>\$ 110,741.61</b>	<b>\$ 650,942.13</b>
<b>Bond Ineligible - Pavement Maintenance</b>	Price	Price	TOTAL
Category 4 - Pavement Maintenance (Bond Ineligible)	\$ 24,509.10	\$ 10,503.90	\$ 35,013.00
<b>TOTAL</b>	<b>\$ 24,509.10</b>	<b>\$ 10,503.90</b>	<b>\$ 35,013.00</b>

**Mayor Report  
Shawn Keough  
December 8, 2014**

Hello Residents and Fellow Council Members,

Our transition to the City of Dexter continues to progress nicely. The City Charter was officially filed on November 20<sup>th</sup> and the City Council and Clerk were sworn in on November 24<sup>th</sup>. Our City Manager and Finance Director met with the Washtenaw County Equalization Department staff to discuss the transition of the assessing duties from the Townships to the City of Dexter. They laid out a timeframe for this transition that will involve several steps over the next several months and will conclude in mid 2015 following the 2015 Board of Review meetings that will be conducted by the Townships. All residents and businesses will get one final tax bill from the two Townships (Webster and Scio). Starting in 2015, residents and businesses in the City of Dexter will receive all tax bills from the City of Dexter and pay these tax bills to the City of Dexter. The City of Dexter will be the primary tax collection agent for our residents.

Residents will notice that the City website ([www.dexterMI.gov](http://www.dexterMI.gov)) has been mostly updated. We have a few "Village" references to fix, but we will catch those over time.

Our Election Commission has been appointed and will be having its first meeting this month (December 2015). They need to set the precinct boundaries and make recommendations for the polling locations for 2015. I will continue to try and describe these types of transition issues so that residents are aware of them.

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

Recent Meetings, Thoughts and Activities

November 19, 2014 – Venture Dexter Community Gathering – this meeting was attended by approximately 15 to 20 community members and included a visioning session.

November 20, 2014 – Dexter Downtown Development Authority meeting – the DDA discussed a revised parking layout behind the Monument Park building that will add 3 more regular parking spaces while still meeting the minimum ADA parking requirements across the shared lot.

Future Activities

I am planning to meet with Roy Townsend, the Managing Director of the Road Commission and Doug Fuller (County Road Commissioner) in early January. I plan to discuss a variety of topics related to County owned roadways surrounding Dexter, including the Baker Road/Shield Road corridor, the Dexter Pinckney Road area near Island Lake Road and the idea of a pedestrian path/bike path between Dexter and Chelsea.

Dr. Chris Timmis, the Superintendent of Dexter Schools, and I have discussed meeting on a regular basis. I will let Council know when we get a date set for our first meeting in case there are topics that you would like me to mention.

December 4, 2014 – Economic Development Committee meeting – the EDC needs to meet to review a request from United Methodist Retirement Communities to refinance their bond issuance.

December 8, 2014 – City Council meeting and Organizational Matter’s workshop – I am trying to meet with or speak with all Council members in advance of the Organizational Matter’s workshop and am planning to bring a recommendation/list of people who are interested in the various Council positions to the workshop for review and discussion. If I get it put together in advance of the meeting, I will send a copy to everyone.

December 12, 2014 – Facility Committee meeting

December 18, 2014 – Dexter Downtown Development Authority Meeting

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

Shawn Keough  
Mayor of Dexter

[skeough@DexterMI.gov](mailto:skeough@DexterMI.gov)

(313) 363-1434 (cell)

<b>SUMMARY OF BILLS AND PAYROLL</b>			<b>12/8/2014</b>
Payroll Check Register	11/26/14	\$37,339.29	
Employer Retirement Contributions (paid via electronic transfer)	11/26/14	\$3,264.54	
Account Payable Check Register		\$795,158.69	
		<b>\$835,762.52</b>	<b>TOTAL BILLS &amp; PAYROLL EXPENDED ALL FUNDS</b>
Summary Items from Bills & Payroll		Amount	Comments
<b>The due date column on the accounts payable worksheets represents the date of the Council meeting</b>			
<b>ALL PAYABLES ARE WITHIN ACCEPTABLE BUDGET LIMITS</b>			
<b>DETAIL VENDOR LIST AND ACCOUNT SUMMARY PROVIDED</b>			
<i>"This is the summary report that will be provided with each packet. Approval of the total bills and payroll expended, all funds will be necessary."</i>			

BANK CODE: POOL

Claimant	Amount Claimed	Amount Owed	Amount Rejected
1. ALEXANDER CHEMICAL CORPORATION	1,290.58		
2. ARBOR SPRINGS WATER CO.INC	11.75		
3. AT&T	126.06		
4. AT&T	67.94		
5. BARRETT PAVING MATERIALS INC	574,351.40		
6. CITY SERVICES, INC.	2,183.00		
7. CMYK IMPERIAL PRINTING	950.00		
8. COMCAST	413.39		
9. CONTRACTOR CONNECTION	60.90		
10. DEPT. OF ENVIRN. QUALITY	150.00		
11. DETROIT PUMP & MANUFACTURING	2,189.13		
12. DEXTER LIONS CLUB	425.00		
13. DEXTER MILL	235.41		
14. DONALD DETTLING	400.00		
15. DTE ENERGY	14,098.41		
16. DTE ENERGY-STREET LIGHTING	5,838.31		
17. DYKEMA GOSSETT PLLC	814.60		
18. ECONO	729.35		
19. ETNA SUPPLY CO	2,415.17		
20. FALCON	1,452.50		
21. GOOGLE INC	104.16		
22. GRIFFIN PEST SOLUTIONS	154.00		
23. GRISSOM JANITORIAL	720.00		
24. HACKNEY HARDWARE	1,002.55		
25. HALEY MECHANICAL	305.00		
26. I.T. RIGHT INC.	620.00		
27. IDEXX DISTRIBUTION CORP	658.21		
28. KENCO, INC.	19.00		
29. MARK'S AUTO SERVICE, INC.	904.70		
30. METRO ENVIROMENTAL SERVICES	2,441.25		
31. MICH MUNICIPLE RISK MANAGEMENT AUTH	13,146.75		
32. MICHIGAN MUNICIPPLE LEAGE	28.30		
33. MICHIGAN POWER RODDING	255.00		
34. MID STATES BOLT & SCREW CO	19.28		
35. MILLIGANS LANDSCAPE SERVICES L	1,800.00		
36. NORTH CENTRAL LABORATORIES	713.04		
37. NORTHERN SAFETY CO INC	297.33		
38. ORCHARD, HILTZ & MCCLIMENT INC	19,659.90		
39. PARTS PEDDLER AUTO SUPPLY	1,249.24		
40. PNC	310.48		
41. POSTMASTER	490.24		
42. PRINT-TECH, INC.	35.20		
43. RITE-TECH ENTERPRISES INC.	4,087.28		
44. SCIO TOWNSHIP	285.00		
45. SMALL BUSINESS ASSOC OF MICH	21,039.52		
46. STAPLES BUSINESS ADVANTAGE	642.73		
47. STATE OF MICHIGAN-MDOT	71,818.21		
48. TRACTOR SUPPLY CREDIT PLAN	467.77		
49. US BANK CORPORATE TRUST	300.00		
50. USA BLUE BOOK	547.09		

BANK CODE: POOL

Claimant	Amount Claimed	Amount Owed	Amount Rejected
51. UTILITIES INSTRUMENTATION SERV	743.00		
52. VERDIN COMPANY	550.00		
53. VERIZON WIRELESS	444.50		
54. VOGEL'S LOCK & SAFE REPAIRS, I	128.00		
55. WASHTENAW COUNTY TREASURER	1,516.67		
56. WASTE MANAGEMENT OF MICHIGAN	40,362.63		
57. WEST SHORE SERVICES INC	850.00		
***TOTAL ALL CLAIMS***	796,918.93		

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 101 VILLAGE COUNCIL							
101-101-727.000	OFFICE SUPPLIES	ECONO	BUSINESS CARDS	54698	12/10/14	399.65	41852
101-101-901.000	PRINTING & PUBLISHING	POSTMASTER	POSTCARD MAILING	11-26-14	11/26/14	490.24	41835
101-101-956.000	COUNCIL DISCRETIONARY EXP	DONALD DETTLING	CITY MEETING THANK YOU	12-02-14	12/10/14	400.00	41848
101-101-956.000	COUNCIL DISCRETIONARY EXP	PNC	COUNCIL RECEPTION	12-02-14	12/10/14	12.67	41874
Total For Dept 101 VILLAGE COUNCIL						1,302.56	
Dept 172 VILLAGE MANAGER							
101-172-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	DECEMBER 2014 COVERAGE	12-02-14	12/10/14	4,752.02	41878
101-172-727.000	OFFICE SUPPLIES	ECONO	BUSINESS CARDS	54698	12/10/14	109.90	41852
101-172-802.000	PROFESSIONAL SERVICES	ORCHARD, HILTZ & MCCLI	INVOICES THRU OCT 26TH 2014	12-02-14	12/10/14	4,000.00	41872
101-172-901.000	PRINTING & PUBLISHING	MICHIGAN MUNICIPAL LE	CLASSIFIED AD	11112	12/10/14	28.30	41866
Total For Dept 172 VILLAGE MANAGER						8,890.22	
Dept 210 ATTORNEY							
101-210-810.000	ATTORNEY FEES	DYKEMA GOSSETT PLLC	LEGAL FEES	1606679	12/10/14	814.60	41851
Total For Dept 210 ATTORNEY						814.60	
Dept 215 VILLAGE CLERK							
101-215-802.000	PROFESSIONAL SERVICES	SCIO TOWNSHIP	ELECTION REIMBURSEMENT	2469	12/10/14	285.00	41877
Total For Dept 215 VILLAGE CLERK						285.00	
Dept 253 TREASURER							
101-253-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	DECEMBER 2014 COVERAGE	12-02-14	12/10/14	1,369.37	41878
101-253-727.000	OFFICE SUPPLIES	ECONO	BUSINESS CARDS	54698	12/10/14	54.95	41852
101-253-727.000	OFFICE SUPPLIES	STAPLES BUSINESS ADVAN	SUPPLIES	8031962838	12/10/14	28.68	41879
Total For Dept 253 TREASURER						1,453.00	
Dept 265 BUILDINGS & GROUNDS							
101-265-727.000	OFFICE SUPPLIES	ARBOR SPRINGS WATER CO	OFFICE	1518723	12/10/14	11.75	41837
101-265-727.000	OFFICE SUPPLIES	HACKNEY HARDWARE	SUPPLIES	12/04/14	12/10/14	15.22	41858
101-265-727.000	OFFICE SUPPLIES	STAPLES BUSINESS ADVAN	SUPPLIES	8031962838	12/10/14	177.49	41879
101-265-803.000	CONTRACTED SERVICES	GOOGLE INC	DEXTERMI.GOV	2364123269	12/10/14	104.16	41855
101-265-920.000	UTILITIES	COMCAST	OFFICE	12-02-14	12/10/14	315.15	41842
101-265-920.000	UTILITIES	DTE ENERGY	NOV 2014	12/04/14	12/10/14	486.00	41849
101-265-920.001	UTILITIES - TELEPHONES	AT&T	424 1790	12-02-14	12/10/14	67.94	41839
101-265-935.001		GRISSOM JANITORIAL	OFFICE CLEANING SERVICE	295	11/25/14	320.00	41834
101-265-935.001	OFFICE CLEANING	GRISSOM JANITORIAL	NOVEMBER SERVICE	152611	12/10/14	400.00	41857
101-265-936.000	EQUIPMENT SERVICE CONTRAC	I.T. RIGHT INC.	BACK UP SERVICES	20143384	12/10/14	620.00	41860
Total For Dept 265 BUILDINGS & GROUNDS						2,517.71	
Dept 301 LAW ENFORCEMENT							
101-301-807.000		WASHTENAW COUNTY TREAS	ENFORCEMENT	25343	12/10/14	1,516.67	41888
101-301-920.000	UTILITIES	DTE ENERGY	NOV 2014	12/04/14	12/10/14	407.75	41849
101-301-935.000	BUILDING MAINTENANCE & RE	HACKNEY HARDWARE	SUPPLIES	12/04/14	12/10/14	11.95	41858
101-301-935.000	BUILDING MAINTENANCE & RE	VOGEL'S LOCK & SAFE RE	8140 MAIN	81593	12/10/14	128.00	41887
Total For Dept 301 LAW ENFORCEMENT						2,064.37	
Dept 336 FIRE DEPARTMENT							
101-336-920.000	UTILITIES	DTE ENERGY	NOV 2014	12/04/14	12/10/14	407.75	41849
101-336-935.000	BUILDING MAINTENANCE & RE	GRIFFIN PEST SOLUTIONS	8140 MAIN	1200728	12/10/14	154.00	41856
101-336-935.000	BUILDING MAINTENANCE & RE	WEST SHORE SERVICES IN	ANNUAL INSPECTIONS	20629	12/10/14	850.00	41890
Total For Dept 336 FIRE DEPARTMENT						1,411.75	
Dept 400 PLANNING DEPARTMENT							

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 400 PLANNING DEPARTMENT							
101-400-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	DECEMBER 2014 COVERAGE	12-02-14	12/10/14	1,360.81	41878
101-400-727.000	OFFICE SUPPLIES	ECONO	BUSINESS CARDS	54698	12/10/14	54.95	41852
101-400-727.000	OFFICE SUPPLIES	STAPLES BUSINESS ADVAN	SUPPLIES	8031962838	12/10/14	62.79	41879
Total For Dept 400 PLANNING DEPARTMENT						1,478.55	
Dept 441 DEPARTMENT OF PUBLIC WORKS							
101-441-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	DECEMBER 2014 COVERAGE	12-02-14	12/10/14	2,128.70	41878
101-441-740.000	OPERATING SUPPLIES	HACKNEY HARDWARE	SUPPLIES	12/04/14	12/10/14	85.88	41858
101-441-740.000	OPERATING SUPPLIES	STAPLES BUSINESS ADVAN	SUPPLIES	8031962838	12/10/14	27.69	41879
101-441-745.000	UNIFORM ALLOWANCE	DEXTER MILL	SUPPLIES	12/04/14	12/10/14	215.41	41847
101-441-920.000	UTILITIES	DTE ENERGY	NOV 2014	12/04/14	12/10/14	2,022.50	41849
101-441-920.001	UTILITIES - TELEPHONES	VERIZON WIRELESS	CELLULAR	9735255015	12/10/14	192.08	41886
Total For Dept 441 DEPARTMENT OF PUBLIC WORKS						4,672.26	
Dept 442 DOWNTOWN PUBLIC WORKS							
101-442-740.000	OPERATING SUPPLIES	DEXTER MILL	SUPPLIES	12/04/14	12/10/14	20.00	41847
101-442-744.000	HOLIDAY DISPLAY SUPPLIES	DEXTER LIONS CLUB	X-MAS TREE	12/04/14	12/10/14	425.00	41846
101-442-744.000	HOLIDAY DISPLAY SUPPLIES	HACKNEY HARDWARE	SUPPLIES	12/04/14	12/10/14	57.96	41858
101-442-802.000	PROFESSIONAL SERVICES	VERDIN COMPANY	MAINTENANCE	12/04/14	12/10/14	550.00	41885
101-442-920.000	UTILITIES	DTE ENERGY	NOV 2014	12/04/14	12/10/14	959.11	41849
Total For Dept 442 DOWNTOWN PUBLIC WORKS						2,012.07	
Dept 447 ENGINEERING							
101-447-830.000	ENGINEERING CONSULTING	ORCHARD, HILTZ & MCCLI	INVOICES THRU OCT 26TH 2014	12-02-14	12/10/14	356.00	41872
Total For Dept 447 ENGINEERING						356.00	
Dept 448 MUNICIPAL STREET LIGHTS							
101-448-920.003	UTILITIES - STREET LIGHTS	DTE ENERGY-STREET LIGH	STREETLIGHT	12-02-14	11/10/14	5,838.31	41850
Total For Dept 448 MUNICIPAL STREET LIGHTS						5,838.31	
Dept 528 SOLID WASTE							
101-528-901.000	PRINTING & PUBLISHING	PRINT-TECH, INC.	UTILITY BILLS	224041	12/10/14	11.73	41875
Total For Dept 528 SOLID WASTE						11.73	
Dept 751 PARKS & RECREATION							
101-751-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	DECEMBER 2014 COVERAGE	12-02-14	12/10/14	343.34	41878
101-751-731.000	LANDSCAPE SUPPLIES	HACKNEY HARDWARE	SUPPLIES	12/04/14	12/10/14	19.90	41858
101-751-901.000	PRINTING & PUBLISHING	CMYK IMPERIAL PRINTING	WALKING MAPS	1060	11/25/14	950.00	41833
Total For Dept 751 PARKS & RECREATION						1,313.24	
Dept 851 INSURANCE & BONDS							
101-851-721.001	RETIREE HEALTH INSURANCE	SMALL BUSINESS ASSOC O	DECEMBER 2014 COVERAGE	12-02-14	12/10/14	722.94	41878
101-851-911.000	LIABILITY INSURANCE	MICH MUNICIPLE RISK MA	2014 INSTALLMENT	12-02-14	12/10/14	5,653.10	41865
Total For Dept 851 INSURANCE & BONDS						6,376.04	
Dept 901 CAPITAL IMPROVEMENTS							
101-901-970.000	CONTRACTED CAPITAL IMPROVE	ORCHARD, HILTZ & MCCLI	INVOICES THRU OCT 26TH 2014	12-02-14	12/10/14	558.00	41872
Total For Dept 901 CAPITAL IMPROVEMENTS						558.00	
Total For Fund 101 GENERAL FUND						41,355.41	
Fund 202 MAJOR STREETS FUND							
Dept 451 CONTRACTED ROAD CONSTRUCTION							
202-451-974.000	CIP CAPITAL IMPROVEMENTS	BARRETT PAVING MATERIA	DEXTER 2014 STREETS	1064411-1	12/10/14	1,153.00	41840

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 202 MAJOR STREETS FUND							
Dept 451 CONTRACTED ROAD CONSTRUCTION							
202-451-974.009	CENTRAL STREET PROJECT	ORCHARD, HILTZ & MCCLI	INVOICES THRU OCT 26TH 2014	12-02-14	12/10/14	8,553.92	41872
202-451-975.015	ANN ARBOR STREET PROJECT	ORCHARD, HILTZ & MCCLI	INVOICES THRU OCT 26TH 2014	12-02-14	12/10/14	1,251.51	41872
202-451-975.015	ANN ARBOR STREET PROJECT	STATE OF MICHIGAN-MDOT	STREETS	371785	12/10/14	71,818.21	41880
Total For Dept 451 CONTRACTED ROAD CONSTRUCTION						179,357.94	
Dept 463 ROUTINE MAINTENANCE							
202-463-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	DECEMBER 2014 COVERAGE	12-02-14	12/10/14	1,785.36	41878
202-463-911.000	LIABILITY INSURANCE	MICH MUNICIPLE RISK MA	2014 INSTALLMENT	12-02-14	12/10/14	1,183.21	41865
Total For Dept 463 ROUTINE MAINTENANCE						2,968.57	
Dept 474 TRAFFIC SERVICES							
202-474-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	DECEMBER 2014 COVERAGE	12-02-14	12/10/14	549.34	41878
202-474-911.000	LIABILITY INSURANCE	MICH MUNICIPLE RISK MA	2014 INSTALLMENT	12-02-14	12/10/14	157.76	41865
Total For Dept 474 TRAFFIC SERVICES						707.10	
Dept 478 WINTER MAINTENANCE							
202-478-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	DECEMBER 2014 COVERAGE	12-02-14	12/10/14	1,098.68	41878
202-478-740.000	OPERATING SUPPLIES	HACKNEY HARDWARE	SUPPLIES	12/04/14	12/10/14	34.90	41858
202-478-911.000	LIABILITY INSURANCE	MICH MUNICIPLE RISK MA	2014 INSTALLMENT	12-02-14	12/10/14	197.20	41865
Total For Dept 478 WINTER MAINTENANCE						1,330.78	
Total For Fund 202 MAJOR STREETS FUND						184,364.39	
Fund 203 LOCAL STREETS FUND							
Dept 445 STORMWATER							
203-445-803.000	CONTRACTED SERVICES	MILLIGANS LANDSCAPE SE	FOREST AND HUDSON	3034	12/10/14	1,800.00	41869
Total For Dept 445 STORMWATER						1,800.00	
Dept 451 CONTRACTED ROAD CONSTRUCTION							
203-451-970.000	CONTRACTED CAPITAL IMPROVE	BARRETT PAVING MATERIA	DEXTER 2014 STREETS	1064411-1	12/10/14	476,617.10	41840
Total For Dept 451 CONTRACTED ROAD CONSTRUCTION						476,617.10	
Dept 463 ROUTINE MAINTENANCE							
203-463-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	DECEMBER 2014 COVERAGE	12-02-14	12/10/14	549.34	41878
203-463-911.000	LIABILITY INSURANCE	MICH MUNICIPLE RISK MA	2014 INSTALLMENT	12-02-14	12/10/14	306.32	41865
Total For Dept 463 ROUTINE MAINTENANCE						855.66	
Dept 474 TRAFFIC SERVICES							
203-474-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	DECEMBER 2014 COVERAGE	12-02-14	12/10/14	137.34	41878
203-474-911.000	LIABILITY INSURANCE	MICH MUNICIPLE RISK MA	2014 INSTALLMENT	12-02-14	12/10/14	153.82	41865
Total For Dept 474 TRAFFIC SERVICES						291.16	
Dept 478 WINTER MAINTENANCE							
203-478-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	DECEMBER 2014 COVERAGE	12-02-14	12/10/14	274.67	41878
203-478-911.000	LIABILITY INSURANCE	MICH MUNICIPLE RISK MA	2014 INSTALLMENT	12-02-14	12/10/14	197.19	41865
Total For Dept 478 WINTER MAINTENANCE						471.86	
Total For Fund 203 LOCAL STREETS FUND						480,035.78	
Fund 204 MUNICIPAL STREETS							
Dept 248 ADMINISTRATION							
204-248-721.001	RETIREE HEALTH INSURANCE	SMALL BUSINESS ASSOC O	DECEMBER 2014 COVERAGE	12-02-14	12/10/14	905.77	41878
Total For Dept 248 ADMINISTRATION						905.77	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 204 MUNICIPAL STREETS							
Total For Fund 204 MUNICIPAL STREETS						905.77	
Fund 226 SOLID WASTE COLLECTION FUND							
Dept 528 SOLID WASTE							
226-528-805.000	CONTRACTED SOLID WASTE SEF	WASTE MANAGEMENT OF MI	OCT 2014	8368526	12/10/14	40,259.62	41889
226-528-806.000	CONTRACTED COMPOSTING	WASTE MANAGEMENT OF MI	OCT 2014	8368526	12/10/14	103.01	41889
Total For Dept 528 SOLID WASTE						40,362.63	
Total For Fund 226 SOLID WASTE COLLECTION FUND						40,362.63	
Fund 351 GENERAL DEBT SERVICE ( NON-VOTED BONDS)							
Dept 850 LONG-TERM DEBT							
351-850-992.000	BOND FEES	US BANK CORPORATE TRUS	TAX OBLI BONDS	3834375	12/10/14	300.00	41882
Total For Dept 850 LONG-TERM DEBT						300.00	
Total For Fund 351 GENERAL DEBT SERVICE ( NON-VOT)						300.00	
Fund 402 EQUIPMENT REPLACEMENT FUND							
Dept 441 DEPARTMENT OF PUBLIC WORKS							
402-441-939.000		PARTS PEDDLER AUTO SUP	SUPPLIES	12/03/12	12/10/14	329.82	41873
402-441-939.000	VEHICLE MAINTENANCE & REP	PNC	DPW TRI COUNTY INTERNATIONAL TRUCKS	12-02-14	12/10/14	297.81	41874
402-441-939.000	VEHICLE MAINTENANCE & REP	RITE-TECH ENTERPRISES	DPW	9604	12/10/14	4,087.28	41876
402-441-939.000	VEHICLE MAINTENANCE & REP	TRACTOR SUPPLY CREDIT	SUPPLIES	12/04/14	12/10/14	203.73	41881
Total For Dept 441 DEPARTMENT OF PUBLIC WORKS						4,918.64	
Dept 903 CAPITAL IMPROVEMENTS-VEHICLES							
402-903-981.000	VEHICLES	FALCON	DPW	06625	12/10/14	1,452.50	41854
Total For Dept 903 CAPITAL IMPROVEMENTS-VEHICLES						1,452.50	
Total For Fund 402 EQUIPMENT REPLACEMENT FUND						6,371.14	
Fund 590 SEWER ENTERPRISE FUND							
Dept 548 SEWER UTILITIES DEPARTMENT							
590-548-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	DECEMBER 2014 COVERAGE	12-02-14	12/10/14	2,022.27	41878
590-548-721.001	RETIREE HEALTH INSURANCE	SMALL BUSINESS ASSOC O	DECEMBER 2014 COVERAGE	12-02-14	12/10/14	1,263.23	41878
590-548-740.000	OPERATING SUPPLIES	CONTRACTOR CONNECTION	WWTP	7081836	12/10/14	60.90	41843
590-548-740.000	OPERATING SUPPLIES	ECONO	BUSINESS CARDS	54698	12/10/14	109.90	41852
590-548-740.000	OPERATING SUPPLIES	HACKNEY HARDWARE	SUPPLIES	12/04/14	12/10/14	289.99	41858
590-548-740.000	OPERATING SUPPLIES	HACKNEY HARDWARE	SUPPLIES	12/04/14	12/10/14	406.22	41858
590-548-740.000	OPERATING SUPPLIES	NORTHERN SAFETY CO INC	WWTP	901168473	12/10/14	297.33	41871
590-548-740.000	OPERATING SUPPLIES	STAPLES BUSINESS ADVAN	SUPPLIES	8031962838	12/10/14	173.04	41879
590-548-742.000	CHEMICAL SUPPLIES - PLANT	ALEXANDER CHEMICAL COR	WWTP	10025852	12/10/14	620.29	41836
590-548-743.000	CHEMICAL SUPPLIES - LAB	HACKNEY HARDWARE	SUPPLIES	12/04/14	12/10/14	11.94	41858
590-548-743.000	CHEMICAL SUPPLIES - LAB	IDEXX DISTRIBUTION COR	WWTP	283136813	12/10/14	658.21	41861
590-548-743.000	CHEMICAL SUPPLIES - LAB	KENCO, INC.	WWTP	12-02-14	12/10/14	19.00	41862
590-548-743.000		NORTH CENTRAL LABORATO	WWTP	346929	12/10/14	713.04	41870
590-548-802.000	PROFESSIONAL SERVICES	METRO ENVIROMENTAL SER	WWTP	52672	12/10/14	2,441.25	41864
590-548-802.000	PROFESSIONAL SERVICES	MICHIGAN POWER RODDING	WWTP	84411	12/10/14	255.00	41867
590-548-802.000	PROFESSIONAL SERVICES	ORCHARD, HILTZ & MCCLI	INVOICES THRU OCT 26TH 2014	12-02-14	12/10/14	378.00	41872
590-548-901.000	PRINTING & PUBLISHING	PRINT-TECH, INC.	UTILITY BILLS	224041	12/10/14	11.73	41875
590-548-911.000	LIABILITY INSURANCE	MICH MUNICIPLE RISK MA	2014 INSTALLMENT	12-02-14	12/10/14	3,944.03	41865
590-548-920.000	UTILITIES	COMCAST	WWTP	12/04/14	12/10/14	49.12	41842
590-548-920.000	UTILITIES	DTE ENERGY	NOV 2014	12/04/14	12/10/14	5,994.30	41849
590-548-920.001		AT&T	734 426 4572	12-02-14	12/10/14	63.03	41838
590-548-920.001	UTILITIES - TELEPHONES	VERIZON WIRELESS	CELLULAR	9735255015	12/10/14	55.46	41886

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 590 SEWER ENTERPRISE FUND							
Dept 548 SEWER UTILITIES DEPARTMENT							
590-548-935.000	BUILDING MAINTENANCE & REPAIR	HACKNEY HARDWARE	SUPPLIES	12/04/14	12/10/14	9.98	41858
590-548-935.000	BUILDING MAINTENANCE & REPAIR	HALEY MECHANICAL	8360 HURON	26162	12/10/14	305.00	41859
590-548-937.000	EQUIPMENT MAINTENANCE & REPAIR	HACKNEY HARDWARE	SUPPLIES	12/04/14	12/10/14	31.97	41858
590-548-937.000		PARTS PEDDLER AUTO SUP	SUPPLIES	12/03/12	12/10/14	919.42	41873
590-548-937.000	EQUIPMENT MAINTENANCE & REPAIR	TRACTOR SUPPLY CREDIT	SUPPLIES	12/04/14	12/10/14	40.17	41881
590-548-938.000	LAB EQUIPMENT MAINTENANCE	HACKNEY HARDWARE	SUPPLIES	12/04/14	12/10/14	15.92	41858
590-548-939.000	VEHICLE MAINTENANCE & REPAIR	MARK'S AUTO SERVICE, I	WWTP	45131	12/10/14	904.70	41863
590-548-977.000	EQUIPMENT	DETROIT PUMP & MANUFAC	WWTP	1030450	11/10/14	1,521.13	41845
590-548-977.000	EQUIPMENT	DETROIT PUMP & MANUFAC	WWTP	1031444	12/10/14	668.00	41845
Total For Dept 548 SEWER UTILITIES DEPARTMENT						24,340.57	
Dept 901 CAPITAL IMPROVEMENTS							
590-901-970.005	CAPITAL IMPROVEMENTS - SLU	ORCHARD, HILTZ & MCCLI	INVOICES THRU OCT 26TH 2014	12-02-14	12/10/14	3,297.50	41872
Total For Dept 901 CAPITAL IMPROVEMENTS						3,297.50	
Total For Fund 590 SEWER ENTERPRISE FUND						27,638.07	
Fund 591 WATER ENTERPRISE FUND							
Dept 556 WATER UTILITIES DEPARTMENT							
591-556-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	DECEMBER 2014 COVERAGE	12-02-14	12/10/14	1,212.86	41878
591-556-721.001	RETIREE HEALTH INSURANCE	SMALL BUSINESS ASSOC O	DECEMBER 2014 COVERAGE	12-02-14	12/10/14	563.48	41878
591-556-740.000	OPERATING SUPPLIES	STAPLES BUSINESS ADVAN	SUPPLIES	8031962838	12/10/14	173.04	41879
591-556-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT	SUPPLIES	12/04/14	12/10/14	59.90	41881
591-556-743.000	CHEMICAL SUPPLIES - LAB	ALEXANDER CHEMICAL COR	WWTP	10025855	12/10/14	670.29	41836
591-556-802.000	PROFESSIONAL SERVICES	ORCHARD, HILTZ & MCCLI	INVOICES THRU OCT 26TH 2014	12-02-14	12/10/14	378.00	41872
591-556-802.000	PROFESSIONAL SERVICES	UTILITIES INSTRUMENTAT	WWTP	530344296	12/10/14	743.00	41884
591-556-901.000	PRINTING & PUBLISHING	PRINT-TECH, INC.	UTILITY BILLS	224041	12/10/14	11.74	41875
591-556-911.000	LIABILITY INSURANCE	MICH MUNICIPLE RISK MA	2014 INSTALLMENT	12-02-14	12/10/14	1,354.12	41865
591-556-920.000	UTILITIES	COMCAST	WWTP	12/04/14	12/10/14	49.12	41842
591-556-920.000	UTILITIES	DTE ENERGY	NOV 2014	12/04/14	12/10/14	3,821.00	41849
591-556-920.001		AT&T	734 426 4572	12-02-14	12/10/14	63.03	41838
591-556-920.001	UTILITIES - TELEPHONES	VERIZON WIRELESS	CELLULAR	9735255015	12/10/14	109.96	41886
591-556-937.000	EQUIPMENT MAINTENANCE & REPAIR	HACKNEY HARDWARE	SUPPLIES	12/04/14	12/10/14	10.72	41858
591-556-937.000	EQUIPMENT MAINTENANCE & REPAIR	MID STATES BOLT & SCRE	WWTP	30387475	12/10/14	19.28	41868
591-556-937.000	EQUIPMENT MAINTENANCE & REPAIR	TRACTOR SUPPLY CREDIT	SUPPLIES	12/04/14	12/10/14	163.97	41881
591-556-957.004	STATE LICENSE/PERMIT FEES	DEPT. OF ENVIRN. QUALI	WWTP	898495	12/10/14	150.00	41844
591-556-977.000	EQUIPMENT	CITY SERVICES, INC.	WWTP	101263086.001	12/10/14	2,183.00	41841
591-556-977.000	EQUIPMENT	ETNA SUPPLY CO	WWTP	101265488.001	12/10/14	512.45	41853
591-556-977.000	EQUIPMENT	ETNA SUPPLY CO	WWTP	101273501.001	12/10/14	1,902.72	41853
591-556-977.000	EQUIPMENT	USA BLUE BOOK	WWTP	500634	12/10/14	547.09	41883
Total For Dept 556 WATER UTILITIES DEPARTMENT						14,698.77	
Dept 901 CAPITAL IMPROVEMENTS							
591-901-975.015	ANN ARBOR STREET PROJECT	ORCHARD, HILTZ & MCCLI	INVOICES THRU OCT 26TH 2014	12-02-14	12/10/14	886.97	41872
Total For Dept 901 CAPITAL IMPROVEMENTS						886.97	
Total For Fund 591 WATER ENTERPRISE FUND						15,585.74	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund Totals:							
			Fund 101 GENERAL FUND			41,355.41	
			Fund 202 MAJOR STREETS FUND			184,364.39	
			Fund 203 LOCAL STREETS FUND			480,035.78	
			Fund 204 MUNICIPAL STREETS			905.77	
			Fund 226 SOLID WASTE COLLECTION FUND			40,362.63	
			Fund 351 GENERAL DEBT SERVICE ( NON-V			300.00	
			Fund 402 EQUIPMENT REPLACEMENT FUND			6,371.14	
			Fund 590 SEWER ENTERPRISE FUND			27,638.07	
			Fund 591 WATER ENTERPRISE FUND			15,585.74	
Total For All Funds:						<u>796,918.93</u>	

---

PAGE LEFT INTENTIONALLY BLANK

---

## **CITY 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: Mayor Keough and Council Members**  
**From: Courtney Nicholls, City Manager**  
**Date: December 2, 2014**  
**Re: Name Change for the Economic Development Corporation**

The official name of the Economic Development Corporation (EDC), as stated in Article I of the Articles of Incorporation, is the Economic Development Corporation of the Village of Dexter, Michigan. According to state law that governs the EDC, the name can be changed by amending the Articles of Incorporation by Council resolution. Once the resolution is passed, the amendment will be filed with the Secretary of State which will change the name to the Economic Development Corporation of the City of Dexter.



ARTICLES OF INCORPORATION

These Articles of Incorporation are signed and acknowledged by the incorporators for the purpose of forming an economic development corporation under the provisions of Act No. 338 of the Public Acts of 1974, as amended.

ARTICLE I

Name. The name of the corporation is THE ECONOMIC DEVELOPMENT CORPORATION OF THE VILLAGE OF DEXTER, MICHIGAN.

ARTICLE II

The corporation is organized pursuant to Act 338 of the Public Acts of 1974, as amended ("Act 338"), to perform essential public purposes and functions of the Village of Dexter. Its purposes will be to alleviate and prevent conditions of unemployment; to assist and retain local industries and commercial enterprises to strengthen and revitalize the economy of Village of Dexter and the State of Michigan; to provide means and methods for the encouragement and assistance of industrial and commercial enterprises in locating, purchasing, constructing, reconstructing, modernizing, improving, maintaining, repairing, furnishing, equipping and expanding within the Village of Dexter to encourage the location and expansion of industrial and commercial enterprises to more conveniently provide needed services and facilities to the Village of Dexter and the residents thereof; to encourage the development of facilities designed to produce energy from renewable resources and to reduce energy consumption; and, to accomplish the foregoing, to do the following:

- (a) To construct, acquire by gift or purchase, reconstruct, improve, maintain, and repair the necessary lands, or interests in lands or portions of lands, for "projects", as defined in Act 338.
- (b) To acquire by gift or purchase the necessary machinery, furnishings and equipment for projects.
- (c) To make secured or unsecured loans, participate in the making of secured or unsecured loans, undertake commitments to make secured or unsecured loans and mortgages, sell loans and mortgages at public or private sale, rewrite loans and mortgages, discharge loans and mortgages, foreclose on a mortgage, or commence an action to protect or enforce a right conferred upon it by a law, mortgage, loan, contract, or other agreement.
- (d) To borrow money and issue its revenue bonds or revenue notes to finance or refinance part or all of the project costs and the costs necessary or incidental to the borrowing of money and issuing of bonds or notes for such purpose, and secure those bonds and notes by mortgage, assignment, or pledge of any of its money, revenues, income, and properties. Bonds and notes may be issued pursuant to this act to acquire and install projects, necessary lands, or an interest in the land or portion thereof, for the site therefor, and the necessary machinery, furnishings, and equipment for a project notwithstanding that the corporation does not own or propose to own such projects, lands, or machinery, furnishings, and equipment.

(1)

FILED  
WASHTENAW COUNTY, MI  
OCT 10 10 27 AM '86  
AGENT J. MORISON  
COUNTY CLERK/REGISTRAR

- (e) To enter into leases, lease purchase agreements, installment sales contracts or loan agreements with any person, firm or corporation for the use or sale of projects.
- (f) To mortgage or create security interests in the project, a part of the project, a lease or loan, or the rents, revenues, or sums to be paid during the term of a lease or loan, in favor of holders of bonds or notes issued by the corporation.
- (g) To sell and convey projects or any part thereof for a price and at a time as the corporation determines.
- (h) To lend, grant, transfer or convey funds, described in Section 27 of Act 338, as permitted by law, but subject to applicable restrictions affecting the use of these funds.
- (i) To assist and participate in the designation of the land area which will be acquired in the implementation of a project.
- (j) To prepare, assist and aid in the preparation of plans, services, studies and recommendations relative to the public purposes of the corporation and secure approval of the same by the affected municipalities.
- (k) To aid, assist and participate in clearing, rebuilding and rehabilitating blighted, deteriorated areas or structures.
- (l) To encourage citizen participation and assistance in industrial and commercial enterprises, housing and community improvements and to disseminate information to the general public concerning the purposes and objectives of the corporation.
- (m) To aid, assist and participate in the acquisition, rehabilitation or construction of industrial and commercial improvements, dwelling units or other structures or matters incidental thereto.
- (n) To hold, demolish, repair, alter and improve or otherwise develop, clear, and dispose of real property.
- (o) To enter into agreements, grants, and contracts with any state or federal agency or department, its political subdivisions and agency or department thereof, or any other organization in connection with the purpose of the corporation, subject to applicable laws and regulations.
- (p) To accept, hold, own and acquire by bequest, devise, gift, purchase or lease any property, real or mixed, whether tangible or intangible, without limitation as to kind, amount or value.
- (q) To sell, convey, lease, rent, mortgage, or make loans, grants or pledges of any such property, or any interest therein or proceeds therefrom, and to invest and reinvest the principal thereof and receipts therefrom, if any, subject to applicable laws and regulations.
- (r) To carry on any activity for the purposes above stated, either directly or as agent for or with public authorities, or in whole or in part through or by means of public authorities, individuals, corporations or other organizations, subject to applicable laws and regulations.

- (s) In general, and subject to such limitations and conditions as are or may be prescribed by law, to exercise such other powers which now are or hereafter may be conferred by law upon corporation organized by the Village of Dexter pursuant to Act 338 and for the foregoing purposes.
- (t) This corporation shall not, however, exercise jurisdiction over any project within a municipality which has been or may hereafter authorize the organization of an economic development corporation for such municipality unless said constituent municipality and its corporation each specifically consent to such jurisdiction.

### ARTICLE III

Sec. 1. Directors Management. The business and affairs of the corporation shall be managed by its board of directors except as otherwise provided by statute, by the Articles of Incorporation or by the by-laws.

Sec. 2. Board of Directors. The Board of Directors of the corporation shall consist of not less than 7 persons, not more than 3 of whom shall be an officer or employee of the municipality. Directors shall be public officers. The chief executive officer and any member of the governing body of the municipality may serve on the Board of Directors. These Directors shall be appointed for terms of 6 years, except of the Directors first appointed, 2 shall be appointed for 6 years, 1 for 5 years, 1 for 4 years, 1 for 3 years, 1 for 2 years, and 1 for 1 year. The corporation shall notify the President of the Village in writing of the corporation's designation of a project area and there shall be appointed promptly after such notice 2 additional Directors of the corporation who shall be representative of neighborhood residents or business interests likely to be affected by each such project proposed by the corporation and who shall cease to serve when the project for which they are appointed is either abandoned, or, if undertaken, is completed in accordance with the project plan. Directors shall serve without salary, but may be reimbursed their actual expenses incurred in the performance of their official duties, and may receive a per diem of not more than \$50.00. The meetings of the Board of Directors shall be public.

Sec. 3. Appointment of Board. The President of the Village with the advice and consent of the Village Council shall appoint the members of the board of directors after careful consideration of their qualifications which shall be submitted by them in writing and kept on file by the Village Clerk. Subsequent directors shall be appointed in the same manner as original appointments at the expiration of each director's term of office. A director whose term of office has expired shall continue to hold office until his successor has been appointed. A director may be reappointed to serve additional terms. If a vacancy is created by death or resignation or removal by operation of law, a successor shall be appointed within 30 days to hold office for the remainder of the term of office so vacated.

Sec. 4. Removal. A director may be removed from office for cause by a majority vote of the Village Council.

Sec. 5. Conflict of Interest. A director who has direct interest in any matter before the corporation shall disclose his interest prior to the corporation taking any action with respect to the matter, which disclosure shall become a part of the record of the corporation's official proceedings and the interested director shall further refrain from participation in the corporation's proceedings relating to the matter.

#### ARTICLE IV

Sec. 1. Officers. The officers of the corporation shall consist of a president, secretary, treasurer, and, if desired, one or more vice presidents, and such other officers as may from time to time be determined by the Board of Directors, each of whom shall be elected by the directors. Two or more offices may be held by the same person but an officer shall not execute, acknowledge or verify an instrument in more than one capacity if the instrument is required by law or the articles of by-laws to be executed, acknowledged or verified by two or more officers.

Sec. 2. Election and Term of Office. The officers of the corporation shall be elected annually by the Board of Directors. Such officers may succeed themselves in office. If the election of officers shall not be held or made at such meeting, such election shall be held or made as soon thereafter as is convenient. Each officer so elected shall hold office for the term of which he is elected and until his successor is elected and qualified, or until his resignation or removal.

Sec. 3. Removal. Any officer elected by the Board of Directors may be removed by the Board of Directors with or without cause whenever in its judgment the best interests of the corporation would be served thereby.

Sec. 4. Vacancies. A vacancy in any office because of death, resignation, removal, disqualification or otherwise, may be filled at any meeting of the Board of Directors for the unexpired portion of the term of such office.

Sec. 5. President. The president shall be the chief executive officer of the corporation, but he may from time to time delegate all or any part of his duties to an executive vice president, if one is elected, or to any vice president. He shall preside at all meetings of the Directors; he shall have general and active management of the business of the corporation, and shall see that all orders and resolutions of the Board are carried into effect. He shall execute all bonds, contracts, checks, and other obligations and execute bonds and interest coupons with his manual or facsimile signature in the name of the corporation as and when authorized by the Board of Directors; provided, however, that any bonds executed by facsimile signature of the president and the secretary shall be authenticated by a manual signature of a duly appointed corporate trustee or transfer agent appointed by the corporation. He shall do and perform such other duties as may be fixed by the by-laws and from time to time assigned to him by the Board of Directors.

Sec. 6. Vice Presidents. The vice president shall perform such duties as are delegated to him by the president and he and the other vice presidents in order of their seniority shall, in the absence or in the event of the disability of the president, perform the duties and exercise the powers of the president, and shall perform such other duties as the Board of Directors shall prescribe.

Sec. 7. Secretary. The secretary shall attend all meetings of the Board and record all votes and the minutes of all proceedings in a book to be kept for that purpose; and shall perform like duties for the standing committees when required. He shall attend to the giving, serving and receiving of all notices or process of or against the corporation, and shall perform such other duties as may be prescribed by the Board of Directors under whose supervision he shall be. He may sign with the president in the name of the corporation all bonds, contracts and other obligations and execute bonds and interest coupons with his manual or facsimile signature in the name of the corporation as and when so authorized by the Board of Directors, and when so ordered by the Board of Directors, he shall affix the seal of the corporation to any instrument requiring it or cause a facsimile thereof to be printed thereon;

provided, however, that any bonds executed by facsimile signature of the president and the secretary shall be authenticated by a manual signature of a duly appointed corporate trustee or transfer agent appointed by the corporation. He shall be sworn to the faithful discharge of his duties. The assistant secretary, if one is elected, shall perform the duties and exercise the power of the secretary in his absence or in the event of his disability.

Sec. 8. Treasurer. The treasurer shall have the custody of the corporate funds and securities and shall keep full and accurate accounts of receipts and disbursements in books belonging to the corporation and shall deposit all moneys, and other valuable effects in the name and to the credit of the corporation in such depositories as may be designated by the Board of Directors. He shall sign all receipts and vouchers for payment made to the corporation. He shall jointly with such other officer as may be designated by the Board of Directors sign all checks, promissory notes and other obligations of the corporation when so ordered by the Board of Directors. He shall render a statement of his cash accounts when required by the Board of Directors. He shall enter regularly in the books of the Corporation to be kept by him for the purpose full and accurate accounts of all moneys received and paid by him on account of the corporation, and shall, at all reasonable times, exhibit his books and accounts to the Board of Directors or any member thereof when so required. He shall perform all acts incidental to the position of treasurer fixed by the by-laws and as assigned to him from time to time by the Board of Directors. He shall be bonded for the faithful discharge of his duties as treasurer, the bond to be of such character, form and in such amount as the Board of Directors may require. The assistant treasurer, if one is elected, shall perform the duties and exercise the power of the treasurer in his absence or in the event of his disability.

Sec. 9. Delegation of Duties of Officers. In the absence of any officer of the corporation, or for any other reason that the Board may deem sufficient, the Board may delegate, from time to time and for such time as it may deem appropriate, the powers or duties, or any of them, of such officer to any other officer, or to any director, provided a majority of the Board then in office concurs therein.

Sec. 10. Salaries. The officers of the corporation shall serve without salary; provided, that nothing herein contained shall be construed to preclude any officer from serving the corporation in any other capacity and receiving compensation therefor.

Sec. 11. The members of the Board of Directors or any person executing any revenue bond or revenue note on behalf of a corporation shall not be liable personally on the revenue bond or revenue note, or be subject to any personal liability or accountability by reason of the issuance of the revenue bond or revenue note, by reason of acquisition, construction, ownership, or operation of a project, or by reason of any other action taken or omitted by the Board of Directors. By resolution the Board of Directors may provide for the purchase of insurance indemnifying the members of the Board from and against any and all personal liability or accountability described in this section or any loss or expense related thereto.

#### ARTICLE V

Location of the first registered office is: Village Office, 8140 Main Street, Dexter, Michigan.

The post office address of the first registered office is: 8140 Main Street, Dexter Michigan 48130.

ARTICLE VI

The name of the first resident agent is: Paul S. Bishop.

ARTICLE VII

The amount of assets which said corporation possesses is:

- 1) Real property: None
- 2) Personal property: None.

The corporation will be financed from donations, gifts, grants, and devises, either solicited or unsolicited, obtained from public authorities, individuals, corporations and other organizations by earnings from its activities, borrowings, and issuance of revenue bonds.

ARTICLE VIII

The names and addresses of the incorporators are as follows: (Names listed on page 8).

ARTICLE IX

The corporation shall become effective sixty days after adoption of an ordinance by the Village Council authorizing this incorporation, its publication and its final approval as provided by law. The term of the corporate existence is perpetual.

ARTICLE X

No part of the net earnings of the corporation shall inure to the benefit of any member, trustee, officer or director of the corporation, or any private individual (except that reasonable compensation may be paid for services rendered to or for the corporation affecting one or more of its purposes), and no member, trustee, officer or director of the corporation or any private individual shall be entitled to share in the distribution of any of the corporate assets on dissolution of the corporation. No substantial part of the activities of the corporation shall be the carrying on of propaganda, or otherwise attempting, to influence legislation, and the corporation shall not participate in, or intervene in (including the publication or distribution of statements) any political campaign on behalf of any candidate for public office.

Upon dissolution of the corporation or the winding up of its affairs, all property and assets of the corporation shall be distributed exclusively to the Village of Dexter, or its successor.

ARTICLE XI

These Articles of Incorporation shall be published in the Dexter Leader in accordance with the provisions of Act 338 of Public Acts of 1974, as amended.

ARTICLE XII

The Board of Directors shall convene, organize and by resolution adopt by-laws which set forth the corporation's rules of procedure and regulation of projects and which may be altered, amended or repealed by resolution of the Board of Directors.

ARTICLE XIV

The Board of Directors shall adopt a Corporate Seal.

ARTICLE XV

All meetings of the Board of Directors shall be public and notice of such meetings will be posted in the office of the Clerk of the Village of Dexter once at least eighteen hours prior to the date of such meeting and the corporation shall comply with Act 267 of the Public Acts of 1976 relative to its meetings.

ARTICLE XVI

The corporation shall at all times be deemed to be an agency or political subdivision of the Village of Dexter. The books and records of the corporation and of the Board of Directors, officers and agents thereof shall be public and open to inspection and audit by the Village of Dexter at all reasonable times. The corporation shall submit an annual report of its activities to the Village Council and to the Office of Economic Development of the Michigan Department of Commerce, and shall annually publish in a newspaper of general circulation a report of its revenue and expenditures for the operating year.

ARTICLE XVII

These Articles of Incorporation may be amended in accordance with the provisions of Act 338.



RESOLUTION TO AMEND THE ARTICLES OF INCORPORATION  
OF THE ECONOMIC DEVELOPMENT CORPORATION  
OF THE VILLAGE OF DEXTER, MICHIGAN

WHEREAS, THE ARTICLES OF INCORPORATION for the Economic Development Corporation of the Village of Dexter, Michigan, signed by the incorporators on March 11, 1985, contain minor errors, and

WHEREAS, ACT 338 of the Public Acts of 1974 Section 30 provides that the Articles of Incorporation of an Economic Development Corporation may be amended by resolution of the municipality,

NOW, THEREFORE, BE IT RESOLVED THAT

- A. The first sentence of Article II is amended to read, "the corporation is organized pursuant to Act 338 of the Public Acts of 1974, as amended (Act 338), to perform essential public purposes and functions as an Economic Development Corporation under the Act."
- B. The first sentence of Section 2., Article III is amended to read, "The Board of Directors of the Corporation shall consist of not less than 9 persons, ..."
- C. The fourth sentence of Section 2., Article III is amended to read, "..... except of the Directors first appointed, 4 shall be appointed for 6 years, ....."
- D. The fifth sentence of Section 2., Article III is amended by changing "or" to "and" with the amended sentence reading in part, "..... representative of neighborhood residents and business interests ...."
- E. The second sentence of Section 1., Article IV is amended to correct the transposition of letters in the second use of the word "instrument" and to delete the words ".... by law or the articles of by-laws ....."

BE IT FURTHER RESOLVED that a certified copy of this resolution shall be filed with the Secretary of State by the Village Clerk.

ADOPTION OF RESOLUTION MOVED BY COUNCILPERSON Betz, SUPPORTED BY COUNCILPERSON Waggoner.

AYES: Stacey, Liddiard, Betz, Waggoner, Ceriani, Bishop

NAYS: None

ABSENT: Ritchie

I hereby certify that this is a true copy of a resolution adopted by the Council of the Village of Dexter at it's meeting held August 11, 1986.

Donna L. Fisher  
DONNA L. FISHER, VILLAGE CLERK

FILED  
WASHINGTON COUNTY, MI  
OCT 10 10 27 AM '86  
ROBERT A. BARNISON  
COUNTY CLERK/REGISTER

RESOLUTION TO AMEND THE ARTICLES OF INCORPORATION  
OF THE ECONOMIC DEVELOPMENT CORPORATION  
OF THE VILLAGE OF DEXTER, MICHIGAN

WHEREAS, ACT 338 of the Public acts of 1974 (THE ACT) Section 30 provides that the Articles of Incorporation of an Economic Development Corporation (EDC) may be amended by resolution of the Municipality, and

WHEREAS, THE ACT, in Section 29, requires the Articles of Incorporation to set forth "the date upon which the Corporation shall become effective", and the Articles do not specify an effectivity date,

NOW, THEREFORE, the Council of the Village of Dexter resolves that Article IX of the Articles of Incorporation of the Economic Development Corporation of the Village of Dexter, Michigan is amended to read,  
"The Corporation shall become effective on the twenty third day of September, 1986. The term of the Corporate existence is perpetual."

IT IS FURTHER RESOLVED that a certified copy of this Resolution shall be filed with the Secretary of State by the Village Clerk.

ADOPTION OF RESOLUTION MOVED BY COUNCILPERSON Waggoner, SUPPORTED BY COUNCILPERSON Betz.

AYES: Luddiard, Waggoner, Betz, Ritchie, Stacey Ceriani, Bishop

NAYS: None

ABSENT: None

RESOLUTION ADOPTED SEPTEMBER 22, 1986.

Donna L. Fisher  
DONNA L. FISHER,  
VILLAGE CLERK

I hereby certify that this is a true copy of a resolution adopted by the Council of the Village of Dexter at its meeting held September 22, 1986.

FILED  
WASHTENAW COUNTY, MI  
OCT 10 10 27 AM '86  
ROBERT L. HARRISON  
COUNTY CLERK/REGISTRAR

Donna L. Fisher  
DONNA L. FISHER, VILLAGE CLERK

## Memorandum

**To:** Mayor Keough and Council Members  
Courtney Nicholls, City Manager

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

**Re:** Planning Commission Action regarding Mill Creek Terrace Final Site Plan Approval Extension Request

**Date:** December 3, 2014

---

On Monday, December 1, 2014, based on the information provided by the applicant, reflected in minutes of their meeting, and conformance with the provisions set forth in Section 21.04(E).9, Extension of Time Limits, the Planning Commission voted unanimously to recommend that the City Council extend the Mill Creek Terrace final site plan to December 1, 2016, subject to the following conditions:

1. Consultant recommendations; and
2. DDA approval to extend Development Agreement.

Attached for your review and consideration is a request for extension of the final site plan for the Mill Creek Terrace building, 8140 Forest Street, submitted on November 11, 2014, by Rober Overhiser, on behalf of Schulz Development and Consulting LLC, owner of the proposed Mill Creek Terrace.

### BACKGROUND

The Mill Creek Terrace combined site plan, dated 10-24-07, was originally approved by the Village Council on November 26, 2007, subject to the following conditions:

1. Concerns noted in the planner's review dated October 31, 2007.
2. Concerns noted in the engineer's review dated November 1, 2007.
3. Concerns noted in the DAFD review dated September 24, 2007.
4. Execution of the development agreement by the applicant, the Village and the DDA.
5. Review and approval of the public improvements to be built and designed by the DDA.
6. Sale of the required Village property to the developer.

Condition 4 has been satisfied and the DDA has amended the terms of its development agreement with Mr. Schulz, in conjunction with the extensions of site plan approval. On December 15, 2014, the DDA will consider another amendment/extension of the Development Agreement. In addition, Condition 6 has also been satisfied.

Since then, based on recommendations from the Planning Commission, Council has approved the extension of the final site plan for Mill Creek Terrace three times; December 2009, 2010 and 2012. The 2012 extension was until December 1, 2014.

This is the fourth site plan extension request. Subsequent to the last extension request, Mr. Schulz put the property on the market and moved his business to Florida.

### REVIEWS

The City's planning consultant, CWA and engineering consultant, OHM, and Dexter Area Fire Department (DFDA) have reviewed the extension request and site plan. CWA recommends approval of an extension, subject to the following conditions, in its November 18, 2014 review letter:

1. The applicant clarify his request for a one-year or a two-year extension; and

2. The applicant provides rationale for the requested extension.

OHM recommends approval in its November 20, 2014 review letter, subject to the following:

1. The conditions cited in its November 1, 2007 correspondence, plus;
2. References and proposed work shown for the DDA improvements that have since been completed can be eliminated from the plan;
3. Infrastructure elements not completed as part of the Jeffords / Forest DDA project such as the sanitary sewer, water supply and fire suppression shall be shown with pavement removal limits denoted;
4. Construction schedule information should be updated (sheet G9.12 and G9B.12); and
5. Plan notes referring to MDOT standard /special details shall be updated to reference current details.

DAFD has also recommended approval of the extension request in its November 23, 2014 review letter, subject to the comments of its September 24, 2007 review letter, which included the following:

1. The incorporation of fire hydrant location and fire department connections, as set forth in the City's Engineering Standards, and
2. Requirements of the Fire Protection Ordinance, including Knox box, addressing, minimum roadway widths, fire land signage, portable fire extinguishers, fire suppression, fire alarm systems and kitchen fire suppression system.

Copies of all above referenced reviews are attached to this memo.

#### **RATIONALE FOR REQUEST**

Mr. Overhiser indicated that the approved site plan called for a 3 story building with retail uses on the first floor, office use on the second floor and residential use on the 3<sup>rd</sup> floor. Mr. Overhiser stated that the office market is still depressed, following the great recession. As such, he anticipated that both the 2<sup>nd</sup> and 3<sup>rd</sup> floors would be developed for residential use. At the meeting he distributed a conceptual layout of residential units on the 2<sup>nd</sup> floor and a conceptual front elevation that showed balconies added to the 2<sup>nd</sup> floor. Both concepts are attached to this memo. Mr. Overhiser also stated that Mr. Schulz continues to seek financing and tenants, as well as a co-developer for the project.

#### **ORDINANCE EXCERPT**

Pursuant to Article 21, Section 21.04E9, Final Site Plan Review, Extensions of Time Limits: Time limits set forth in this article may be extended upon showing of good cause, and by written agreement between the petitioner and the **recommendation of the Planning Commission and approval by Village Council.**

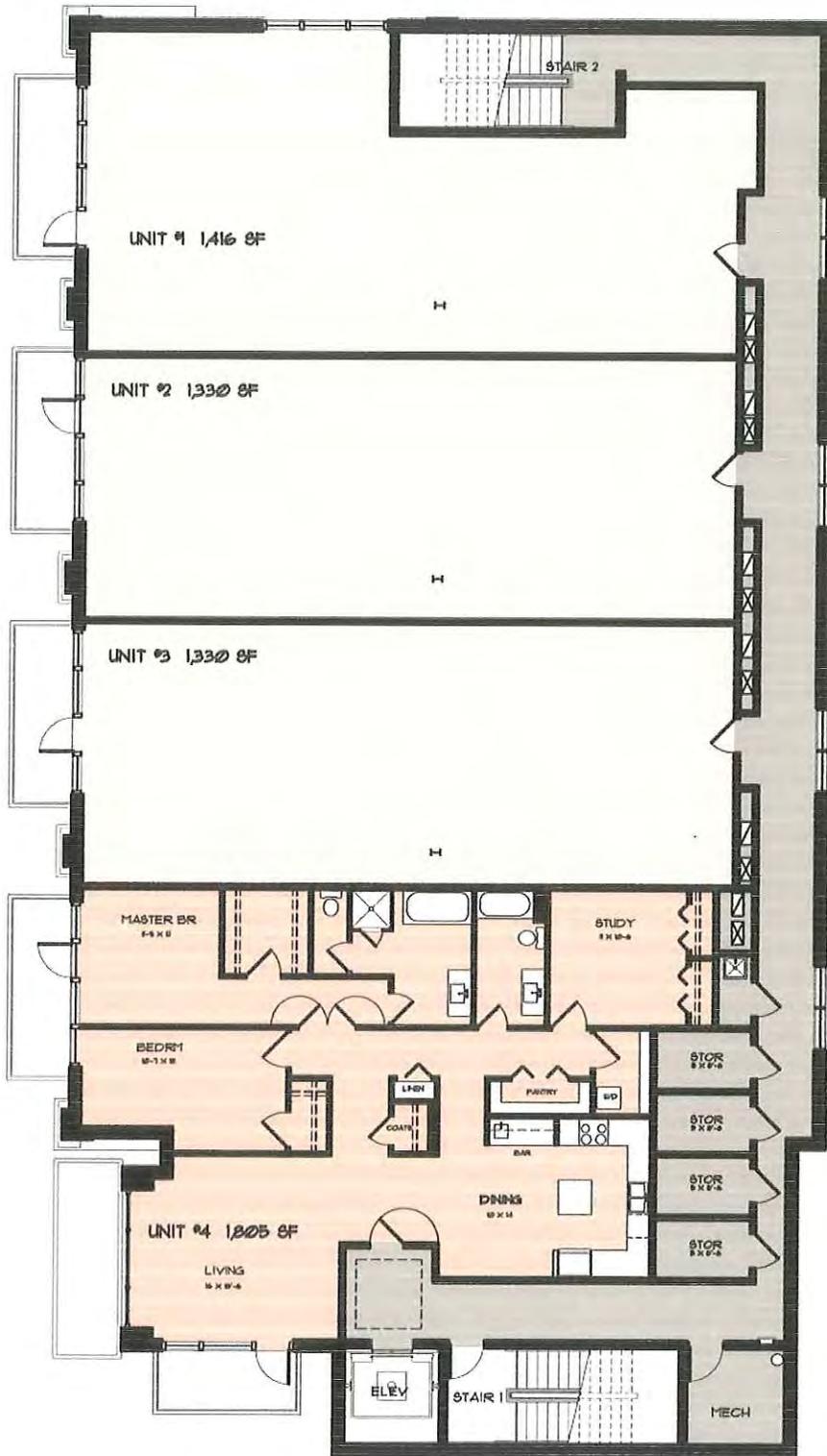
#### **SUGGESTED MOTION**

Based on the information provided by staff and the applicant, the recommendation from the Planning Commission, and conformance with the provisions set forth in Section 21.04(E).9, Extension of Time Limits, City Council (**APPROVES/DENIES**) an extension the Mill Creek Terrace final site plan **until December 1, 2016.** The above recommendation is made based on the following:

1. Consultant recommendations, as cited herein; and
2. DDA approval to extend Development Agreement.

Please contact me prior to the meeting with questions.

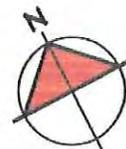
Thank you.

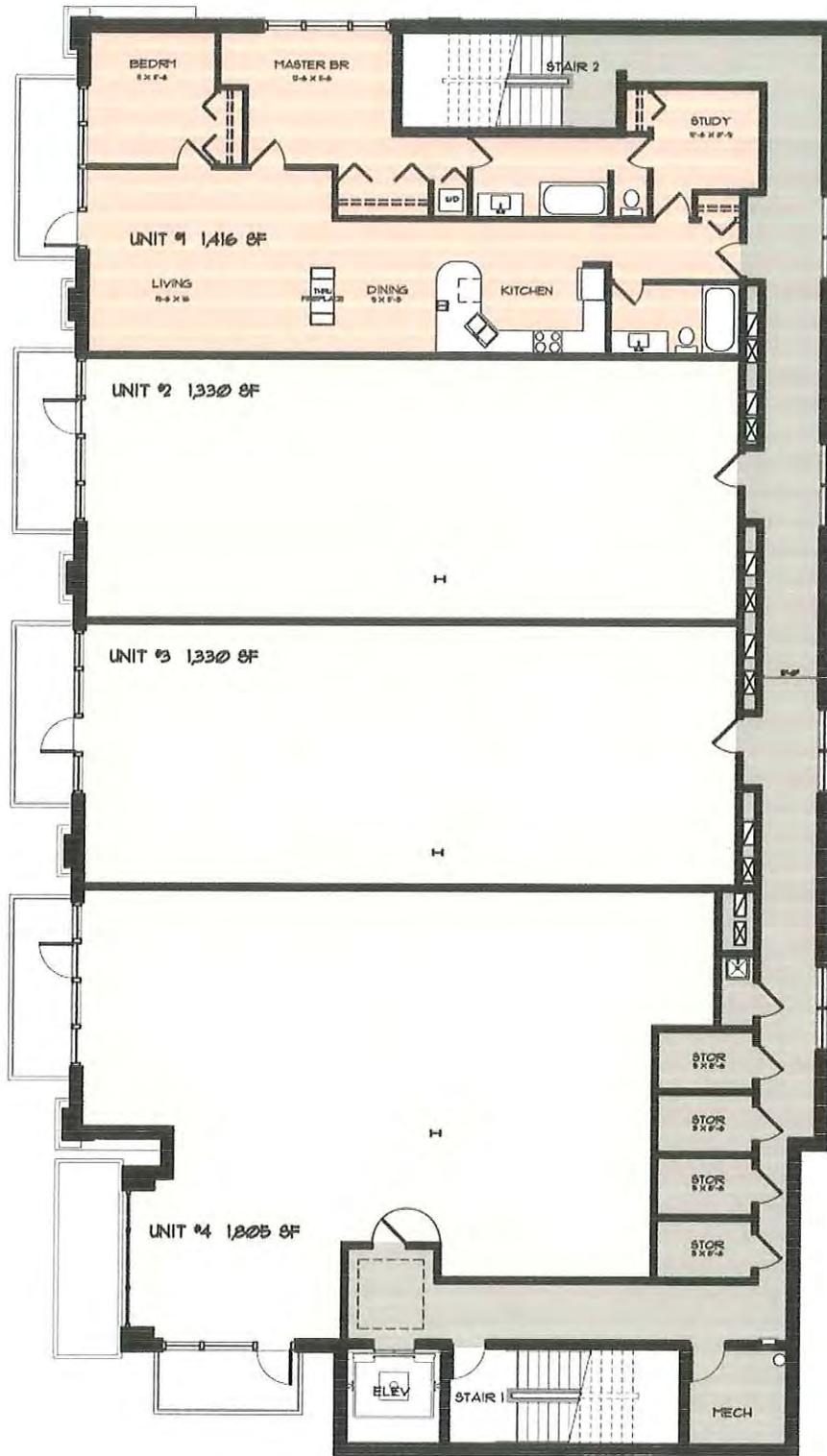


SECOND FLOOR PLAN - UNIT# 4

SCALE: 1/16" = 1'-0"

1,805 SQ FT

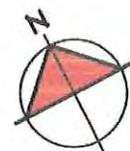




SECOND FLOOR PLAN - UNIT# 1

SCALE: 1/16" = 1'-0"

1,416 SQ FT





FRONT ELEVATION  
SCALE: 1/8" = 1'-0"

---

PAGE LEFT INTENTIONALLY BLANK

---

## **CITY OF DEXTER**

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

8140 Main Street Dexter, MI 48130-1092

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

### **MEMO**

**To: Mayor Keough and Council Members**  
**From: Courtney Nicholls, City Manager**  
**Date: December 2, 2014**  
**Re: Dexter Fastener Land Annexation**

In 2013, land was annexed from Scio Township to the Village so that Dexter Fastener could complete their plant expansion. This property transfer occurred after the City boundary was set by the State Boundary Commission, so it needs to be officially annexed into the City. Attached is a resolution that Scio Township's Board passed at their November 25, 2014 meeting approving the transfer of the land to the City. The process will be complete once Council adopts a similar resolution and both documents are filed with the Office of the Great Seal.

**RESOLUTION #  
DEXTER CITY COUNCIL**

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

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

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

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

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

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

**Whereas**, on May 28, 2013 Scio Township passed a Resolution to approve and support the annexation of the property to the Village of Dexter, and

**Whereas**, the Washtenaw County Board of Commissioners approved the annexation request on July 10, 2013, and

**Whereas**, the boundary change was recorded by the Office of the Great Seal on July 29, 2013 and

**Whereas**, the residents of the Village of Dexter did adopt a Charter to become the City of Dexter on November 4, 2014, and

**Whereas**, the City Charter was filed with the Washtenaw County Clerk and Office of the Great Seal on November 20, 2014, and

**Whereas**, the annexation of this property occurred after the boundaries of the City of Dexter were approved by the State Boundary Commission, which means that the land needs to be annexed into the City of Dexter, and

**Whereas**, Michigan Statute MCL 117.9(8) allows the annexation of the subject property from a Township to a City, and

**Whereas**, on November 25, 2014 the Scio Township Board of Trustees voted in favor of approving the annexation of the land to the City of Dexter,

**NOW, THEREFORE, BE IT RESOLVED:**

1. That the City of Dexter, Washtenaw County, Michigan, accepts the request from the Petitioner to annex the land shown on the attached map, which is described as follows:

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

Moved by:

Seconded by:

Yeas:

Nays:

I hereby certify that the above is a true copy of the resolution passed at a meeting of the Dexter City Council held in the City of Dexter, Washtenaw County, Michigan on \_\_\_\_\_

---



**RESOLUTION  
SCIO TOWNSHIP BOARD OF TRUSTEES  
ANNEXATION OF DEXTECH PROPERTY**

**Excerpts of minutes of regular meeting of the Township Board of the Township of Scio held at the Township Hall within the Township on November 25, 2014 commencing at 7 o'clock p.m.**

Members present: DeLong, Green, Hedberg, Knowles, Palmer and Read

Members absent: Clark

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

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

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

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

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

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

**Whereas**, on May 28, 2013 Scio Township passed a Resolution to approve and

support the annexation of the property to the Village of Dexter, and

**Whereas,** the Washtenaw County Board of Commissioners approved the annexation request on July 10, 2013, and

**Whereas,** the boundary change was recorded by the Office of the Great Seal on July 29, 2013 and

**Whereas,** the residents of the Village of Dexter did adopt a Charter to become the City of Dexter on November 4, 2014, and

**Whereas,** the City Charter was filed with the Washtenaw County Clerk and Office of the Great Seal on November 20, 2014, and

**Whereas,** the annexation of this property occurred after the boundaries of the City of Dexter were approved by the State Boundary Commission, which means that the land needs to be annexed into the City of Dexter,

After everyone had been given the opportunity to be heard concerning the Resolution regarding the annexation of Dextech by the City of Dexter, the Township Board acknowledged receipt of Dextech's waiver of the 10 day notice and request for annexation into the City of Dexter, and the Township Board having fully considered same and all comments made in connection the request for approval of the annexation, the following preamble and resolution was upon motion submitted by Trustee Read and supported by Trustee Green for adoption by the Township Board:

**NOW, THEREFORE, BE IT RESOLVED:**

That the Scio Township Board of Trustees, Washtenaw County, Michigan, accepts the request from the Petitioner Dextech and the City of Dexter to annex the following described land:

A part of the Southeast 1/4 of Section 7 and the Southwest 1/4 of Section 8, Town 2 South, Range 5 East, Scio Township, Washtenaw County, Michigan described as: Commencing at the East 1/4 corner of said Section 7, said corner also being the West 1/4 Corner of said Section 8; thence along North 88°36'17" East 815.97 feet along the East-West 1/4 line of said Section 8 and the South line of "Dexter Business and Research Park No.2", a subdivision of part of the Northeast 1/4 of Section 7 and part of the Northwest 1/4 of Section 8, Town 2 South, Range 5 East, Village of Dexter, Washtenaw

County, Michigan according to the plat thereof as recorded in Liber 30 of Plats, Pages 48 - 54, Washtenaw County records; thence South 00°09'22" East 338.67 feet; thence South 90°00'00" West 2197.18 feet; thence North 11°04'12" West 253.02 feet; thence South 89°10'45" West 445.02 feet to the Centerline of Baker Road as monumented; thence North 11°04'12" West 50.81 feet along said Centerline to the East-West 1/4 line of said Section 7; thence North 89°10'45" East 1884.03 along said East-West 1/4 line to the POINT OF BEGINNING, containing 16.66 acres of land, more or less.

Upon roll call vote, the following voted "Aye": DeLong, Green, Hedberg, Knowles, Palmer and Read

The following voted "Nay": none

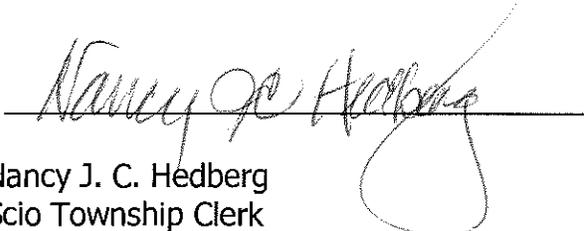
The Supervisor declared the motion carried and the resolution duly adopted.

  
\_\_\_\_\_  
Nancy J. C. Hedberg,  
Scio Township Clerk

---

**CERTIFICATE**

The undersigned Clerk of the Township of Scio hereby certifies that the foregoing constitutes a true and complete copy of an excerpt of the minutes of a regular meeting of the Township Board of the Township of Scio, Washtenaw County, Michigan, held on November 25, 2014 at which meeting six of seven members of the Township Board were present and voted as indicated in said minutes; that said meeting was held in accordance with the Open Meetings Act of the State of Michigan; and the foregoing excerpt contains all material pertinent to the Annexation by the Village of Dexter of the Dextech property.

  
Nancy J. C. Hedberg  
Scio Township Clerk

## **CITY OF DEXTER**

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

8140 Main Street Dexter, MI 48130-1092

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

### **MEMO**

**To: Mayor Keough and Council Members**  
**From: Courtney Nicholls, City Manager**  
**Date: December 2, 2014**  
**Re: Retiree Health Care Buy-Out**

In October 2014 Bruce Whitley informed the City that he will be retiring as of December 28, 2014.

Mr. Whitley has met the 15 years of service requirement of the union contract to receive health care benefits for him and his spouse as a retiree. Due his personal insurance situation he has requested that the City provide him with a lump sum payout in lieu of receiving retiree health care from the City.

This agreement is advantageous to the City because we will not be paying for retiree health care benefits for Mr. Whitley and his spouse. This will result in a reduction to the City's unfunded liability for retiree health care, as Mr. Whitley and his spouse will be removed from the valuation.

Provided for your consideration is an agreement that has been signed by Teamsters Local 214 and Mr. Whitley. It will be signed by the City upon approval by Council.

The funds for the two payments totaling \$63,000 will be split based on the typical amount of time that Mr. Whitley spends working in general fund and the streets fund. This breaks down to 55% from general fund (year 1 - \$20,900 and year 2 - \$17,100) and 45% from the street funds (year 1 - \$13,750 and year 2 - \$11,250). A budget amendment for this payment will be included with the 2<sup>nd</sup> Quarter 2014-2015 amendments in January and included in the 2015-2016 budget.

## **AGREEMENT**

This Agreement ("Agreement") is entered into by and between Bruce Whitley ("Whitley"), Teamsters State, County and Municipal Workers Local 214 ("Union") and the City of Dexter ("City"). Whitley, the Union, and the City are collectively referred to as the Parties.

### **A. RECITALS**

1. Whitley is employed by the City as a DPW Worker in the City's Department of Public Works.
2. Whitley is represented for purposes of collective bargaining by the Union.
3. The City and Union are parties to a Collective Bargaining Agreement covering the period March 1, 2014 to February 28, 2017 ("CBA"). The CBA contains a grievance procedure culminating in binding arbitration.
4. Whitley began employment with the City on April 16, 1992.
5. Whitley has given notice that he will retire effective December 28, 2014.
6. Article 37 of the CBA provides as follows:

For employees hired before March 1, 2005, the Employer agrees to provide medical and prescription drug insurance benefits for retirees and their spouse at the time of retirement if they have a minimum of fifteen (15) years of service at retirement. The benefit will provide the same level of benefits as provided to active employees.

For purposes of this Agreement, Article 37, benefits are referred to as Retiree Insurance Benefits.

7. As Whitley has been employed for more than fifteen (15) years, he would be eligible to receive Retiree Insurance Benefits for himself and his spouse at the time of retirement.
8. Whitley has notified the City that he would forgo receiving Retiree Insurance Benefits in exchange for a lump sum cash payment.

### **B. AGREEMENTS**

In consideration of the foregoing and of the promises and mutual covenants contained herein, it is agreed between Whitley, the City and the Union as follows:

1. The City agrees as follows:
  - a) To pay Whitley Sixty-Three Thousand and no/100 dollars (\$63,000.00), less applicable taxes, in two payments. Said payments to be made on or before January 1, 2015 (\$38,000) and July 14, 2015 (\$25,000), conditioned on Whitley and Union signing this Agreement by December 28, 2014.
2. Whitley agrees as follows:
  - a) He has voluntarily waived his right to Retiree Insurance Benefits.
  - b) He releases and discharges the City and Union from any and all claims he has or may have against the City or Union related in any way to Retiree Insurance Benefits, known or unknown, and he will not file a grievance, administrative action, or civil lawsuit seeking Retiree Insurance Benefits.
3. The Union agrees:
  - a) To not file a grievance, administrative action, or civil lawsuit respect to the payment by the City to Whitley in lieu of Retiree Insurance Benefits.
  - b) The action by the City in providing payment to Whitley in lieu of Retiree Insurance Benefits does not set a precedent.

4. Mutual Agreements:

- a) It is fully acknowledged by all parties that the execution of this Agreement, and the consideration hereunder, is not and shall not be construed in any way as an admission of wrongdoing or liability on the part of any of the Parties to this Agreement or as setting a precedent.
- b) The Parties acknowledge that they have reviewed the terms of this Agreement, that they understand those terms, that they have had an opportunity to discuss this Agreement with either their Union representative and/or attorney and that they have voluntarily executed it with full understanding of its consequences.
- c) No promise, inducement or agreement not herein expressed has been made between the Parties. This Agreement contains the entire agreement between the Parties hereto and may not be modified except by subsequent written agreement.

  
\_\_\_\_\_  
Bruce Whitley

Dated: 12-02-2014

\_\_\_\_\_  
City of Dexter

Dated: \_\_\_\_\_

  
\_\_\_\_\_  
Teamsters Local 214

Dated: 12-2-14

## Memorandum

**To:** Mayor Keough and Council Members  
Courtney Nicholls, City Manager

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

**Re:** Public Hearing to Consider Zoning Ordinance Amendments/Revisions to Articles 8 and 11

**Date:** December 3, 2014

---

### BACKGROUND

This amendment resulted from a request, by Becky Murillo earlier this year, to establish a group day care home in an R-1A/R-1B district, and staff's subsequent discovery that the requested use was listed as a special use in Article 8, Special Land Use, but was listed as a permitted or special use in Article 10, R-1A/R-1B One Family Residential Zoning District. In July, Council approved amendments to both to address this discrepancy, plus to bring the Ordinance into compliance with state law regarding state licensed residential facilities.

As a proactive measure, the Planning Commission asked staff to review and research standards and regulations for group day care homes in the Village Residential District. The result of which produced the following findings:

1. Child care facilities are not listed as a principal permitted use in the Village Residential District (Section 11.02).
2. *Public and private day care center for children* is listed as a special use in the Village Residential District (Section 11.03).
3. There are no special use standards in Article 8, for *public and private day care center for children*.

During the course of their discussions, the Planning Commission recognized that the required minimum lot area of ½ an acre for a group day care home was significantly greater than the required minimum lot area for a residential use in any residential zoning district in the City (then Village). As such the minimum lot area require for a group day care home is proposed to be the same as the minimum lot area required for the zoning district in which the use would be located.

The amendments recommended by the Planning Commission are appropriate remedies.

### PLANNING COMMISSION ACTION

On November 3, 2014 the Planning Commission held a public hearing to consider amendments to Articles 8 and 11 of the City Zoning Ordinance. Following the public hearing, based on the information provided by staff and pursuant to Section 23.07 Criteria for Amendment to the Zoning Ordinance, the Planning Commission recommended the City Council approved the following text amendments to the Zoning Ordinance:

- **Section 8.11 Special Land Use Specific Requirements**

B. List of specific requirements by use:

19. Group Day Care Homes

- a. The minimum lot area required for a group day care home shall be the same as the minimum lot area required for the zoning district in which the use would be located.

- b. An on-site drive shall be provided for drop off/loading. This drive shall be arranged to allow maneuvers without affecting traffic flow on the public street.
- c. A minimum of outdoor play area of two-thousand (2,000) square feet shall be provided. The outdoor play area shall be fenced and screened with landscaping on the exterior side of the fence. The outdoor play area shall not be located within a primary front yard.

- **Section 11.02, Permitted Principal Uses in the VR Village Residential District**

- A. Single family detached dwellings.
- B. Two family dwellings.
- C. Multiple family dwellings including: townhouses, row houses, apartments.
- D. Family day care homes and family foster care homes subject to the following provisions:
  - 1. Such uses shall be duly licensed by the State Department of Social Services.
  - 2. Buildings and lots so used shall conform to all state and local code requirements.
  - 3. A minimum outdoor play area of 1,000 square feet shall be provided. The outdoor play area shall be fenced and screened with landscaping on the exterior side of the fence. The outdoor play area shall not be located in a primary required front yard.
- E. On-site signs in accordance with regulations specified in Article VII.
- F. Home occupations in accordance with regulations specified in Article III, Section 3.05.
- G. Uses or structures accessory to principal permitted uses.

- **Section 11.03, Special Uses in the VR Village Residential District**

The following uses may be permitted, upon review and approval by the City Council, in accordance with the general standards for all special land uses listed in Section 8.03 and the standards for the specific use listed in Section 8.11.

- A. Housing for the elderly, retirement villages, etc.
- B. Activity center buildings specifically for the elderly when on a minimum size of two (2) acres.
- C. Public swimming pools, parks, playgrounds, and playfields.
- D. Churches and other buildings for religious worship.
- E. Government or community-owned buildings.
- F. Group day care homes.
- G. Bed and Breakfast Inns.
- H. Essential public service buildings and uses without storage yards when operating requirements necessitate their location within the district to serve the immediate vicinity.

- I. Banks and other financial institutions, except drive-through facilities.
- J. Professional and Business Offices.
- K. Retail sales of goods and services.
- L. Restaurants except drive-through facilities.
- M. Cemeteries.
- N. Funeral Homes.

**CRITERIA FOR AMENDMENT TO THE ZONING ORDINANCE TEXT**

When considering an amendment to the zoning ordinance text, Section 23.07 states the Planning Commission and City Council shall consider the following criteria to determine the appropriateness of amending the text, standards and regulations of the Zoning Ordinance.

- A. Documentation has been provided from City Staff or the Board of Zoning Appeals indicating problems and conflicts in implementation of specific sections of the Ordinance.
- B. Reference materials, planning and zoning publications, information gained at seminars or experiences of other communities demonstrate improved techniques to deal with certain zoning issues, or that the City's standards are outdated.
- C. The City Attorney recommends an amendment to respond to significant case law.
- D. The amendment would promote implementation of the goals and objectives of the City's Master Plan.
- E. Other factors deemed appropriate by the Planning Commission and City Council.

**ACTION REQUESTED**

Based on the recommendation from the Planning Commission, information provided by staff and reflected in the minutes of this meeting, City Council finds the text amendments to Articles 8 and 11 **(meets/fails to meet)** the required standards and finding for a text amendment, pursuant to Section 23.07, Criteria for Amendment to the Zoning Ordinance and **(approves/denies)** the amendments.

Please let me know if you have any questions or comments.

Thank you.

Section 8.11

**19. Group Day Care Homes**

- a. Group day care homes shall have a minimum lot area of one half acre (21,780 square feet).
- b. An on-site drive shall be provided for drop off/loading. This drive shall be arranged to allow maneuvers without affecting traffic flow on the public street.
- c. There shall be a fenced, contiguous open space with a minimum area of 5,000 square feet provided on the same premises as the group day care home. The required open space shall not be located within a required front yard.
- d. A minimum of thirty-five (35) square feet of indoor play area shall be provided for each child. Indoor play area shall be computed exclusive of hallways, bathrooms, reception and office areas, kitchens, storage areas and closets, basements, except those which are finished and have dual means of egress, and areas used exclusively for rest or sleep.
- e. A minimum of one hundred and fifty (150) square feet of outdoor play area for each child. The total outdoor play area shall have a total minimum area of not less than five thousand (5000) square feet and be fenced and screened with landscaping on the exterior side of the fence.

**20. Housing for the Elderly**

- a. All sites should be conveniently located within adequate distance of food stores, shopping centers, restaurants, drug stores and public transportation, as determined by the Planning Commission.
- b. All dwelling units shall consist of at least three hundred fifty (350) square feet per unit (not including kitchen and sanitary facilities.)
- c. Total area coverage of all buildings (including dwelling units and related service buildings) shall not exceed twenty-five (25) percent of total site, exclusive of any dedicated public right-of-way.
- d. Passive recreation area(s) shall be provided at the rate of twenty-five (25) square feet per one hundred (100) square feet of living area.
- e. The minimum lot size shall be not less than three (3) acres.

## **Article XI**

# **VR VILLAGE RESIDENTIAL DISTRICT**

### **Section 11.01 INTENT**

The VR Village Residential District is intended to:

- A. Encourage innovative, traditional residential mixed and multiple-use developments so that the growing demand for housing may be met by greater variety in type, design and layout of dwellings.
- B. Promote land development practices which will protect the public health, safety and welfare.
- C. Traditional neighborhoods are the desired alternative to conventional modern, use-segregated developments such as large lot suburban subdivisions and strip commercial developments.
- D. Encourage residential/mixed-use development in a manner consistent with the preservation and enhancement of property values within existing residential areas.
- E. Promote the creation of places which are oriented to the pedestrian, promote citizen security and social interaction.
- F. Promote development of mixed-use structures or mixed-use development with offices, multiple family and retail uses located with related community facilities.
- G. Discourage commercial or industrial uses that create objectionable noise, glare and odors.

### **Section 11.02 PERMITTED PRINCIPAL USES**

- A. Single family detached dwellings.
- B. Two family dwellings.
- C. Multiple family dwellings including: townhouses, row houses, apartments.
- D. On-site signs in accordance with regulations specified in Article VII.
- E. Home occupations in accordance with regulations specified in Article III, Section 3.05.
- F. Uses or structures accessory to principal permitted uses.

*Village Residential District*

**Section 11.03 SPECIAL USES**

The following uses may be permitted, upon review and approval by the Village Council, in accordance with the general standards for all special land uses listed in Section 8.03 and the standards for the specific use listed in Section 8.11.

- A. Housing for the elderly, retirement villages, etc.
- B. Activity center buildings specifically for the elderly when on a minimum size of two (2) acres.
- C. Public swimming pools, parks, playgrounds, and playfields.
- D. Churches and other buildings for religious worship.
- E. Government or community-owned buildings.
- F. Public and private day-care center for children.
- G. Bed and Breakfast Inns.
- H. Essential public service buildings and uses without storage yards when operating requirements necessitate their location within the district to serve the immediate vicinity.
- I. Banks and other financial institutions, except drive-through facilities.
- J. Professional and Business Offices.
- K. Retail sales of goods and services.
- L. Restaurants except drive-through facilities.
- M. Cemeteries.
- N. Funeral Homes.



ARCHITECTS. ENGINEERS. PLANNERS.

## memorandum

**Date:** December 4, 2014

**To:** Courtney Nicholls, City Manager

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

**Re:** DPW Driveway and Border to Border Trail Project Update

OHM has completed the majority of design work for the upcoming Border to Border Trail and DPW Driveway Improvements. As a summary of the project scope, the work will include the following major items of work:

- Construction of a 10' wide asphalt non-motorized pathway starting at Central Street and connecting to the previously completed section of trail east of the DPW Building (this trail connects to Dexter-Huron Metro Park)
- Construction of a 20' wide asphalt driveway between Central Street and the DPW Building Parking Lot
- Paving a parking area for 3616 Central Street as well as a driveway to 3672 Central Street
- Replacement of water service and sewer leads to 3616 Central.
- Placement of 8-foot high fencing between the 10' wide asphalt pathway and the railroad tracks.
- Placement of 4-foot high fencing between the 10' wide asphalt pathway and 20' wide asphalt driveway.
- Installation of a sign base for the County Border to Border trail sign at Central Street.
- Restoration of all impacted areas with topsoil, seed and mulch.
- Trees and shrubs will also be placed between the DPW driveway and residential properties to the north, but these will be installed under the City's annual tree contract.

A copy of the most recent plans has been included with this document for your information.

### SCHEDULE

The project is scheduled to enter a bidding period in early January of 2015. For efficiency and improved pricing, we intend to package this project along with the previously bid pavement rehabilitation work of Community Park as a separate division. Depending on the bid results, the work may be omitted after bidding as directed by Council.

We anticipate that a recommendation for award will be presented at the February 9, 2015 City Council meeting. The intention is to then allow for Contractors to begin work on the project as soon as possible with paving and restoration occurring in the spring.



CITY OF DEXTER  
IN CO-OPERATION WITH  
WASHTENAW COUNTY PARKS & RECREATION COMMISSION

DPW DRIVEWAY &  
BORDER TO BORDER (B2B) TRAIL

CITY COUNCIL

SHAWN KEOUGH  
• MAYOR •

JULIE KNIGHT  
• MAYOR PRO-TEM •

CAROL JONES  
• CLERK •

JIM CARSON  
DONNA FISHER  
JOE SEMIFERO  
JAMES SMITH  
RAY TELL

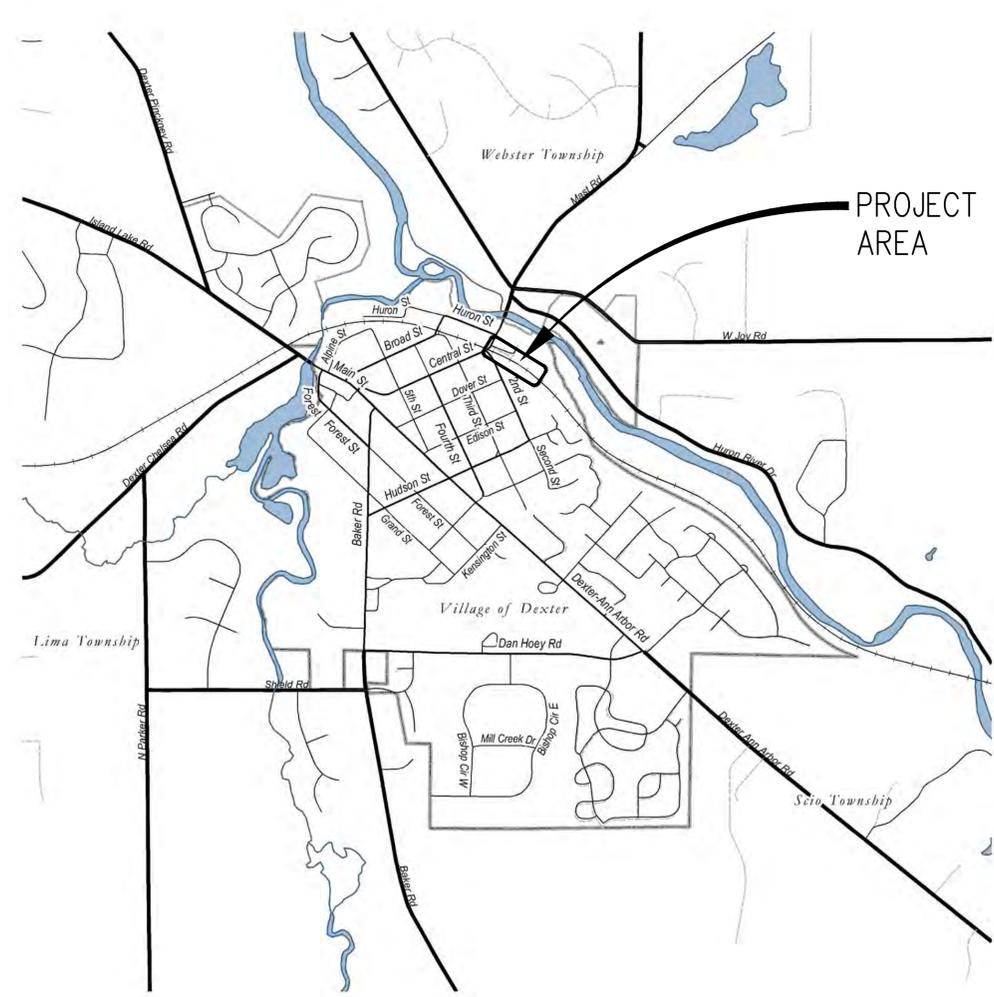
• COUNCIL •

CITY MANAGER

COURTNEY NICHOLLS

INDEX OF SHEETS	
SHEET NO.	DESCRIPTION
1	COVER SHEET
2	LEGEND
3	TYPICAL SECTIONS AND ALIGNMENT PLAN
4	SPECIAL PROJECT DETAILS
5 - 11	REMOVAL PLAN, CONSTRUCTION PLAN & PROFILES
-	SOIL EROSION PLAN

M.D.O.T. STANDARD PLANS	
TITLE	PLAN NO.
DRAINAGE STRUCTURES	R-1-E
COVER B	R-7-E
COVER G	R-12-D
UTILITY TRENCHES	R-83-B
SOIL EROSION & SEDIMENTATION CONTROL MEASURES	R-96-E



LOCATION MAP  
NTS

UTILITIES ON THIS PROJECT

**GAS TRANSMISSION:**  
DTE ENERGY  
GAS PLANNING  
3150 E. MICHIGAN AVE.  
YPSILANTI, MI 48198  
PH: (313) 389-7261  
MS. LAURIE FORRESTER

**ELECTRIC:**  
DTE ENERGY  
982 BROADWAY  
ANN ARBOR, MI 48105  
PH: (313) 389-7254  
MR. ADOLFO CASTILLO

**CABLE:**  
COMCAST CABLE COMMUNICATIONS, INC.  
27800 FRANKLIN RD  
SOUTHFIELD, MI 48034  
PH: (734) 369-3600  
MR. DARYL WOODS

**TELEPHONE:**  
AT&T  
550 S. Maple  
Ann Arbor, MI 48103  
Office (734) 996-5350  
MR. ANDY JOHNSON

**UTILITIES:**  
CITY OF DEXTER WATER & SEWER  
8360 HURON ST  
DEXTER, MI 48130  
PH: (734) 426-4572  
MR. DAN SCHLAFF

CITY OF DEXTER ROADS  
3600 CENTRAL ST  
DEXTER, MI 48130  
PH: (734) 426-8530  
MR. KURT AUGUSTINE

GENERAL PROVISIONS

THE IMPROVEMENTS COVERED BY THESE PLANS SHALL BE DONE IN ACCORDANCE WITH THE PROPOSAL AND ACCOMPANYING SPECIFICATIONS FOR THIS PROJECT INCLUDING THE 2012 MICHIGAN DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR CONSTRUCTION, CURRENT EDITIONS OF THE AASHTO'S 1999 GUIDE FOR THE DEVELOPMENT OF BICYCLE FACILITIES, THE 2011 MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES.

THE LOCATION OF ALL PUBLIC UTILITIES SHOWN ON THESE PLANS IS TAKEN FROM THE BEST AVAILABLE DATA. PURSUANT TO ACT 53 OF THE P.A. OF 1974, AS A CONDITION OF THIS CONTRACT, NOTICE SHALL BE GIVEN TO MISS DIG PRIOR TO UNDERGROUND WORK TO BE PERFORMED IN ACCORDANCE WITH THIS CONTRACT, PHONE (800) 482-7171.

THE ELEVATIONS SHOWN ON THESE PLANS ARE BASED ON NAVD 1988 VERTICAL DATUM.

APPLICATION DATE	PERMITS	PERMIT NUMBER	APPROVAL DATE
	WASHTENAW COUNTY SOIL EROSION PERMIT		

CONTRACT FOR: 600 FEET OF HMA DRIVEWAY & 300 FEET OF HMA PATHWAY, STORM SEWER & RESTORATION.



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

PREPARED UNDER THE SUPERVISION OF:

For Review

11/20/2014 3:01:32 PM

PATRICK DROZE, P.E.

Date

REVISIONS

PROJECT NO.	SHEET NO.
0130-14-0050	1 OF 11



JOB BENCHMARK # 208  
ARROW ON FH ON SW QUAD  
OF 2ND AND CENTRAL  
ELEV 868.05

JOB BENCHMARK # 235  
RR SPIKE ON UP ON NE  
CORNER OF CENTRAL AND THIRD  
ELEV 874.67

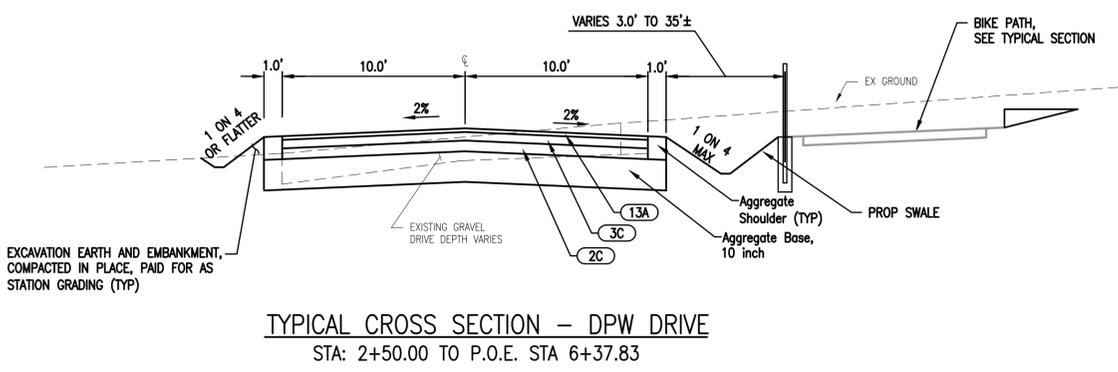
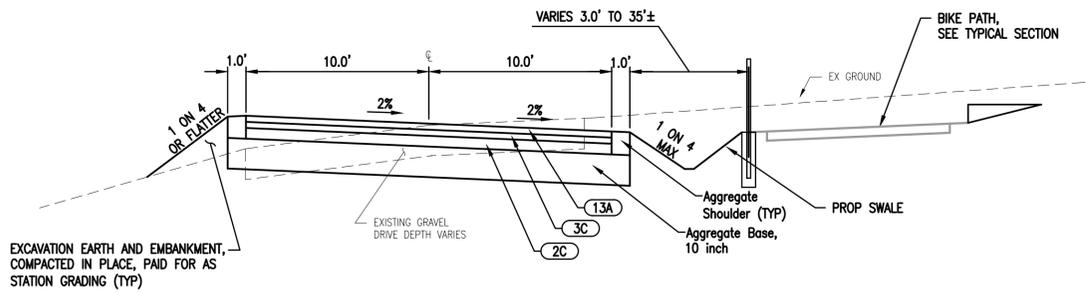
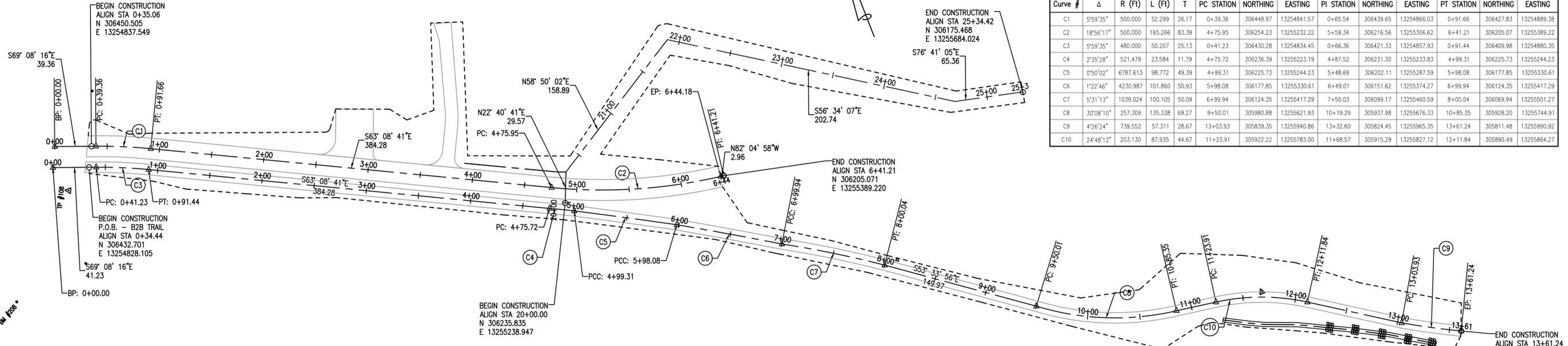
TRAVERSE POINT # 108  
N 306418.83  
E 13254802.18 ELEV 865.94

ALIGNMENT CURVE DATA - DPW DRIVEWAY

Curve #	Δ	R (Ft)	L (Ft)	T	PC STATION	NORTHING	EASTING	PI STATION	NORTHING	EASTING	PT STATION	NORTHING	EASTING
C1	5°59'35"	500.000	52.299	26.17	0+39.36	306448.97	13254841.57	0+65.54	306439.65	13254866.03	0+91.66	306427.83	13254889.38
C2	18°56'17"	500.000	165.266	83.39	4+75.95	306254.23	13255232.22	5+59.34	306216.56	13255306.62	6+41.21	306205.07	13255389.22

ALIGNMENT CURVE DATA - B2B TRAIL

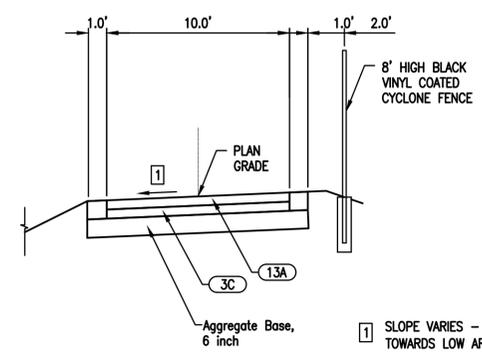
Curve #	Δ	R (Ft)	L (Ft)	T	PC STATION	NORTHING	EASTING	PI STATION	NORTHING	EASTING	PT STATION	NORTHING	EASTING
C1	5°59'35"	500.000	52.299	26.17	0+39.36	306448.97	13254841.57	0+65.54	306439.65	13254866.03	0+91.66	306427.83	13254889.38
C2	18°56'17"	500.000	165.266	83.39	4+75.95	306254.23	13255232.22	5+59.34	306216.56	13255306.62	6+41.21	306205.07	13255389.22
C3	5°59'35"	480.000	50.207	25.13	0+41.23	306430.28	13254834.45	0+66.36	306421.33	13254857.93	0+91.44	306409.98	13254880.35
C4	2°35'28"	521.479	23.584	11.79	4+75.72	306236.39	13255223.19	4+87.52	306231.30	13255233.83	4+99.31	306225.73	13255244.23
C5	0°50'02"	6787.613	98.772	49.39	4+99.31	306225.73	13255244.23	5+48.69	306202.11	13255287.59	5+98.08	306177.85	13255330.61
C6	1°22'46"	4230.987	101.860	50.93	5+98.08	306177.85	13255330.61	6+49.01	306151.62	13255374.27	6+99.94	306124.35	13255417.29
C7	5°31'13"	1039.024	100.105	50.09	6+99.94	306124.35	13255417.29	7+50.03	306099.17	13255460.59	8+00.04	306069.94	13255501.27
C8	3°08'10"	257.309	135.338	69.27	9+50.01	305980.88	13255621.93	10+19.29	305937.98	13255676.33	10+85.35	305928.20	13255744.91
C9	4°26'24"	739.552	57.311	28.67	13+03.93	305839.35	13255940.86	13+32.60	305824.45	13255965.35	13+61.24	305811.48	13255990.92
C10	2°48'12"	203.130	87.935	44.67	11+23.91	305922.22	13255783.00	11+68.57	305915.29	13255827.12	12+11.84	305890.49	13255864.27



HMA APPLICATION CHART

IDENT. NO	DESCRIPTION	RATE (LB/SYD)	ESTIMATED THICKNESS (INCHES)	PERFORMANCE GRADE	LOCATIONS / REMARKS
13A	HMA, 13A	165	1.5		WEARING COURSE
3C	HMA, 3C	265	2.5	64-28	LEVELING COURSE
2C	HMA, 2C	330	3.0	64-28	BASE COURSE

NOTE:  
PLACE HMA BOND COAT SS-1H AT 0.05 TO 0.10 GAL/SYD BETWEEN EACH LIFT AND OVER EXISTING PAVEMENT.  
HMA BOND COAT WILL NOT BE PAID FOR SEPARATELY, BUT SHALL BE INCLUDED IN THE HMA PAY ITEM BEING PLACED.  
MINIMUM AGGREGATE WEAR INDEX (AWI) = 220 (APPLIES TO TOP COURSE ONLY).



1 SLOPE VARIES - DIRECT SUPER ELEVATION TOWARDS LOW AREAS (2% MAX)

For Review  
11/20/2014 3:01:25 PM



Know what's below.  
Call before you dig.



WWW.OHM-ADVISORS.COM

34000 Plymouth Road | Livonia, MI 48150 | P (734) 522-6711 | F (734) 522-6427

CITY OF DEXTER

REVISIONS

DATE CAD PR

ENG ARCH PHD

PROJ ARCH PHD

SECTION 6

TOWN RANGE

CITY OF DEXTER

COUNTY WASHTEENAW

CITY/TOWNSHIP DEXTER

HAS NOTED V. 0130-14-0050

SCALE

HORIZ DATUM NAVD 83

VERT DATUM NAVD 88

DPW DRIVEWAY & BORDER TO BORDER TRAIL ALIGNMENT PLAN, MISCELLANEOUS NOTES & DETAILS

DRAWING PATH: P:\0126\_01680\30140850\_DPW\_Drive.dwg Nov 08, 2014 - 10:40am

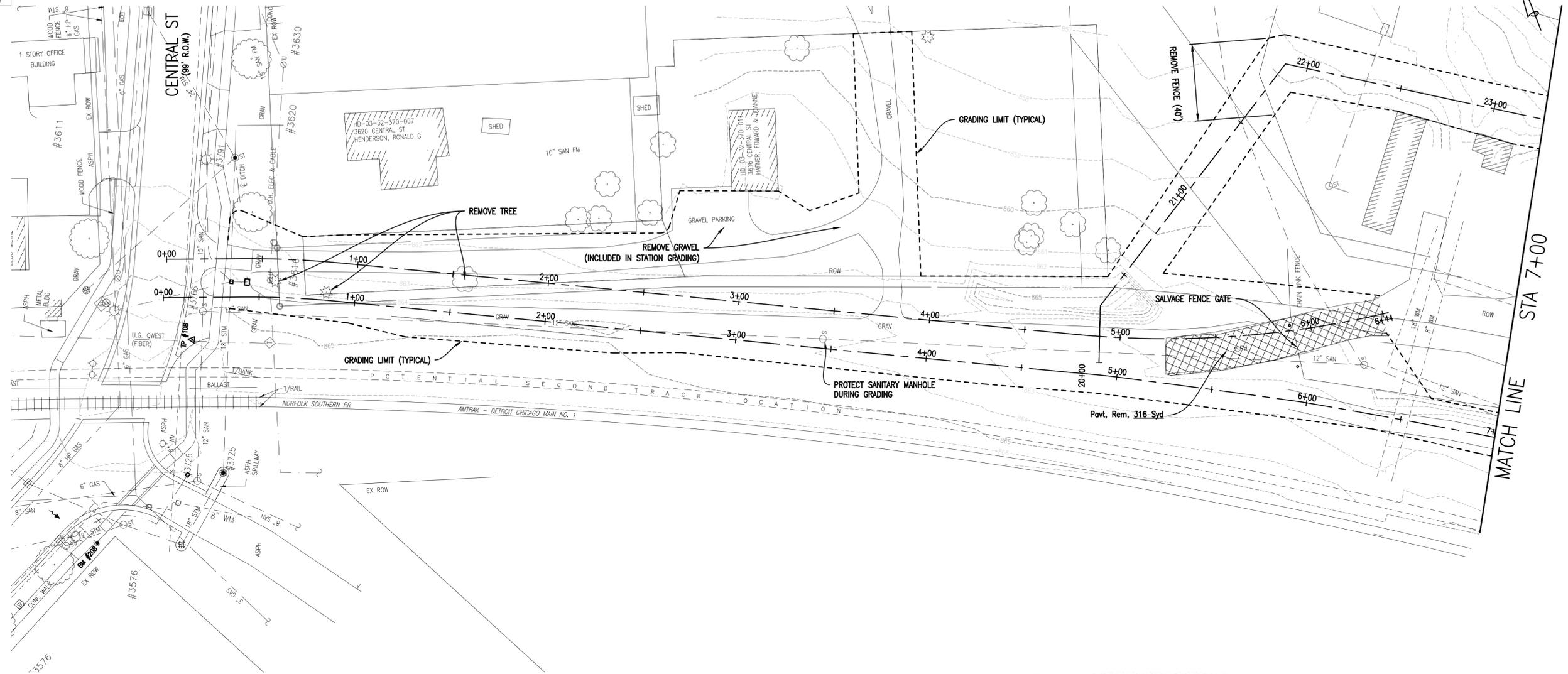


JOB BENCHMARK # 208  
 ARROW ON FH ON SW QUAD  
 OF 2ND AND CENTRAL  
 ELEV 868.05

TRAVERSE POINT # 108  
 N 306418.83  
 E 13254802.18 ELEV 865.94

JOB BENCHMARK # 235  
 RR SPIKE ON UP ON NE  
 CORNER OF CENTRAL AND THIRD  
 ELEV 874.67

# DPW DRIVEWAY & B2B TRAIL



**QUANTITIES THIS SHEET**

TOTAL	UNIT	DESCRIPTION
1	Ea	Tree, Rem, 19 inch to 36 inch
2	Ea	Tree, Rem, 6 inch to 18 inch
316	Syd	Pavt, Rem

DRAWING PATH: P:\0126\_01680\30140850\_DPW\_Driveaway\Plans\_Constr\140850CON.dwg Nov 08, 2014 - 10:41am



DATE	PROJ MGR	SECTION	TOWN	RANGE	COUNTY	CITY/TOWNSHIP	SCALE	HORIZ DATUM	VERT DATUM	
	PMD	6			WASHTENAW	DEXTER	H: 1"=30' V: 1"=3'	NAD 83	NAVD 88	
CLIENT							JOB #			
CITY OF DEXTER							0130-14-0050			
REVISIONS										
34000 Plymouth Road   Livonia, MI 48150   P (734) 522-6711   F (734) 522-6427										
WWW.OHM-ADVISORS.COM										
COPYRIGHT 2014 OHM ALL DRAWINGS AND WRITTEN MATERIALS APPEARING HEREIN CONSTITUTE THE ORIGINAL AND UNPUBLISHED WORK OF OHM AND THE SAME MAY NOT BE REPRODUCED, DISTRIBUTED, OR DISCLOSED WITHOUT PRIOR WRITTEN CONSENT OF OHM										

DPW DRIVEWAY &  
 BORDER TO BORDER TRAIL  
 REMOVAL PLAN  
 P.O.B. TO STA 7+00

**For Review**  
 11/20/2014 3:01:33 PM



Know what's below.  
 Call before you dig.

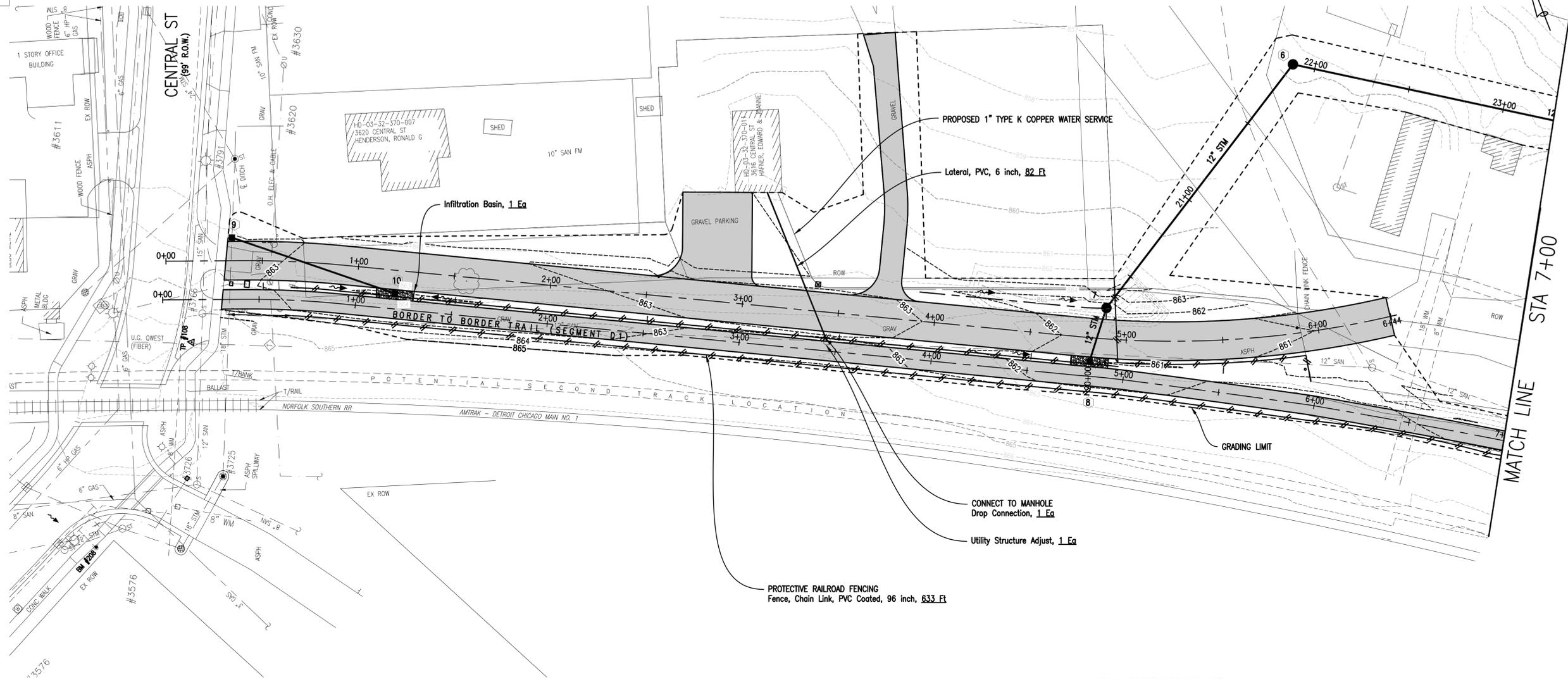
SHEET  
**5**  
 OF 11

JOB BENCHMARK # 208  
ARROW ON FH ON SW QUAD  
OF 2ND AND CENTRAL  
ELEV 868.05

TRAVERSE POINT # 108  
N 306418.83  
E 13254802.18 ELEV 865.94

JOB BENCHMARK # 235  
RR SPIKE ON UP ON NE  
CORNER OF CENTRAL AND THIRD  
ELEV 874.67

# DPW DRIVEWAY & B2B TRAIL



**QUANTITIES THIS SHEET**

TOTAL	UNIT	DESCRIPTION
6	Sta	Station Grading, Driveway
7	Sta	Station Grading, Pathway
1501	Syd	Aggregate Base, 21AA Limestone, 10 inch
1413	Syd	Aggregate Base, 21AA Limestone, 6 inch
286	Syd	Shoulder, CI II, 5 inch
440	Ft	Sewer, CI IV, 12 inch, Tr Det A
118	Ft	Sewer, CI IV, 12 inch, Tr Det B
1	Ea	Dr Structure Cover, Type B
1	Ea	Dr Structure, 48 inch dia
3	Ea	Infiltration Basin
124	Ton	HMA, 3C
214	Ton	HMA, 13A
68	Ton	HMA, 36A
71	Ton	HMA Approach
430	Ft	Fence, Chain Link, 48 inch
633	Ft	Fence, Chain Link, PVC Coated, 96 inch
40	Ft	Fence, Salvaged, Reset
1	Ea	Reset Salvaged Gate
1	Ea	Water Serv
1	Ea	Utility Structure Adjust
82	Ft	Lateral, PVC, 6 inch
1	Ea	External Drop Connect

DRAWING PATH: P:\0726\_01680\30140850\_DPW\_Driveway\Plans\_Const\140050CON.dwg Nov 08, 2014 - 10:41am



DATE	CADD	ENG ARCH	PROJ MGR	SECTION	TOWN	RANGE	COUNTY	CITY/TOWNSHIP	SCALE	HORIZ DATUM	VERT DATUM
	PR	PMD	PMD	6	WASHTEANAW		DEKTER	DEKTER	H: 1"=30' V: 1"=3'	NAD 83	NAVD 88
REVISIONS											
CITY OF DEKTER											
REVISIONS											
34000 Plymouth Road   Livonia, MI 48150   P (734) 522-6711   F (734) 522-6427											
WWW.OHM-ADVISORS.COM											
COPYRIGHT 2014 OHM ALL DRAWINGS AND WRITTEN MATERIALS APPEARING HEREIN CONSTITUTE THE ORIGINAL AND UNPUBLISHED WORK OF OHM AND THE SAME MAY NOT BE DUPLICATED, DISTRIBUTED, OR DISCLOSED WITHOUT PRIOR WRITTEN CONSENT OF OHM											

DPW DRIVEWAY &  
BORDER TO BORDER TRAIL  
CONSTRUCTION PROFILES  
P.O.B. TO STA 7+00

**For Review**  
11/20/2014 3:01:33 PM



JOB BENCHMARK # 208  
ARROW ON FH ON SW QUAD  
OF 2ND AND CENTRAL  
ELEV 868.05

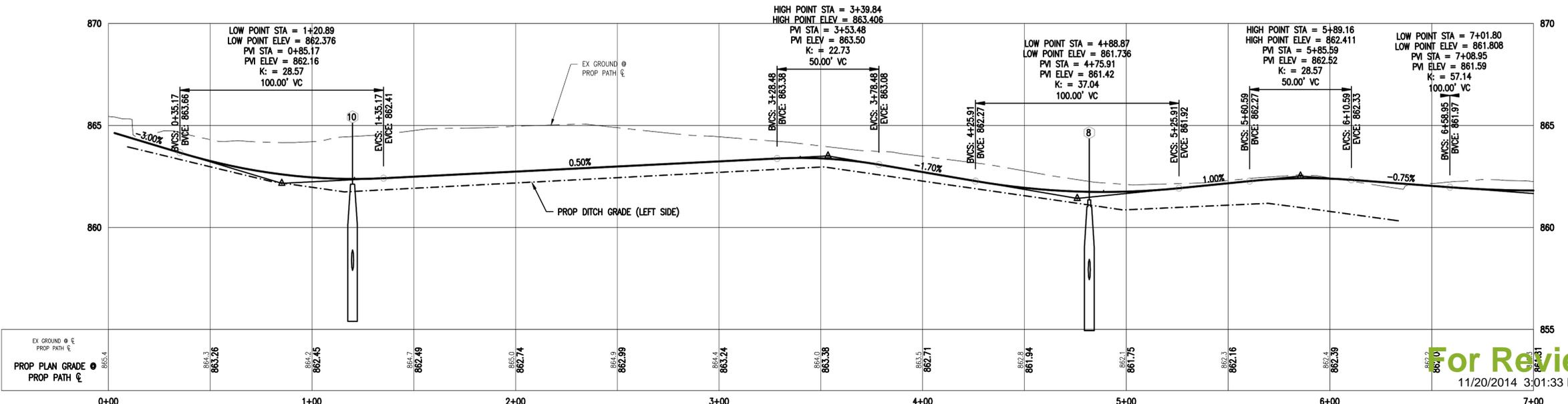
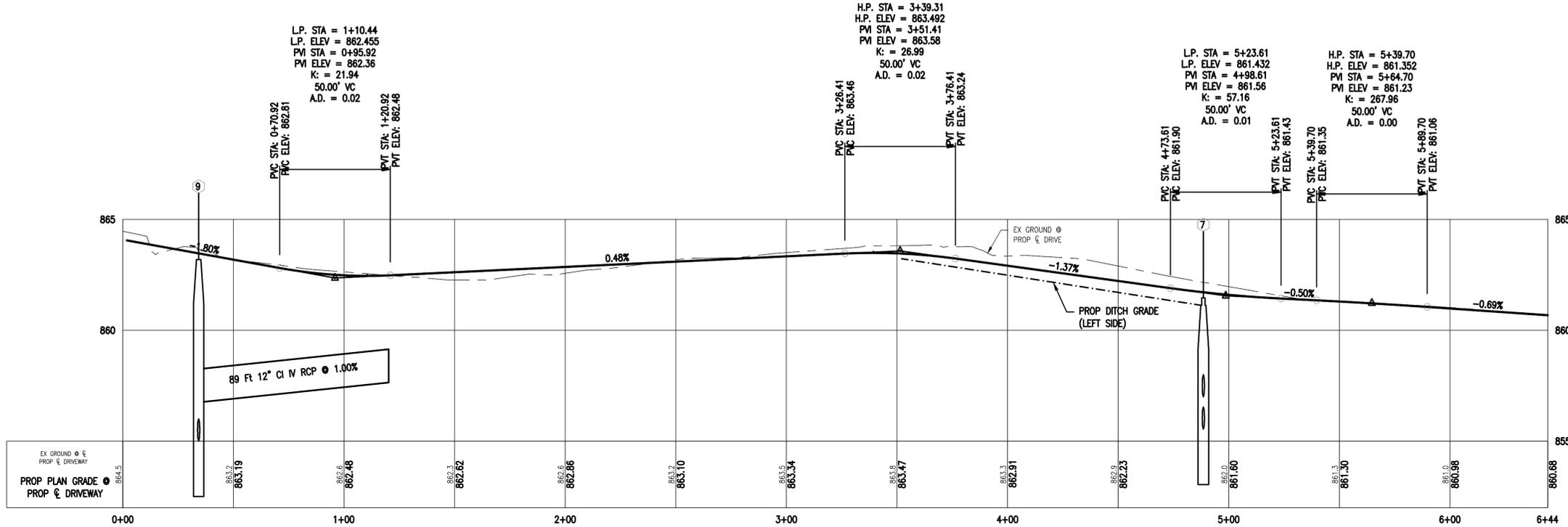
TRaverse POINT # 108  
N 306418.83  
E 13254802.18 ELEV 865.94

JOB BENCHMARK # 235  
RR SPIKE ON UP ON NE  
CORNER OF CENTRAL AND THIRD  
ELEV 874.67

# DPW DRIVEWAY & B2B TRAIL



DATE	CADD PR	ENG ARCH	PROJ MGR	SECTION	TOWN	RANGE	COUNTY	CITY/VILLAGETOWNSHIP	SCALE	VERT DATUM	HORIZ DATUM	VERT DATUM
				6			WASHTENAW	DEXTER	H: 1"=30' V: 1"=3'	NAVD 83	NAVD 83	NAVD 88
CLIENT: CITY OF DEXTER												
JOB # 0130-14-0050												
REVISIONS:												



10 STA 1+20.19, 12.0' R  
Dr Structure, 48 inch - Cover G  
T/CAST 862.12  
12" INV NW 857.89

8 STA 20+01.62, -8.2' L  
Dr Structure, 48 inch - Cover G  
T/CAST 861.35  
12" INV NW 857.44  
(REFERENCES STORM SEWER ALIGNMENT)

For Review  
11/20/2014 3:01:33 PM



Know what's below.  
Call before you dig.

DPW DRIVEWAY & BORDER TO BORDER TRAIL  
CONSTRUCTION PROFILES  
P.O.B. TO STA 7+00

SHEET 7 OF 11

DRAWING PATH: P:\0126\_01680\0130140050\Plans\_Constr\140050CON.dwg Nov 08, 2014, 10:41am

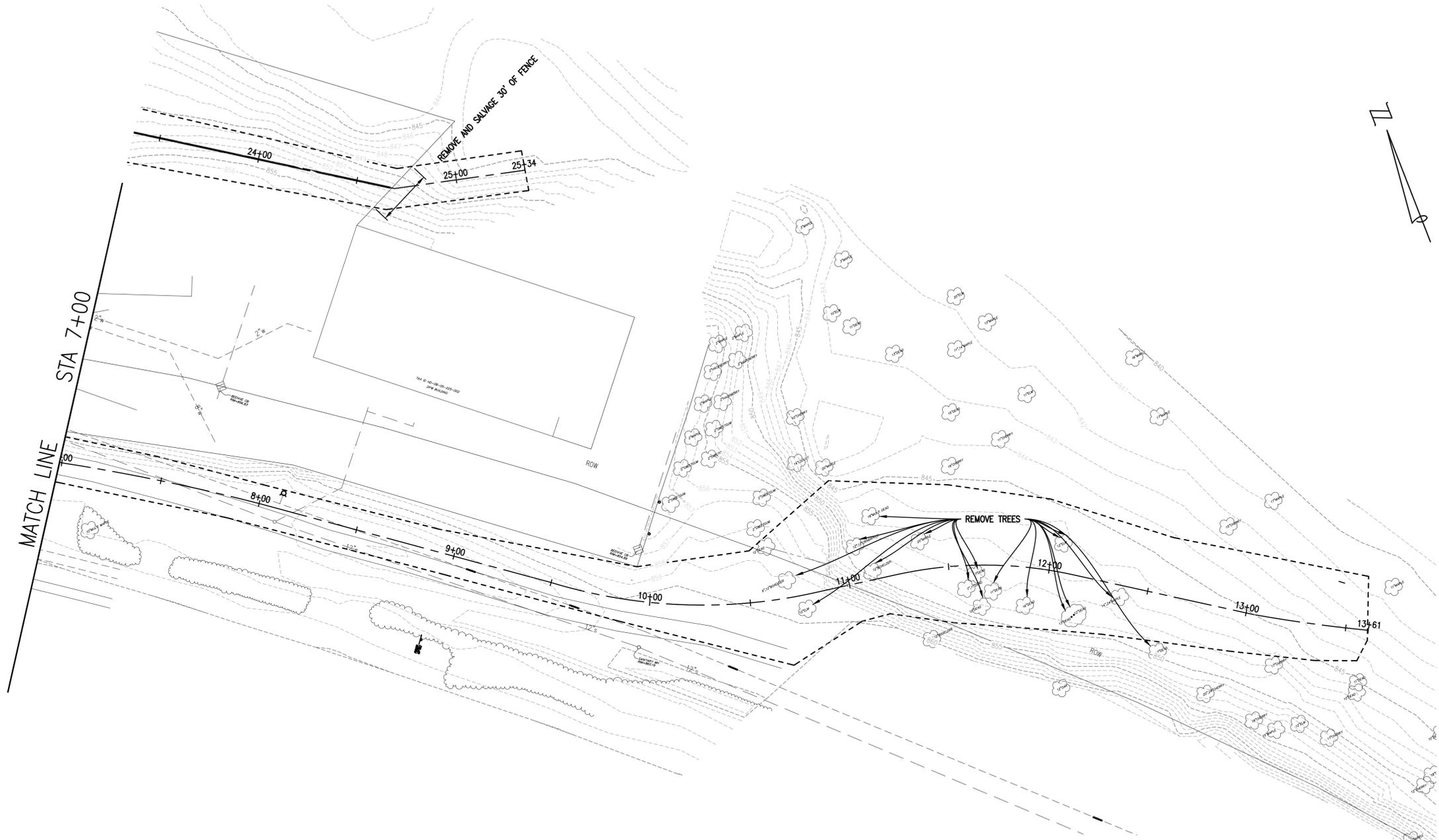
WWW.OHM-ADVISORS.COM  
34000 Plymouth Road | Livonia, MI 48150 | P (734) 522-6711 | F (734) 522-6427  
COPYRIGHT 2014 OHM ALL DRAWINGS AND WRITTEN MATERIALS APPEARING HEREIN CONSTITUTE THE ORIGINAL AND UNPUBLISHED WORK OF OHM AND THE SAME MAY NOT BE DUPLICATED, DISTRIBUTED, OR DISCLOSED WITHOUT PRIOR WRITTEN CONSENT OF OHM

JOB BENCHMARK # 208  
ARROW ON FH ON SW QUAD  
OF 2ND AND CENTRAL  
ELEV 868.05

JOB BENCHMARK # 235  
RR SPIKE ON UP ON NE  
CORNER OF CENTRAL AND THIRD  
ELEV 874.67

TRAVERSE POINT # 108  
N 306418.83  
E 13254802.18 ELEV 865.94

# BORDER TO BORDER TRAIL (R.O.W. VARIES)



QUANTITIES THIS SHEET		
TOTAL	UNIT	DESCRIPTION
0.5	Acre	Clearing
4	Ea	Tree, Rem, 19 inch to 36 inch
16	Ea	Tree, Rem, 6 inch to 18 inch
30	Ft	Fence, Rem

- NOTE**
- ALL EXISTING TREES, SHRUBS AND VEGETATION SHALL BE REMOVED WITHIN THE GRADING LIMITS. REMOVAL SHALL BE PAID FOR AS "Clearing".
  - FENCE REMOVAL SHALL ONLY OCCUR WHEN PIPEWORK IS ANTICIPATED WITHIN 5 DAYS. THE CONTRACTOR SHALL FURNISH AND ERECT TEMPORARY ORANGE CONSTRUCTION FENCING UNTIL THE PERMANENT FENCING IS RESET.

DATE	CAAD PR	ENG ARCH PWD	PROJ MGR PWD	SECTION 6	TOWN RANGE	COUNTY WASHTEENAW	CITY/TOWNSHIP DEXTER	SCALE V: 1"=3' H: 1"=30'	VERT DATUM NAVD 88
CLIENT CITY OF DEXTER									
JOB # 0130-14-0050									
WWW.OHM-ADVISORS.COM									
34000 Plymouth Road   Livonia, MI 48150   P (734) 522-6711   F (734) 522-6427									
REVISIONS									

DPW DRIVEWAY &  
BORDER TO BORDER TRAIL  
REMOVAL PLAN  
STA 7+00 TO P.O.E.



**For Review**  
11/20/2014 3:01:33 PM

Know what's below.  
Call before you dig.

SHEET  
**8**  
OF 11

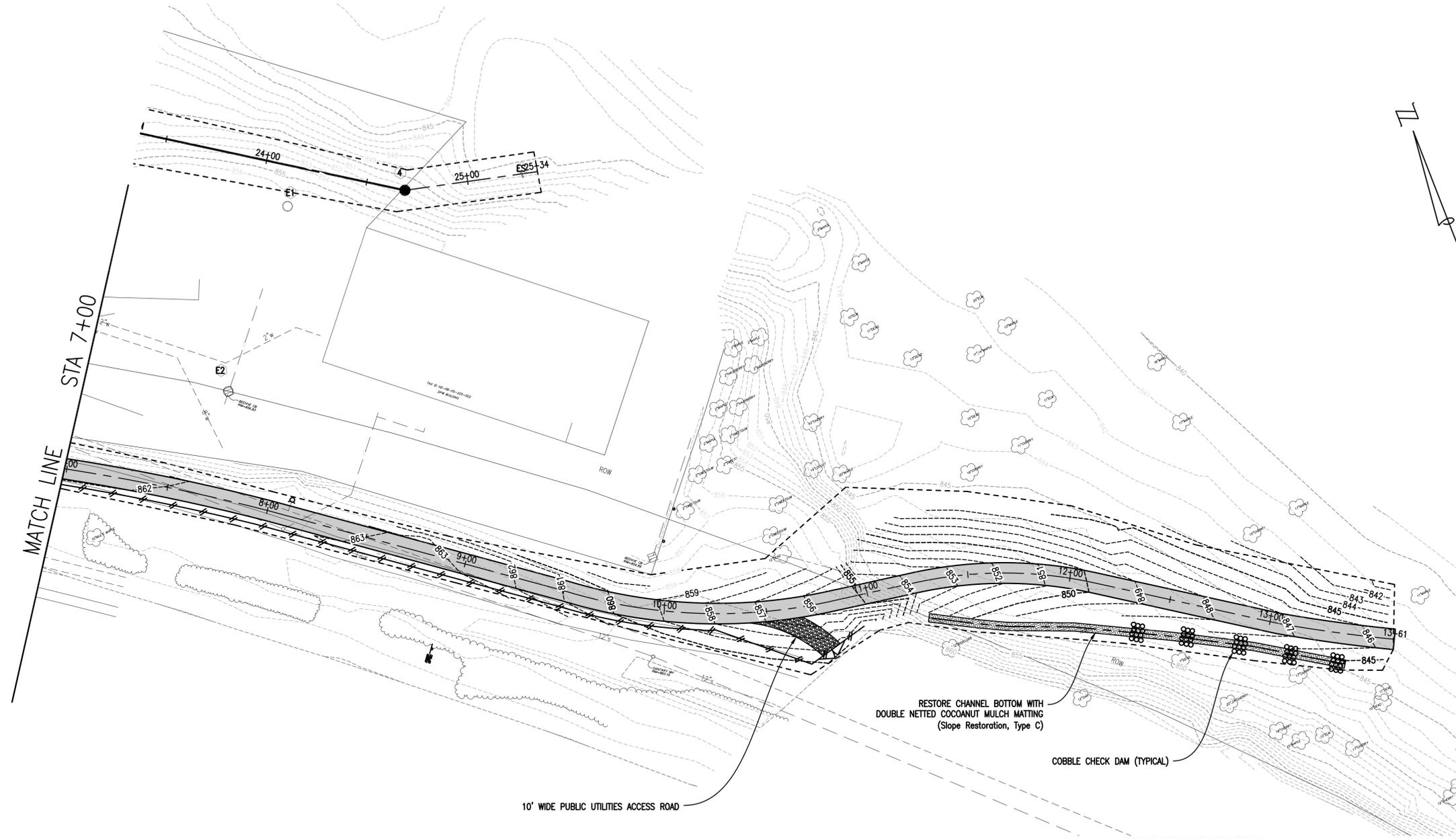
DRAWING PATH: P:\0726\_01680\030140050\DPW\_DriveWayPlans\_Const\140050CON.dwg Nov 08, 2014 - 10:41am

JOB BENCHMARK # 208  
ARROW ON FH ON SW QUAD  
OF 2ND AND CENTRAL  
ELEV 868.05

JOB BENCHMARK # 235  
RR SPIKE ON UP ON NE  
CORNER OF CENTRAL AND THIRD  
ELEV 874.67

TRAVERSE POINT # 108  
N 306418.83  
E 13254802.18 ELEV 865.94

# BORDER TO BORDER TRAIL (R.O.W. VARIES)



**QUANTITIES THIS SHEET**

TOTAL	UNIT	DESCRIPTION
968	Syd	Aggregate Base, 21AA Limestone, 6 inch
74	Syd	Shoulder, CI II, 5 inch
1	Ea	Dr Structure Cover, Type B
1	Ea	Dr Structure, 48 inch dia
89	Ton	HMA, 13A
67	Ton	HMA, 36A
2	Ea	Fence Gate, 8 foot, for 96 inch Chain Link Fence
407	Ft	Fence, Chain Link, PVC Coated, 96 inch
5	Ea	Cobble Check Dam
3065	Syd	Slope Restoration, Type A
101	Syd	Slope Restoration, Type C

DRAWING PATH: P:\0126\_01680\0130140850\_DPW\_Driveaway\wg\Plans\_Const\140850CON.dwg Nov 08, 2014 - 10:41am

DATE	CAAD PR	ENG ARCH PWD	PROJ MGR PWD	SECTION 6	TOWN RANGE	COUNTY WASHTEENAW	CITY/TOWNSHIP DEXTER	SCALE H: 1"=30' V: 1"=3'	HORIZ DATUM NAD 83	VERT DATUM NAVD 88
CLIENT CITY OF DEXTER								JOB # 0130-14-0050		
REVISIONS										
REVISIONS										
REVISIONS										

WWW.OHM-ADVISORS.COM

34000 Plymouth Road | Livonia, MI 48150 | P (734) 522-6711 | F (734) 522-6427

Copyright 2014 OHM All Drawings and Written Materials Appearing Herein Constitute the Original and Unpublished Work of OHM and the Same May Not be Duplicated, Distributed, or Disclosed Without Prior Written Consent of OHM.

DPW DRIVEWAY &  
BORDER TO BORDER TRAIL  
CONSTRUCTION PLAN  
STA 7+00 TO P.O.E.

SHEET  
9  
OF 11

**For Review**  
11/20/2014 3:01:33 PM

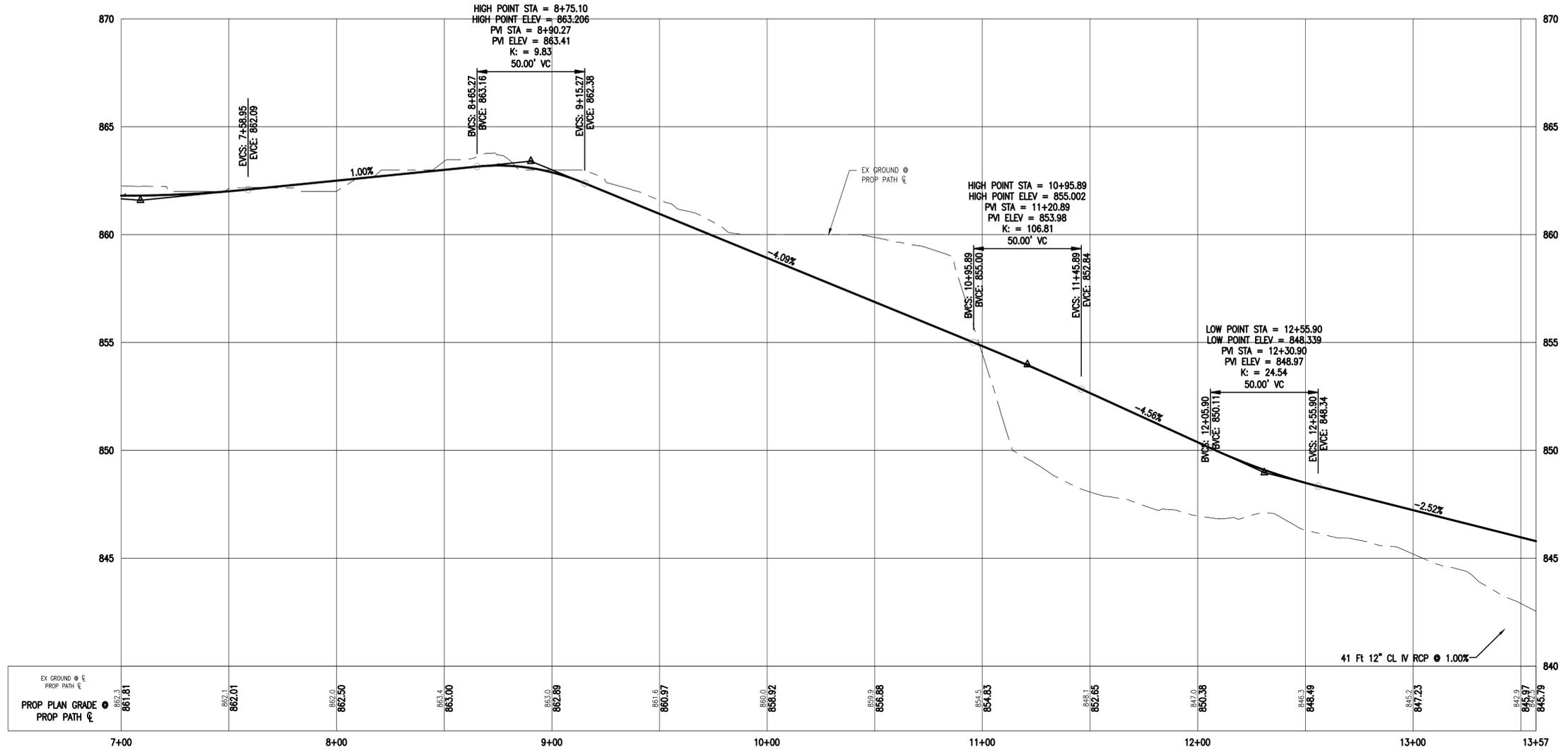


JOB BENCHMARK # 208  
ARROW ON FH ON SW QUAD  
OF 2ND AND CENTRAL  
ELEV 868.05

JOB BENCHMARK # 235  
RR SPIKE ON UP ON NE  
CORNER OF CENTRAL AND THIRD  
ELEV 874.67

TRAVERSE POINT # 108  
N 306418.83  
E 13254802.18 ELEV 865.94

# BORDER TO BORDER TRAIL (R.O.W. VARIES)



DRAWING PATH: P:\0726\_01680\030140850\_DPW\_Driveaway\dwg\Plans\_Constr\140850CON.dwg Nov 08, 2014 - 10:41am



DATE	CAAD PR	ENG ARCH	PROJ ARCH	SECTION	TOWN	RANGE	COUNTY	CITY/VILLAGE/TOWNSHIP	SCALE	HORIZ DATUM	VERT DATUM
				6			WASHTENAW	DEXTER	V: 1"=3' H: 1"=30'	NAD 83	NAVD 88
CLIENT: CITY OF DEXTER											
JOB #: 0130-14-0050											
REVISIONS:											
REVISIONS:											
REVISIONS:											
34000 Plymouth Road   Livonia, MI 48150   P (734) 522-6711   F (734) 522-6427											
WWW.OHM-ADVISORS.COM											
COPYRIGHT 2014 OHM ALL DRAWINGS AND WRITTEN MATERIALS APPEARING HEREIN CONSTITUTE THE ORIGINAL AND UNPUBLISHED WORK OF OHM AND THE SAME MAY NOT BE DUPLICATED, DISTRIBUTED, OR DISCLOSED WITHOUT PRIOR WRITTEN CONSENT OF OHM											

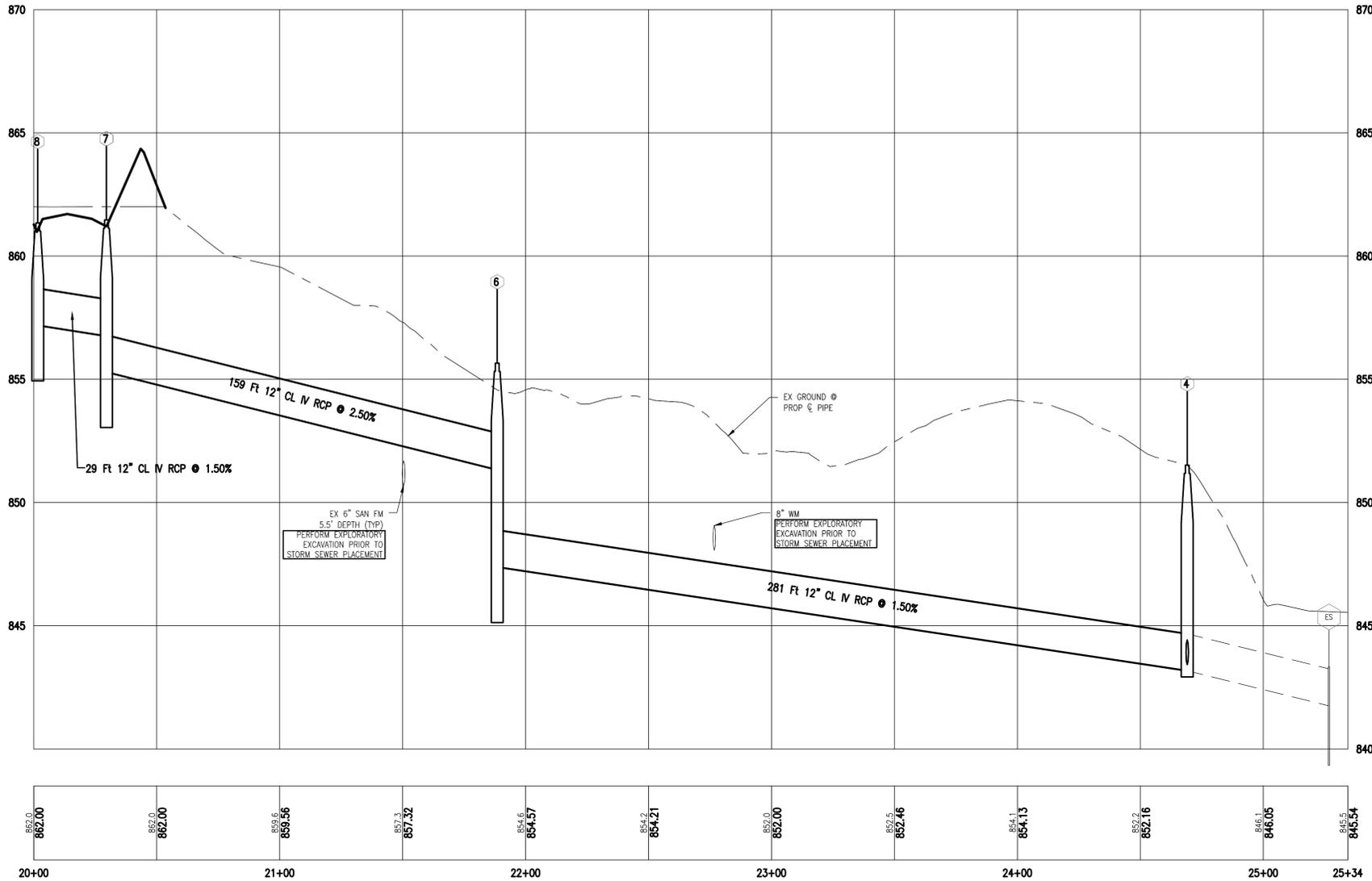
DPW DRIVEWAY &  
BORDER TO BORDER TRAIL  
CONSTRUCTION PROFILES  
STA 7+00 TO P.O.E.

**For Review**  
11/20/2014 3:01:33 PM

**811**  
Know what's below.  
Call before you dig.

SHEET  
10  
OF 11

# STORM WATER OUTFALL TO DPW DETENTION BASIN



- 8  
STA 20+01.62, -8.2' L  
Dr Structure, 48 inch - Cover G  
T/CAST 861.35  
12" INV NE 857.44
- 7  
STA 20+29.57, 0.0'  
Dr Structure, 48 inch - Cover G  
T/CAST 861.46  
12" INV NE 855.54  
12" INV SW 857.00
- 6  
STA 21+88.46, 0.0'  
Dr Structure, 48 inch - Cover G  
T/CAST 855.65  
12" INV SW 851.57  
12" INV SE 847.63
- 4  
STA 24+69.06, 0.0'  
Dr Structure, 48 inch - Cover G  
T/CAST 851.51  
12" INV E 843.42  
12" INV W 843.42  
12" INV NW 843.42

DRAWING PATH: P:\0726\_01680\030140850\_DPW\_Driveshaft\Plans\_Constr\140850CON.dwg Nov 08, 2014 - 10:41am

**For Review**  
11/20/2014 3:01:33 PM



Know what's below.  
Call before you dig.



DATE	CAAD PR	ENG ARCH	PROJ MGR	SECTION	TOWN	RANGE	COUNTY	CITY/VILLAGETOWNSHIP	SCALE	HORIZ DATUM	VERT DATUM
				6			WASHTENAW	DEXTER	H: 1"=30' V: 1"=3'	NAD 83	NAVD 88
CLIENT: CITY OF DEXTER											
JOB #: 0130-14-0050											
REVISIONS:											
34000 Plymouth Road   Livonia, MI 48150   P (734) 522-6711   F (734) 522-6427											
WWW.OHM-ADVISORS.COM											
COPYRIGHT 2014 OHM ALL DRAWINGS AND WRITTEN MATERIALS APPEARING HEREIN CONSTITUTE THE ORIGINAL AND UNPUBLISHED WORK OF OHM AND THE SAME MAY NOT BE DUPLICATED, DISTRIBUTED, OR DISCLOSED WITHOUT PRIOR WRITTEN CONSENT OF OHM											

DPW DRIVEWAY &  
BORDER TO BORDER TRAIL  
STORM SEWER PROFILES

SHEET  
11  
OF 11