

Dexter Downtown Development Authority

Meeting Agenda
July 17, 2014 @ 7:30 AM
Dexter Senior Center
7720 Ann Arbor Street
Dexter, MI 48130

1. Call to Order:

2. Roll Call:

Becker, Patrick	Bellas, Rich	Brouwer, Steve, Chair
Covert, Tom, Treasurer	Darnell, Don	Finn, Doug
Jones, Carol, Secretary	Keough, Shawn, Village President	Model, Fred
O'Haver, Dan	Schmid, Fred	Willis, Randy

3. Approval of Minutes from the Regular June 19, 2014

4. Approval of Agenda

5. Pre-arranged Audience Participation:

6. Non-Arranged Citizen Participation:

7. Treasurer's Report:

- a) Invoices:
 - **July Total: \$4,813.78**
- b) Approval of Treasurer's Report- July, 2014
- c) DDA Forecast

8. Correspondence / Communications:

- a) None

9. Action Items:

- a) **Brick Paver Project Contract Award-** Discussion and possible action to award the contract for Brick Paver Services.
- b) **Target Market Analysis.** Discussion and possible action to authorize participation in a joint application for a Residential Target Market Analysis in an amount not to exceed \$5,000.

10. Discussion and Updates:

- a) **RRSite Development Feasibility Study:** University of Michigan professor and real estate developer Peter Allen and his students toured downtown, including the DAPCO and Schulz sites on Tuesday, July 8th. You can expect a presentation of their report mid to late August. Sam Short has offered to host the presentation at the Beer Grotto. Stay tuned for details.

11. Village President and Staff Reports

12. Chairman's Report:

- Items for July 17, 2014 Agenda

13. Non-Arranged Citizen Participation:

14. Adjournment

Dexter Downtown Development Authority

June 19, 2014 < > 7:30 AM

Dexter Community Schools Conference Room

7714 Ann Arbor Street

Dexter, MI 48130

MINUTES

1. Call to Order: Called to order at 7:42 on June 19, 2014 by Chairman Steve Brouwer.

2. Roll Call

Becker, Patrick-ab	Bellas, Rich	Brouwer, Steve
Covert, Tom	Darnell, Don	Finn, Doug
Jones, Carol	Keough, Shawn	Model, Fred
O'Haver, Dan-ab	Schmid, Fred	Willis, Randy

Fred Schmid left at 8:30 AM and Tom Covert and Steve Brouwer left at 8:40 AM. Doug Finn as vice-chair and presided over the remainder of the meeting.

Also in attendance: Michelle Aniol, Community Development Manager; Jim Houk, Bird/Houk; and Patrick Droze of Orchard, Hiltz and McCliment.

3. Approval of Minutes from the Regular May 15, 2014 Meeting:

Motion by Don, second by Fred S to approve the regular meeting minutes of May 15, 2014 as presented. Motion carries.

4. Approval of Agenda:

Motion by Randy, second by Don to approve the agenda as presented. Motion carries.

5. Pre-arranged Audience Participation: Broad Street Redevelopment Study Report – Jim Houk

Mr., Houk reviewed possible scenarios for buildings on the Old DAPCO site with and without the presence of the DTE substation. He felt that the ideal use of the property would be multi-family units.

Mr. Droze reviewed infrastructure improvements that would be needed with sanitary sewer, water lines, storm sewer and roads. Some of the difficulties of the property are the size and the substation. If not developed as multi-family, the property most like would revert back to public use.

The Next Steps:

- *Send out a RFP to Developers.*
- *The Village may need to be a partner to help with a project.*
- *Will need some public improvements on the site to be marketable.*
- *President Keough mentioned that the Village is looking at possible ways to help DTE relocated the substation.*

6. Non-Arranged Citizen Participation:

None

7. Treasurer's Report:

- a) June Invoices: Invoice #155209 from OHM-Bird/Houk for \$1,066.75, invoice #155585 from OHM – Bird/Houk for \$3,497.50, and invoice #155215 from OHM – Bird/Houk for \$350.00 for a total of \$4,914.25; invoice #1311 from Scott Munzel for \$123.75; invoice #50956 from Metro Environmental for \$490.00 and invoice 50798 from Metro Environmental for \$490.00 for a total of \$980.00; invoice from the Village of Dexter (ramp) for \$85,000; invoice from the Village of Dexter (houses) for \$20,000; invoices from DTE for \$187.97; invoice #014-0527-01 from Universal Consolidated Enterprises for \$23,500, and invoice from US Bank for \$500 for a total of \$135,205.97. *Motion by Randy, second by Don to pay the June invoices in the amount of \$135,205.97. Motion carries.*
- b) Approval of June Treasurer's Reports – *Motion by Doug, second by Don to accept the June Treasurer's report as amended with the total DDA Cash of \$970,833.77. Motion carries.*
- c) Approval of FY 2013-2014 Budget Amendments - *Motion by Fred S, second by Fred M to approve the FY 2013-2014 Budget Amendments as requested. Motion carries.*
- d) DDA Forecast. *Discussion followed and will have the excel spread sheet for review at the July meeting.*

8. Correspondence / Communications:

None

9. Action Items:

- a) 3045 Broad Street Redevelopment Report and Next Steps – Discussion and possible action regarding the next steps.

Ms Aniol presented various alternatives to move toward a public input process to move toward a RFP which could benefit the Village and to continue the discussion with other communities and villages to be a part of the process. This will come back for discussion and a vote at the July meeting.

b) Dexter Wellness Center – Motion to Intervene.

Motion by Don, second by Randy to instruct Attorney Scott Munzel to proceed with filing a Motion to Intervene to the Michigan Tax Tribunal. Motion carries.

10. Discussion Updates:

- a) Capital Maintenance Project – DPW anticipates having a scope of work for brick paver repair along Main and Broad Streets ready for posting by June 20th. We anticipate a review and analysis of bids to be presented to the DDA at its meeting in July, along with a recommendation to award the project to a specific contractor.

11. Village President and Staff Reports

a) President –

- *Construction had begun on Ann Arbor Street.*
- *The Village Council will be adopting the 2014-2015 Budget on Monday. They will be using some of the \$85,000 to work on a project to complete the Border to Border Trail from Dexter Huron Metro into the Village.*
- *Council did increase the millage by ½ mill to increase road funding in order to bond for road improvements.*

b) Staff Support Update – Michelle

- *The MEDC will be giving a presentation on Monday at 6 PM prior to the Council meeting and all are invited to attend.*
- *Bits N Pizzas have pulled their for sale sign and looking to go in another direction.*
- *Robertson Brothers toured the Old DAPCO and Schultz sites and have requested more information about the area.*
- *Reviewed items before the ZBA and Planning Commission.*
- *The Beer Grotto will be opening in the next few weeks.*

12. Chairman's Report:

Items for July 17, 2014 Agenda

13. Non-Arranged Citizen Participation: None

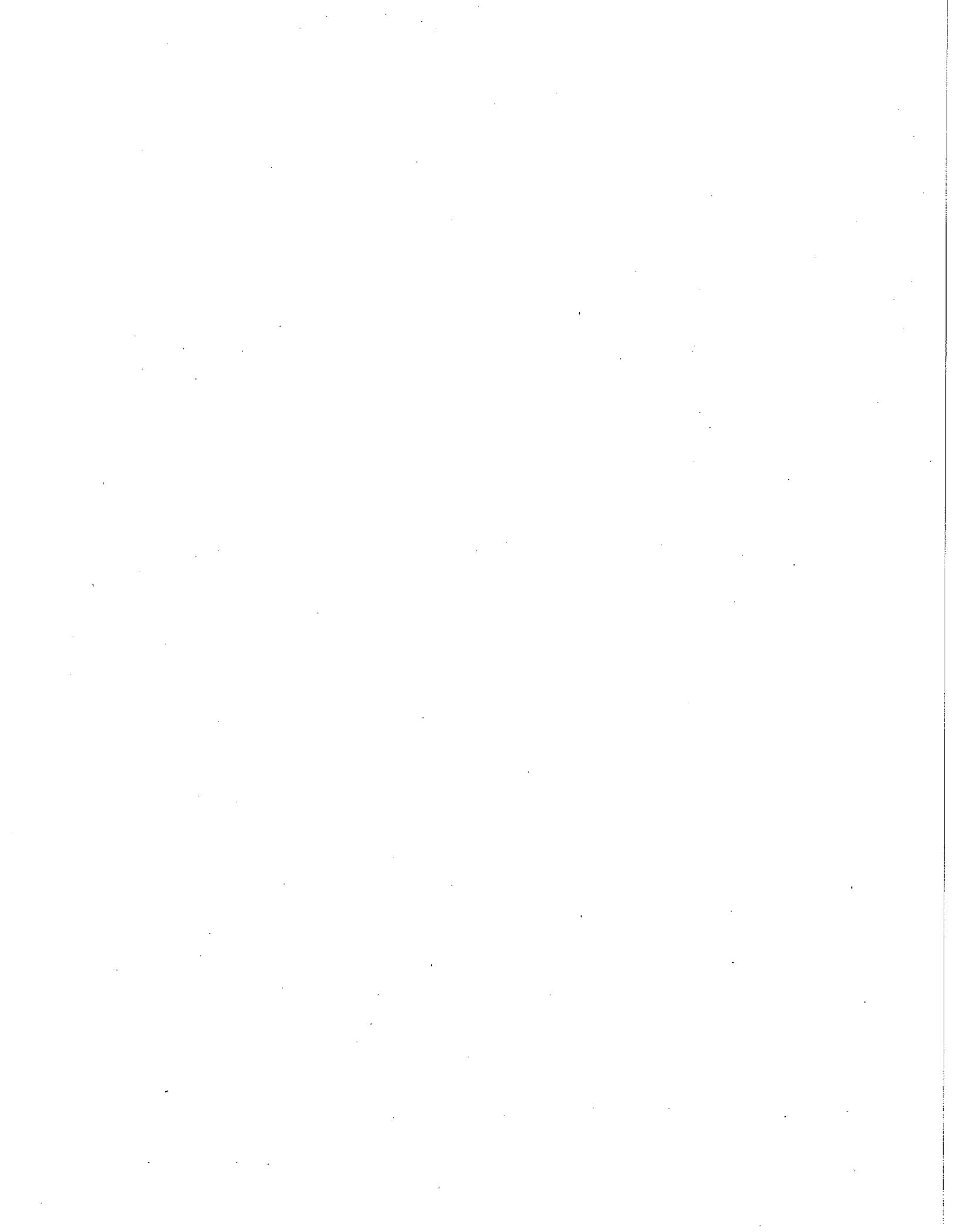
14. Adjournment

*Motion by Doug, second by Fred M to adjourn the meeting at 9:06 AM.
Motion carries.*

Respectfully submitted,

Carol Jones
Secretary

DRAFT



Memo

To: Dexter DDA
From: Thomas Covert, Treasurer
Date: July 14, 2014
Re: Treasurer's Report -- July 2014

Invoice Approval Notes

- Fiscal Year 2013-2014 expenses: Scott E. Munzel; DTE Energy Company; PNC Bank.
- PNC Bank is for the removal of gas services from the Tupper Building. DTE required payment prior to rendering the service, so Village Staff used our Village credit card to make the payment.

DOWNTOWN DEVELOPMENT AUTHORITY INVOICE APPROVAL LIST - JULY 17, 2014

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY				
Dept 248 ADMINISTRATION				
248-248-810.000	ATTORNEY FEES	SCOTT E. MUNZEL, PC	LEGAL FEES - TAX TRIBUNAL	1,279.50
248-248-843.000	PROPERTY TAXES	DEXTER VILLAGE	VILLAGE TAXES - 3045 BROAD ST	1,571.47
248-248-843.000	PROPERTY TAXES	SCIO TOWNSHIP	TOWNSHIP TAXES - 3045 BROAD	1,191.20
248-248-935.002	DAPCO BUILDING MAINTENANCE	DTE ENERGY COMPANY	UTILITIES FOR MAY 2013 - DANCERS EDGE	51.61
Total For Dept 248 ADMINISTRATION				4,093.78
Total For Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY				4,093.78
Fund 494 DDA PROJECT FUND				
Dept 908 TUPPER REDEVELOPMENT				
494-908-802.000	PROFESSIONAL SERVICES	PNC	DTE ENERGY ALTERATION OF GAS SERVICE	720.00
Total For Dept 908 TUPPER REDEVELOPMENT				720.00
Total For Fund 494 DDA PROJECT FUND				720.00
Total For All Funds:				4,813.78
--- TOTALS BY GL DISTRIBUTION ---				
248-248-810.000	ATTORNEY FEES			1,279.50
248-248-843.000	PROPERTY TAXES			2,762.67
248-248-935.002	DAPCO BUILDING MAINTENANCE			51.61
494-908-802.000	PROFESSIONAL SERVICES			720.00
--- FUND TOTALS BY VENDOR ---				
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY				
DETROIT - DTE ENERGY COMPANY				51.61
DEXVIL - DEXTER VILLAGE				1,571.47
SCIO - SCIO TOWNSHIP				1,191.20
SCOTT MUNZ - SCOTT E. MUNZEL, PC				1,279.50
TOTAL FUND 248 DOWNTOWN DEVELOPMENT AUTHORITY				4,093.78
Fund 494 DDA PROJECT FUND				
CREDIT CAR - PNC				720.00
TOTAL FUND 494 DDA PROJECT FUND				720.00

◆◆ SCOTT E. MUNZEL, P.C.
ATTORNEY AT LAW

603 W. HURON STREET
ANN ARBOR, MI 48103
P: 734-994-6610 Fx: 734-769-9055
E: SEM@MUNZELLAW.COM

7/7/2014

Village Invoice
1336

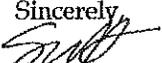
Ms. Donna Dettling
Manager
Village of Dexter
8140 Main Street
Dexter, MI 48130

Re: Invoice for Legal Services - Village/Dexter Wellness Center

Dear Ms. Dettling:

The invoice for legal services provided in June is below. Please contact me if you have any questions. Please note I have divided this invoice between the Village and DDA.

6/2/2014	TC Tax Tribunal re time for motion to intervene, timing of appeal; TC Shawn K. re current status, Township has received copy of appeal, options, strategy; email Shawn K. and Donna D. re appeal dates, issues raised	1
6/9/2014	TC Donna D. re email from Merte and his procedural actions, my recommendation to intervene now rather than later, her request for an email with same; draft email to Donna D., Shawn K. re recommendation to intervene now; follow up emails with Shawn K.	0.6
6/10/2014	TC Shawn Keough re conversation with Spaulding Clark, letter to him re Village interest; draft letter for Shawn and Donna D. review to Clark	0.7
6/18/2014	Draft Statement of Key Facts, Argument for Motion to Intervene; review MTT Rules re motion, parties; email draft Motion to Shawn, Donna for review	5.3
6/19/2014	TC MTT re motion filing fee; mechanics; and procedure for decision by MTT; research- update standard of review	0.5
6/20/2014	Revise Motion and Brief; review Marie Sherry information re tax issues; TC Shawn, Courtney re comments; revise Motion per comments	4.5
	Prepare Proofs of Service, cover letter to Tribunal; prepare package for filing and mailing; send package to Tribunal and all parties; email to clients	2.0
6/26/2014	TC MTT to confirm receipt of motion; question on motion to withdraw count 3	0.3
	Total Time	14.9 at \$165/hr
	Current Invoice	\$ 2,458.50
	Expenses- \$50 filing fee for each case	\$ 100.00
	Total Balance Due	\$ 2,558.50
	Divided between DDA and Village	\$1,279.25
	BIN 38-3120196	

Sincerely,

Scott E. Munzel



PAYMENT INFORMATION

This tax is due by: 09/14/2014
 Pay by mail to: VILLAGE OF DEXTER
 MARIE A. SHERRY, TREASURER
 8140 MAIN ST
 DEXTER MI 48130-1092

MESSAGE TO TAXPAYER

TAXES MAY BE PAID BY MAIL TO THE ADDRESS ON THE RIGHT, IN THE DROP BOX AT THE FIRE HALL/SHERIFF STATION ON MAIN ST, OR AT THE VILLAGE OFFICES ABOVE THE PNC BANK ON MAIN ST. TO AVOID PENALTIES, MAILED TAXES MUST BE POSTMARKED ON OR BEFORE THE DUE DATE. CALL (734) 426-8303 X 14 WITH QUESTIONS.

DDA

To Pay by Credit Card or Electronic Check
 visit www.DexterMI.gov
 or call 1-855-461-9800.
 There is a user fee for this service.

TAX DETAIL 2014

Taxable Value: 111,800
 State Equalized Value: 111,800
 PRE/MBT %: 0.0000

Mort Code:

Taxes are based upon Taxable Value.
 1 mill equals \$1.00 per \$1000 of Taxable Value.
 Amounts with no millage are either Special
 Assessments or other charges added to this bill.

DESCRIPTION	MILLAGE	AMOUNT
OPERATING	9.88070	1,104.66
STREETS	3.43800	384.36
GO BOND	0.73750	82.45
Total Tax	14.05620	1,571.47
Administration Fee		0.00
TOTAL AMOUNT DUE		1,571.47

OPERATING FISCAL YEARS

The taxes on bill will be used for governmental operations for the following fiscal year(s):

Village: 07/01/14 - 06/30/15

Does NOT affect when the tax is due or its amount

PROPERTY INFORMATION

Property Assessed To:
 DEXTER DOWNTOWN DEVELOPMENT
 8140 MAIN STREET
 DEXTER, MI 48130

Prop #: HD-08-06-280-001 School: 81050
 Prop Addr: 3045 BROAD ST

Please detach along perforation. Keep the top portion.

Mort Code

Bill # 00680

PLEASE RETURN THIS PORTION WITH PAYMENT. THANK YOU.

This tax is due by: 09/14/2014
 After 09/14/2014 additional interest and fees apply

2014 Village Tax for Prop #: HD-08-06-280-001

Pay this tax to:
 VILLAGE OF DEXTER
 MARIE A. SHERRY, TREASURER
 8140 MAIN ST
 DEXTER MI 48130-1092

TAXPAYER NOTE: Is your name & mailing address correct? If not, please make corrections below. Thank You.

Property Addr: 3045 BROAD ST

Make Check Payable To: VILLAGE OF DEXTER

TOTAL AMOUNT DUE: 1,571.47

Amount Remitted: _____

To: DEXTER DOWNTOWN DEVELOPMENT
 8140 MAIN STREET
 DEXTER MI 48130



<p align="center">MESSAGE TO TAXPAYER</p> <p>*PAYMENT RECORDED AS "PAID" ON DATE RECEIVED POSTMARKS NOT ACCEPTED. *DEFERMENT OF PAYMENT DATE MAY BE AVAILABLE TO SENIORS, VETERANS & FARMERS. PLEASE CALL THE TOWNSHIP OFFICE FOR INFORMATION, (734) 369-9400 * OFFICE HOURS-MONDAY THRU FRIDAY-9AM - 5PM CLOSED - JULY 4, 2014 SEPTEMBER 1, 2014</p>	<p align="center">PAYMENT INFORMATION</p> <p align="center">This tax is due by: 09/14/2014</p> <p>Pay by mail to: Scio Township Treasurer 827 N Zeeb Rd Ann Arbor, MI 48103 (734)369-9400 Fax (734)665-0825 WWW.ScioTownship.org</p>																																	
<p align="center">PROPERTY INFORMATION</p> <p>Property Assessed To: DEXTER DOWNTOWN DEVELOPMENT 8140 MAIN STREET DEXTER, MI 48130</p> <p align="center">DEXTER</p> <p>Prop #: HD-08-06-280-001 School: 81050 Prop Addr: 3045 BROAD ST</p> <p>Legal Description: ALL OF LOTS 1, 2, 3, & 4, BLK 25, ORIGINAL PLAT VILLAGE OF DEXTER, ALONG WITH ADJACENT VACATED ALLEY DESCRIBED AS, BEG AT S COR LOT 1, TH NWLY ALONG SW BNDRY OF LOTS 1 & 2 TO W COR LOT 2, TH SWLY 24.75 FT TO N COR LOT 4, TH SELY ALONG NE BNDRY OF LOTS 4 & 3, TH NWLY 24.75 FT TO POB; EXC BEG AT S COR OF LOT 1, TH N 47 W 99 FT, TH N 43 E 70 FT, TH S 47 E 9 FT, TH S 43 W 70 FT TO POB. PT NE 1/4 SEC 6, T2S-R5E.</p> <p align="center">*BALANCE OF DESCRIPTION ON FILE*</p>	<p align="center">TAX DETAIL</p> <table style="width:100%; border-collapse: collapse;"> <tr> <td>Taxable Value:</td> <td align="right">111,800</td> <td>INDUSTRIAL</td> </tr> <tr> <td>State Equalized Value:</td> <td align="right">111,800</td> <td>Class: 301</td> </tr> <tr> <td>PRE/MBT %:</td> <td align="right">0.0000</td> <td>DDA 3</td> </tr> <tr> <td></td> <td></td> <td>Mort Code:</td> </tr> </table> <div style="border: 1px solid black; padding: 5px; margin: 5px 0;"> <p align="center">Taxes are based upon Taxable Value. 1 mill equals \$1.00 per \$1000 of Taxable Value. Amounts with no millage are either Special Assessments or other charges added to this bill.</p> </div> <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">DESCRIPTION</th> <th style="text-align: right;">MILLAGE</th> <th style="text-align: right;">AMOUNT</th> </tr> </thead> <tbody> <tr> <td>County</td> <td align="right">4.5493</td> <td align="right">508.61</td> </tr> <tr> <td>State Ed</td> <td align="right">6.0000</td> <td align="right">670.80</td> </tr> <tr> <td colspan="2"> </td> <td></td> </tr> <tr> <td align="right">Total Tax</td> <td align="right">10.54930</td> <td align="right">1,179.41</td> </tr> <tr> <td align="right">Administration Fee</td> <td></td> <td align="right">11.79</td> </tr> <tr> <td align="right">TOTAL AMOUNT DUE</td> <td></td> <td align="right">1,191.20</td> </tr> </tbody> </table>	Taxable Value:	111,800	INDUSTRIAL	State Equalized Value:	111,800	Class: 301	PRE/MBT %:	0.0000	DDA 3			Mort Code:	DESCRIPTION	MILLAGE	AMOUNT	County	4.5493	508.61	State Ed	6.0000	670.80	 			Total Tax	10.54930	1,179.41	Administration Fee		11.79	TOTAL AMOUNT DUE		1,191.20
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<p align="center">OPERATING FISCAL YEARS</p> <p>The taxes on bill will be used for governmental operations for the following fiscal year(s):</p> <p>County: 01/01/2015 - 12/31/2015 Twn/Cty: 04/01/2014 - 03/31/2015 School: 07/01/2014 - 06/30/2015 State: 10/01/2014 - 09/30/2015</p> <p>Does NOT affect when the tax is due or its amount</p>																																		

Please detach along perforation. Keep the top portion.

Mort Code

DDA 3

Bill # 05166

Pay this tax to:

Scio Township Treasurer
827 N Zeeb Rd
Ann Arbor, MI 48103
(734)369-9400 Fax(734)665-0825
WWW.ScioTownship.org

PLEASE RETURN THIS PORTION WITH PAYMENT. THANK YOU.

This tax is due by: 09/14/2014
AFTER 09/14/2014 ADDITIONAL INTEREST AND FEES APPLY

2014 Summer Tax for Prop #: HD-08-06-280-001

TAXPAYER NOTE: Is your name & mailing address correct?
If not, please make corrections below. Thank You.

Make Check Payable To: Scio Township Treasurer

Property Addr: 3045 BROAD ST

TOTAL AMOUNT DUE: 1,191.20

Amount Remitted: _____

To: DEXTER DOWNTOWN DEVELOPMENT
8140 MAIN STREET
DEXTER MI 48130





Payment Coupon

MULTIPLE PAYMENT COUPONS ENCLOSED

Please indicate amount paying \$ _____

Account Number	4667 427 0016 7
Past Due - Pay Now	57.30
Due June 24, 2014	51.61
Total Due:	\$108.91

**T001*2*P00
 VILLAGE OF DEXTER
 8140 MAIN ST
 DEXTER MI 48130-1044

Mail Payments To:

DTE Energy
 P.O. Box 740786
 Cincinnati OH 45274-0786



For address corrections, please visit dteenergy.com or call 800.477.4747.

Return upper portion with your payment 624747000

Keep lower portion for your records

OVERDUE NOTICE MULTIPLE PAYMENT COUPONS ENCLOSED

Contact Information

Gas Leak or Gas Emergency 800.947.5000
 Customer Service or Power Outage 855.DTE.4BIZ (855.383.4249)
 Hearing-Impaired TDD Line 800.888.6886 (Mon-Fri 8am-5pm)
 Web Site dteenergy.com

Summary of Charges

Account Number 4667 427 0016 7

Account Balance as of May 01, 2014	57.30
Payment Received	0.00
Balance Prior to Current Charges	57.30
Our records indicate that your account is past due. To pay by phone, call us at 800.477.4747. Please disregard notice if payment has already been made.	
Current Charges	
DTE Electric Company Business Electric Service	9.76
DTE Electric Company Interruptible Heating / Cooling Service	3.68
DTE Gas Company Gas Industrial	26.87
Outdoor Lighting Service	10.19
Other Charges and Credits	1.11
Total Current Charges	51.61
Account Balance as of June 02, 2014	\$108.91

? was this paid?

Your current charges are due on June 24, 2014. A 2% late payment charge will be applied if paid after the due date.

Important Information

On December 6, 2013, the MPSC issued an Order approving the 2012 Energy Optimization reconciliation in Case No. U-17282. The approved increase to the Energy Optimization Surcharge (EOS) will be effective beginning with the January 2014 billing cycle.

The 2015 Energy Optimization Electric Self-direct program subscription period begins June 15 and ends July 15, 2014. For qualifications, go to dteenergy.com/selfdirect.

WR #	
AWR #	38438830



ALTERATION OF GAS SERVICE

Name Village of Dexter	Phone Number	2nd Phone	Date Wanted
Address 8143 Forest	Municipality Dexter	Zip Code 48130	

JOB ESTIMATE INFORMATION

1.	Alteration Fee	\$ <input type="text"/>		1. \$ -
2.	Relocate / Renew Service Line	\$ <input type="text"/> /ft. x <input type="text"/> ft.		2. \$ -
3.	Cut & Cap Service	\$ <input type="text"/> each line		3. \$ 720.00
4.	Replace asphalt or concrete	\$ <input type="text"/> /sqf. x <input type="text"/> sqf		4. \$ -
5.	Additional Meters	\$ <input type="text"/> x <input type="text"/> mtrs		5. \$ -
6.	Fuel Line Installation	\$ <input type="text"/> /ft. x <input type="text"/> ft.		6. \$ -
7.	Permit / Municipality Fees	\$ <input type="text"/>		7. \$ -
8.	Sod - Replacement	\$ <input type="text"/> /sqyd x <input type="text"/> sqyd		8. \$ -
9.	Directional Boring	\$ <input type="text"/> /ft. x <input type="text"/> ft.		9. \$ -
10.	Additional Time / Materials			10. _____
TOTAL COST				\$ 720.00

Note: A winter rate surcharge will apply for installations between December 15 and March 31

SKETCH:

+	<div style="border: 2px solid black; padding: 10px; transform: rotate(-15deg); display: inline-block;"> PAID 5-30-14 </div>	
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Remarks PAYMENT CAN BE MADE BY CERTIFIED CHECK, MONEY ORDER, VISA OR MASTERCARD			
Building Type: Residential	Job Type: Demo Cut & Cap Service	Investigator: Madigan	Date: 6/19/2014

Disclaimer: It is the customer's responsibility to indicate their underground facilities within the property lines and provide a location, if known. MichCon will not be liable for damages to customer's facilities that are not indicated. It is MichCon's policy to bring facilities up to current standards whenever work is performed on existing service.

**I understand this is an estimate. Actual costs could be higher or lower than estimate.
Work will not be scheduled until payment is received. Estimate expires in 90 days.**

Customer Acceptance:	Date:
----------------------	-------

PLEASE MAIL PAYMENT TO: DTE ENERGY 47150 ALLEN RD MELVINDALE MI 48122-9901 ATTN: GRAT Phone 1-800-338-0178

Office use only - do not write below this line

Amt Paid:	Date Paid:	Payment Type	Account #	Sundry #
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White Copy - Original

Yellow Copy - Audit

Pink Copy - Customer

Cash Status

DDA Cash Balances Report 6-30-14

Fund	Account Name	General Ledger Balance	Notes
248 - DDA General	TCF Pooled Account	\$ 67,120.69	
394 - DDA Debt	TCF Pooled Account	\$ -	
494 - DDA Project	TCF Pooled Account	\$ -	
	Total DDA Pooled Checking	\$ 67,120.69	
248 - DDA General	TCF Money Market Account	\$ 31,879.11	
394 - DDA Debt	TCF Money Market Account	\$ -	
494 - DDA Project	TCF Money Market Account	\$ 3,354.46	
	Total DDA Pooled Savings	\$ 35,233.57	
248 - DDA General	UBT Money Market Account	\$ 79,194.64	
394 - DDA Debt	UBT Money Market Account	\$ 170,324.46	
494 - DDA Project	UBT Money Market Account	\$ -	
	Total DDA Pooled Savings	\$ 249,519.10	
248 - DDA General	Bank of Northern Michigan	\$ 200,000.00	For general use - Matures 1/17/2017 @ .75%
394 - DDA Debt	Ann Arbor State Bank CD	\$ 81,235.04	For general debt use - Matures 9/4/2014 @ .45%
494 - DDA Project	Flagstar Bank	\$ 201,121.59	For projects - Matures 09/27/2014 @ .35%
	Total Non-Pooled	\$ 482,356.63	
Total General Cash		\$ 378,194.44	
Total Debt Cash		\$ 251,559.50	
Total Project Cash		\$ 204,476.05	
		\$ 834,229.99	
Month End Cash		\$ 834,229.99	
Projected FY 13/14 Revenue All Funds		\$ -	
Projected FY 13/14 Expenditures All Funds		\$ (25,208.94)	
Accounts Receivable		\$ 83,445.82	
Due to Other Units		\$ (132,909.28)	
Projected Year End Cash		\$ 759,557.59	

Budget FY 13/14

- Attached is the Fiscal Year 2013-2014 Revenue and Expenditure Report through June 30th. All expenditure departments are within budget.
- Also attached is a Comparative Balance Sheet for each of the DDA's three funds. In Fund 248 you will see the receivable and payables for the Brownfield capture, which were resolved in early July. The donation back from DWC has been recorded in Accounts Receivable – General.

PERIOD ENDING 06/30/2014
 % Fiscal Year Completed: 100.00

User: marie
 DB: Dexter

GL NUMBER	DESCRIPTION	2013-14		YTD BALANCE 06/30/2014	AVAILABLE BALANCE	% BDDGT USED
		ORIGINAL BUDGET	2013-14 AMENDED BUDGET			
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
Dept 000-ASSETS, LIABILITIES & REVENUE						
248-000-415.000	TAX CAPTURE REVENUE	348,000.00	296,000.00	295,384.96	615.04	99.79
248-000-665.000	INTEREST EARNED	500.00	500.00	2,041.18	(1,541.18)	408.24
248-000-667.000	RENTS (GENERAL)	22,000.00	22,000.00	20,549.37	1,450.63	93.41
248-000-671.000	OTHER REVENUE	0.00	122,500.00	122,500.00	0.00	100.00
Total Dept 000-ASSETS, LIABILITIES & REVENUE		370,500.00	441,000.00	440,475.51	524.49	99.88
TOTAL Revenues						
370,500.00		370,500.00	441,000.00	440,475.51	524.49	99.88
Expenditures						
Dept 248-ADMINISTRATION						
248-248-802.000	PROFESSIONAL SERVICES	7,000.00	7,000.00	2,500.00	4,500.00	35.71
248-248-803.000	CONTRACTED SERVICES	1,500.00	1,500.00	1,500.00	0.00	100.00
248-248-810.000	ATTORNEY FEES	0.00	20,000.00	14,487.75	5,512.25	72.44
248-248-843.000	PROPERTY TAXES	0.00	10,500.00	10,373.70	126.30	98.80
248-248-880.000	DOWNTOWN EVENTS	700.00	700.00	0.00	700.00	0.00
248-248-935.002	DAPCO BUILDING MAINTENANCE	8,600.00	8,600.00	8,388.80	211.20	97.54
248-248-955.000	MISCELLANEOUS	0.00	0.00	10.00	(10.00)	100.00
248-248-957.002	DDA CAPTURE REFUNDS	5,000.00	5,000.00	4,691.29	308.71	93.83
Total Dept 248-ADMINISTRATION		22,800.00	53,300.00	41,951.54	11,348.46	78.71
Dept 442-DOWNTOWN PUBLIC WORKS						
248-442-803.015	VILLAGE MAINTENANCE	10,000.00	10,000.00	10,000.00	0.00	100.00
Total Dept 442-DOWNTOWN PUBLIC WORKS		10,000.00	10,000.00	10,000.00	0.00	100.00
Dept 965-TRANSFERS OUT - CONTROL						
248-965-999.101	TRANSFER OUT TO GENERAL FUND	0.00	85,000.00	85,000.00	0.00	100.00
248-965-999.394	TR OUT FOR BOND PAYMENTS - 394	257,100.00	257,100.00	257,100.00	0.00	100.00
248-965-999.494	TR TO DDA PROJECT FUND - 494	80,600.00	60,600.00	60,600.00	0.00	100.00
Total Dept 965-TRANSFERS OUT - CONTROL		337,700.00	402,700.00	402,700.00	0.00	100.00
TOTAL Expenditures						
370,500.00		370,500.00	466,000.00	454,651.54	11,348.46	97.56
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:						
TOTAL REVENUES		370,500.00	441,000.00	440,475.51	524.49	99.88
TOTAL EXPENDITURES		370,500.00	466,000.00	454,651.54	11,348.46	97.56
NET OF REVENUES & EXPENDITURES		0.00	(25,000.00)	(14,176.03)	(10,823.97)	56.70

User: marie
DB: Dexter

PERIOD ENDING 06/30/2014

% Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION	2013-14		2013-14		YTD BALANCE 06/30/2014	AVAILABLE BALANCE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	NORMAL (ABNORMAL)	NORMAL (ABNORMAL)			
Fund 394 - DDA DEBT FUND								
Revenues								
Dept 000-ASSETS, LIABILITIES & REVENUE								
394-000-665.000	INTEREST EARNED	500.00	500.00	1,396.67	(896.67)	279.33		
394-000-671.000	OTHER REVENUE	80,000.00	0.00	0.00	0.00	0.00		
394-000-695.248	TRANSFER IN FROM DDA FUND 248	257,100.00	257,100.00	257,100.00	0.00	100.00		
	Total Dept 000-ASSETS, LIABILITIES & REVENUE	337,600.00	257,600.00	258,496.67	(896.67)	100.35		
TOTAL Revenues								
		337,600.00	257,600.00	258,496.67	(896.67)	100.35		
Expenditures								
Dept 850-LONG-TERM DEBT								
394-850-992.000	BOND FEES	1,000.00	1,000.00	1,000.00	0.00	100.00		
394-850-997.003	DDA 2008 TAXABLE BOND (\$1.6M)	136,500.00	136,500.00	136,440.00	60.00	99.96		
394-850-997.004	DDA 2008 BOND (\$2+M)	119,500.00	119,500.00	119,441.26	58.74	99.95		
394-850-997.005	2011 REFUNDING BOND (\$620K)	80,100.00	80,100.00	80,004.88	95.12	99.88		
	Total Dept 850-LONG-TERM DEBT	337,100.00	337,100.00	336,886.14	213.86	99.94		
TOTAL Expenditures								
		337,100.00	337,100.00	336,886.14	213.86	99.94		
Fund 394 - DDA DEBT FUND:								
TOTAL REVENUES		337,600.00	257,600.00	258,496.67	(896.67)	100.35		
TOTAL EXPENDITURES		337,100.00	337,100.00	336,886.14	213.86	99.94		
NET OF REVENUES & EXPENDITURES		500.00	(79,500.00)	(78,389.47)	(1,110.53)	98.60		

PERIOD ENDING 06/30/2014

% Fiscal Year Completed: 100.00

User: marie
DB: Dexter

GL NUMBER	DESCRIPTION	2013-14		YTD BALANCE		AVAILABLE	
		ORIGINAL BUDGET	AMENDED BUDGET	NORMAL (ABNORMAL)	06/30/2014	NORMAL (ABNORMAL)	BALANCE
Fund 494 - DDA PROJECT FUND							
Revenues							
Dept 000-ASSETS, LIABILITIES & REVENUE							
494-000-665.000	INTEREST EARNED	200.00	200.00	1,140.29	(940.29)	570.15	
494-000-671.000	OTHER REVENUE	0.00	6,500.00	6,500.00	0.00	100.00	
494-000-695.248	TRANSFER IN FROM DDA FUND 248	80,600.00	60,600.00	60,600.00	0.00	100.00	
	Total Dept 000-ASSETS, LIABILITIES & REVENUE	80,800.00	67,300.00	68,240.29	(940.29)	101.40	
TOTAL Revenues							
		80,800.00	67,300.00	68,240.29	(940.29)	101.40	
Expenditures							
Dept 908-TUPPER REDEVELOPMENT							
494-908-802.000	PROFESSIONAL SERVICES	50,000.00	50,000.00	37,334.08	12,665.92	74.67	
494-908-830.000	ENGINEERING CONSULTING	0.00	14,000.00	13,294.75	705.25	94.96	
494-908-830.008	ENVIRONMENTAL STUDY	0.00	500.00	224.55	275.45	44.91	
	Total Dept 908-TUPPER REDEVELOPMENT	50,000.00	64,500.00	50,853.38	13,646.62	78.84	
Dept 965-TRANSFERS OUT - CONTROL							
494-965-999.001	TRANSFER OUT TO GENERAL FUND - ADA RAMP	20,000.00	0.00	0.00	0.00	0.00	
494-965-999.002	TRANSFER OUT TO GENERAL FUND - HOUSES	20,000.00	20,000.00	20,000.00	0.00	100.00	
	Total Dept 965-TRANSFERS OUT - CONTROL	40,000.00	20,000.00	20,000.00	0.00	100.00	
TOTAL Expenditures							
		90,000.00	84,500.00	70,853.38	13,646.62	83.85	
Fund 494 - DDA PROJECT FUND:							
TOTAL REVENUES							
		80,800.00	67,300.00	68,240.29	(940.29)	101.40	
TOTAL EXPENDITURES							
		90,000.00	84,500.00	70,853.38	13,646.62	83.85	
	NET OF REVENUES & EXPENDITURES	(9,200.00)	(17,200.00)	(2,613.09)	(14,586.91)	15.19	
TOTAL REVENUES - ALL FUNDS							
		788,900.00	765,900.00	767,212.47	(1,312.47)	100.17	
TOTAL EXPENDITURES - ALL FUNDS							
		797,600.00	887,600.00	862,391.06	25,208.94	97.16	
	NET OF REVENUES & EXPENDITURES	(8,700.00)	(121,700.00)	(95,178.59)	(26,521.41)	78.21	

User: marie
DB: Dexter

Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY

GL Number	Description	PERIOD ENDED 06/30/2013	PERIOD ENDED 06/30/2014
*** Assets ***			
248-000-001.900	DDA - POOLED CHECKING	147,853.41	67,120.69
248-000-002.900	DDA - POOLED SAVINGS	0.00	31,879.11
248-000-002.901	DDA - UNITED BANK MONEY MARKET	0.00	79,194.64
248-000-005.901	BANK OF NORTHERN MI - PETOSKEY (DDA)	200,000.00	200,000.00
248-000-040.000	ACCOUNTS RECEIVABLE-GENERAL	0.00	37,500.00
248-000-077.000	DUE FROM SCIO TOWNSHIP	0.00	45,945.82
Total Assets		347,853.41	461,640.26
*** Liabilities ***			
248-000-202.000	ACCOUNTS PAYABLE	4,946.40	0.00
248-000-230.101	DUE TO CNTY BROWNFIELD - DEXTER WELLNESS	0.00	98,348.26
248-000-230.102	DUE TO CNTY BROWNFIELD - LAFONTAINE	0.00	34,561.02
Total Liabilities		4,946.40	132,909.28
*** Fund Balance ***			
248-000-390.000	FUND BALANCE	65,409.89	342,907.01
Total Fund Balance		65,409.89	342,907.01
Beginning Fund Balance		65,409.89	342,907.01
Net of Revenues VS Expenditures		277,497.12	(14,176.03)
Ending Fund Balance		342,907.01	328,730.98
Total Liabilities And Fund Balance		347,853.41	461,640.26

Fund 394 DDA DEBT FUND

GL Number	Description	PERIOD ENDED 06/30/2013	PERIOD ENDED 06/30/2014
*** Assets ***			
394-000-001.900	DDA - POOLED CHECKING	1,093.52	0.00
394-000-002.901	DDA - UNITED BANK MONEY MARKET	0.00	170,324.46
394-000-003.901	UNITED BANK CD 10-2011 (DDA)	127,288.69	0.00
394-000-003.902	A2 STATE BANK CD (DDA)	80,930.77	81,235.04
394-000-003.903	A2 STATE BANK CD (DDA)	121,135.99	0.00
Total Assets		330,448.97	251,559.50
*** Liabilities ***			
394-000-202.000	ACCOUNTS PAYABLE	500.00	0.00
Total Liabilities		500.00	0.00
*** Fund Balance ***			
394-000-390.000	FUND BALANCE	247,639.26	329,948.97
Total Fund Balance		247,639.26	329,948.97
Beginning Fund Balance		247,639.26	329,948.97
Net of Revenues VS Expenditures		82,309.71	(78,389.47)
Ending Fund Balance		329,948.97	251,559.50
Total Liabilities And Fund Balance		330,448.97	251,559.50

Fund 494 DDA PROJECT FUND

GL Number	Description	PERIOD ENDED 06/30/2013	PERIOD ENDED 06/30/2014
*** Assets ***			
494-000-001.900	DDA - POOLED CHECKING	12,185.42	0.00
494-000-002.900	DDA - POOLED SAVINGS	0.00	3,354.46
494-000-003.904	FLAGSTAR BANK CD (DDA)	200,000.00	201,121.59
494-000-040.000	ACCOUNTS RECEIVABLE-GENERAL	4,300.00	4,300.00
Total Assets		216,485.42	208,776.05
*** Liabilities ***			
494-000-202.000	ACCOUNTS PAYABLE	5,096.28	0.00
Total Liabilities		5,096.28	0.00
*** Fund Balance ***			
494-000-390.000	FUND BALANCE	8,300.00	211,389.14
Total Fund Balance		8,300.00	211,389.14
Beginning Fund Balance		8,300.00	211,389.14
Net of Revenues VS Expenditures		203,089.14	(2,613.09)
Ending Fund Balance		211,389.14	208,776.05
Total Liabilities And Fund Balance		216,485.42	208,776.05

Budget FY 14/15

- The August 2014 Treasurer's Report will start Fiscal Year 2014-2015 reporting.

Dexter Wellness and LaFontaine Brownfields

- The tax capture payment from Scio Township was received in early July, and payment was subsequently made to the Washtenaw County Brownfield Authority.
- The estimated capture for LaFontaine for 2014-2015 follows. The numbers will not be final until millage rates are adopted by the taxing authorities for the December tax bill, and the estimate is currently using 2013-2014 for the Winter billing.
- It is expected that the reimbursable expenses and administrative fees on the LaFontaine Brownfield will be paid by the 2015 tax year (Fiscal Year 2015-2016), with the remaining 20% Local Site Revolving Remediation Fund being completely paid in the 2016 tax year.

Lafontaine Property Capture				
Taxable Value Tracking		2011 Base	2014 TV	
7120 Dexter Ann Arbor (new real)	HD-08-05-300-064	1,574,762	2,830,271	Per Village Tax Roll 7-9-14
Totals		1,574,762	2,830,271	
Village Taxes Paid by Property Owner?			Y/N	
Township Taxes Paid by Property Owner?			Y/N	
Local TIF Tax Authority	Millage Rate	Capture Amt.		
<i>Summer</i>				
Washtenaw County Operating	4.54930	\$	5,711.69	Millage Rate Verified 7-9-14 Scio Township On Line
Village Operating	9.88700	\$	12,413.22	Millage Rate Verified 7-9-14 Village Tax Roll
Village Streets	3.43800	\$	4,316.44	Millage Rate Verified 7-9-14 Village Tax Roll
<i>Winter</i>				
Washtenaw County	1.23080	\$	1,545.28	2013 information
Scio Township Operating	0.95180	\$	1,194.99	2013 information
Dexter Public Library Operating (No Debt)	1.12860	\$	1,416.97	2013 information
Washtenaw C.C. Operating (No Debt)	3.45760	\$	4,341.05	2013 information
Washtenaw ISD (No Debt)	3.97450	\$	4,990.02	2013 information
Township Conservation	0.49420	\$	620.47	2013 information
LOCAL TIF TOTAL	29.11180	\$	36,550.13	
<i>Payments to Washtenaw County</i>				
Due from Village of Dexter	All except Washtenaw ISD	\$	31,560.11	
Due from Scio Township	Washtenaw ISD Only	\$	4,990.02	
		\$	36,550.13	
Check payable to: Washtenaw County Brownfield Authority, c/o Nathan Voght, 110 N Fourth Ave, Ann Arbor MI 48104				
GL# 248-000.000-230.102: Due to Cnty Brownfield - LaFontaine \$ 36,550.13				

Bond Debt Pay Down

- Discussion of the pay down of \$675,000 will be held at the September 2014 DDA meeting.

Required Reporting

- Form 2604 – Tax Increment Financing Plan Report for Capture of Property Taxes (deadline to file is July 31st of each year) has been filed for Fiscal Year 2013-2014.
- Qualifying Statement – File the Fiscal Year 2013-2014 Qualifying Statement by December 31, 2014.
- The audit for Fiscal Year 2013-2014 is expected to commence in late September/early October, with a filing deadline of December 31, 2014.
- Publish the Fiscal Year 2014-2015 Annual Report by February 2015.

DDA Project Summaries – *Nothing new at this time*

Debt Fund Summary / Forecast – *Nothing new at this time*

- New forecast attached
 - New Format
 - Updated revenue projections / confirming formulas
 - Assumption of 1.5% value increase annually
 - Assumption – Sell Tupper \$1M 1016-2017
 - CIP projects delivered years noted
 - Paybacks to Village go as scheduled
 - Assumption – None at this time; budget will be amended if Board decides to move forward.

Bond Restructuring – *Nothing new at this time*

- Consider refinancing bond if Broad Street sale not eminent

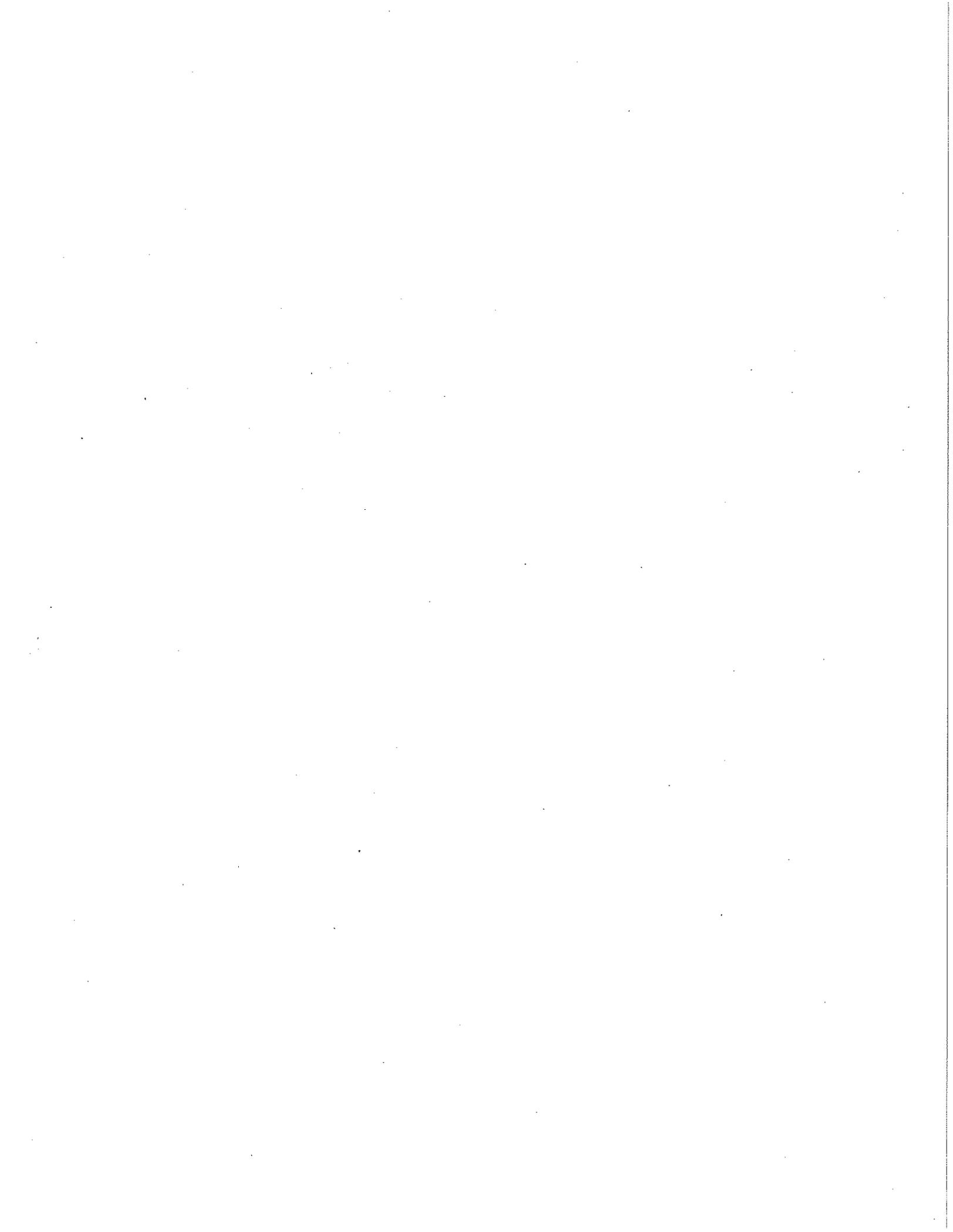
Banking Strategy – *Nothing new at this time*

Tupper Study (Steve B. Board Rep. / Donna D. Staff Rep.) – *Nothing new at this time*

- Scope and fee for work was approved with \$850.00 to complete base mapping (BRI)
- We anticipate paying this fee from budget line 803.000 (FY 10/11)
- Paid \$332.50 with October 2011 invoices; Budget remaining \$517.50 (FY 10/11)

Tax Capture Update

- Meeting of Myself, Shawn, Marie, and Michelle 5.13.14
 - Reviewing capture summary for concerns
 - Will review with Scio Township
 - Will provide summary to DDA
- Work on verifying parcel inclusion has been substantially completed. Next step is to analyze the data.

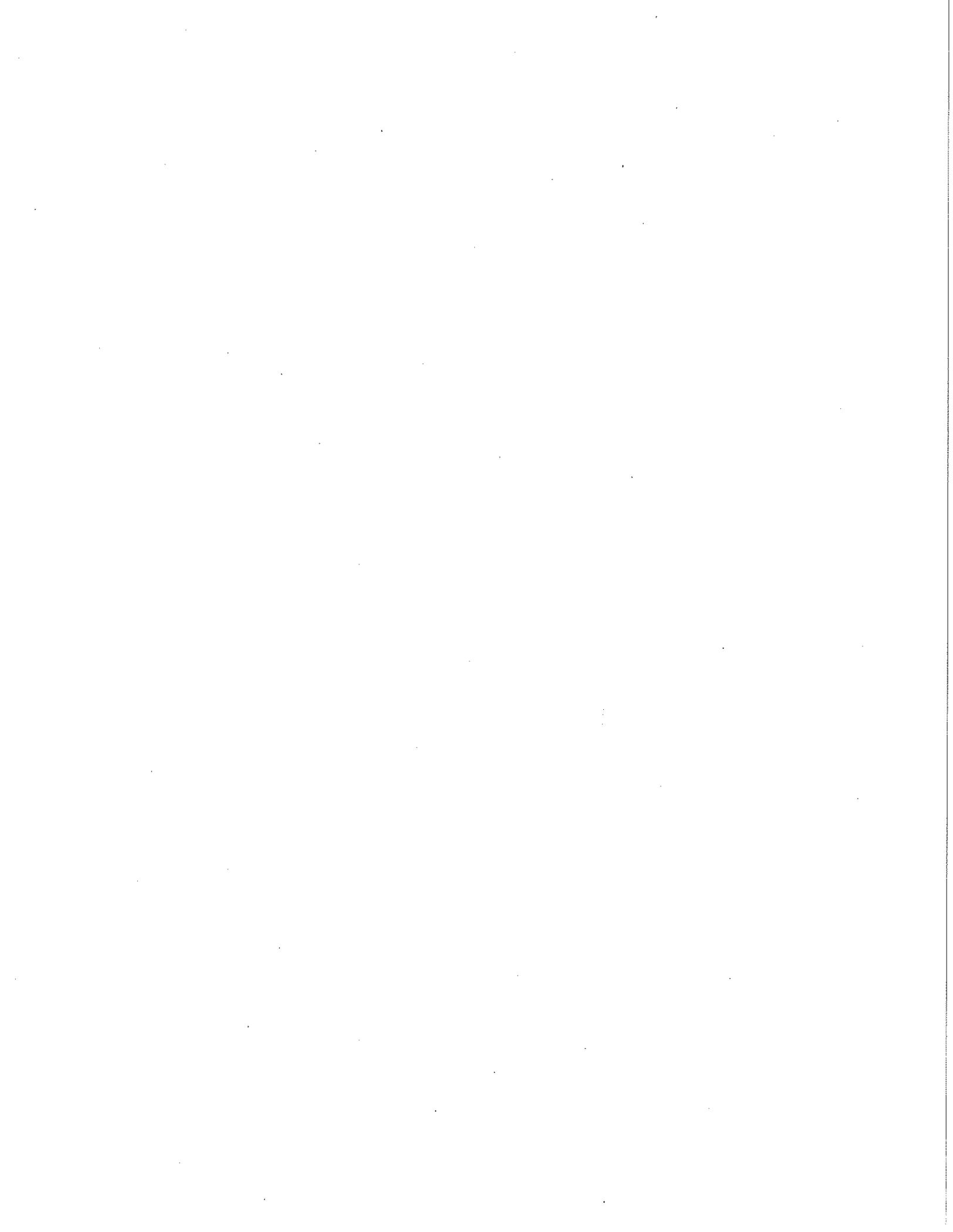


Fiscal Year (July-June) 2009-2010 2010-2011 2011-2012 2012-2013 2013-2014 2014-2015 2015-2016 2016-2017 2017-2018

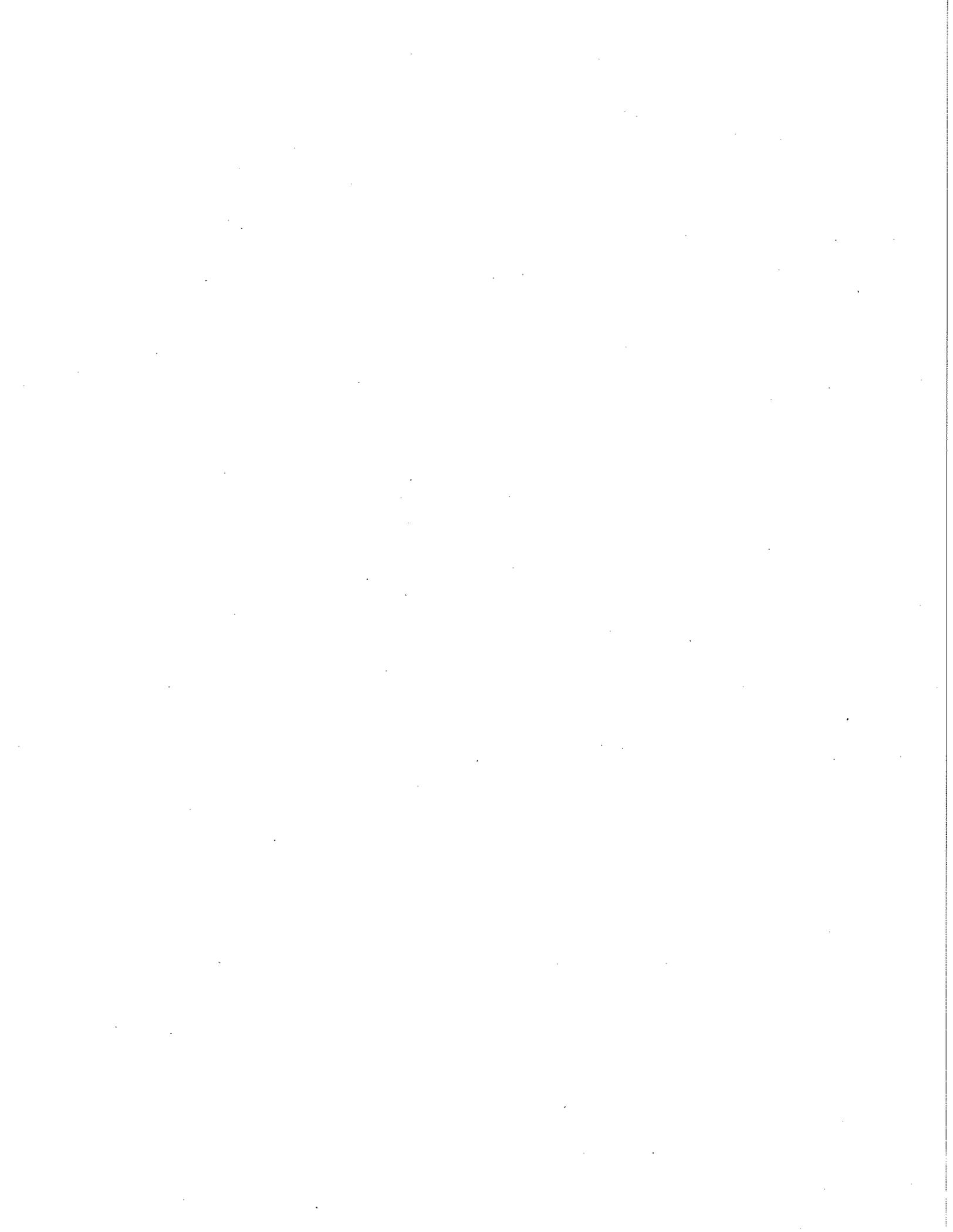
Revenue	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018
Tax Capture	448,458	399,047	362,850	350,115	295,385	295,070	286,056	315,785	325,176
Rents	-	-	-	-	18,700	-	-	-	-
Property Sale	-	-	-	-	-	-	-	-	-
Other	-	-	-	624,566	129,000	-	-	-	-
Total Revenue	448,458	399,047	362,850	974,681	443,085	295,070	286,056	315,785	325,176

Expenditures	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018
Debt Payments	299,998	302,930	340,682	335,764	336,908	785,826	300,554	295,247	298,938
Admin Expense	10,000	10,000	1,000	-	7,000	5,000	10,000	10,000	10,000
Village Maintenance	40,000	40,000	9,100	7,500	10,000	5,000	10,000	10,000	10,000
Downtown Events	-	-	500	500	700	-	700	700	700
Audit	1,500	1,500	1,500	1,500	1,500	1,500	1,700	1,700	1,700
Capture Refunds BOR/MITT	-	-	5,000	3,036	10,000	5,000	5,000	5,000	-
Other	-	-	-	16,499	-	-	-	-	-
Projects	-	-	-	49,656	155,000	130,000	-	-	-
Total Expenditures	351,498	354,430	357,782	414,455	521,108	932,326	327,954	322,647	321,338

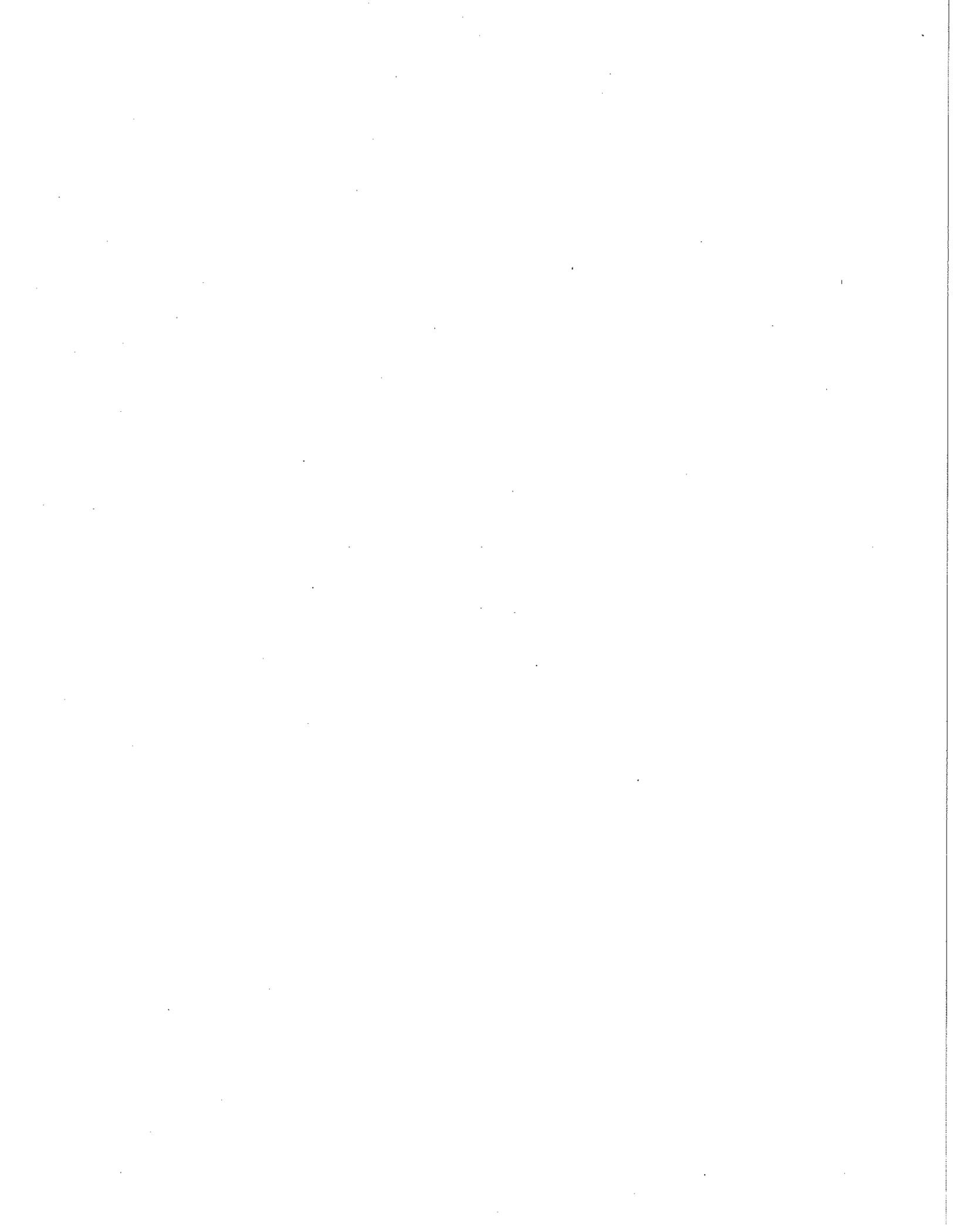
Revenue/Expenditures	96,960	44,617	5,068	560,226	(78,023)	(637,256)	(41,898)	(6,862)	3,838
Beginning Fund Balance (Cash)				321,349	881,575	803,552	166,296	124,399	117,537
Forecasted Net Change				560,226	(78,023)	(637,256)	(41,898)	(6,862)	3,838
Ending Fund Balance		321,349		881,575	803,552	166,296	124,399	117,537	121,375



	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
	334,707	344,381	354,200	364,166	374,282	384,550	384,514	394,811	405,264	415,873
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	334,707	344,381	354,200	364,166	374,282	384,550	384,514	394,811	405,264	415,873
	308,191	321,720	348,016	353,257	352,498	366,260	388,630	398,870	407,860	415,600
	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
	700	700	700	700	700	700	700	700	700	700
	1,700	1,700	1,700	1,700	1,700	1,700	1,700	1,700	1,700	1,700
	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-
	-	110,000	100,000	60,000	95,000	140,000	240,000	50,000	754,000	-
	330,591	454,120	470,416	435,657	469,898	528,660	651,030	471,270	1,184,260	438,000
	4,116	(109,739)	(116,216)	(71,491)	(95,616)	(144,110)	(266,516)	(76,459)	(778,996)	(22,127)
	121,375	125,491	15,752	(100,465)	(171,956)	(267,571)	(411,682)	(678,198)	(754,657)	(1,533,653)
	4,116	(109,739)	(116,216)	(71,491)	(95,616)	(144,110)	(266,516)	(76,459)	(778,996)	(22,127)
	125,491	15,752	(100,465)	(171,956)	(267,571)	(411,682)	(678,198)	(754,657)	(1,533,653)	(1,555,780)



	2028-2029	2029-2030	2030-2031	2031-2032	2032-2033	2033-2034	2034-2035	2035-2036	2036-2037
	426,641	437,571	448,665	459,925	471,354	482,955	494,729	506,680	518,811
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-
	426,641	437,571	448,665	459,925	471,354	482,955	494,729	506,680	518,811
256,590	260,600	243,050	500	500	-	-	-	-	-
10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
10,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000
700	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
1,700	1,700	1,700	1,700	1,700	1,700	1,700	1,700	1,700	1,700
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
278,990	317,300	299,750	57,200	57,200	57,200	56,700	56,700	56,700	56,700
147,651	120,271	148,915	402,725	414,154	426,255	438,029	449,980	462,111	
(1,555,780)	(1,408,129)	(1,287,858)	(1,138,943)	(736,218)	(322,064)	104,191	542,220	992,200	
147,651	120,271	148,915	402,725	414,154	426,255	438,029	449,980	462,111	
(1,408,129)	(1,287,858)	(1,138,943)	(736,218)	(322,064)	104,191	542,220	992,200	1,454,311	





VILLAGE OF DEXTER – COMMUNITY DEVELOPMENT OFFICE

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

Memorandum

To: Downtown Development Authority
Donna Dettling, Village Manager

From: Michelle Aniol, Community Development Manager

Re: Brick Paver Maintenance Project

Date: July 19, 2014

Two bids were submitted for the brick paver repair along Main and Broad Streets. The bids accompany this memo. The two companies were, Margolis Companies and Park Avenue Lighting, Inc. The table below identifies the vendor and the bid price.

Bid Opening July 15, 2014 @ 10:00 am

Vendor Name	Address	Bid
Margolis Companies	9600 Cherry Hill Ypsilanti, MI 48198	\$30/sq. ft.
Park Avenue Lighting, Inc.	122 S. Main St, Ste. 50 Ann Arbor, MI 48104	\$29/sq. ft.

Margolis provided a number of references, but only two were associated with brick paver projects. Park Avenue Lighting provided only one reference, but it was associated with a brick reset project in Ann Arbor. Staff contacted the vendors' references and received good comments for both. With the bid price nearly equal, staff is confident the DDA would be in good hands with either company.



VILLAGE OF DEXTER

INVITATION TO BID

BID TITLE: SIDEWALK, DECORATIVE BRICKWORK, SALVAGE AND RESET

BID DUE DATE: TUESDAY, JULY 15, 2014 10:00 AM

ISSUING AGENCY INFORMATION

ISSUED BY: Village of Dexter, 8140 Main Street, Dexter, MI 48130

ISSUE DATE: 7-1-2014

RETURN TO:

Village of Dexter
Assistant Village Manager
Courtney Nicholls
8140 Main Street (mailing)
8123 Main Street (drop off)
Dexter, MI 48130

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

Website: www.dexter.mi.gov

INSTRUCTIONS TO BIDDERS

COMPLETE THE INFORMATION BELOW AND RETURN THIS PAGE WITH YOUR BID AND ANY REQUIRED DOCUMENTS TO THE ADDRESS LISTED ABOVE UNDER "ISSUING AGENCY INFORMATION."

MANDATORY PRE-BID SITE INSPECTION: There will be a mandatory pre-bid site inspection on Tuesday, July 8, 2014 at 10:00 AM.

Alternate Bids: Vendors may submit alternate bids (a bid on services other than specified). Alternate bids are considered only if the vendor is the lowest responsible vendor on their primary bid. Bids must be clearly identified as "Primary" and "Alternate".

BIDDERS MUST COMPLETE THE FOLLOWING

PAYMENT TERMS: NET 30 DAYS

DELIVERY DATE: 7/15/2014

BIDDER NAME/ADDRESS/CERTIFICATIONS:

Park Avenue Lighting Inc
122 S. Main St Suite 50
Ann Arbor, MI 48104

AUTHORIZED BIDDER SIGNATORY
(print and sign in ink):

Michael Bergren

BIDDER PHONE #:

734 585 5880

BIDDER FAX #:

734 585 5880

BIDDER EMAIL ADDRESS AND WEBSITE:

mbergren@parkavelighting.com

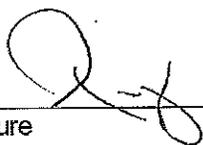
<http://www.parkavelighting.com>

IMPORTANT: SEE STANDARDS AND TERMS

HOLD HARMLESS AGREEMENT

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

Signature

A handwritten signature in black ink, appearing to be 'R. J. Light', written over a horizontal line.

Date

7/15/2014

COMPANY NAME: Park Avenue Lighting Inc	
PLEASE PROVIDE THE COMPANIES/SUPERVISORS QUALIFICATIONS AND EXPERIENCE PERFORMING SUCH WORK. MUNICIPAL REFERENCES ARE REQUIRED!	
Reset decorative brick for Ann Arbor DDA \$12,000 contract Susan Pollay 734-999-6697	
Rick Stamm - Mason	
IDENTIFY MEMBERSHIP IN RELEVANT PROFESSIONAL ORGANIZATIONS:	
LIST BID CONTINGENCIES/CONDITIONS/DEVIATIONS:	
Parking for truck & trailer to be provided Storage for sand/slag	
BID PRICE PER SQUARE FOOT: \$29 ⁰⁰ / Sq Ft	
START DATE: 9/1/2014	END DATE: 9/30/2014
TERMS:	
BID MUST BE FIRM IN ACCORDANCE WITH PLANNED SCHEDULE	F.O.B VILLAGE OF DEXTER

**VILLAGE OF DEXTER – SIDEWALK, DECORATIVE BRICKWORK, SALVAGE AND RESET
STANDARD TERMS AND CONDITIONS**

By submitting a response to this invitation for bid, request for proposal, limited solicitation, or acceptance of a contract, the vendor agrees to acceptance of the following Standard Terms and Conditions and any other provisions that are specific to this solicitation or contract.

ACCEPTANCE/REJECTION OF BIDS, PROPOSALS, OR LIMITED SOLICITATION RESPONSES: The Village reserves the right to accept or reject any or all bids, proposals, or limited solicitation responses, wholly or in part, and to make awards in any manner deemed in the best interest of the Village. Bids, proposals, and limited solicitation responses will be firm for 30 days, unless stated otherwise in the text of the invitation for bid, request for proposal, or limited solicitation.

ACCESS AND RETENTION OF RECORDS: The contractor agrees to provide the Village, or their authorized agents, access to any records necessary to determine contract compliance. The contractor agrees to create and retain records supporting the services rendered or supplies delivered for a period of three years after either the completion date of the contract or the conclusion of any claim, litigation, or exception relating to the contract.

ALTERATION OF SOLICITATION DOCUMENT: In the event of inconsistencies or contradictions between language contained in the Village's solicitation document and a vendor's response, the language contained in the Village's original solicitation document will prevail.

ASSIGNMENT, TRANSFER AND SUBCONTRACTING: The contractor shall not assign, transfer or subcontract any portion of the contract without the express written consent of the department.

COMPLIANCE WITH LAWS: The contractor must, in performance of work under the contract, fully comply with all applicable federal, state, or local laws, rules and regulations. Any subletting or subcontracting by the contractor subjects subcontractors to the same provision.

CONFORMANCE WITH CONTRACT: No alteration of the terms, conditions, delivery, price, quality, quantities, or specifications of the contract shall be granted without prior written consent of the Village of Dexter. Supplies delivered which do not conform to the contract terms, conditions, and specifications may be rejected and returned at the contractor's expense.

E-MAIL/FACSIMILE RESPONSES: E-Mail and Facsimile responses will be not be accepted. Bids, or portions thereof, received after the due time will not be considered.

HOLD HARMLESS/INDEMNIFICATION: The contractor agrees to protect, defend, and save the Village, its elected and appointed officials, agents, and employees, while acting within the scope of their duties as such, harmless from and against all claims, demands, causes of action of any kind or character, including the cost of defense thereof, arising in favor of the contractor's employees or third parties on account of bodily or personal injuries, death, or damage to property arising out of services performed or omissions of services or in any way resulting from the acts or omissions of the contractor and/or its agents, employees, representatives, assigns, subcontractors, except the sole negligence of the Village, under this agreement.

LATE BIDS AND PROPOSALS: Regardless of cause, late bids and proposals will not be accepted and will automatically be disqualified from further consideration. It shall be solely the vendor's risk to assure delivery at the designated office by the designated time. Late bids and proposals will not be opened and may be returned to the vendor at the expense of the vendor or destroyed if requested.

RIGHT TO REJECT: The Village has the right to reject bids and proposals with reason.

PAYMENT TERM: All payment terms will be computed from the date of delivery of supplies or services OR receipt of a properly executed invoice, whichever is later. Unless otherwise noted in the solicitation document, the Village is allowed 30 days to pay such invoices.

TAX EXEMPTION: The Village of Dexter is tax exempt (#38-6004671).

TERMINATION OF CONTRACT: Unless otherwise stated, the Village may, by written notice to the contractor, terminate the contract in whole or in part at any time the contractor fails to perform the contract.

COMPLIANCE WITH WORKERS' COMPENSATION ACT

The Contractor is required to supply the Village of Dexter with proof of compliance with the Workers' Compensation Act while performing work for the Village of Dexter. Neither the Contractor nor its employees are employees of the Village. The proof of insurance/exemption must be in the form of workers' compensation insurance, an independent contractor exemption, or documentation of corporate officer status

and must be received by the Village, within 10 working days of the Notice of Award and must be kept current for the entire term of the contract.

CONTRACTS WILL NOT BE ISSUED TO VENDORS WHO FAIL TO PROVIDE THE REQUIRED DOCUMENTATION WITHIN THE ALLOTTED TIME FRAME.

CONTRACT TERMINATION

Termination for Cause. The Village may, by written notice to the Contractor, terminate this contract in whole or in part at any time the Contractor fails to perform this contract.

INSURANCE REQUIREMENTS -- BID/PROPOSAL

General Requirements: The Contractor shall maintain for the duration of the contract, at its cost and expense, insurance against claims for injuries to persons or damages to property, including contractual liability, which may arise from or in connection with the performance of the work by the Contractor, agents, employees, representatives, assigns, or subcontractors. This insurance shall cover such claims as may be caused by any negligent act or omission. All coverages shall be with insurance companies licensed and admitted to do business in the State of Michigan. All coverages shall be with insurance carriers acceptable to the Village of Dexter, Michigan.

Primary Insurance: The Contractor's insurance coverage shall be primary insurance as respect to the Village, its officers, officials, employees, and volunteers and shall apply separately to each project or location. Any insurance or self-insurance maintained by the Village, its officers, officials, employees or volunteers shall be in excess of the Contractor's insurance and shall not contribute with it.

Specific Requirements for Commercial General Liability: The Contractor shall purchase and maintain occurrence coverage with combined single limits for bodily injury, personal injury, and property damage of \$300,000 per occurrence and \$1,000,000 aggregate per year to cover such claims as may be caused by any act, omission, or negligence of the Contractor or its officers, agents, representatives, assigns or subcontractors. Coverages shall include the following extensions: (a) Contractual Liability; (b) Products and Completed Operations; (c) Independent Contractor's Coverage; (d) Broad Form General Liability Extensions, or equivalent; (e) Deletion of all Explosion, Collapse and Underground (XCU) Exclusions, if applicable.

Additional Insured Status: The Village, its officers, officials, employees, and volunteers are to be covered and listed as additional insureds; for liability arising out of activities performed by or on behalf of the Contractor, including the insured's general supervision of the Contractor; products and completed operations; premises owned, leased, occupied, or used.

Specific Requirements for Automobile Liability: The Contractor shall purchase and maintain coverage with limits of not less than \$300,000 per person (personal injury), \$1,000,000 per accident occurrence (personal injury), and \$100,000 per accident occurrence (property damage), OR combined single limits of \$1,000,000 per occurrence to cover such claims as may be caused by any act, omission, or negligence of the Contractor or its officers, agents, representatives, assigns or subcontractors. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.

Certificate of Insurance/Endorsements: Insurance must be placed with an Insurer with a Best's rating of no less than A-. This insurance must be maintained for the duration of the contract. The Village must receive all required certificates and endorsements within 10 days from the date of the Notice of Award before a contract will be issued. Work may not commence until a contract is in place. The Contractor must notify the Village immediately, and no less than 30 days, of any material change in insurance coverage, such as changes in limits, coverage, change in status of policy, etc. The Village reserves the right to require complete copies of insurance policies at all times.

Proof of Insurance Coverage: The contractor shall provide the Village of Dexter, Michigan, at the time contracts are returned for execution, certificates and policies listed below:

- A. Certificate of Insurance for Worker's Compensation Insurance;
- B. Certificate of Insurance for Commercial Liability Insurance;
- C. Certificate of Insurance for Automobile Liability Insurance;
- D. Original Policy, or Original Binder pending insurance policy, or Owner's & Contractor's Protective Liability Insurance;
- E. If so requested, certified copies of all policies mentioned above will be furnished.

Hold Harmless: (Page HHA-1) of this contract shall be executed by the contractor and submitted no later than 10 days following the Notice of Award and acceptance of the contract.

**SIDEWALK, DECORATIVE BRICKWORK, SALVAGE AND RESET
PROJECT SCOPE**

Project Location: Sidewalks and decorative brick paver area throughout the downtown, as shown on attached aerial map.

Project Description: Work shall be done in accordance with applicable sections of the Michigan Department of Transportation (MDOT) 2012 Standard Specifications for Construction, except as follows. Complete this work according to the Standard Specifications for Construction, Standard Plan R- 28 series and this special provision.

1. **Materials.** Backfill shall consist of limestone leveling sand as specified by the manufacturer.
 - a) Joints shall be backfilled with polymeric sand.
 - b) Brick pavers shall be salvaged, clean bricks from the project site.
2. **Construction.** Prior to removal, document the patterns present within the existing hardscape via drawings, sketches and photographs. Bricks shall be removed in areas designated by the Owner where settlement has occurred.
 - a) Remove existing bricks and clean all surfaces. Bricks shall be free of neoprene, asphalt or other tack coats. Place existing bricks neatly on a loading pallet and store on site. Bricks that are not re-used shall be delivered to a location designated by the Owner.
 - b) Place sufficient additional leveling sand to a depth necessary to elevate the bricks slightly above the surrounding brick or curb prior to compaction. The elevation should be sufficient such that the brick will be flush with the adjoining brick or curb after compaction.
 - c) Reset the salvaged bricks to the original pattern. After placement of brick pavers, compact the tiles using a hand operated mechanical plate compactor until the bricks are flush with surrounding infrastructure.
 - d) Place a layer of polymeric joint sealing sand atop the pavers after compaction and sweep into cracks using a manual push broom. Remove excess and use a blower device to remove remaining dust.
 - e) Lightly spray sanded joints with water ensuring not to wash sand from joints. Protect pavers from foot traffic for 48 hours. If rain is forecasted, the contractor shall cover joints with polyethylene sheeting or tarps to protect joints until proper curing has occurred.
3. **Measurement and Payment.** The completed work as measured for Sidewalk, Decorative Brickwork, Salvage and Reset will be paid for at the contract unit prices for the following contract items (pay items):

<u>Pay Item</u>	<u>Pay Unit</u>
Sidewalk, Decorative Brickwork, Salvage and Reset.....	Square Foot

Sidewalk, Decorative Brickwork, Salvage and Reset shall be measured in place by area in square foot. The area shall be based upon the average length and width measurements as determined in the field by the Engineer. Sidewalk, Decorative Brickwork, Salvage and Reset includes all labor, materials, tools, and equipment necessary to remove, salvage, clean, store, cut and place decorative brickwork and all associated earthwork, sub base and base work.

Contractor Requirements:

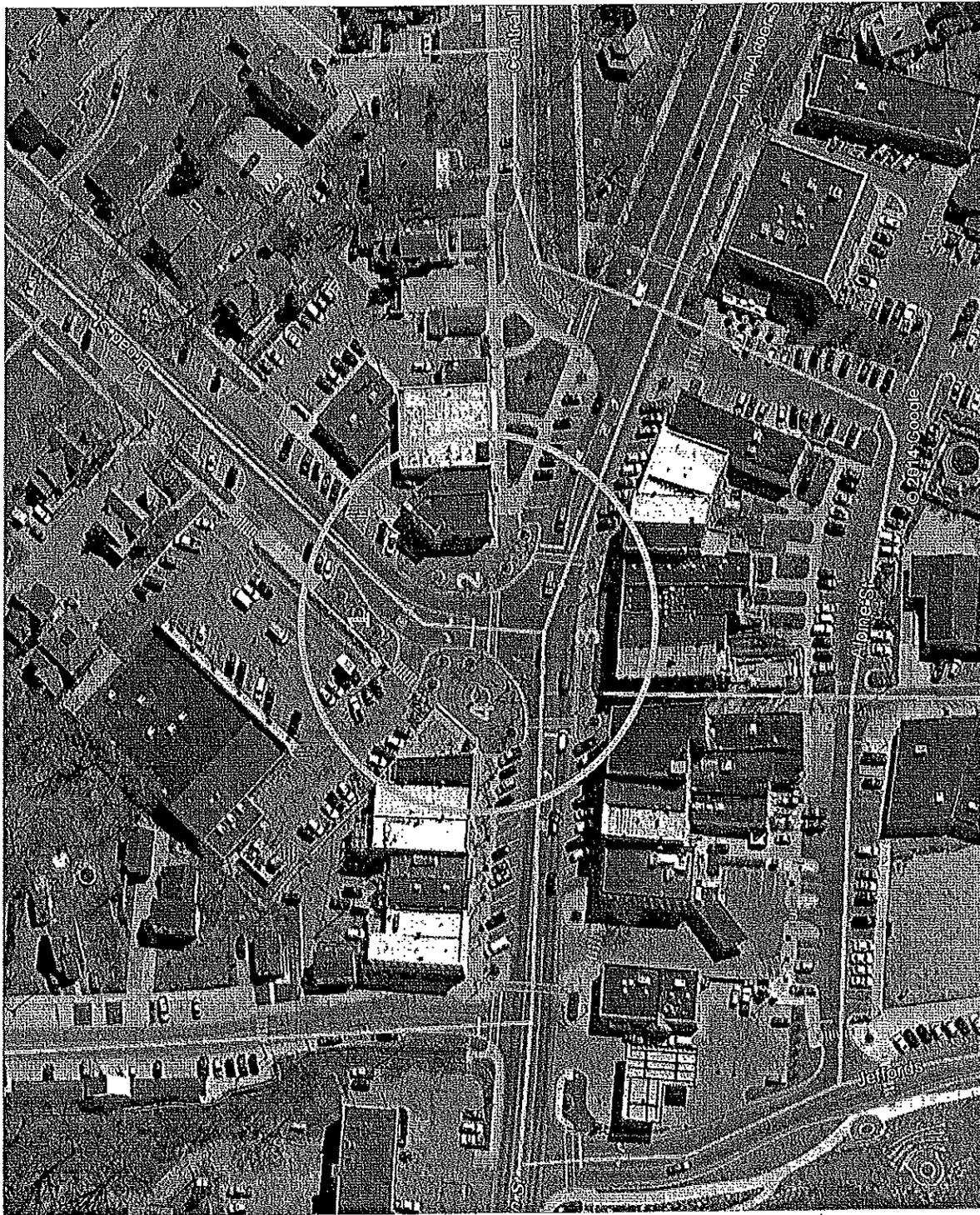
Contractors bidding must be qualified to complete the work as proposed.

Village Staff will perform the inspection of the project.

Scope of Project:

Work to be completed in September 2014.

VILLAGE OF DEXTER SIDEWALK, DECORATIVE BRICKWORK, SALVAGE AND RESET





VILLAGE OF DEXTER

INVITATION TO BID

BID TITLE: SIDEWALK, DECORATIVE BRICKWORK, SALVAGE AND RESET

BID DUE DATE: TUESDAY, JULY 15, 2014 10:00 AM

ISSUING AGENCY INFORMATION

ISSUED BY: Village of Dexter, 8140 Main Street, Dexter, MI 48130

ISSUE DATE: 7-1-2014

RETURN TO:

Village of Dexter
Assistant Village Manager
Courtney Nicholls
8140 Main Street (mailing)
8123 Main Street (drop off)
Dexter, MI 48130

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

Website: www.dextermi.gov

INSTRUCTIONS TO BIDDERS

COMPLETE THE INFORMATION BELOW AND RETURN THIS PAGE WITH YOUR BID AND ANY REQUIRED DOCUMENTS TO THE ADDRESS LISTED ABOVE UNDER "ISSUING AGENCY INFORMATION."

MANDATORY PRE-BID SITE INSPECTION: There will be a mandatory pre-bid site inspection on Tuesday, July 8, 2014 at 10:00 AM.

Alternate Bids: Vendors may submit alternate bids (a bid on services other than specified). Alternate bids are considered only if the vendor is the lowest responsible vendor on their primary bid. Bids must be clearly identified as "Primary" and "Alternate".

BIDDERS MUST COMPLETE THE FOLLOWING

PAYMENT TERMS: NET 30 DAYS

BIDDER NAME/ADDRESS/CERTIFICATIONS:

Margolis Companies
9600 Cherry Hill
Ypsilanti, MI, 48198

DELIVERY DATE:

AUTHORIZED BIDDER SIGNATORY
(print and sign in ink):

Merrill Bumstead
Merrill Bumstead
Project Manager

BIDDER PHONE #: 734-482-0771

BIDDER FAX #: 734-482-3870

BIDDER EMAIL ADDRESS AND WEBSITE:

m.bumstead@margoliscompanies.com

IMPORTANT: SEE STANDARDS AND TERMS

COMPANY NAME: Margolis Companies

PLEASE PROVIDE THE COMPANIES/SUPERVISORS QUALIFICATIONS AND EXPERIENCE PERFORMING SUCH WORK. MUNICIPAL REFERENCES ARE REQUIRED.

"See Attached"

IDENTIFY MEMBERSHIP IN RELEVANT PROFESSIONAL ORGANIZATIONS:

LIST BID CONTINGENCIES/CONDITIONS/DEVIATIONS:

None

BID PRICE PER SQUARE FOOT: 30.⁰⁰

START DATE: September

END DATE: to be determined

TERMS: Net 30 days

BID MUST BE FIRM IN ACCORDANCE WITH PLANNED SCHEDULE

F.O.B VILLAGE OF DEXTER

MARGOLIS NURSERY

Margolis Companies

9600 Cherry Hill Rd., Ypsilanti, MI 48198
Phone (734) 482 0771 Fax (734) 482 3870

Village of Dexter
8140 Main St.
Dexter, MI. 48130

Attn: Courtney Nicholls

Project: Sidewalk, Decorative Brickwork, Salvage and Reset

July 11, 2014

The following is a list of qualifications and references:

A.) References:

Beckett and Raeder Inc., Christy Summers 734-663-2622
Johnson and Hill Assoc., Chet Hill 734-668-7416
University of Michigan, Terry Ramsey 734-647-2031
Lincoln Public Schools, Jeff Allen 734-482-9386
Harley Ellis Deveraux, Debra Axlerod 248-262-1543
Ann Arbor Parks, Amy Kuras 734-994-6230x42590
O'Neal Construction, Will Gordon 734-769-0770
Ann Arbor Forestry, Kerry Gray, 734-794-6430x43703
Washtenaw County Parks, Jeff Dehring 734-971-6337
Phoenix Contracting, Bill Kinley 734-487-9640
Grissim/Metz/Andriese Assoc., Paul Andriese 248-347-7010

B.) List of similar projects of over \$250,000.00:

Fall 2012/Spring 2013 Street Tree Planting
City of Ann Arbor – Systems Planning Unit
Kerry Gray, 734-794-6430x43703, Urban Forestry & Natural Resources Planner

Work Consisted of:

Furnish, Transport and planting trees
Contact Miss Did
Excavation, plant, and backfill each location
Exercise reasonable care to protect existing conditions
Furnish and place mulch
Remove excess material
Water, maintain and guarantee trees

NSF World Headquarters, O'Neal Construction – Will Gordon 769-0770
JJR

Work consisted of:
Grading and topsoil spreading
Plants, trees and shrubs
Irrigation
Seeding and restoration
Strom water mitigation

New Student Center, Turner Construction – Sam Naik 734-480-9803
Beckett and Raeder, Christy Summers, 734-663-2622

Work consisted of:
Grading and topsoil spreading
Plants, trees and shrubs
Complete automatic Irrigation system
Sodding, Seeding and restoration
Wetland mitigation

Mumford High School – Detroit Public Schools,
Turner Construction, Dennis Kelly, 313-410-9378
Hamilton Anderson Associates, Tiffany Brown 313-964-0270

Work consisted of:
Trees, Shrubs, Perennials
Topsoil preparation
Lawn seeding
Athletic field seeding
Athletic skinned infield and warning track surfacing
Clay Pitcher mounds
Clay baseball and softball batter boxes

Evangelical Homes of Michigan, Brecon Village – Memory Support Center
Phoenix Contractors, Mark Hiser 734-487-9640
Harley Ellis Deveraux, Debra Axlerod 248-262-1543

Work Consisted of:
Site Furnishing
Brick Pavers
Complete Irrigation System
Plants, trees, and shrubs
Wetland mitigation
Site clearing, topsoil, and site grading
Sub-drainage, and planting soil

Furstenberg Park – City of Ann Arbor, Amy Kuras 734-994-1827
Pollack Design, Peter Pollack 734-663-9522

Work consisted of:
New parking lot with storm sewer
Concrete Curb and Gutter
Landscaping plants and restoration
Site Furnishing
Slag path and asphalt path
Clearing and grubbing
New water service and electric service
New observation decks
Wetland and prairie restoration

Joan Binkow Residence, Joan Binkow 734-995-1650
Architect, David Michener, 734-665-4826

Work consisted of:
Retaining Walls
Paver walks & drive
Plantings, trees and shrubs
Site grading
Extensive site drainage
Seeding and restoration

List of parks and municipal projects completed by Margolis Companies:

Frisinger Park – City of Ann Arbor
Bader Park – City of Ann Arbor
Bird Hills Park – City of Ann Arbor
Gallup Park – City of Ann Arbor
Jaycee Park No. 1 – City of Lincoln Park
Marion Park – City of Lincoln Park
Lafayette Park – City of Lincoln Park
Youth Center Park No. 3 – City of Lincoln Park
Ford School – Willow Run Schools
Holmes School – Willow Run Schools
Cheney School – Willow Run Schools
Thurston School – Willow Run Schools
Kaiser School – Willow Run Schools
Kettering School – Willow Run Schools
Brown Park – City of Ann Arbor
Burh Park – City of Ann Arbor
Green Briar Park – City of Ann Arbor
Canterbury Mews – Canton Township

Farmington Streetscape Phase VII – City of Farmington
Virginia Park – City of Ann Arbor
Beckley Park – City of Ann Arbor
Urban Sculpture – City of Ann Arbor
Cranbrook Park – City of Ann Arbor
Cloverdale Park – City of Ann Arbor
U of M Athlete Parking – University of Michigan
Baxter Park – City of Ann Arbor
Waymarket Park – City of Ann Arbor
Hoover St. Parking – University of Michigan
West Park – City of Ann Arbor
Belize Park – City of Ann Arbor
Esch Park – City of Ann Arbor
Lillie Park – Pittsfield Township
Mayfield Wildwood Park – City of Ann Arbor
Prospect Park – City of Ypsilanti
Recreation Park – City of Ypsilanti
Reflecting Pool – University of Michigan
Pittsfield School – Ann Arbor Schools
Fuller Pool – City of Ann Arbor
Switching Station – University of Michigan
Medical Center – University of Michigan
Romulus City Hall – City of Romulus
Westland Library – City of Westland
Fuller Rd. Relocation – City of Ann Arbor
Foxfire N., Kelly and Winchell Parks – City of Ann Arbor
N. Main and Huron Highland Parks – City of Ann Arbor
Helipad – University of Michigan
Boone Hall and H.H.S. Building – Eastern Michigan University
Crew Facilities – University of Michigan
Ypsilanti Public Library – City of Ypsilanti
Milan High School Athletic Fields – Milan Schools
Shadford Field – Ypsilanti Public Schools
Elizabeth Park – Wayne County Parks
Riverside Park – City of Ypsilanti
Plymouth Township Park – Plymouth Township
Ypsilanti High School – Ypsilanti Public Schools
Superior Township Hall – Superior Township
Creal Park – City of Ann Arbor
Rose and Ponds Park – City of Ann Arbor
Art School – University of Michigan
Bandemer Park – City of Ann Arbor
Golf Estates Park – Ypsilanti Township

C.) Employee Credentials:

Barry Margolis – President

Barry Margolis grew up with the business and has worked for Margolis Companies for over 40 Years. He has overseen all phases of construction from design to construction. He has experience in building restoration, concrete work, paver installation, and all types of landscaping.

Benjamin Margolis – Sales and Administrative Manager

Benjamin graduated from the Michigan State University with a degree in Horticulture. He grew up with the business and has worked for Margolis Companies during the summers. Since 2009 he has worked full time in sales, design and management.

Merrill Bumstead – Project Manager

Merrill Bumstead worked for Ypsilanti Asphalt Paving Co, for 15 years and is experienced in all phases of asphalt installation. He worked for Ypsilanti Excavating for 10 years and has experience in site preparation, utility installation, building footings, clearing and grubbing, mass grading to fine grading. He has been employed by Margolis Companies Inc. for the past 25 Years and has been Project Manager for the last 15 years.

Butch Wood – Superintendent

Butch Wood worked for Story Bros. For 5 years and has experience in all types of projects from utility installation to building preparation, operating equipment, building construction, and all phases of landscaping. Margolis Companies has employed him for the past 35 years.

Silas Meadows – Superintendent

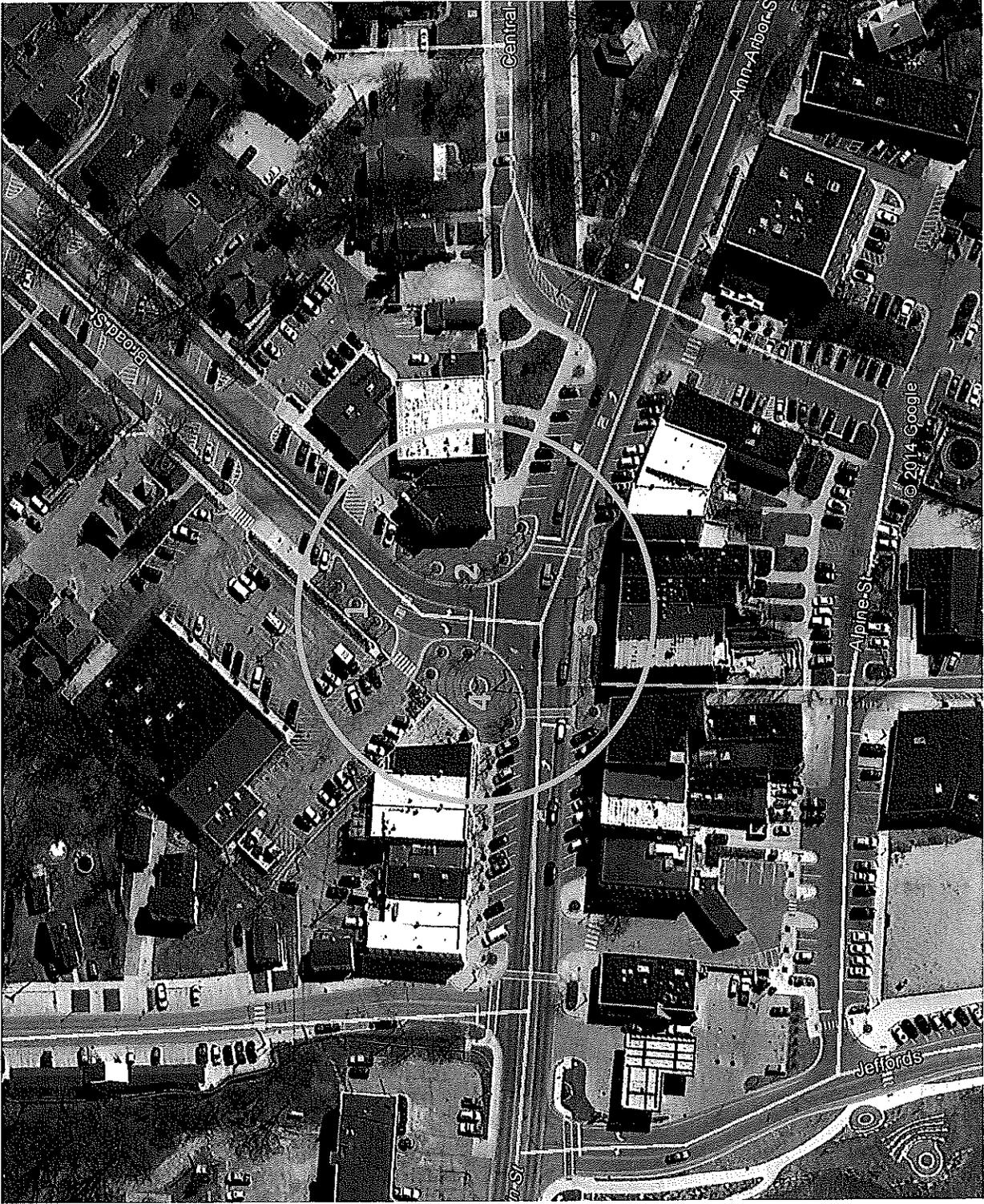
Margolis Companies has employed Silas Meadows for the past 25 years. He has worked his way up from operator to his present position. He has experience in all phases of landscaping, paver and wall installation.

If you need further information feel free to call. (734) 482-0771

Respectfully Submitted

Merrill Bumstead
Project Manager

VILLAGE OF DEXTER SIDEWALK, DECORATIVE BRICKWORK, SALVAGE AND RESET





VILLAGE OF DEXTER - COMMUNITY DEVELOPMENT OFFICE

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

Memorandum

To: Downtown Development Authority
Donna Dettling, Village Manager

From: Michelle Aniol, Community Development Manager

Re: Residential Target Market Analysis

Date: July 16, 2014

As you will recall, I have been coordinating with Nathan Voght at Washtenaw County to identify other communities that would be interested in participating in a joint Residential Target Market Analysis (TMA) grant application. So far one other community has expressed an interest and another one is on the fence. If we can get two communities to participate, the \$10,000 required match would be split 3 ways (i.e. \$3,333 each). If only one other community agrees to participate, we would each pay \$5,000 in matching funds. We are planning a conference call to finalize commitments, hopefully by the end of this week.

I would be remiss if I didn't mention that if it turns out that the information provided through the TMA can be used elsewhere in the Village, Village Council would be willing to share the cost with the DDA. Unfortunately I didn't have confirmation in time for your packet, but I am hoping to have it by your meeting.

In anticipation of at least one other community participating in the joint grant application, I respectfully request the DDA authorize our participation in an amount not to exceed \$5,000.



VILLAGE OF DEXTER – COMMUNITY DEVELOPMENT OFFICE

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

Memorandum

To: Downtown Development Authority
Donna Dettling, Village Manager

From: Michelle Aniol, Community Development Manager

Re: Report

Date: July 17, 2014

REDEVELOPMENT READY UPDATE

1. Village Council approved Memorandum of Understanding with the MEDC and Resolution Regarding the Village's Participation in the RRC Program at its meeting on Monday, July 14th.
2. **RRC Baseline Assessment Study:** The Village Manager and I met with a student from Wayne State University on June 26, 2014, as part of the RRC Baseline Assessment Study.
3. **RRSite Development Feasibility Study:** University of Michigan professor and real estate developer Peter Allen and his students toured downtown, including the DAPCO and Schulz sites on Tuesday, July 8th. You can expect a presentation of their report mid to late August. Sam Short has offered to host the presentation at the Beer Grotto . Stay tuned for details.
4. **Target Market Analysis.** As you will recall, I have been coordinating with Nathan Voght at Washtenaw County to identify other communities that would was to participate in a joint TMA grant application. So far one other community has expressed an interest and one other one is on the fence. We are planning a conference call to finalize commitments. In the meantime, I plan to ask the DDA to authorize our participation in an amount not to exceed \$5,000.

SPECIAL ZBA MEETING

As you will recall, the text amendment to the zoning ordinance, which the Village Council is scheduled to consider on July 14, 2014, came about because an existing homeowner/child care provider desired to expand her business/operation from a maximum of 6 children to a maximum of 12 children. Unfortunately, the homeowner/child care provider will not be able to meet one the standards recommended by the Planning Commission. That standard is the one half acre minimum lot area. Consequently, the homeowner/child care provider must apply for a 11,980 sq. ft. variance to allow for a minimum lot area of 9,800 sq. ft. Due to the public notification requirements the regular ZBA meeting time, July 21st (3rd Monday of the Month) won't work. To complicate matters, the homeowner/child care provider must apply for her license 45 days prior to Sept 23, 2014, therefore waiting until your August meeting isn't a viable alternative.

Therefore I have asked the members of the ZBA to 1) allow me to schedule a special ZBA meeting for Thursday, July 31st at 7:00 pm, and 2) to let me know their availability to attend this special meeting. If the ZBA grants the variance, the Planning Commission will consider an application for Special Use Approval at its meeting in August and the Village Council can anticipate seeing the item on its agenda in August, as well.

UPDATE TO ADMINISTRATIVE REVIEW NOTIFICATION-Dexter Crossing Commercial

Enclosed you will find the following document's associated with the administrative review notification sent out July 1, 2014:

- Dexter Crossing Associates, LLC Application for Major or Minor Site Plan Amendment Request.;
- Site Plan, received 6/26/2014;
- Revised Site Plan, received 7/3/2014;
- Excerpt of Modified Area Plan Dexter Crossing Commercial, approved 12/10/2012; and
- Notification Memorandum, dated July 1, 2014.

The July 1st notification to the Planning Commission and Village Council indicated that administrative approval was subject to the following 3 conditions:

1. A 10-foot wide landscaped buffer planted with two (2) deciduous trees and twelve (12) shrubs shall be provided, in accordance with the standards set forth in Section 6.04 Required Parking Lot Screening, sub-section A, Required Parking Lot Screening from Public Streets; and
2. Parking spaces shall measure 9 feet x 18 feet, in accordance with the standards set forth in Section 5.06, sub-section B; and
3. At least one (1) of the additional parking spaces shall be barrier free.

The applicant submitted a revised plan that satisfied the conditions of approval and in the process proposed improvements to barrier-free access located in front of the primary entrance to the clinic, thus providing a sound alternative to making one (1) of the six (6) spaces barrier-free.

REQUEST TO PERMIT OFF-STREET PARKING WITHIN THE REQUIRED FRONT YARD SETBACK

On Monday, July 7, 2014 the Planning Commission considered a request from the Community Development Manager to permit off-street parking within the front yard setback, along Bishop Circle W, for 2555 Bishop Circle W.

Based on the authority vested to the Planning Commission in Section 5.01, sub-section A of the Village Zoning Ordinance, and the information provided to the Planning Commission by the Community Development Manager on July 7, 2014, the Planning Commission APPROVED the request to permit off-street parking within the front yard setback, along Bishop Circle W, for 2555 Bishop Circle W, subject to the following condition:

- Landscaping must be provided in accordance with Article VI of the Village Ordinance.

BACKGROUND

As you will recall, MC3, a leading innovator in medical device design and development, purchased the former ReCellular property at 2555 Bishop Circle, with the intent of moving its operations from Ann Arbor. I recently met with to discuss MC3's plans for the site.

According to Allison Bishop, Property Manager, A. R. Brouwer, MC3 plans to incubate startup companies in its business accelerator, and provide shared access to MC3's broad array of technical capabilities. As these start-ups outgrow MC3's accelerator, not only do they become potential tenants for the Park, but they become part of MC3's supply chain.

To implement this plan and showcase the site as a premier research and development facility, MC3 envisions a number of improvements to the property and building. These improvements would include a pronounced glass entrance lobby and vestibule on the south side of the building (facing Bishop Cir W) to welcome visitors and guests. In addition, significant improvements would be completed to site landscaping, as well as the parking lots to improve pedestrian access. The façade and building improvements, combined with the landscaping and parking lot improvements would not only improve the appearance of the building, but they would also improve the entrance and image of the entire Dexter Business Research Park.

The above referenced site and building improvements would be reviewed administratively, in accordance with Section 21.06 of the Zoning Ordinance. However, the proposed parking lot improvements would result in the lot encroaching approximately 11 feet into the required front

yard. According to Section 5.01, sub-section A, off-street parking spaces may be located within a non-required side or rear yard and within the rear yard setback unless otherwise provided in the Ordinance. Off-street parking shall not be permitted within a front yard unless permitted by the Planning Commission.

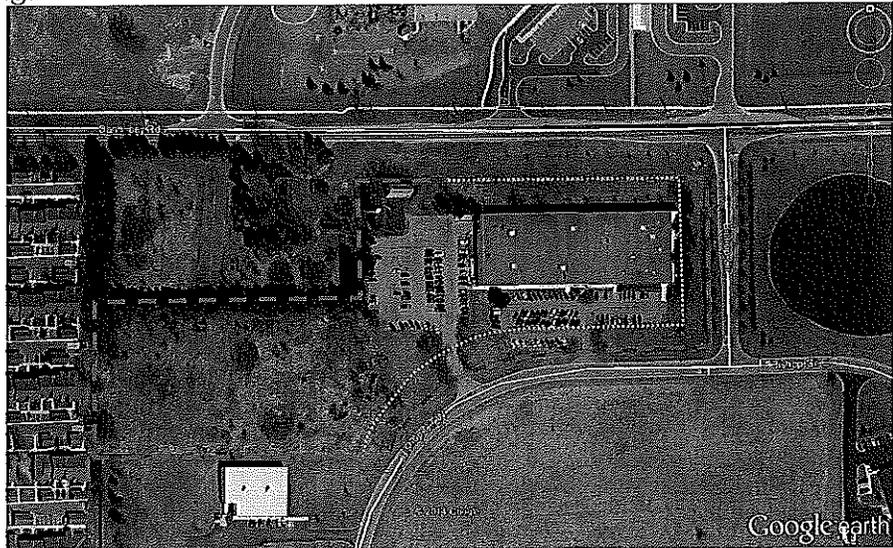
FINDINGS

A review of the development history for this property verified that the original parking lot was approved and constructed in the late 1980's. The current village zoning ordinance, with the restriction on off-street parking in the required front yard, wasn't established until 1995, when the village adopted an entire new zoning ordinance.

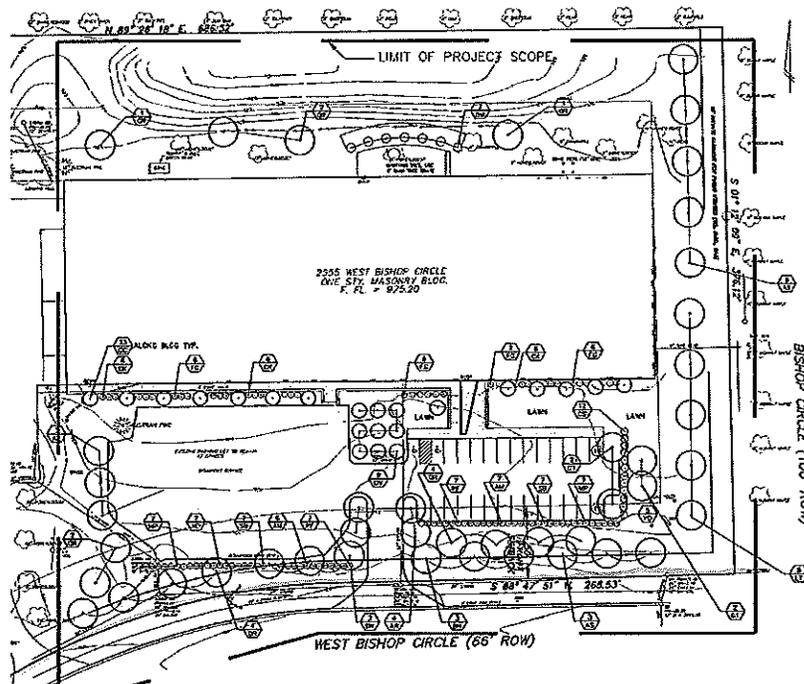
An expansion of off-street parking at the facility was approved (administratively) in 1999. A note on the final zoning compliance application states:

"New parking lot was installed prior to application/permit issuance. Although current zoning ordinance does not permit parking in the front yard setback, 1) the lot is already built, 2) the additional parking is desperately needed by Pilot (Industries), and 3) additional landscaping will be provided to screen the parking."

The subject site has 3 front yards; 1) Dan Hoey Rd, 2) Bishop Circle and 3) Bishop Circle W. As you can see from the aerial photo below, a portion of the parking lot is located within the front yard setback (along Bishop Cr W), but that portion of the parking lot, adjacent to the right, is not currently located within the front yard setback. The proposed vestibule would require the portion that is not currently located in the front yard setback to encroach approximately 11 feet into the front yard. The dashed purple line identifies the property boundary; the dashed red line identifies the road right-of-way; and the dotted yellow line demonstrates the location of the front yard setback.



Currently, the existing parking lots are not adequately screened from Bishop Circle W. With the proposed landscaping improvements, both parking lots would be screened from Bishop



A.R. BROWNER 744 SOUTH 1ST AVENUE ANCHORAGE, ALASKA 99501 PHONE: 907-562-7788 FAX: 907-562-7789 www.washington-engineering.com	DATE: _____ SCALE: _____ SHEET: _____
LANDSCAPE PLAN	
15 BISHOP CIRCLE ST IMPROVEMENTS	

Circle W, as shown in the concept plan to the right.

VICTORIA CONDOMINIUM UPDATE

Council granted conditional approval of the Combine Site Plan for Victoria Condominiums at Dexter Crossing on Monday, July 14, 2014.