

**THE VILLAGE OF DEXTER  
VILLAGE COUNCIL MEETING**

**Monday, September 14, 2009**

**\*\*\*\*\*7:30pm\*\*\*\*\***

**Dexter Senior Center, 7720 Dexter Ann Arbor Road**

**A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

<b>B. ROLL CALL:</b> President Keough	J. Carson	P. Cousins
	D. Fisher	J. Semifero
	J. Smith	R. Tell

**C. APPROVAL OF THE MINUTES**

1. Regular Council Meeting Minutes – August 24, 2009

**Page # 1-6**

**D. PRE-ARRANGED PARTICIPATION:**

*Pre-arranged participation will be limited to those who notify the Village office before 5:00 p.m. Tuesday of the week preceding the meeting, stating name, intent and time requirements. (10-minute limit per participant)*

**E. APPROVAL OF AGENDA:**

**F. PUBLIC HEARINGS**

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

Berry & Associates request for Industrial Facilities Tax Exemption

**ACTION - Consideration of: RESOLUTION APPROVING THE REQUEST FROM BERRY & ASSOCIATES FOR AN INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE FOR REAL AND PERSONAL PROPERTY**

**Page # 7-20**

*"This meeting is open to all members of the public under Michigan Open Meetings Act."*

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**G. NON-ARRANGED PARTICIPATION:**

*Non-arranged participation will include those in the audience not listed on the agenda that wish to speak. At the Village President's discretion, members of the audience may be called on to speak at any time. Those addressing the Council will state their name, and address. This section is limited to 5-minutes per participant or 10-minutes for group representatives.*

**H. COMMUNICATIONS:**

1. Upcoming Meeting List
2. Comcast Letter
3. August Citation Report

**Page # 21-28**

**I. REPORTS:**

1. Community Development Manager – Allison Bishop **Page # 29-52**
2. Economic Development Consultant – Shawn Ferguson **Page # 53-68**
3. Assistant Village Manager – Courtney Nicholls **Page # 69-122**
4. Board, Commission, & Other Reports- “Bi-annual or as needed”  
**Arts, Culture & Heritage Committee Representatives – Audrey Becker/Paul Cousins**  
Chelsea Area Planning Team / Dexter Area Regional Team  
Dexter Area Chamber  
Dexter Area Fire Department Representative  
Downtown Development Authority Chair  
Farmers Market Representative  
Gordon Hall Mgmt Team Representative  
Huron River Watershed Council Representative  
Library Board Representative  
Parks & Recreation Commission  
Planning Commission Chair  
Tree Board Chair  
Washtenaw Area Transportation Study Policy Committee Rep  
Western Washtenaw Area Value Express Representative

**Page # 123-128**

*“This meeting is open to all members of the public under Michigan Open Meetings Act.”*

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5. Subcommittee Reports - None

6. Village Manager Report

**Page # 129-136**

7. President's Report

**Page # 137-138**

**J. CONSENT AGENDA**

*Bills & Payroll will be a standing item under consent agenda. Discussion of the Budget and Financial matters will be covered under the Presidents Report as a standing item. Items under consent agenda are considered routine and will be acted upon in one motion. There will be no separate discussion of these items unless a Council Member so requests, and the item will be removed from Consent and added to the regular agenda at the end of New Business.*

1. Consideration of: Bills & Payroll in the amount of: \$279,707.11

**Page # 139-146**

2. Consideration of: Request from the Dexter Lions to use Monument Park and close Central Street between Main and 5<sup>th</sup> for Apple Daze from 8 a.m. to 5 p.m. on October 3, 2009

**Page # 147-148**

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

1. Discussion of: Main Street Bridge Phase II Funding Updates

2. Discussion of: Facilities – Information should be available for 9-28-09 meeting

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

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1. Consideration of: Resolution in Support of Incorporation as a Home Rule City  
**Page # 149-162**
  
2. Consideration of: Dexter Retail/Mixed Use Office Combined Site Plan  
Colorbok Redevelopment Phase 1  
**Page # 163-192**
  
3. Consideration of: Amendment to Zoning Ordinance, Section 20, Schedule of  
Regulations  
**Page # 193-196**
  
4. Discussion of: Potential Funding Opportunity for Mill Creek Park  
**Page # 197-204**
  
5. Discussion of: Town Hall Meeting  
**Page # 205-206**

**M. COUNCIL COMMENTS**

**N. NON-ARRANGED PARTICIPATION**

*Same as item F. Those addressing the Council will state their name, and address. This section is limited to 5-minutes per participant or 10-minutes for group representatives.*

**O. ADJOURNMENT**

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DEXTER VILLAGE COUNCIL  
REGULAR MEETING  
MONDAY, AUGUST 24, 2009

AGENDA 9-1409  
ITEM C-1

**A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

The meeting was called to order at 7:30 by President Keough in the Dexter Senior Center located at 7720 Dexter Ann Arbor Rd. in Dexter, Michigan

**B. ROLL CALL:** President Keough

J. Carson	P. Cousins
D. Fisher	J. Semifero
J. Smith	R. Tell

**C. APPROVAL OF THE MINUTES**

Regular Council Meeting Minutes - August 10, 2009

Motion Fisher; support Smith to approve the Regular Council Minutes of August 10, 2009 with the following corrections:

Page 2, I-4 change \$9000 to \$19,000 and add other volunteers along with Milligan Landscaping

Unanimous voice vote for approval

**D. PREARRANGED PARTICIPATION**

Fred Eaton of Comcast gave a presentation on the Comcast digital network enhancement and the need for more HD channels by converting analog channels to digital. Mr. Eaton also answered questions regarding service and conversion.

**E. APPROVAL OF THE AGENDA**

Motion Smith; support Fisher to approve the agenda with two changes, move item J-2, Request from Webster Fall Festival to L-6 and item K-2, Discussion of Facilities to L-7.

Unanimous voice vote for approval

**F. PUBLIC HEARINGS**

None

**G. NON-ARRANGED PARTICIPATION**

Mark Ouimet, County Commissioner, gave an update regarding the Washtenaw County budget with a reduction of nearly \$30,000,000. Commissioner Ouimet also gave high praise to the Village for the community facilities; the Fire Department, Warrior Creek Park and the Library and their walkability.

**H. COMMUNICATIONS:**

1. Upcoming Meeting List
2. Update on Wireless Washtenaw
3. Washtenaw County Weatherization Program

## **I. REPORTS**

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

Library Board Representative – Pat Cousins

Mrs. Cousins reported that the Library has just about wrapped up summer activities. Mrs. Cousins passed out a 5-year summary of Library statistics for June showing a marked increase of attendance and circulation with the new facility bringing over 72,000 people to the Central Business District. Mrs. Cousins mentioned that 3300 attended the Summer programs and she highlighted a variety of programs coming in the Fall. Mrs. Cousins reminded Council that her Library Board term comes up in October and she requested that Council consider reappointing her to the board.

### **2. Subcommittee Reports - None**

### **3. Village Manager Report**

Mrs. Dettling submits her report as per packet. In addition Mrs. Dettling announced that the August 27<sup>th</sup> meeting on Asset Management has been cancelled and will be rescheduled for the Fall. Mrs. Dettling gave an update on the transportation meeting with the schools on August 19<sup>th</sup> and September 16<sup>th</sup> was selected as the date for a joint meeting with School officials on transportation issues. Mrs. Dettling explained the Baker Road pavement marking and bicycle lane marking at an additional cost of \$500. The question was raised as to the time line of the Forest Street Project and when will it be done.

### **4. President’s Report**

Mr. Keough submits his report as per packet. In addition Mr. Keough gave an update on the awarding of the Jeffords Phase II and Mill Creek Plaza to E.T. McKenzie, reported on Dexter Daze activities and suggested placing signage at all cross walks to slow traffic, and attended the Dexter Area Fire Department meeting on August 20<sup>th</sup>.

## **J. CONSENT AGENDA**

### **1. Consideration of: Bills and Payroll in the amount of \$446,379.52**

Motion Fisher; support Smith to approve item 1 of the consent agenda as presented.

Unanimous voice vote for approval

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

### **1. Discussion of: Main Street Bridge Phase II Funding Updates**

Mr. Carson reported that the URS report has been obtained and that they are beginning to move ahead.

2. Consideration of: Indefinite postponement of the request for up to \$950 to participate in the Land Information Access Association (LIAA) Grant Application through the Dexter Area Regional Team/Chelsea Area Planning Team (CAPT/DART)

Postponement - Motion Semifero; support Fisher to postpone the request of \$950 to participate in the Land Information Access Association Grant Application until the next meeting. (8-10-2009)

Adopted Unanimously

Motion Fisher; support Fisher to postpone indefinitely the request of \$950 to participate in the Land Information Access Association Grant Application and remove such item from the agenda.

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

Nays: None

Motion carries

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

1. Consideration of: Drinking Water Revolving Fund Bond Notice of Intent

Motion Fisher; support Semifero to approve the resolution of the Notice of Intent for the Drinking Water Revolving Fund Bond in an amount not to exceed Three Million One Hundred Thousand Dollars (\$3,100,000) for the purpose of paying for all or part of the cost of acquiring and constructing additions, extensions and improvements to the Village's water system and issued without a vote of the electors unless a petition requesting such a vote by not less than 10% of the registered electors is filed with in forty-five (45) days after the publication of the notice.

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

Nays: None

Motion carries

2. Consideration of: Amendment to Scope of Services from Orchard, Hiltz & McCliment for services related to the 2010 Water System Improvement Project

Motion Smith; support Carson to approve the amendment to Scope of Services from Orchard, Hiltz & McCliment for service related to the 2010 Water System Improvement Project not to exceed \$41,000.

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

Nays: None

Motion carries

3. Consideration of: Scope of Services from Orchard, Hiltz & McCliment for design

Services relative to the Village's \$120,000 American Recovery  
And Reinvestment Act Funds

Motion Smith; support Semifero to accept the proposal from Orchard, Hiltz and McCliment for Scope of Services relative to the Village's \$120,000 American Recovery and Reinvestment Act Funds not to exceed \$18,500 for a total project cost of \$205,000.

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

Nays: None

Motion carries

4. Discussion of: Fire Service  
Update from August 17, 2009 Chelsea Area Planning Team/  
Dexter Area Regional Team (CAPT/DART) meeting  
Update from August 20, 2009 Dexter Area Fire Board meeting

President Keough reported on the August 17<sup>th</sup> Chelsea Area Planning Team/Dexter Area Regional Team meeting and Trustee Tell reported on the August 20<sup>th</sup> Dexter Fire Board Meeting.

5. Discussion of: Town Hall Meeting

Ms. Nicholls asked for a topic for the October 7<sup>th</sup> Town Hall Meeting. Community Walkability was suggested as the topic and to do a joint presentation with Dexter Schools.

6. Consideration of: Request from Webster Fall Festival to place a banner on the fence next to the Fire Department from September 14, 2009 to September 26, 2009

Motion Fisher; support Smith to approve the request from Webster Fall Festival to place a banner on the fence next to the Fire Department from September 14, 2009 to September 26, 2009.

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

Nays: None

Motion carries

At 9:50 pm a recess was taken and the meeting re-convened at 9:55 pm

7. Discussion of: Facilities

Discussion followed on possible Village Hall facilities and possible modifications to improve existing facilities. It was mentioned that a site on Baker Road was again offered for \$175,000.

Motion Smith; support Fisher to designate 8140 Main Street as the future site of the Village of Dexter offices.

Ayes: Cousins, Fisher, Smith, Semifero, Tell, Carson, Keough

Nays: None

Motion carries

**M. COUNCIL COMMENTS**

Semifero	None
Fisher	None
Smith	None
Jones	None
Cousins	The Cancer Benefit on August 22 for Chelsea Community Hospital raised over \$25,000
Carson	None
Tell	None

**N. NON-ARRANGED PARTICIPATION**

None

**O. ADJOURNMENT**

Motion Smith; support Fisher to adjourn at 11:31 pm.

Unanimous voice vote for approval

Respectfully submitted,

Carol J. Jones  
Clerk, Village of Dexter

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



NOTICE OF PUBLIC HEARING  
INDUSTRIAL FACILITIES TAX EXEMPTION CERTIFICATE  
DEXTER VILLAGE COUNCIL

The Dexter Village Council will hold a public hearing **Monday, September 14, 2009** at 7:30 p.m. at the Dexter Senior Center, 7720 Dexter-Ann Arbor Road, Dexter, Michigan. The purpose of the hearing is to receive public input on an application filed by **Berry & Associates, Inc. located at 2434 Bishop Circle East, Dexter Michigan**, for an Industrial Facilities Tax Exemption Certificate.

Berry & Associates, Inc. is a research and production facility, which provides small to medium quantities of specialty chemicals to researchers around the world. The project consists of a 2,670 square foot addition costing approximately \$450,000 with about \$100,000 in new personal property. The exemption would apply to approximately \$550,000.00 in Real and Personal property investment at their facility located in Dexter Michigan.

The application is on file and available for review at the Village Office, 8123 Main Street, 2<sup>nd</sup> Floor of the National City Bank Building, Dexter, Michigan, weekdays between 9:00 a.m. and 5:00 p.m. Written comments regarding this project should be submitted to the Village Manager, and must be received no later than 5:00 p.m. **Tuesday, September 8, 2009.**

Donna Dettling  
Village Manager

Publish: August 13, 2009

RESOLUTION # 2009

RESOLUTION APPROVING THE REQUEST FROM  
BERRY & ASSOCIATES FOR AN INDUSTRIAL  
FACILITES EXEMPTION CERTIFICATE FOR REAL  
AND PERSONAL PROPERTY INVESTMENTS  
LOCATED AT 2434 BISHOP CIRCLE EAST,  
DEXTER MI

The following resolution was offered by Member \_\_\_\_ and supported by Member \_\_\_\_.

WHEREAS, pursuant to P.A. Act 198 of 1974, M.C.L. 207.551 et seq., after duly noticed public hearing held on May 26, 1987, the Council by resolution established the Dexter Business and Research Park Industrial Development District; and

WHEREAS, *Berry & Associates*, has filed an application for an Industrial Facilities Exemption Certificate with respect to real and personal property investment of \$550,000.00 for their 2,670 square foot addition and purchase of new equipment to be used in their facility located in the Dexter Business and Research Park Industrial Development District; and

WHEREAS, before acting on said application, the Village of Dexter held a hearing on September 14, 2009 at the Dexter Senior Center, 7720 Dexter-Ann Arbor Street, Dexter Michigan at 7:30 p.m., at which the applicant, the Assessor and a representative of each of the affected taxing units were given written notice and were afforded an opportunity to be heard on said application; and

WHEREAS, *completion of the proposed investment* is calculated to and will at the time of issuance of the certificate have the reasonable likelihood to retain, create or prevent the loss of employment in the Village of Dexter; and

WHEREAS, the aggregate SEV of real and personal property exempt from ad valorem taxes within the Village of Dexter, after granting this certificate, will not exceed 5% of an amount equal to the sum of the SEV of the unit, plus the SEV of personal and real property this exempted.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE VILLAGE OF DEXTER THAT:

1. The Council finds and determines that the granting of the Industrial Facilities Exemption Certificate considered together with the aggregate amount of certificates previously granted and currently in force under Act No. 198 of the Public Acts of 1974 and Act No. 255 of the Public Acts of 1978, shall not have the effect of substantially impeding the operation of the Village of Dexter, or impairing the financial soundness of a taxing unit which levies ad valorem property taxes in the Village of Dexter.

**RESOLUTION # -2009**

**Page 2 of 2**

2. The application of *Berry & Associates, Inc.* for an Industrial Facilities Exemption Certificate with respect to personal property investment of \$550,000.00 for their 2,670 square foot addition and the purchase of new equipment to be used in their facility located at the following address situated within the Dexter Business and Research Park Industrial Development District, to wit

2434 Bishop Circle East, Dexter MI 48130

be approved as submitted.

3. The Industrial Facilities Exemption Certificate when issued shall be and remain in full force and effect for a period of 6 (six) years. The applicant shall remain within the Village of Dexter during the period of time for which the individual applications for abatement has been approved. **If the applicant relocates within this period of time, the applicant shall pay to the affected taxing units an amount equal to those taxes it would have paid had the abatement not been in effect.**

AYES:

ABSENT:

**RESOLUTION DECLARED ADOPTED**

**THIS DAY OF, 2009**

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Carol J. Jones, Village Clerk

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the Council of the Village of Dexter, County of Washtenaw, State of Michigan, at a regular meeting held on the day of 2009, with a duly noticed public hearing held on September 14, 2009.

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Carol J. Jones, Village Clerk

# Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 198 of 1974, as amended. Filing is mandatory.

**INSTRUCTIONS:** File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy). One copy is retained by the clerk. If you have any questions regarding the completion of this form or would like to request an informational packet, call (517) 373-3272.

To be completed by Clerk of Local Government Unit	
Signature of Clerk <i>Carol J. Jones</i>	Date received by Local Unit <b>7-20-09</b>
STC Use Only	
Application Number	Date Received by STC

**APPLICANT INFORMATION**  
All boxes must be completed.

1a. Company Name (Applicant must be the occupant/operator of the facility) <b>BERRY + ASSOCIATES, INC</b>		1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) <b>2833</b>	
1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) <b>2434 BISHOP CIRCLE EAST</b>		1d. City/Township/Village (indicate which) <b>DEXTER</b>	1e. County <b>WASHTENAW</b>
2. Type of Approval Requested <input checked="" type="checkbox"/> New (Sec. 2(4)) <input type="checkbox"/> Transfer (1 copy only) <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Rehabilitation (Sec. 3(1)) <input type="checkbox"/> Research and Development (Sec. 2(9))		3a. School District where facility is located <b>DEXTER</b>	3b. School Code <b>81050</b>
		4. Amount of years requested for exemption (1-12 Years) <b>6</b>	

5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed.  
  
**SEE ATTACHED**

6a. Cost of land and building improvements (excluding cost of land)..... * Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.	<b>450,000</b> Real Property Costs
6b. Cost of machinery, equipment, furniture and fixtures..... * Attach itemized listing with month, day and year of beginning of installation, plus total	<b>100,000</b> Personal Property Costs
6c. Total Project Costs..... * Round Costs to Nearest Dollar	<b>550,000</b> Total of Real & Personal Costs

7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.

	Begin Date (M/D/Y)	End Date (M/D/Y)	
Real Property Improvements	▶ <u>07/20/09</u>	▶ <u>12/31/09</u>	▶ <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased
Personal Property Improvements	▶ <u>07/20/09</u>	▶ <u>12/31/09</u>	▶ <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased

8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption.     Yes     No

9. No. of existing jobs at this facility that will be retained as a result of this project. <b>14</b>	10. No. of new jobs at this facility expected to create within 2 years of completion. <b>2</b>
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11. Rehabilitation applications only. Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.

a. TV of Real Property (excluding land) .....

b. TV of Personal Property (excluding inventory) .....

c. Total TV .....

12a. Check the type of District the facility is located in:

Industrial Development District       Plant Rehabilitation District

12b. Date district was established by local government unit (contact local unit) <b>5/26/1987</b>	12c. Is this application for a speculative building (Sec. 3(8))? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
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**APPLICANT CERTIFICATION - complete all boxes.**

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name <b>JULIE OLSON</b>	13b. Telephone Number <b>734 426 3787</b>	13c. Fax Number <b>734 426 9077</b>	13d. E-mail Address <b>juliaolson@berrypress.com</b>
14a. Name of Contact Person <b>JULIE OLSON</b>	14b. Telephone Number <b>734 426 3787</b>	14c. Fax Number <b>734 426 9077</b>	14d. E-mail Address <b>J</b>
15a. Name of Company Officer (No Authorized Agents) <b>DAVID A BERRY</b>			
15b. Signature of Company Officer (No Authorized Agents) <i>David A Berry</i>		15c. Fax Number <b>734 426 9077</b>	15d. Date <b>7/17/09</b>
15e. Mailing Address (Street, City, State, ZIP Code) <b>2434 BISHOP CIRCLE E</b>		15f. Telephone Number <b>734 426 3787</b>	15g. E-mail Address <b>daberry@berrypress.com</b>

**LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.**

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

<p>16. Action taken by local government unit</p> <p><input type="checkbox"/> Abatement Approved for _____ Yrs Real (1-12), _____ Yrs Pers (1-12) After Completion <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Denied (Include Resolution Denying)</p>	<p>16b. The State Tax Commission Requires the following documents be filed for an administratively complete application:</p> <p><b>Check or Indicate N/A if Not Applicable</b></p> <p><input type="checkbox"/> 1. Original Application plus attachments, and one complete copy</p> <p><input type="checkbox"/> 2. Resolution establishing district</p> <p><input type="checkbox"/> 3. Resolution approving/denying application.</p> <p><input type="checkbox"/> 4. Letter of Agreement (Signed by local unit and applicant)</p> <p><input type="checkbox"/> 5. Affidavit of Fees (Signed by local unit and applicant)</p> <p><input type="checkbox"/> 6. Building Permit for real improvements if project has already begun</p> <p><input type="checkbox"/> 7. Equipment List with dates of beginning of installation</p> <p><input type="checkbox"/> 8. Form 3222 (if applicable)</p> <p><input type="checkbox"/> 9. Speculative building resolution and affidavits (if applicable)</p>
16a. Documents Required to be on file with the Local Unit <b>Check or Indicate N/A if Not Applicable</b>	
<p><input type="checkbox"/> 1. Notice to the public prior to hearing establishing a district.</p> <p><input type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing.</p> <p><input type="checkbox"/> 3. List of taxing authorities notified for district and application action.</p> <p><input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.</p>	
16c. LUCI Code	16d. School Code <b>81050</b>
17. Name of Local Government Body <b>Village of Dexter</b>	18. Date of Resolution Approving/Denying this Application

Attached hereto is an original and one copy of the application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time.

19a. Signature of Clerk	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

Local Unit: Mail one original and one copy of the completed application and all required attachments to:

**State Tax Commission  
Michigan Department of Treasury  
P.O. Box 30471  
Lansing, MI 48909-7971**

(For guaranteed receipt by the STC, it is recommended that applications are sent by certified mail.)

STC USE ONLY				
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal

Berry & Associates is a research and production facility (located at 2434 Bishop Circle E, Dexter, MI 48130) which provides small to medium quantities of specialty chemicals to researchers around the world. The existing facility is approximately 6,300 sq ft and consists of scientific laboratories, offices, and storerooms.

The addition (2,670 sq ft) to the existing building will house the following functions:

- 1) lunch room
- 2) meeting room
- 3) storeroom for non-chemical lab supplies
- 4) packaging room
- 5) single laboratory

The personal property which will be added as a result of the addition will include:

- 1) tables and chairs for lunch and meeting rooms
- 2) shelving for storeroom, packaging room and laboratory
- 3) appliances and cabinets for lunch room
- 4) laboratory benches, hood and scientific equipment.

**VILLAGE OF DEXTER  
P.A. 198 INDUSTRIAL FACILITIES EXEMPTION  
TAX ABATEMENT FORM  
PERSONAL PROPERTY**

**Company:** Berry & Associates

**SECTION 1. INVESTMENT**

**A. Personal Property**

<b>1</b>	<b>Equipment</b>	Cost of machinery and equipment: \$	
		Cost of furniture & fixtures: \$	100,000.00
		Total: \$	<u>100,000.00</u>

Add (1) point for each \$20,000 of the first \$1,000,000 in personal property investment.

5

(Max 50)

Add (1) point for each \$160,000 of the remaining personal property investment.

0

(Max 25)

**Total Section 1 Points**

5

(Max 75)

**SECTION 2. EMPLOYMENT**

**A. Jobs**

<b>1</b>	Number of Jobs retained	<u>14</u>	X	0.5	=	
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7

(Max 25)

<b>2</b>	Number of New Jobs	<u>2</u>	X	0.5	=	
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1

(Max 25)

**Total Section 2 Points**

8

(Max 25)

**VILLAGE OF DEXTER  
P.A. 198 INDUSTRIAL FACILITIES EXEMPTION  
TAX ABATEMENT FORM  
PERSONAL PROPERTY**

**SECTION 3. COMMITMENT TO COMMUNITY**

For businesses with existing operations in the Village OR Dexter school district the following BONUS points will be awarded

How long has the company had ongoing operations in the Village or School District?

Village 264 Months  
Dexter School District 264 Months

**A. Time in Community**

	<b>Village</b>	<b>School District</b>
For 6 to 36 months add:	2.50	1.20
For 37 to 96 months add:	5.00	2.40
For 97 to 144 months add:	7.50	3.60
For 145 or more months add:	10.00	5.00

**Total Section 3 Points** 10  
(Max 10)

**SECTION 4. COST TO COMMUNITY**

- A. 1** Added infrastructure costs directly necessitated by this development (including engineering):

\$0

If the cost to community is zero then skip this section.  
If there are community costs use the following calculation to determine the number of points to subtract.

<u>Total Project Cost: \$</u>	=	<u>0</u>
Total Community Cost <u>\$0</u>		

- a. 100 or greater, subtract ZERO points for each point decline below 100.
- b. 99 to 50, subtract 0.2 points for each point decline below 100.
- c. 49 to 30, subtract 0.42 points for each point decline below 100.
- d. 29 to 1, subtract 1.0 point for each point decline below 100.

**Total Section 4 Points** 0  
(Max -100)

**Total Application Points** 23  
(Max 110)

**VILLAGE OF DEXTER  
P.A. 198 INDUSTRIAL FACILITIES EXEMPTION  
TAX ABATEMENT FORM  
REAL PROPERTY**

Company: Berry & Associates

**SECTION 1. REAL PROPERTY INVESTMENT**

**A. Real Property**

**1 Land**

If the land was purchased from the Village at a discount  
What was the discount per acre? \_\_\_\_\_ N/A

Subtract (1) point for each \$1,000 discount (per acre)  
below established price per acre.

\_\_\_\_\_  
N/A  
(Negative)

**2 Building**

If the building was purchased from the Village at a discount,  
What was the discount? \_\_\_\_\_ N/A

Subtract (1) point for each \$1000 discount below established price

\_\_\_\_\_  
N/A  
(Negative)

**3 Building and Site Improvements**

Cost of land improvements: \$	450,000.00
Cost of building improvements: \$	-
Total \$	450,000.00

Add (1) point for each \$33,000 of the first \$1,000,000 in real property investment.

\_\_\_\_\_  
13.6  
(Max 30)

Add (1) point for each \$57,000 of the remaining real property investment.

\_\_\_\_\_  
0  
(Max 35)

**Total Section 1 Points**

\_\_\_\_\_  
13.6  
(Max 65)

**VILLAGE OF DEXTER  
P.A. 198 INDUSTRIAL FACILITIES EXEMPTION  
TAX ABATEMENT FORM  
REAL PROPERTY**

Company:

**SECTION 2. EMPLOYMENT**

**A. Jobs**

1 Number of Jobs retained	<u>14</u>	X 0.5 =	<u>7</u> (Max 25)
2 Number of New Jobs	<u>2</u>	X 0.5 =	<u>1</u> (Max 25)
<b>Total Section 2 Points</b>			<u>8</u> (Max 25)

**SECTION 3. AESTHETIC & PRACTICAL FEATURES**

A. The Dexter Village Planning Commission will evaluate the approved final site plan for aesthetic and practical features and award points based on the scale below

Exemplary (2) points    Well Designed (1) point    Adequate (0) points

Building architecture & site compatibility	<u>2</u>
Building exterior construction materials	<u>2</u>
Landscaping & screening	<u>2</u>
Exterior lighting & identification	<u>2</u>
Traffic flow, safety & efficiency	<u>2</u>
<b>Total Section 3 Points</b>	<u>10</u> (Max 10)

**VILLAGE OF DEXTER  
P.A. 198 INDUSTRIAL FACILITIES EXEMPTION  
TAX ABATEMENT FORM  
REAL PROPERTY**

Company:

**SECTION 3. COMMITMENT TO COMMUNITY**

For businesses with existing operations in the Village OR Dexter school district the following BONUS points will be awarded

How long has the company had ongoing operations in the Village or School District?

	Village	<u>264</u>	Months
	Dexter School District	<u>264</u>	Months

A. Time in Community	Village	School District	
For 6 to 36 months add:	2.50	1.20	
For 37 to 96 months add:	5.00	2.40	
For 97 to 144 months add:	7.50	3.60	
For 145 or more months add:	10.00	5.00	
		<b>Total Section 3 Points</b>	<u>10</u> (Max 10)

**SECTION 4. COST TO COMMUNITY**

A. 1 Added infrastructure costs directly necessitated by this development (including engineering):	<u>\$0</u>
--	------------

If the cost to community is zero then skip this section.  
If there are community costs use the following calculation to determine the number of points to subtract.

<u>Total Project Cost: \$</u>	=	<u>0</u>
Total Community Cost	<u>\$0</u>	

- a. 100 or greater, subtract ZERO points for each point decline below 100.
- b. 99 to 50, subtract 0.2 points for each point decline below 100.
- c. 49 to 30, subtract 0.42 points for each point decline below 100.
- d. 29 to 1, subtract 1.0 point for each point decline below 100.

<b>Total Section 4 Points</b>	<u>0</u> (Max -100)
<b>Total Application Points</b>	<u>41.6</u> (Max 110)



VILLAGE OF DEXTER  
P.A. 198 INDUSTRIAL FACILITIES EXEMPTION  
TAX ABATEMENT FORM

YEARS OF TAX ABATEMENT ELIGIBILITY

<u>Points</u>	<u>Years</u>	
0 - 9	0	
10 - 19	1	
20 - 29	2	
30 - 39	3	
40 - 49	4	
50 - 59	5	
60 - 69	6	64.6
70 - 74	7	
75 - 79	8	
80 - 84	9	
85 - 89	10	
90 - 94	11	
95 - 100 +	12	



## 2009 Upcoming Meetings

Board	Date	Time	Location	Website	Village Representative
Dexter Downtown Development Authority	9/10/2009	7:30 p.m.	Senior Center	<a href="http://www.villageofdexter.org">http://www.villageofdexter.org</a>	Shawn Keough
Scio Township Downtown Development Authority	9/14/2009	12:00 p.m.	Scio Township Hall	<a href="http://www.twp.scio.mi.us/">http://www.twp.scio.mi.us/</a>	
Dexter District Library Board	9/14/2009	7:30 p.m.	Dexter District Library	<a href="http://www.dexter.lib.mi.us/">http://www.dexter.lib.mi.us/</a>	
Dexter Village Council	9/14/2009	7:30 p.m.	Dexter Senior Center	<a href="http://www.villageofdexter.org">http://www.villageofdexter.org</a>	
Scio Township Planning	9/14/2009	7:30 p.m.	Scio Township Hall	<a href="http://www.twp.scio.mi.us/">http://www.twp.scio.mi.us/</a>	
Washtenaw County Road Commission	9/15/2009	1:00 p.m.	Road Commission Offices	<a href="http://www.wcroads.org/">http://www.wcroads.org/</a>	
Dexter Village Tree Board	9/15/2009	5:30 p.m.	Village Offices	<a href="http://www.villageofdexter.org">http://www.villageofdexter.org</a>	
Dexter Township Board	9/15/2009	7:00 p.m.	Dexter Township Hall	<a href="http://www.twp-dexter.org/">http://www.twp-dexter.org/</a>	
Dexter Village Parks Commission	9/15/2009	7:00 p.m.	Village Offices	<a href="http://www.villageofdexter.org">http://www.villageofdexter.org</a>	Joe Semifero
Webster Township Board	9/15/2009	7:30 p.m.	Webster Township Hall	<a href="http://www.twp.webster.mi.us/">http://www.twp.webster.mi.us/</a>	
Washtenaw County Board of Commissioners	9/16/2009	6:45 p.m.	Board Room, Admin Building	<a href="http://www.ewashtenaw.org/government/boc/">http://www.ewashtenaw.org/government/boc/</a>	
Webster Township Planning	9/16/2009	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	9/16/2009	9:30 a.m.	Scio Township Hall	<a href="http://www.miwats.org/">http://www.miwats.org/</a>	Jim Carson
Healthy Community Steering Committee	9/17/2009	8:30 a.m.	Chelsea Hospital - White Oak Room		Paul Cousins
Chelsea Area Planning Team/Dexter Area Regional T	9/21/2009	7:00 p.m.	Dexter Township Hall	<a href="http://www.ewashtenaw.org/">http://www.ewashtenaw.org/</a>	Jim Carson
Dexter Community Schools Board of Education	9/21/2009	7:00 p.m.	Creekside Intermediate School	<a href="http://web.dexter.k12.mi.us/">http://web.dexter.k12.mi.us/</a>	
Dexter Village Zoning Board of Appeals	9/21/2009	7:00 p.m.	Senior Center	<a href="http://www.villageofdexter.org">http://www.villageofdexter.org</a>	Ray Tell
Chelsea City Council	9/22/2009	7:00 p.m.	Washington Street Education Center	<a href="http://www.city-chelsea.org/">http://www.city-chelsea.org/</a>	
Dexter Township Planning	9/22/2009	7:00 p.m.	Dexter Township Hall	<a href="http://www.twp-dexter.org/">http://www.twp-dexter.org/</a>	
Scio Township Board	9/22/2009	7:00 p.m.	Scio Township Hall	<a href="http://www.twp.scio.mi.us/">http://www.twp.scio.mi.us/</a>	
Western Washtenaw Area Value Express	9/22/2009	8:15 a.m.	Chelsea Community Hospital		Jim Carson
Dexter Village Council	9/28/2009	7:30 p.m.	Dexter Senior Center	<a href="http://www.villageofdexter.org">http://www.villageofdexter.org</a>	
Scio Township Planning	9/28/2009	7:30 p.m.	Scio Township Hall	<a href="http://www.twp.scio.mi.us/">http://www.twp.scio.mi.us/</a>	

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

AGENDA 9-14-09  
 ITEM H-1





AGENDA 9-14-09  
ITEM H-2

August 27, 2009

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

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Dear Ms. Dettling:

As part of Comcast's commitment to keep you informed about important developments that affect our customers in your community, I am writing to notify you of changes to the channel lineup. Customers will be notified of these changes by newspaper notice.

Effective September 29, 2009, we are pleased to announce the addition of NHL Network HD (channel 259) and NBA TV HD (channel 254) to our Digital Classic service, Sports Entertainment Package, Business Class Deluxe, Business Class Preferred, Business Class Sports Pack and Business Class Sports & Entertainment Package. A preview of these channels will be available to customers subscribing to these service levels beginning on September 16, 2009.

Additionally, NFL Red Zone (channel 741) will be added to Sports Entertainment Package, Business Class Sports Pack and Business Class Sports & Entertainment Package. A preview of NFL Red Zone will be available to customers subscribing to these service levels beginning September 13, 2009.

Please direct any customer calls about Comcast products, services and prices to 1-888-COMCAST. Our Customer Account Executives are available 24 hours a day, 7 days a week. As always, feel free to contact me directly at 734-254-1888 with any questions you may have.

Sincerely,

Frederick G. Eaton  
Government Affairs Manager  
Comcast, Michigan Region  
41112 Concept Drive  
Plymouth, MI 48170





# Washtenaw County Sheriff's Activity Log

Area: 39 Dexter Village  
Date Range: 08/01/2009 - 08/31/2009

## Activity Log Citation by Area Report

Log ID: 80826	Date: 08/31/2009	Location: DEXTER-ANN ARBOR/INVERNESS	
Log ID: 80826	Date: 08/31/2009	Location: CENTRAL/SECOND	Ticket #: SH258093
	Citation 1: C/I	Other: No Proof insurance	
Log ID: 148510	Date: 08/01/2009	Location: CENTRAL ST/FIFTH ST	Ticket #: N/A
Log ID: 148510	Date: 08/01/2009	Location: CENTRAL ST/FIFTH ST	Ticket #: N/A
Log ID: 148516	Date: 08/01/2009	Location: CENTRAL/MAIN	Ticket #: SH258053
	Citation 1: C/I	Violation of posted speed limit	
Log ID: 148516	Date: 08/01/2009	Location: 5TH/CENTRAL	Ticket #: SH257037
	Citation 1: C/I	Violation of posted speed limit	
Log ID: 148964	Date: 08/04/2009	Location: ANN ARBOR/KENSINGTON	Ticket #: SH257886
	Citation 1: C/I	Violation of posted speed limit	
Log ID: 148988	Date: 08/04/2009	Location: ANN ARBOR/ HUDSON	Ticket #: SH246618
	Citation 1: C/I	Violation of posted speed limit	
Log ID: 149004	Date: 08/04/2009	Location: FIFTH/CENTRAL	
Log ID: 149004	Date: 08/04/2009	Location: MAIN/BAKER	Ticket #: SH254609Q
	Citation 1: C/I	BELT	
Log ID: 149004	Date: 08/04/2009	Location: CENTRAL/FOURTH	Ticket #: SH254611
	Citation 1: C/I	SEATBELT	
Log ID: 149004	Date: 08/04/2009	Location: DEXTER ANN ARBOR/KENGSTON	Ticket #: SH254612
	Citation 1: C/I	SPEED	
Log ID: 149004	Date: 08/04/2009	Location: CENTRAL/FOURTH	
Log ID: 149247	Date: 08/05/2009	Location: 5TH/CENTRAL	
Log ID: 149247	Date: 08/05/2009	Location: CENTRAL/5TH	Ticket #: SH257072
	Citation 1: C/I	Other: seatbelt	
Log ID: 149247	Date: 08/05/2009	Location: CENTRAL/5TH	Ticket #: SH257073
	Citation 1: C/I	Other: NO PROOF INSUR	
Log ID: 149361	Date: 08/06/2009	Location: FIFTH ST/CENTRAL ST	Ticket #: N/A
Log ID: 149427	Date: 08/06/2009	Location: CENTRAL/2ND	
Log ID: 149427	Date: 08/06/2009	Location: CENTRAL/2ND	
Log ID: 149831	Date: 08/09/2009	Location: CENTRAL ST/FIFTH ST	Ticket #: N/A
Log ID: 150333	Date: 08/11/2009	Location: 5TH/CENTRAL	Ticket #: SH258080
	Citation 1: C/I	Violation of posted speed limit	

AGENDA 9-14-09  
ITEM 11-3

Log ID: 150333	Date: 08/11/2009	Location: CHENTRAL/5TH	Ticket #: SH258082
	Citation 1: C/I	Other: No Seatbelt	
Log ID: 150333	Date: 08/12/2009	Location: MAIN/EDISON	
Log ID: 150333	Date: 08/12/2009	Location: DEXTER-ANN ARBOR/EDISON	
Log ID: 150333	Date: 08/11/2009	Location: 5TH/CENTRAL	Ticket #: SH258081
	Citation 1: C/I	Violation of posted speed limit	
Log ID: 150372	Date: 08/11/2009	Location: CENTRAL / FOURTH	
Log ID: 150372	Date: 08/11/2009	Location: CENTRAL / SECOND	
Log ID: 150372	Date: 08/11/2009	Location: CENTRAL/ FIFTH	Ticket #: SH183363
	Citation 1: C/I	Violation of posted speed limit	
Log ID: 150372	Date: 08/11/2009	Location: CENTRAL / FOURTH	Ticket #: SH242942
	Citation 1: C/I	Violation of posted speed limit	
Log ID: 150407	Date: 08/12/2009	Location: CENTRAL/5TH	Ticket #: SH259009
	Citation 1: C/I	Other: seatbelt vio	
Log ID: 150415	Date: 08/12/2009	Location: CENTRAL / 5TH	Ticket #: SH-256650
	Citation 1: C/I	Other: Seat-Belt	
Log ID: 150415	Date: 08/13/2009	Location: ANN ARBOR / KENSINGTON	Ticket #: SH-258029
	Citation 1: C/I	Violation of posted speed limit	
Log ID: 150415	Date: 08/13/2009	Location: ANN ARBOR / KENSINGTON	Ticket #: SH-258028
	Citation 1: C/I	Violation of posted speed limit	
Log ID: 150415	Date: 08/12/2009	Location: ANN ARBOR / HUDSON	Ticket #: SH-256651
	Citation 1: C/I	Violation of posted speed limit	
Log ID: 150415	Date: 08/12/2009	Location: ANN ARBOR ST / MILL CREEK SCHOOL	Ticket #: SH-256652
	Citation 1: C/I	Violation of posted speed limit	
Log ID: 150415	Date: 08/12/2009	Location: MAIN / JEFFORDS	
Log ID: 150430	Date: 08/12/2009	Location: ANN ARBOR ST/INVERVNESS ST	Ticket #: SH245448
	Citation 1: C/I	Other: NO PROOF OF INSUR	
Log ID: 150430	Date: 08/12/2009	Location: CENTRAL ST/FIFTH ST	Ticket #: N/A
Log ID: 150430	Date: 08/12/2009	Location: CENTRAL ST/FIFTH ST	Ticket #: N/A
Log ID: 150432	Date: 08/12/2009	Location: ANN ARBOR / EDISON	Ticket #: SH243900
	Citation 1: C/I	Other: no seat belt	
Log ID: 150432	Date: 08/12/2009	Location: INVERNESS / ANN ARBOR	
Log ID: 150435	Date: 08/12/2009	Location: CENTRAL/FIFTH	Ticket #: SH254613
	Citation 1: C/I	SPEED	
Log ID: 150435	Date: 08/12/2009	Location: CENTRAL/FIFTH	Ticket #: SH254614
	Citation 1: C/I	SPEED	
Log ID: 150435	Date: 08/12/2009	Location: CENTRAL/FIFTH	
Log ID: 150435	Date: 08/12/2009	Location: FIFTH/CENTRAL	Ticket #: NONE
Log ID: 150444	Date: 08/12/2009	Location: ANN ARBOR/ INVERNESS	Ticket #: SH 246621
	Citation 1: C/I	Violation of posted speed limit Citation 2: C/I	Other: No ID CMV

Log ID: 150444	Date: 08/12/2009	Location: ANN ARBOR/ INVERNESS	Ticket #: SH 246622
	Citation 1: C/I	Violation of posted speed limit	
Log ID: 150840	Date: 08/14/2009	Location: AA/KENSINGTON	Ticket #: SH259015
	Citation 1: C/I	Violation of posted speed limit	
Log ID: 150840	Date: 08/14/2009	Location: AA/KENSINGTON	Ticket #: SH259016
	Citation 1: C/I	Violation of posted speed limit	
Log ID: 150840	Date: 08/14/2009	Location: AA/KENSINGTON	Ticket #: SH259017
	Citation 1: C/I	Violation of posted speed limit	
Log ID: 151023	Date: 08/15/2009	Location: MAIN / BAKER	
Log ID: 151023	Date: 08/15/2009	Location: BROAD / FIFTH	Ticket #: SH-258034
	Citation 1: C/I	Other: No headlights	
Log ID: 151224	Date: 08/16/2009	Location: MAIN / BAKER	
Log ID: 151358	Date: 08/17/2009	Location: DEXTER-ANN ARBOR/DAN HOEY	Ticket #: SH258087
	Citation 1: C/I	Violation of posted speed limit	
Log ID: 151358	Date: 08/17/2009	Location: DEXTER-ANN ARBOR/DAN HOEY	Ticket #: SH258088
	Citation 1: C/I	Violation of posted speed limit	
Log ID: 151446	Date: 08/18/2009	Location: CENTRAL / 3RD	Ticket #: SH-258036
	Citation 1: C/I	Violation of posted speed limit	
Log ID: 151560	Date: 08/19/2009	Location: BAKER / SHIELD	
Log ID: 151635	Date: 08/19/2009	Location: DAN HOEY/BISHOP CIRCLE	Ticket #: SH258090
	Citation 1: C/I	Disobey stop sign	
Log ID: 152006	Date: 08/21/2009	Location: FIFTH/CENTRAL	Ticket #: SH259027
	Citation 1: C/I	Disobey stop sign	
Log ID: 152978	Date: 08/27/2009	Location: BAKER & DAN HOEY	
Log ID: 152978	Date: 08/27/2009	Location: BAKER & DAN HOEY	Ticket #: SH240930
	Citation 1: C/I	NO PROOF INSURANCE	
Log ID: 153172	Date: 08/28/2009	Location: CENTRAL ST/FIFTH ST	Ticket #: N/A
Log ID: 153383	Date: 08/29/2009	Location: INVERNESS/DEX A2	

**Total Traffic Stops: 63**  
**Total Citations Issued: 38**  
**Total Citation1's: 37**  
**Total Citation2's: 1**  
**Total Citation3's: 0**  
**Tickets Not Issued: 26**

**Traffic Stops that ended in an Arrest: 0**





**Memorandum**

To: Village Council and President Keough  
Donna Dettling, Village Manager  
From: Allison Bishop, AICP, Community Development Manager  
Re: Report  
Date: September 14, 2009

**Noteworthy**

**URS / Washtenaw County Parks Board and Commission meeting – September 24<sup>th</sup> at the Dexter Library, 6:30-9 pm.** URS and Washtenaw County Parks will be hosting a meeting for the Village’s Boards and Commissions to present the findings of the west side trail connection feasibility study which evaluated the potential trail connection points from the HCMA (Huron Clinton Metropolitan Authority) Hike/Bike Trail and County Border to Border link to the Village limits. There are various funding sources and entities that have coordinated to make the trail a possibility, but your input is imperative. Please mark your calendars and plan to attend.

**Lucy Ann Lance Radio Interview** – On August 27<sup>th</sup> I was asked by the Chamber to do an interview with Lucy Ann Lance – Business Insider, on the Village’s Main Street Bridge and Dam Project and Mill Creek Park Development. The interview went well and hopefully the Village’s future park development will receive additional support from those listening. Lucy was particularly interested in some of the hurdles that we faced in the dam removal and how we thought that Ann Arbor’s removal of Argo Dam would be impacted.

**Community Service** – Recently I have been contacted by individuals needing Community Service hours. Over the last 2 months I have come up with over 60 hours of projects for Community Service that has been free to the Village. If you should ever indentify a project that would be suitable for a Community Service project please let me know.

**ECT Sampling Results** – Attached is the report from the ECT Sampling that took place in the former impoundment area/Mill Creek Park. The results determine that the property is a “facility” (contaminated due to elevated levels of arsenic); however there are no restrictions or public health concerns for use of the property as a park. The Village may not remove the soil from the property and no additional remediation measures are necessary. Based on this information I have worked with URS to complete the necessary Restrictive Covenants for the sediment placement area part of the dam removal. The DRAFT is included for your preliminary review. If there are any comments I would like to have them incorporated prior to sending the DRAFT to the MDEQ for comment. I have also touched base with the Road Commission on other outstanding obligations that the Village has with regard to the MDEQ Dam Removal permit. Preliminary indication is that the Village has completed all our requirements/permit conditions/obligations and the Road Commission can close the permit following completion of the administrative conditions of the permit.

**MNRTF Grant Update** – The Village has received the preliminary MNRTF grant evaluation form and has scored well. The preliminary indication is that we are in the top group/scorers of our region. Additional information will be sent to the grant coordinator by October 1<sup>st</sup> in an effort to get more points for universal accessibility; however we scored well in all other areas so we cannot receive any more

points. The Village's grant coordinator also indicated that although final grant awards are not made until December, staff recommendations are made in November so the Village should have a good idea of whether or not we will receive funding. It would be my goal to start preparing engineering and design plans in November in order to be prepared for a spring start of construction. I am currently having JJR/ECT, project consultants, prepare a scope of work and cost estimates to begin the discussions of how to proceed. The PaRC will discuss the scope at the October meeting and hopefully provide a recommendation to Council in October.

**Community Connection Initiative Grant Application** - The DDA is currently reviewing a resolution to commit funding to the Mill Creek Park project, specifically element 3A and grading which the project is currently underfunded (under review on 9-10-09). Funding for these elements is estimated to be \$300,000 and was removed from the total project cost submitted with MNRTF due to the potential implications of the total project cost and the Village's ability to provide match. As Council was informed several weeks ago the County's Community Connection Initiative (CCI) will be applied for to help fund underfunded park elements of the park development as well. At the August PaRC meeting the PaRC moved to support submittal of an application to the CCI for element 3A, approximately \$75,000. Information on the CCI is included in the packet again and no match is required for this fund source, although some match is recommended. Staff would like to request Council support beginning the application process and submittal of an application for funding of element 3A. Based on the goals of the CCI and the funding available through CCI, \$600,000 for entire County, that element 3A would have the most likely chance of receiving funding.

**2009-2010 Wellhead Protection Grant** – The Village has been awarded \$6,357 for the 2009-2010 Wellhead Protection Grant activities. NO match is required based on the approved previous expenditures that the Village has spent completing data collection and research on the 5<sup>th</sup> well.

#### Planning Commission

**Webster Township Master Plan** - The Planning Commission has reviewed and prepared a review correspondence to send to Webster Township referencing the Notice of Intent to Master Plan and the Master Plan revisions provided by the Township. A copy of the Planning Commission approved letter has been included in your packet. The Master Plan was emailed to Council. If there are any comments or an additional copy of the Master Plan is needed please let me know ASAP. The letter should be sent to Webster Township by the 18<sup>th</sup>.

#### Parks and Recreation Commission

**Bylaws** - The PaRC Bylaws were amended by the Parks Commission at their August meeting. The only amendment was to remove the term limitations that were added at the last revision in 2008.

**Officers** – Election for officers was held by the PaRC at the August meeting. The same slate was reelected – Green-Chair, Henkemeyer-Vice Chair, Brassow-Secretary.

Please feel free to contact me if you have any questions.  
Thank you.

**Village of Dexter  
Joint Working Session Meeting**  
Village Council, Planning Commission, Parks Commission, DDA

September 24, 2009  
6:30-8:30  
Dexter District Library

**Border-to-Border Trail Discussion**  
Village of Dexter to Hudson Mills Metropark  
Presented by  
Washtenaw County Parks and Recreation Commission / URS

**Agenda**

- I. Introductions
- II. Status of Grant Application – MDOT Transportation Enhancement Program
- III. Feasibility Study – preliminary findings and discussion of alternative routes
- IV. Public Input – discuss the logistics of a public meeting to present alternatives and solicit input
- V. Next Steps



Environmental Consulting & Technology, Inc.

August 28, 2009

Allison Bishop  
Community Development Manager  
8140 Main Street  
Dexter, Michigan 48130-1092

Subject: Report of Soil Sampling Activities – Dexter Mill Pond, Dexter, Michigan

Dear Ms. Bishop:

This letter report summarizes the results of sampling recently performed by Environmental Consulting and Technology, Inc. (ECT) for the purpose of evaluating the environmental condition of surficial soil at the proposed Mill Creek Park. All work described herein was performed in accordance with applicable Michigan Department of Environmental Quality (MDEQ) protocols and operational memoranda.

***Summary of Work***

Soil samples were collected on August 14, 2009 from various sample points across the property. Sample locations were based on a grid pattern and the sample locations were randomly selected according to the MDEQ Sampling Strategies and Statistics Training Materials for Part 201 Cleanup Criteria (S3TM) for a medium sized property (Figure 1).

Based on ECT's site meeting with Ms. Vicki Katko and Mr. Kevin Lund of the MDEQ, the site was divided into 2-acre exposure units (EUs), which is consistent with the use of commercial exposure assumptions. A grid interval of 40 feet was calculated using the S3TM and nine randomly selected sample locations were determined. ECT collected nine samples and one quality assurance quality control (QA/QC) sample from each EU.

***Sample Handling***

Upon collection, soil samples were immediately placed in a 4oz non-preserved glass containers provided by Fibertec Environmental Services, Inc. (Fibertec) of Holt Michigan.

All samples were appropriately labeled and identified, and placed into insulated coolers before being transferred to a refrigerated cooler at ECT's offices in Ann Arbor, MI under standard chain of custody. Samples were relinquished to a Fibertec courier on the afternoon of August 17, 2009. Copies of the laboratory analytical report and chain of custody documentation are attached.

### ***Analytical Results***

The samples were analyzed for arsenic by US EPA Method 6020. Arsenic was detected in all samples collected at concentrations that ranged from 5,300  $\mu\text{g}/\text{Kg}$  to 28,000  $\mu\text{g}/\text{Kg}$ . The mean concentration was 17,630  $\mu\text{g}/\text{Kg}$ . A statistical evaluation of the data indicates that both EU data sets were normally distributed and the calculated 95% upper confidence limits were 19,700  $\mu\text{g}/\text{Kg}$  and 21,500  $\mu\text{g}/\text{kg}$  for EU 1 and EU 2, respectively (Table 1).

The Generic Residential Cleanup Criterion (GRCC) for Direct Contact (DC) arsenic is 7,600  $\mu\text{g}/\text{Kg}$  and the Commercial IV criterion for arsenic DC is 41,000  $\mu\text{g}/\text{Kg}$ .

### ***Conclusion and Recommendations***

ECT contacted Ms. Katko to discuss the results and the appropriateness of Residential versus Commercial criteria. The Residential criteria are based on an assumption that exposure can take place 24 hours a day for 365 days a year, while the Commercial criteria assume a 40 hour work week for one year as an exposure duration. Ms. Katko agreed that neither of these would appear to be appropriate as it is unlikely that any user of the park or maintenance worker would spend 40 hours a week at the site for an entire year. Therefore, because none of the data exceed the Commercial criterion for DC with arsenic, and a site specific exposure concentration using fewer than 40 hours per week would yield an even higher acceptable concentration, the concentrations detected do not pose an unacceptable risk of exposure to users of the property.

The property does meet the definition of a "facility" as defined in Part 201 of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (Part 201). Facility status is determined based on the exceedance of Generic Residential Cleanup Criterion even if the use and zoning of a property is commercial. Therefore, the Village of Dexter has some obligations in regard to the arsenic. Soil may not be removed from the property without testing and if necessary appropriate disposal in a Type II landfill. Should the Village of Dexter decide to sell the property, the Village will have to disclose to the purchaser that the property is a facility.

The proposed use of the property as a park with lawn areas, natural planting areas, water detention, and walkways does not pose and unacceptable exposure risk to the public in regard to the arsenic detected.

Should you have any questions regarding the activities described in this letter or the resulting conclusions, please contact the undersigned at (734) 769-3004 or [twoollatt@ectinc.com](mailto:twoollatt@ectinc.com).

Allison Bishop  
August 28, 2009  
Page 3 of 3

Sincerely,

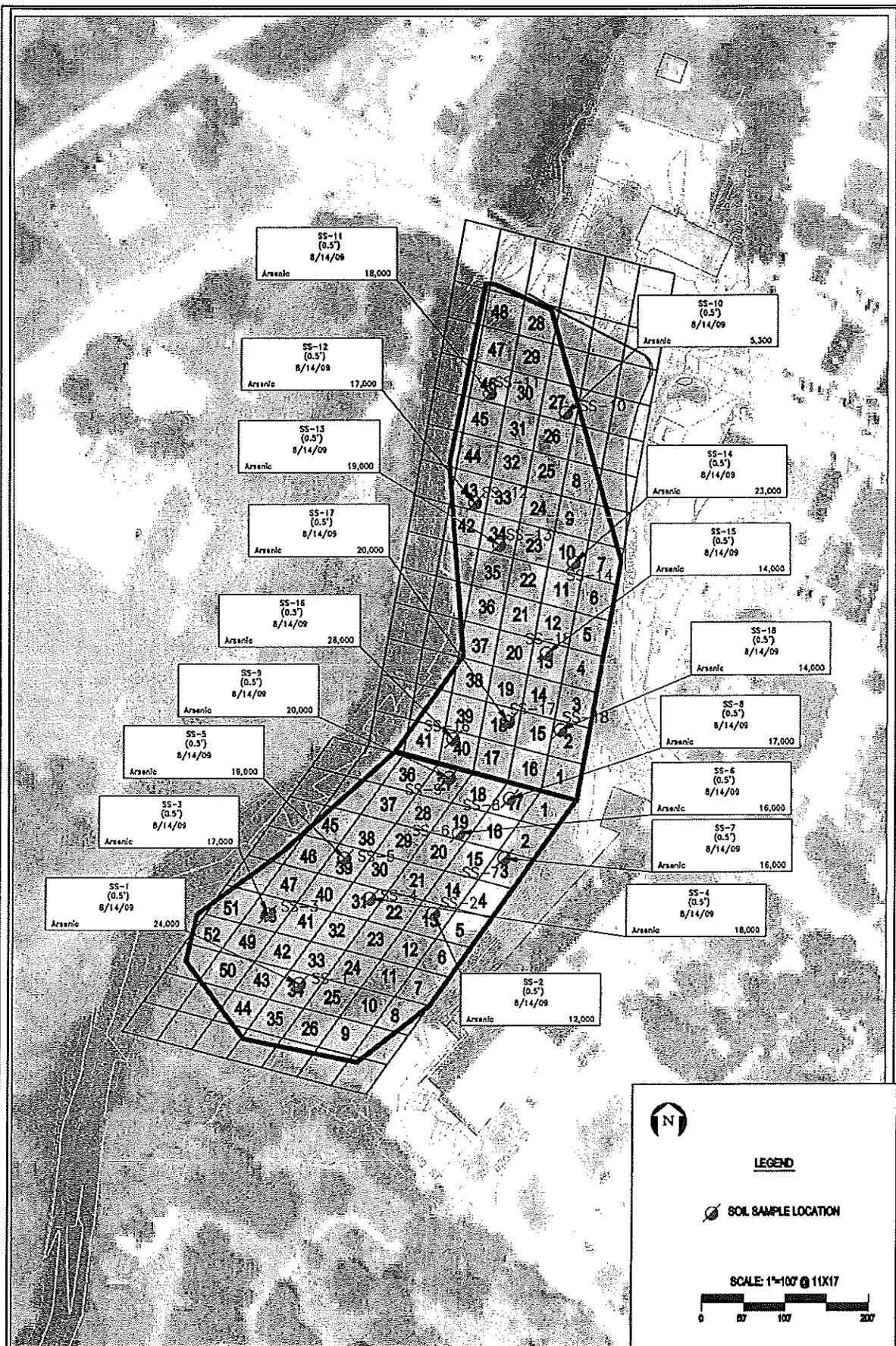
**Environmental Consulting & Technology, Inc.**



Trevor I. Woollatt  
Senior Geologist

**Attachments:**

- Sample Location Map
- Tabulated Analytical Results
- Laboratory Analytical Results



**FIGURE 1.**  
**SAMPLING GRID LOCATION MAP**  
**(ARSENIC RESULTS)**

**DEXTER MILL POND**  
**DEXTER, WASHTENAW COUNTY, MICHIGAN**

**LEGEND**

SOIL SAMPLE LOCATION

SCALE: 1"=100' @ 11X17

0 50 100 200

**ECT**  
 Environmental Consulting & Technology, Inc.  
 2200 Commonwealth Blvd., Suite 300  
 Ann Arbor, Michigan 48105  
 Phone: 734-769-3004 Fax: 734-769-3164  
 www.eclinc.com



Monday, August 24, 2009

Fibertec Project Number: 35460  
Project Identification: Dexter Mill Pond/090633.0100  
Submittal Date: 8/17/2009

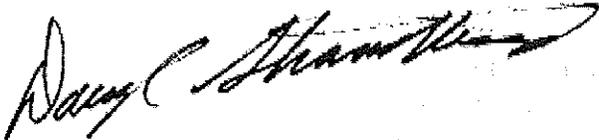
Mr. Trevor Woollatt  
Environmental Consulting & Tech., Inc. - Ann Arbor  
2200 Commonwealth Blvd.  
Suite 300  
Ann Arbor, MI 48105

Dear Mr. Woollatt,

Thank you for selecting Fibertec Environmental Services as your analytical laboratory. The samples you submitted have been analyzed by NELAC compliant methodologies and the results compiled in the attached report. Any exceptions to compliance are noted in the report. These results apply only to those samples submitted.

If you have any questions regarding these results or if we may be of further assistance to you, please contact me at (517) 699-0345. Please note samples will be disposed of 30 days after reporting date.

Sincerely,



Daryl P. Strandbergh  
Laboratory Director

DPS/kc

Enclosures

## DECLARATION OF RESTRICTIVE COVENANT

Reference: "Designated Upland Disposal Area"

This Declaration of Restrictive Covenant ("Restrictive Covenant") has been recorded with the Washtenaw County Register of Deeds for the purpose of protecting public health, safety, welfare and the environment by prohibiting or restricting activities that could result in unacceptable exposure to environmental contamination present at the Property located at Village of Dexter, Washtenaw County and legally described in Exhibit 1 attached hereto ("Property"). The Property consists of the Designated Upland Disposal Area within the Former Dexter Dam Impoundment.

This Restrictive Covenant is recorded with the Washtenaw County Register of Deeds to: 1) restrict unacceptable exposures to hazardous substances located on the Property; 2) ensure that the use of Property is consistent with the exposure assumptions utilized in the development of cleanup criteria pursuant to Section 20120a(1)(a) of the Natural Resources and Environmental Protection Act (NREPA); and 3) describe maintenance requirements to prevent damage or disturbance of the Property. This Restrictive Covenant may not be protective of public health, safety, welfare and the environment if there are future changes in the environmental condition of the Property; changes in the cleanup criteria developed under Section 20120a(1)(a) of the NREPA; the discovery of environmental conditions at the Property that were previously not accounted for; or if the Property is used in a manner inconsistent with the restrictions described herein.

### Summary of Response Activities

Hazardous substances within the Former Dexter Dam Impoundment were identified in previous investigations. Sediment sampling indicated cadmium exceeded sediment quality guidelines for freshwater ecosystem criteria. Cadmium did not exceed direct contact hazard as defined in Section 20120a(1). Arsenic concentrations exceeded a direct contact hazard as defined in Section 20120a(1) in some areas. Concentrations in some samples indicated that the arsenic concentrations exceeded Statewide Default Background Levels and Soil Direct Contact Criteria in some areas. An indicator and exposure barrier, consisting of an orange mesh and over one foot of clay and seeded topsoil on the Property, as described below, has been installed to prevent direct contact with the arsenic impacted soils/sediment.

### Definitions

"MDEQ" means the Michigan Department of Environmental Quality, its successor entities, and those persons or entities acting on its behalf.

"Owner" means, at any given time, the then- current title holder of the Property or any portion thereof.

All other terms used in this document which are defined in Part 3, Definitions, of the NREPA; Part 201 of the NREPA; or the Part 201 Administrative Rules ("Part 201 Rules"), 1990 ACS R 299.5101 et seq., shall have the same meaning in this document as in Parts 3 and 201 of the NREPA and the Part 201 Rules, as of the date of filing of this Restrictive Covenant.

**NOW THEREFORE,**

Declaration of Land Use or Resource Use Restrictions

The Village of Dexter, as Owner of the Property, hereby declares and covenants that the Property shall be subject to the following restrictions and conditions:

1. The Owner shall prohibit all uses of the Property that are not compatible with the Recreational category under Section 20120(1) (c) of the NREPA.

2. The Owner shall prohibit the following activities unless they are performed in accordance with Item 4 below:

A. Any excavation or other intrusive activity that could affect the integrity of the indicator and exposure barrier, consisting of an orange mesh and over one foot of clay and seeded topsoil placed on the Property.

B. Any movement of stored sediment from the Property to an off-site location.

3. The Owner shall prohibit activities on the Property that may interfere with any element of this Restrictive Covenant, including the performance of operation and maintenance activities, monitoring, or other measures necessary to ensure the effectiveness and integrity of the indicator and exposure barrier referenced in Item 2A above.

4. Soils or sediment on the Property, at the time of recording of this Restrictive Covenant, is material that would constitute a direct contact hazard as defined in Section 20120a(1). If the Owner undertakes any excavation or otherwise disturbs the soils/sediment on the Property, the area must remain covered with an indicator and exposure barrier, consisting of an orange mesh and over one foot of clay and seeded topsoil.

The Owner shall manage all soils/sediment, media and/or debris located on the Property in accordance with the applicable requirements of Section 20120c of the NREPA; Part 111, Hazardous Waste Management, of the NREPA; Subtitle C of the Resource Conservation and Recovery Act, 42 U.S.C. Section 6901 *et seq.*; the administrative rules promulgated thereunder; and all other relevant state and federal laws.

5. Access. The Owner shall grant to the MDEQ and its designated representatives the right to enter the Property at reasonable times for the purpose of taking samples, inspecting the condition of the Property, inspecting any records relating thereto, and to perform any actions necessary to maintain compliance with Part 201.

6. Notice. The Owner shall provide notice to the MDEQ of the Owner's intent to transfer any interest in the Property at least fourteen (14) business days prior to consummating the conveyance. A conveyance of title, easement or other interest in the Property shall not be consummated by the Owner without adequate and complete provision for compliance with the terms and conditions of this Restrictive Covenant and the applicable provisions of Section 20116 of the NREPA. The notice required to be made to the MDEQ under this Paragraph shall be made to: Director, MDEQ, P.O. Box 30473, Lansing, Michigan 48909-7973; and shall include a statement that the notice is being made pursuant to the requirements of this Restrictive Covenant, for "Designated Upland Disposal Area." A copy of this Restrictive Covenant shall be provided to all future owners, heirs, successors, lessees, easement holders, assigns and transferees by the person transferring the interest.

7. Term and Enforcement of Restrictive Covenant. This Restrictive Covenant shall run with the Property and shall be binding on the Owner, future owners, and all current and future successors, lessees, easement holders, their assigns, and their authorized agents, employees or persons acting under their direction and control. This Restrictive Covenant may only be modified or rescinded with the written approval of the MDEQ.

The State of Michigan, through the MDEQ: and the Village of Dexter may enforce the restrictions set forth in this Restrictive Covenant by legal action in a court of competent jurisdiction.

8. Severability. If any provision of this Restrictive Covenant is held to be invalid by any court of competent jurisdiction, the invalidity of such provision shall not affect the validity of any other provisions hereof, and all such other provisions shall continue unimpaired and in full force and effect.

9. Authority to Execute Restrictive Covenant. The undersigned person executing this Restrictive Covenant is the Owner, or has the express written permission of the Owner as demonstrated in Exhibit 4), and represents and certifies that he or she is duly authorized and has been empowered to execute and deliver this Restrictive Covenant.

IN WITNESS WHEREOF, the **Village of Dexter** has caused this Restrictive Covenant, "Designated Upland Disposal Area", to be executed on this \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_.

**Village of Dexter**

By: \_\_\_\_\_  
Signature

Name: \_\_\_\_\_  
Print or Type Name

Its: \_\_\_\_\_  
Title

STATE OF MICHIGAN- COUNTY OF WASHTENAW

The foregoing instrument was acknowledged before me this **[date]** by **[name of attorney in fact]** as attorney in fact on behalf of **[name of principal].**

\_\_\_\_\_  
Notary Public

**[Print or type name]**  
Acting in **[Commissioned in] County, [State]**

My Commission Expires: \_\_\_\_\_

Reference: "Designated Upland Disposal Area"

AGREED AND CONSENTED TO BY OWNER: Village of Dexter

By: \_\_\_\_\_  
Signature

Name: \_\_\_\_\_  
Print or Type Name

Its: \_\_\_\_\_  
Title

STATE OF MICHIGAN- COUNTY OF WASHTENAW

The foregoing instrument was acknowledged before me this **[date]** by **[name of attorney in fact]** as attorney in fact on behalf of **[name of principal].**

\_\_\_\_\_  
Notary Public

**[Print or type name]**  
**[Commissioned in] County, [State]**

My Commission Expires: \_\_\_\_\_

**EXHIBIT "A"**

**PARCEL "B" DESCRIPTION**

Land in the Village of Dexter, Section 6, T.2S., R.5E., Washtenaw County, Michigan being more particularly described as: Commencing at the Northeast corner of Block 18 of the Original Plat of the Village of Dexter, as recorded in Liber 27 of Deeds, Pages 532 and 533, Washtenaw County Records; thence N.64°29'00"W., 338.48 Feet (recorded as 314.48 Feet) along the Southerly right-of-way line of Dexter-Ann Arbor Road (Main Street) to the Point of Beginning; thence proceeding along the Westery line of a 24-foot wide Ingress & Egress easement as recorded in Liber 3162, Pages 459 through 464, Washtenaw County Records the following three (3) courses, S.23°21'22"W., 38.21 Feet and along a curve to the left having a radius of 151.00 Feet, an arc length of 56.40 Feet and a chord bearing and distance of S.12°39'24" W., 56.07 Feet and S.01°57'27"W., 84.05 Feet; thence N.64°38'00"W., 232.94 Feet (recorded as 47 +/- Feet) to the approximate Easterly line of Mill Creek; thence Northeasterly along said approximate Easterly line to a point of intersection with the Southerly right-of-way of said Dexter-Ann Arbor Road; thence S.64°29'00"E., 217.56 Feet (recorded as 118 +/- Feet) to the Point of Beginning, containing 0.87 acres, more or less.

**SEDIMENTATION AREA BOUNDARY DESCRIPTION**

Commencing at the Northeast corner of Block 18 of the Original Plat of the Village of Dexter, as recorded in Liber 27 of Deeds, Pages 532 and 533, Washtenaw County Records; thence N.64°29'00"W., 437.75 Feet along the Southerly right-of-way line of Dexter-Ann Arbor Road (Main Street); thence S.25°31'00"W., 5.87 Feet to the Point of Beginning of this Sedimentation Area; thence proceeding S.23°51'09" E., 39.50 Feet; thence S.12°04'53"E., 49.64 Feet; thence S.06°13'13"E., 51.49 Feet; thence S.02°13'23"E., 49.02 Feet; thence S.72°45'34"W., 57.67 Feet; thence N.15°24'37"W., 50.11 Feet; thence N.17°24'06"W., 41.91 Feet; thence N.14°22'03"W., 37.68 Feet; thence N.09°08'12"W., 24.38 Feet; thence N.34°23'04"W., 32.12 Feet; thence N.31°39'55"E., 62.20 Feet; thence S.60°03'18"E., 52.85 Feet to the Point of Beginning of this Sedimentation Area, containing 0.35 acres, more or less.

BOOK *:	-	PAGE *:	-	SEC. 6	, T.2S.	, R.5E.
DRAWN BY:	RDCT	COMPUTED BY:	-	JOB *:	DEX2001-01T	
CHECKED BY:	SWK	SURVEYED BY:	-	SHEET:	1	OF 2

FOR:  
 VILLAGE  
 OF  
 DEXTER  
 SEDIMENTATION  
 AREA



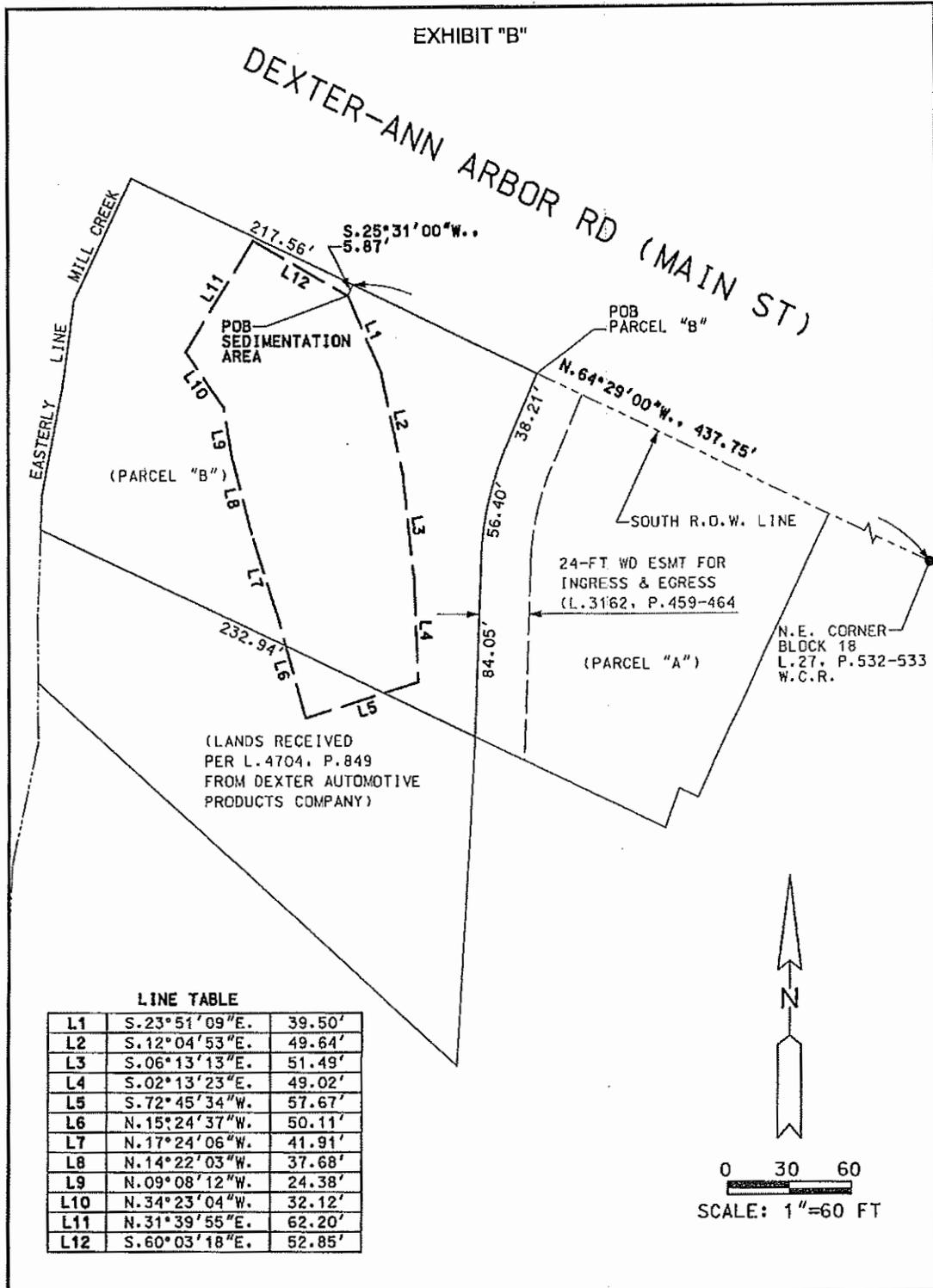
**WADE TRIM**

25251 Northline Rd., PO Box 10  
 Taylor, MI 48180  
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 FAX: 734.847.9728  
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EXHIBIT "B"

DEXTER-ANN ARBOR RD (MAIN ST)



LINE TABLE

L1	S.23°51'09"E.	39.50'
L2	S.12°04'53"E.	49.64'
L3	S.06°13'13"E.	51.49'
L4	S.02°13'23"E.	49.02'
L5	S.72°45'34"W.	57.67'
L6	N.15°24'37"W.	50.11'
L7	N.17°24'06"W.	41.91'
L8	N.14°22'03"W.	37.68'
L9	N.09°08'12"W.	24.38'
L10	N.34°23'04"W.	32.12'
L11	N.31°39'55"E.	62.20'
L12	S.60°03'18"E.	52.85'

0 30 60  
SCALE: 1"=60 FT

BOOK *:	-	PAGE *:	-	SEC. 6	, T.2S.	, R.5E.
DRAWN BY:	RDCT	COMPUTED BY:	-	JOB *:	DEX2001-01T	
CHECKED BY:	SWK	SURVEYED BY:	-	SHEET:	2 OF 2	

FOR:  
VILLAGE  
OF  
DEXTER  
SEDIMENTATION  
AREA

**WADE TRIM**  
 25251 Northline Rd., PO Box 10  
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**EXHIBIT 2**

**AUTHORITY TO SIGN RESTRICTIVE COVENANT AS THE OWNER OR OWNER'S  
REPRESENTATIVE**



## Washtenaw County Parks and Recreation Commission

July 24, 2009

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

- element 3A - connection to Jeffords under bridge
- Phase 1 - mill creek park
- Phase 2 - mill creek park
- Stairway connection from Warner Creek Park to Library/Farmers Market.

What should we apply for?

### Connecting Communities Initiative

Dear Ms. Bishop:

In order to promote the development of a County-wide trails network, the Washtenaw County Parks and Recreation Commission hereby announces our Connecting Communities Initiative. Through this initiative WCPARC hopes to encourage communities to build trails that connect to our Border to Border Trail (B2B) and/or link County residents to community resources (parks, historic sites, places of employment, schools, shopping areas, etc.) and to each other.

Enclosed with this letter is a description of the program and other information including an application form. WCPARC intends to provide \$600,000 in 2010 and four subsequent years to assist communities to construct non-motorized trails in Washtenaw County. Applications for 2010 projects must be received no later than December 31, 2009. WCPARC staff and the County Greenways Advisory Committee will review applications received and the Commission intends to make recommendations regarding project approval and funding at its March 2010 meeting. If you have any questions please contact Coy Vaughn, Superintendent of Park Planning at (734) 971.6337 x320 or [vaughnc@ewashtenaw.org](mailto:vaughnc@ewashtenaw.org)

We look forward to working with you to build a more comprehensive trail network in Washtenaw County. Thanks for your cooperation.

Sincerely,

Robert L. Tetens, Director

Enclosures



## Connecting Communities Program Description

The Washtenaw County Parks and Recreation Commission is committed to the continued development of non-motorized trails throughout the County. The Commission has made significant investments in non-motorized trails during the last 10 years. Continuing that commitment, at the May 14, 2009 meeting the Commission authorized the **Connecting Communities Initiative**. Through this new program, WCPARC has pledged to make available up to \$600,000 each year during the 2010 – 2014 period (\$3 million in total) toward the cost of eligible trail projects.

The Connecting Communities Initiative will allow WCPARC to maximize its resources and assist communities with local trail projects that are consistent with the county-wide vision and aligned with WCPARC goals. The intent of the initiative is to work in partnership with local communities and other organizations, providing funds to supplement those provided or obtained by the partner organization. Funding will be available only for construction, not for planning or design development. Eligible projects will be those that accomplish the Commission's primary objective of providing valuable, non-motorized connections between communities and activity centers – offering a healthy alternative for recreation, transportation, fitness and energy conservation.

Application Process and Timing – Applications for Connecting Communities funding will be reviewed once per year. Project applications will be due by December 31st each year with funding decisions made at the WCPARC meeting in March of the next year (approximately 10 weeks later). The awarded funds will not be made available to the applicant until a contract for project construction has been executed.

Staff will review the application forms and present the projects to the Greenways Advisory Committee (GAC). With input from GAC, staff will prioritize the applications and make recommendations to WCPARC for final approval.

Project Eligibility – Funding will be authorized only for projects that meet the following specific eligibility requirements. Projects generally considered eligible for Connecting Communities funding:

- important links between communities, parks, or other points of interest.
- highway, river, railroad and other barrier crossings (grade separation structures)
- trail development within utility corridors
- trails adjacent to waterways
- park trails that connect with the county system
- abandoned railroad corridor preservation and development
- on-road bike lanes and shoulder improvements providing important links
- key property acquisitions (easement or title)
- major multi-jurisdictional project
- locally cost prohibitive project of regional or county wide significance

Projects generally **not** considered eligible for county assistance:

- trails within existing local parks
- replacement or restriping of existing trails/trail facilities
- limited use hiking or nature trails (non hard surfaced)
- trails related to building structures and parking lots
- planning, preliminary engineering, and land surveys
- streetscape improvements or sidewalks
- site furnishings (lighting, benches, bike racks, etc.)
- street crossing improvements
- utility relocations
- fencing, buffers and barriers
- trails maintenance equipment
- surveys and public participation programs
- local signage or traffic controls
- publications and marketing

Review Criteria – Applicants must document a compelling need for the project and its value to county residents. WCPARC has greatest interest in supporting projects with *County-wide Significance*. In reviewing project applications, the following review criteria will be applied to select projects that:

- are components of the existing or planned county greenway network (as shown on an existing county planning or parks map).
- link or have high potential to connect significant destinations or existing trails. Highest priority will be given to projects that connect to a WCPARC park or facility.
- directly relate to the county's important natural features, i.e., Huron River, River Raisin, Saline River, etc. NOTE: The Huron River Corridor has been identified as WCPARC's highest priority.
- involve partnerships of two or more adjacent communities or other entity (such as schools or Washtenaw County Road Commission)
- have a high use potential
- provide a wide range of functions (recreation, transportation, education/interpretation, conservation, water quality, tourism/economic)

Secondary rating criteria (applied to high ranking projects)

1. project quality
2. site suitability
3. land availability or encumbrances
4. probability of funding from outside groups or agencies
5. special considerations (community need, visibility, geographical balance, development intensity, safety, etc.)

WCPARC reserves the right to modify these criteria whenever it feels the interest of the County will be so served.

# Connecting Communities



Promoting Non-Motorized Trail Development in Washtenaw County

Non-motorized trails represent an important opportunity for recreation and offer a sustainable transportation alternative. Over the past ten years, the Washtenaw County Parks and Recreation Commission has made significant investments in non-motorized trails. Continuing this commitment, the Commission has established a new initiative—**Connecting Communities**—to help other County communities and organizations accomplish their own non-motorized trail projects.




This section of trail was cooperatively funded by the Washtenaw County Parks & Recreation Commission

To learn more about the County Greenways Initiative, visit us at [parks.ewashtenaw.org](http://parks.ewashtenaw.org)

## Program Details

- \$600,000 available each year during the 2010 thru 2014 period (\$3 million in total)
- Funding for construction of projects only
- Eligible projects will be those that provide valuable, non-motorized connections between communities and activity centers

For details regarding application procedures and deadlines, please contact WCPARC at [parks@ewashtenaw.org](mailto:parks@ewashtenaw.org) or 734-971-6337

Visit our website at [parks.ewashtenaw.org](http://parks.ewashtenaw.org)



The most visible example of the Commission's commitment to non-motorized trails has been its involvement in the development of the Border to Border (B2B) Trail. In essence, the trail parallels the Huron River—the county's most significant natural resource. Once completed, the B2B will connect three of the largest communities within the county and serve as the foundation of a larger, county-wide network.



## VILLAGE OF DEXTER - PLANNING COMMISSION

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

---

September 8, 2009

Planning Commission Secretary  
Webster Township  
5665 Webster Church Road  
Dexter, MI 48130

RE: Master Plan DRAFT

Dear Webster Township Planning Commission:

The Village of Dexter Planning Commission appreciates the opportunity to review and comment on the Webster Township Master Plan update.

The Dexter Planning Commission requests that you provide additional considerations to the following comments. The Dexter Planning Commission feels as though additional information or data is needed to reflect or convey what appear to be the goals of the Township and clarify any conflicts that may exist with the Village of Dexter Master Plan.

- Section 2.02 – The Village of Dexter and Webster Township have significant impact on one another when making land uses decisions. The Township may want to consider adding the Village of Dexter to its four growth and development corridors. The Township may also want to consider mentioning the majority presence of the Dexter Community School District.
- Section 2.11 – The Village of Dexter’s land use policies have the potential to significantly impact the Township. Given the close proximity of the village to the southern portion of the Township consideration should be given to mentioning existing land use agreements currently in place such as the 425 agreements for the Mast, Huron River Drive, Joy Road node and the Westridge of Dexter residential subdivision.
- Section 2.12 – Expansion of the industrial development within the Township warrants mention of the existing 425 agreements that specifically address industrial development in the area. It may also be helpful to provide a map showing the existing Detroit Edison right of way to help further define the area being considered for industrial development.
- Section 3.04 – The Townships objectives affecting land use planning should consider including promotion of cluster development, preservation of natural features and natural features corridors, open space and recreation for residents within the Township, which is mentioned numerous times throughout the remainder of the document.

- Urban Service Area Map – The Township may want to consider adding the Urban Services Area map adjacent to the discussion of the urban services or providing a page number for readers to reference earlier in the document.
- Section 4.05 – Commercial development at the Joy Road, Mast Road and Huron River Drive intersection is discussed however the existing 425 agreements do not require that the Village extend water and sewer services to serve uses other than Light Industrial.
- Section 6.03(3) – Providing a definition of “environmental destruction” is recommended.
- Section 6 – It appears as though the number sequence may be off.
- Section 6.05 (#2) – “In areas with sewer and water, each dwelling should have a direct connection to the sanitary sewer and water system”; this statement is not always accurate. A multiple family development may only have one connection to the system; the connection just may be larger in size than typical of a single family dwelling.
- Section 6.07 – There are multiple references to Loch Alpine, this should be clarified to state what that includes, i.e. Devon Hills, LASA, Loch Alpine only? Consideration should also be given to existing densities in these areas and bylaws, plats that may restrict additional density.
- Section 6.12 – A map would be helpful to describe the service areas.
- Section 6.14 – Clarification should be provided on where PUD’s are permitted, urban and rural districts? The Master Plan states throughout that commercial, industrial and higher density residential development should be restricted to certain locations, however it is unclear when and where PUD’s can be used and/or recommended.
- Map 3 – All areas are defined except for the main, white area, please provide clarification on this district. Other? Agriculture? Recreation?
- Section 8.01(D)2 – Huron River Drove, Master Road, Joy Road – The plan states that the Township envisions this area as the largest commercial/service area in the Township. The current 425 agreement with the Village of Dexter states that the Village is only required to extend water and sewer service to industrial uses and that the cost of the transmission lines will be the responsibility of the end user. The Village Planning Commission believes that it is important to concentrate commercial/office activity within the urban area of the Village of Dexter, however understand that certain commercial uses are more appropriate for the township. The Township should consider traffic impacts when reviewing commercial and office uses for this area.
- Section 8.01(J) and 8.02(D) – The Village would appreciate further clarification on where PUD’s are permitted, urban or rural districts, etc, and clarification on whether or not PUD districts are considered an overlay zone or straight zoning.
- Section 10.01(E)8 – The Township should be consider encouraging farmers and agricultural uses to manage and treat stormwater runoff prior to the runoff leaving the site to help reduce the migration of pollutants through the watershed and into the Huron River and other lakes in the township. Recreation on lakes and rivers within the Township contributes to much of the local economy and translates to higher property values for many property owners.
- Section 11.02(F) and 11.04(F)2 – The Township should consider policy statements within the Master Plan and not dimensional requirements.

Thank you for the opportunity to comment and for taking the time to review the items we have addressed. We look forward to reviewing the revisions.

Please feel free to contact me if you have any additional questions.

Thank you.

Village of Dexter Planning Commission

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Matt Kowalski, AICP  
Planning Commission Chair

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Allison Bishop, AICP  
Planning Commission Staff  
Community Development Manager



AGENDA 9-14-09  
ITEM I-2

## ECONOMIC PROGRESS

### MONTHLY REPORT

AUGUST 2009

SUBMITTED TO:

VILLAGE OF DEXTER

VILLAGE COUNCIL



SUBMITTED BY:

FERGUSON ADVISORY SERVICES, LLC

Shawn Ferguson  
21 North Drive  
Brooklyn Michigan, 49230  
(517) 581-8899  
FASLLC@comcast.net

## Introduction

Ferguson Advisory Services, LLC (FASLLC) is pleased to present the Village of Dexter Council with a summary report of economic progress activities performed for the month of August 2009.

The format presented below follows the proposal submitted to the Village Administration in June 2009 and highlights completed activities, ongoing efforts, and long term goals and objectives.

### TABLE OF CONTENTS

<b>Section 1</b>	Economic Advancement Program / Progress Timeline
<b>Section 2</b>	Business Expansion & Jobs Retention Program
	A. Business Sector Analysis
	o Figure 1 Total Company Visits
	o Figure 2 Types of Companies Visited
	o Table 1 Specific Business Sectors
	o Figure 3 Business Sectors
	o Figure 4 Jobs Per Business Sector
	B. Company Profiles

## SECTION 1 Economic Advancement Program Progress Timeline

	July	August	September	October	November	December	Status
<b>Business Expansion and Jobs Retention Program</b>							
Comprehensive Listings of Businesses							Complete
Develop Access Database							In Progress
Maintain Data Tracking System							Ongoing
<b>On-Site Company Visits</b>							
<i>Adair Printing</i>							Complete
<i>A.R. Brouwer</i>							Complete
<i>Berry &amp; Associates</i>							Complete
<i>Recellular</i>							Complete
<i>Colorbok</i>							Case Study
<i>Dapco</i>							Complete
<i>Industrial Techonics</i>							Complete
Confidential Reports on Company Visits							Complete
<b>On-Site Company Visits</b>							
<i>Abletech</i>							Complete
<i>Peters Building (Cedars of Dexter)</i>							Complete
<i>Dexter Fastener Technolgies, Inc.</i>							Complete
<i>Dexter Research</i>							Complete
<i>Doors &amp; Drawers</i>							Complete
<i>K-Space</i>							Complete
<i>Moore Controls</i>							Complete
<i>National City Bank</i>							Complete
<i>Promatic Inc.</i>							Complete
<i>SIKO</i>							Complete
<i>TCF Bank</i>							Complete
<i>Vanston O'Brien Builders</i>							Complete
<i>Variety Die</i>							Complete
<i>Cornerstone Fitness</i>							Complete
Confidential Reports on Company Visits							Complete
<b>On-Site Company Visits</b>							
All Season Gutter							9/10/2009
Diecutting							9/10/2009
Northern Pizza							9/10/2009
Rand Construction							9/10/2009
Elastizel							9/15/2009
Dexter Research (2nd Visit)							9/15/2009
Confidential Reports on Company Visits							

## Economic Advancement Program Progress Timeline

	July	August	September	October	November	December	Status
<b>On-Site Company Visits</b>							
Confidential Reports on Company Visits							
<b>On-Site Company Visits</b>							
Confidential Reports on Company Visits							
<b>On-Site Company Visits</b>							
Confidential Reports on Company Visits							

	July	August	September	October	November	December	Status
<b>Business Attraction and Jobs Creation Program</b>							
Tour of Vacant Facilities							
Martinrea Building		█					Complete
Bishop Circle Condos		█					Complete
Pilot Industries Facility			█				
Meet with Developers and Real Estate Agents							
John Evans Swisher Real Estate	█						Complete
Steve Bouwser	█						Complete
Cabrio Properties	█						Complete
Meet with Land Owners (Business Park)							
Rand Construction			█				
Saga Holding LLC		█					Complete
Woods Holdings LLC		█					Complete
Martinrea Building			█				
Target Market Industry Analysis							
Review of Existing Industry	█	█					
Existing Business Relationships / Oppor.	█	█	█	█	█	█	Ongoing
Review of State and Regional Objectives	█	█	█				
Conclusions and Recommendations			█	█			
Target Market Company Study			█	█			
Conclusions and Recommendations			█	█			

<b>Review Local Incentive Programs</b>							
Information on State and Regional Programs	█	█	█				In Progress
Document Information From Visits	█	█	█	█	█	█	Ongoing
Recommendations on New Programs			█	█			In Progress
<b>Assistance with Incubator Project</b>							
Visit Spark Incubator Project	█						Complete
Visit Dexter Flex Space		█					

<b>State and Regional ED Meetings</b>							
SPARK	█	█	█	█	█	█	Ongoing
Attended Networking Meeting / SPARK AA	█	█	█	█			
Attended Finance Seminar / SPARK AA	█						
Met with SPARK Rep Greg Fronizer	█						
SPARK Western County Meeting			█				9/11/2009
SEMCOG	█	█	█	█	█	█	Ongoing
MEDC	█	█	█	█	█	█	9/11/2009
Meeting with Casey Bracken	█						
Meeting with Debra Stuart			█				9/11/2009
Washtenaw County CEO'S	█						

**SECTION 2**  
**BUSINESS EXPANSION & JOBS RETENTION PROGRAM**  
**Part A**  
**Business Sector Analysis**

One of the major components of effective business expansion and jobs retention program is tracking the results of your visits. There are many various data items that can be tracked including project status, jobs retained or created, contact information, business type, and project investment amount to mention a few.

For purposes of this report we have provided graphic information on Total Company Visits, Types of Companies Visited, Business Sectors within in the Dexter community, and Jobs Per Business Sector. This information will create a platform for future economic growth decisions for the Village of Dexter.

Active – visit resulted in a project that will expand a business's operations and retain jobs or create new jobs within the community.

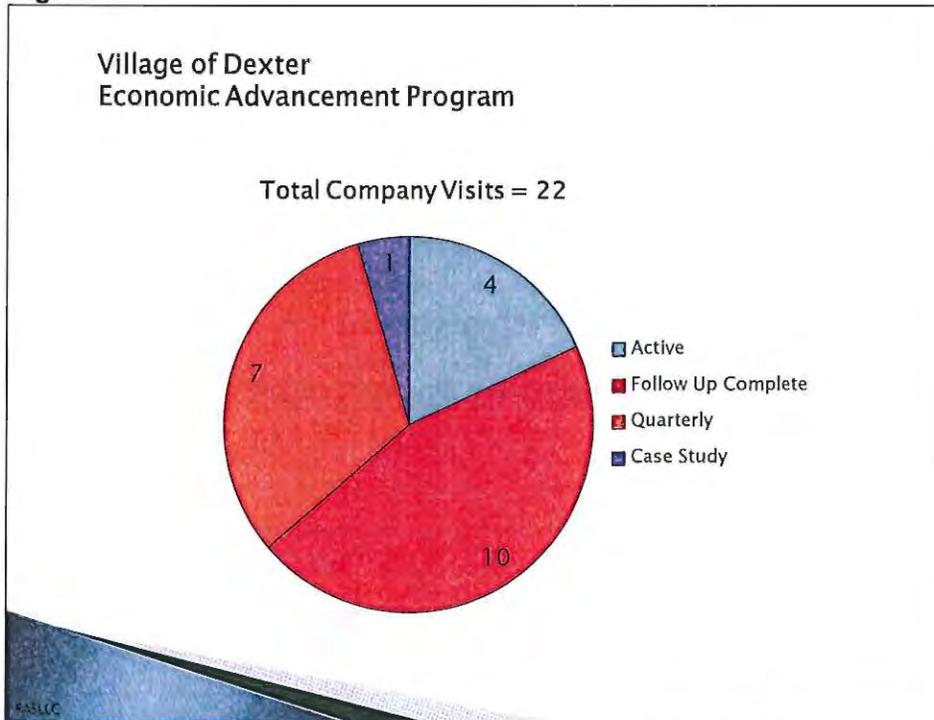
Quarterly – visit resulted in the possibility of a project in the next 6 to 12 months.

Follow Up Complete – visit completed with follow information forwarded to company.

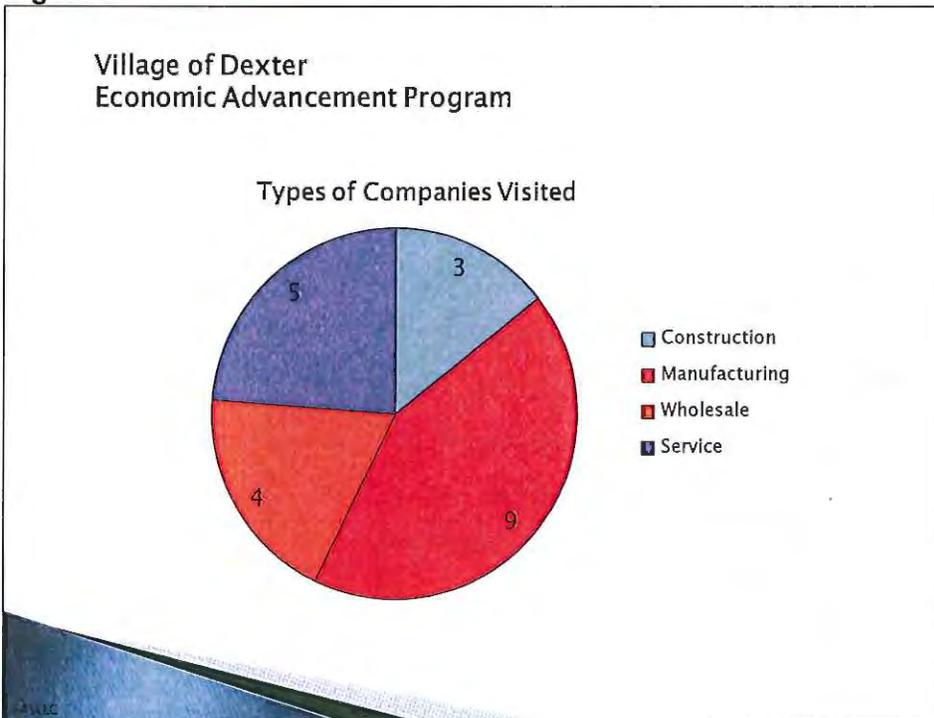
Case Studies – a visit with a company that did not complete a project or made a decision to move from the community.

Project Complete – visit resulted in a completed project that provided assistance to the company's growth efforts.

**Figure 1**



**Figure 2**



**Table 1**

1542-13	Building Contractors
---------	----------------------

1542-13	Building Contractors
1751-03	Cabinet Makers
2752-02	Printers (Mfrs)
3452-98	Bolts Nuts Screws Rivets/Washers (Mfrs)
3469-04	Metal Stamping (Mfrs)
3559-09	Special Industry Machinery NEC (Mfrs)
3562-98	Ball & Roller Bearing (Mfrs)
3599-98	Industrial/Com Machinery/Equip NEC (Mfrs)
3663-00	Communications Equipment
3823-02	Infrared Equipment (Mfrs)
3999-03	Manufacturers
5049-05	Scientific Apparatus & Instruments-Whls
5063-01	Electrical Apparatus and Equipment Wiring Supplies, and Construction Materials
5099-08	Manufacturers-Agents & Representatives
5122-03	Pharmaceutical Products-Wholesale
6021-01	Banks
6021-01	Banks
6513-01	Operators or Apartment Buildings
7319-08	Distribution Services
7991-01	Health Clubs Studios & Gymnasiums

**Figure 3**

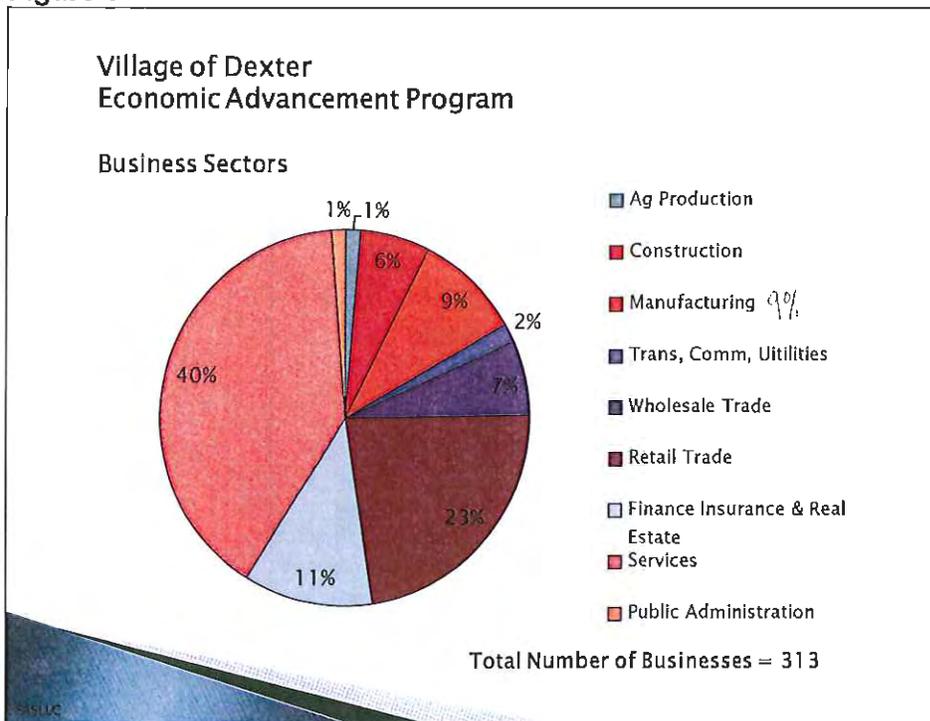
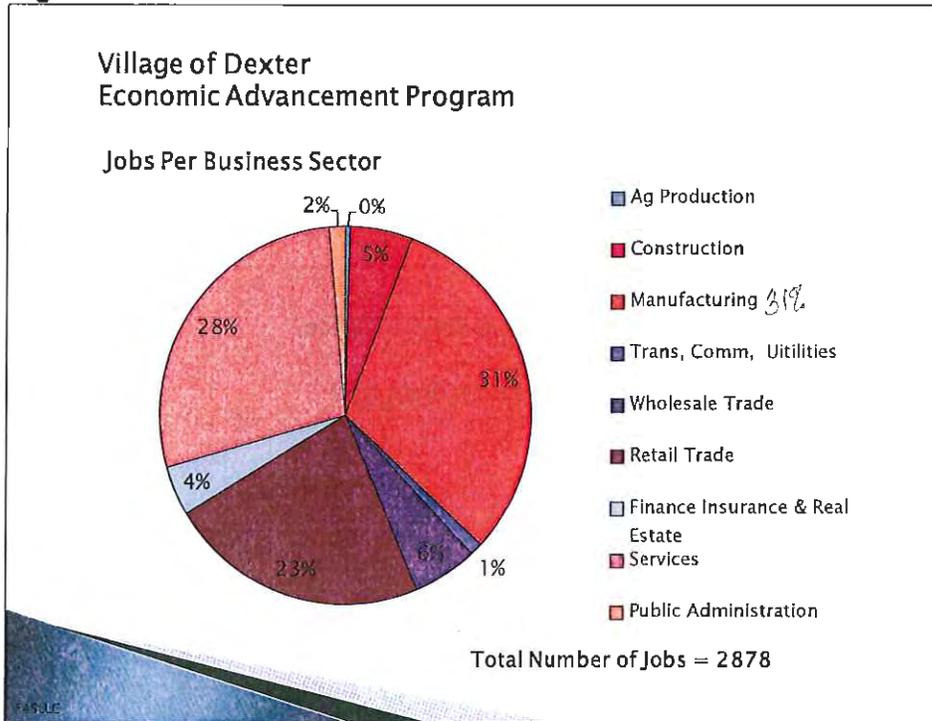


Figure 4



SECTION 2  
PART B  
COMPANY PROFILES

**PROTOMATIC**  
2125 Bishop Circle East  
Dexter, Michigan 48130  
(734) 426-3655  
[www.vanston.com](http://www.vanston.com)

**Visit Date:** 8-6-09

**Contacts:** Doug Wetzel, Vice President & General Manager  
doug@protomatic.com

**Business Type:** Industrial & Commercial Machinery & Equipment (Mfrs)  
**SIC Code:** 3599-98

**Current Employment:** 25

**Building Size:** 20,000 sq. ft.

**TCF BANK**

8081 Main Street  
Dexter, Michigan 48130  
(734) 426-9813  
[www.tcfbank.com](http://www.tcfbank.com)

**Visit Date:** 8-11-09

**Contacts:** Ben Watts, Branch Manager Dexter Office  
bwatt@tcfbank.biz  
Brad Chartier, Branch Lending Manager

**Business Type:** Bank  
**SIC Code:** 6021-01

**Current Employment:** 5

**Building Size:** 2500 Sq. Ft.

**VANSTON / OBRIEN, INC.**

2375 Bishop Circle West  
Dexter, Michigan 48130  
(734) 424-0661 ext. 107  
[www.vanston.com](http://www.vanston.com)

**Visit Date:** 8/11/09

**Contacts:** Dave Hughs  
david.hughs@vanston.com

**Business Type:** Building Contractors  
**SIC Code:** 1542-13

**Current Employment:** 27

**Building Size:** 64,000 Sq. Ft.

**DEXTECH**

Dexter Fastener Technologies, Inc  
2110 Bishop Circle West  
Dexter, Michigan 48130

FASLLC

(734) 426-5200  
[www.dextech.net](http://www.dextech.net)

Dexter Distribution  
2110 Bishop Circle West  
Dexter, Michigan 48130

**Visit Date:** 8/13/09

**Contacts:** Chris Collins, Plant Manager  
ccollins@dextech.net

**Business Type:** Bolts, Nuts, Screws, Rivets/Washers (Mfrs)  
**SIC Code:** 3542-98

**Business Type:** Distribution Services (Whls)  
**SIC Code:** 7319-08

**Current Employment:** 155 Dexter Fastener  
20 Dexter Distribution

**Building Size:** 80,000 Sq. Ft. Dexter Fastener Technologies, Inc.  
80,000 Sq. Ft. Dexter Distribution

**NATIONAL CITY BANK**  
8123 Main Street  
Dexter, Michigan 48130  
(734) 426-4626  
[www.nationalcity.com](http://www.nationalcity.com)

**Visit Date:** 8/13/09

**Contacts:** Debbie Neal, Branch Manager, Dexter  
John McCurdy, Vice President Business Banking Officer

**Business Type:** Banks  
**SIC Code:** 6021-01

**Current Employment:** 9

**Building Size:** 5,000 Sq. Ft.

**DEXTER RESEARCH CENTER**  
7300 Huron River Drive

FASLLC

Dexter, Michigan 48130  
(734) 426-3921  
[www.dexterresearch.com](http://www.dexterresearch.com)

**Visit Date:** 8/13/09

**Contacts:** Rob Toth, Jr., President  
robtoth@dexterresearch.com  
Cory Ziegler, Controller  
coryziegler@dexterresearch.com

**Business Type:** Infrared Equipment (Mfrs)  
**SIC Code:** 3823-02

**Current Employment:** 53  
**Building Size:** 19,000 Sq. Ft.

**VARIETY DIE & STAMPING COMPANY**

2221 Bishop Circle East  
Dexter, Michigan 48130  
(734) 426-4488  
[www.variety.com](http://www.variety.com)

**Visit Date:** 8/18/09

**Contacts:** Kevin G. Woods, President  
kwoods@varietydie.com

**Business Type:** Metal Stamping (Mfrs)  
**SIC Code:** 3469-04

**Current Employment:** 60  
**Building Size:** 40,000 sq.ft.

**K-SPACE ASSOCIATES, INC.**

2182 Bishop Circle East  
Dexter, Michigan

FASLLC

(734) 426-7977  
[www.k-space.com](http://www.k-space.com)

**Visit Date:** 8/20/09

**Contacts:** Darryl Barlett, General Manager  
djbarlett@k-space.com

**Business Type:** Scientific Apparatus and Instruments (Whls)  
**SIC Code:** 5049-05

**Current Employment:** 13

**Building Size:** 10,000 Sq. Ft.

**ABLETECH**  
2135 Bishop Circle East, Suite 7 & 8  
Dexter, Michigan 48130  
(734) 677-2420  
[www.abletech.com](http://www.abletech.com)

**Visit Date:** 8/20/09

**Contacts:** Mike Olson, President

**Business Type:** Electrical Apparatus & Equipment  
**SIC Code:** 5063-01

**Current Employment:** 2  
**Building Size:** 5,880 Sq. Ft.

**DOORS & DRAWERS**  
2467 Bishop East Circle  
Dexter, Michigan, 48130  
(734) 426-0005  
[www.doors-drawers.net](http://www.doors-drawers.net)

**Visit Date:** 8/25/09

**Contacts:** Chuck Manitz, Owner      chuck@doors-drawers.net

FASLLC

**Business Type:** Cabinet Makers  
**SIC Code:** 1751-03  
**Current Employment:** 25  
**Building Size:** 14,000 sq. ft.

**CONRNERSTONE FITNESS**

3045 Broad Street  
Suite, C  
Dexter, Michigan 48130  
(734) 426-2626

**Visit Date:** 8/25/09  
**Contacts:** Jess Arnett, Owner  
**Business Type:** Health Club Studios & Gymnasiums  
**SIC Code:** 7991-01  
**Current Employment:** 4  
**Building Size:** 6,000 Sq. Ft

**MOORE CONTROLS**

2290 Bishop Circle East  
Dexter, Michigan, 48130  
(734)424-9315  
[www.moorecontrols.net](http://www.moorecontrols.net)

**Visit Date:** 8/27/09  
**Contacts:** Steve Moore, COO                      [smoore@moorecontrols.net](mailto:smoore@moorecontrols.net)  
**Business Type:** Manufactures, Electronic Control Devices  
**SIC Code:** 3999-03  
**Current Employment:** 12  
**Building Size:** 9,600 Sq. Ft.

**SIKO**

2155 Bishop Circle East  
Dexter, Michigan 48130  
(734) 426-3476

**Visit Date:** 8/27/09

FASLLC

**Contacts:** Darrell Davey, President Darrell@sikoproducts.com  
**Business Type:** Manufacturers Agents & Representatives (Dist)  
**SIC Code:** 5099-08  
**Current Employment:** 8  
**Building Size:** 20,000 Sq. Ft



AGENDA 9-14-09  
ITEM I-3

## VILLAGE OF DEXTER

[cnicholls@villageofdexter.org](mailto:cnicholls@villageofdexter.org)

8140 Main Street Dexter, MI 48130-1092

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

### MEMO

**To: President Keough and Council Members**  
**From: Courtney Nicholls, Assistant Village Manager**  
**Date: September 14, 2009**  
**Re: Assistant Village Manager Report**

Asset Management – Kurt Augustine researched crack sealing equipment and discovered that Chelsea has the equipment that we can rent. We would be responsible for labor and materials. The 2009 asset management program continues to move forward. The remaining chip sealing is scheduled for September 11, with the cape sealing to take place the week of the 21<sup>st</sup>. The micosurfacing of Baker will likely occur on a Sunday, due to the contractors concern for traffic disruption.

Farmers Market – The Farmers Market is having a very successful season. 39 vendors have completed an application to participate and 14 have paid the seasonal fee. Advertising for the Market has been done on the W.A.V.E. community connector and in the Dexter Leader, both in the regular newspaper and the Dexter Daze flyer. In October we plan to have our annual pumpkin painting contest. The last Market day will be October 31. The Farmers Market Committee has met three times this season and will meet again in September and November.

Arts, Culture & Heritage Committee – This committee continues to meet on the first Tuesday of every month. The Committee will be doing a report at this meeting to present their ideas and proposed budget. Copies of the meeting notes are also provided under their report.

E-Mail List – The e-mail list currently reaches approx. 250 e-mail addresses. As we have sent project notification letters to residents we have included a flyer about the e-mail update, which has been an effective strategy to add people to the list.

Police Services Steering Committee – At our September meeting we received a financial analysis of the current cost of a deputy compared to the current price; the information we received is attached. The spreadsheet on page 6 is the most useful piece of information. At this meeting Sheriff Clayton also mentioned that as part of his continuing effort to reduce costs in the Sheriff's Office he will be doing an analysis of station locations. Consolidation could occur if they find that it will result in a cost savings to the Sheriff's Office without impacting service. The Sheriff will be working with the Committee as he performs this analysis.

Emergency Preparedness – Attached for your review are the Continuity of Government Plan and Hazard Mitigation Plan. The Continuity of Government Plan is a document that consolidates the Village's emergency planning information to one location. The Hazard Mitigation Plan was first adopted in September 2004 as a requirement to be eligible to apply for certain Federal Emergency Management Agency (FEMA) funding opportunities. The updated text is provided along with a copy of the draft adoption resolution and 2004 Plan. Both items will be on the Council agenda for adoption on September 28.

Class Attended:

Transportation Asset Management Conference – May 19  
Transportation Asset Management Workshop – June 2  
State of Michigan – Records Management – June 16  
State of Michigan – Department of Energy Grant Workshop – July 23

Events Attended:

Art, Food & Wine  
Bridge Ceremony  
Dexter Daze / Parade  
Faith in Action Grand Opening

Meetings Attended:

Chief Election Officials – July Meeting  
Dexter Area Chamber  
Dexter, Dexter Twp., Webster Twp. Police Services Workgroup  
Drinking Water Revolving Fund – Financing and Coordination  
Healthy Communities Committee  
Michigan Economic Development Corp. – Washtenaw Cty. Development Manager  
Orchard, Hiltz, & McCliment Updates  
State Revolving Loan Fund – Financing and Coordination  
Washtenaw County Police Services Steering Committee  
Wellhead Protection Team



# WASHTENAW COUNTY OFFICE OF THE SHERIFF



2201 Hogback Road ♦ Ann Arbor, Michigan 48105-9732 ♦ OFFICE (734) 971-8400 ♦ FAX (734) 973-4624 ♦ EMAIL sheriff@ewashtenaw.org

JERRY L. CLAYTON  
SHERIFF

MARK A. PTASZEK  
UNDERSHERIFF

TO: Police Services Steering Committee

THROUGH: Jerry L. Clayton  
Sheriff

FROM: Police Services – Financial Sub-Committee

DATE: July 6, 2009

SUBJECT: PSSC – Sub-Committee Executive Summary

### PSSC Sub-Committee Charge

In March 2009, the Police Services Steering Committee formed a Financial Sub-Committee with the specific charge of reviewing the current financial methodology and base assumptions used in police service contracts. The Sheriff, the Sub-Committee, and County Administration have been significant partners throughout this process. The county began a new methodology for contract policing to local jurisdictions in 2002 and has since implemented many adjustments to improve service delivery and more accurately quantify the cost of contract policing. In 2008, the cost model moved from PSU based to incremental cost model.

The Sub-Committee chose not to focus on issues related to current county policy and did not alter the fundamental assumptions made in the original incremental cost model developed by Plante-Moran. The main focus was understanding items under what are deemed contract deputy direct and indirect costs. Cost categories of overhead and county-wide services were reviewed as well. At this time the contract price has been agreed upon for 2010, and there is a pending recommendation for 2011 before the Board of Commissioners. The question for analysis was the alignment between cost and price.

### Police Services Contracting Assumptions

Using the 2008 Plante-Moran methodology, the calculation formulas were updated with the most current data available, including deployment. No changes in the number of contract FTEs or the operating budget were made for 2010 and 2011. Salary and fringes have been updated according to 2010 and 2011 salary projections. Fleet has been updated according to the preliminary fleet budget for 2010 and 2011. Gun allowance and the HVA dispatch contract are outliers that were not taken into account previously, but are included in this analysis as they were deemed appropriate charges by the sub-committee.

**Deliverables of Sub-Committee (See attachment and overview of each analysis provided below)**

Police Services Cost Analysis	pages 1 – 2
Police Services Cost Analysis Assumptions	pages 3 – 5
Polices Services per Contract Analysis	page 6
Polices Services per Contract Analysis Formulas	pages 7 – 9

***Police Services Cost Analysis*** – At the top of the first page the FTE count for contract deputies, sergeants and lieutenants are listed. These are the current 2009 FTE counts and are used for cost analysis done for 2010 and 2011. Using the FTE count, the actual supervision ratio per deputy is shown alongside the supervision ratio stipulated in the police services contracts. It is important to note that the actual ratio will never completely align with the contract ratio as the number of contract deputies and supervision deployment change. The sub-committee determined the current ratios are in alignment with the contracts. Below the personnel data are cost estimates for 2009, 2010 and 2011 for each of the cost categories: Contract Direct and Indirect, Overhead, County-Wide and Mandated Services. Each category lists the individual line items that are included in the cost analysis. Under the Contract Category costs are grouped by whether they are deemed direct or indirect remaining consistent with the original incremental cost model.

***Police Services Cost Analysis Assumptions*** – This document is a supplement to the Police Services Cost Analysis. For each cost listed in the analysis there is a brief explanation of how each was calculated.

***Police Services Per Contract Analysis*** – Analysis is done on a per Contract Deputy, Sergeant and Lieutenant level for 2009, 2010, and 2011. Highlighted in purple are the costs that were not included in the original 2008 Plante-Moran methodology but are included in this analysis. Please note that the Contract Deputy Direct and Indirect Costs total is calculated based on the actual supervision ratio and the Contract Deputy Direct and Indirect Price is calculated based on the contract supervision ratio (refer to Police Services Cost Analysis). The 2011 price is assuming a 4% increase from the 2010 price.

***Police Services per Contract Analysis Formulas*** – This document is a supplement to the Police Services per Contract Analysis. Using the 2008 Plante-Moran methodology, most the calculations have been brought up-to-date with the most current data available. Each calculation is listed explicitly.

**Recommendations**

The Sub-Committee is recommending the following based on the discussions and analysis completed:

- Support the implementation of 4% increase in the contract price for 2011
- The Office of the Sheriff and County Administration to work in partnership to recommend a new cost/price model for future years
- The continuation of the PSSC Financial Sub-Committee
- The Office of the Sheriff to work to establish a new service delivery model for police services

**Remaining Issues**

Upon better understanding to the current cost model and intention of the incremental cost approach, the main unresolved issue is how overhead and county-wide services be allocated to determine a total cost per deputy.

## Police Services

### 2009 – 2011 Cost Analysis Assumptions

	<i>2009 Cost Estimate</i>	<i>2010 Cost Estimate</i>	<i>2011 Cost Estimate</i>
<b>Contract - Direct</b>			
	2009 salary & fringe  Uniform & gun allowance alignment w/ union contracts  2009 Fleet budget	2010 salary & fringe projections  Uniform & gun allowance alignment w/ union contracts  Prelim 2010 Fleet budget	2011 salary alignment w/ union contracts & fringe projections  Uniform & gun allowance alignment w/ union contracts  Prelim 2011 Fleet budget
<b>Contract - Indirect</b>			
	2009 Central Dispatch budget  Liability Insurance, Info & Tech, Legal based on 2009 CAP budget  2009 General Supplies, Other Services & Charges, Capital Outlay budget	Prelim 2010 Central Dispatch budget w/ updated salary & fringe  Liability Insurance, Info & Tech, Legal based on 2007 cost allocation from Maximus  2009 General Supplies, Other Services & Charges, Capital Outlay budget	Prelim 2011 Central Dispatch budget w/ updated salary & fringe  Liability Insurance, Info & Tech, Legal based on 2007 cost allocation from Maximus  2009 General Supplies, Other Services & Charges, Capital Outlay budget
<b>Overhead</b>			
Sheriff Admin - Patrol	2009 salary & fringe of .5 Sheriff, .5 Undersheriff, .5 Business Manager, .5 Admin Ops Director, .5 of 2 Admin Assistants, .8 Lieutenant, 1 Lieutenant, 1 Sergeant, 1 Patrol Commander	2010 salary & fringe of .5 Sheriff, .5 Undersheriff, .5 Business Manager, .5 Admin Ops Director, .5 Comm Engagement Director, .5 of 2 Admin Assistants, .8 Lieutenant, 1 Lieutenant, 1 Sergeant, 1 Patrol Commander	2011 salary & fringe of .5 Sheriff, .5 Undersheriff, .5 Business Manager, .5 Admin Ops Director, .5 Comm Engagement Director, .5 of 2 Admin Assistants, .8 Lieutenant, 1 Lieutenant, 1 Sergeant, 1 Patrol Commander
Sheriff Admin – Non Patrol	2009 salary & fringe of .5 Sheriff, .5 Undersheriff, .5 Business Manager, .5 Admin Ops Director, .5 of 2 Admin Assistants, .2 Lieutenant	2010 salary & fringe of .5 Sheriff, .5 Undersheriff, .5 Business Manager, .5 Admin Ops Director, .5 of 2 Admin Assistants, .2 Lieutenant	2011 salary & fringe of .5 Sheriff, .5 Undersheriff, .5 Business Manager, .5 Admin Ops Director, .5 of 2 Admin Assistants, .2 Lieutenant
Sheriff Support Services	Reminder of 2009 salary	Reminder of 2010 salary	Reminder of 2011 salary

## Police Services

### 2009 – 2011 Cost Analysis Assumptions

– Non Patrol	& fringe for 1 Prop Tech, 3 CSO, 5 Office Specialists, 4 Account Clerks	& fringe for 1 Prop Tech, 3 CSO, 5 Office Specialists, 4 Account Clerks	& fringe for 1 Prop Tech, 3 CSO, 5 Office Specialists, 4 Account Clerks
Central Dispatch – Non Patrol	Reminder of 2009 Central Dispatch Budget	Reminder of 2009 Central Dispatch Budget w/ updated 2010 salary, fringe	Reminder of 2009 Central Dispatch Budget w/ updated 2011 salary, fringe
General Supplies	Reminder of 2009 Police Services General Supply Budget	Reminder of 2009 Police Services General Supply Budget	Reminder of 2009 Police Services General Supply Budget
Other Services & Charges	Reminder of 2009 Police Services Other Services & Charges Budget	Reminder of 2009 Police Services Other Services & Charges Budget	Reminder of 2009 Police Services Other Services & Charges Budget
Capital Outlay	Reminder of 2009 Police Services Capital Outlay Budget	Reminder of 2009 Police Services Capital Outlay Budget	Reminder of 2009 Police Services Capital Outlay Budget
Uniform Allowance	Uniform related to non-contract Police Services; based on union contract	Uniform related to non-contract Police Services; based on union contract	Uniform related to non-contract Police Services; based on union contract
Gun Allowance	Gun related to non-contract Police Services; based on union contract	Gun related to non-contract Police Services; based on union contract	Gun related to non-contract Police Services; based on union contract
Fleet	Reminder of 2009 Police Services Fleet budget	Reminder of 2010 Police Services Fleet budget	Reminder of 2011 Police Services Fleet budget
CAP	Reminder of 2009 Police Services CAP	Reminder of 2010 Police Services CAP	Reminder of 2011 Police Services CAP
WCERS Retirement	N/A	Based on actuary assessment for 2010	8% increase from 2010 assessment
<b>County-Wide</b>			
Detective Bureau & DB Admin	2009 salary & fringe of 8 Deputy Investigators, 1 Sergeant, 1 Lieutenant, 1 Office Specialist	2010 salary & fringe of 8 Deputy Investigators, 1 Sergeant, 1 Lieutenant, 1 Office Specialist	2011 salary & fringe of 8 Deputy Investigators, 1 Sergeant, 1 Lieutenant, 1 Office Specialist
Special Assignment	2009 salary & fringe of 6 Special Assignment Deputies + 1 Caseworker	2010 salary & fringe of 6 Special Assignment Deputies + 1 Caseworker	2011 salary & fringe of 6 Special Assignment Deputies + 1 Caseworker
GF Road Patrol	2009 salary & fringe of 12 Deputies + 1 Sergeant	2010 salary & fringe of 12 Deputies + 1 Sergeant	2011 salary & fringe of 12 Deputies + 1 Sergeant
County OT Pool	Reminder of Police Services Overtime + Shift Premium	Reminder of Police Services Overtime + Shift Premium	Reminder of Police Services Overtime + Shift Premium

## Police Services

### 2009 – 2011 Cost Analysis Assumptions

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<i>Mandated Services</i>			
Animal Control	2009 Animal Control Budget	2009 Animal Control Budget w/ updated 2010 salary, fringe, fleet	2009 Animal Control Budget w/ updated 2011 salary, fringe, fleet
Marine Safety	2009 Marine Safety Budget	2009 Marine Safety Budget w/ updated 2010 salary, fringe, fleet	2009 Marine Safety Budget w/ updated 2011 salary, fringe, fleet
Corrections	2009 Corrections Budget	2009 Corrections Budget w/ updated 2010 salary, fringe, fleet	2009 Corrections Budget w/ updated 2011 salary, fringe, fleet
Court Security	2009 Court Security Budget	2009 Court Security Budget w/ updated 2010 salary, fringe	2009 Court Security Budget w/ updated 2011 salary, fringe
Civil Division	2009 Estimate	2010 Estimate	2011 Estimate

**POLICE SERVICES 2009 - 2011 PER CONTRACT ANALYSIS**

Cost List Per	DEPUTY			SERGEANT			LIEUTENANT			
	2009 Cost Estimate	2010 Cost Estimate	2011 Cost Estimate	2009 Cost Estimate	2010 Cost Estimate	2011 Cost Estimate	2009 Cost Estimate	2010 Cost Estimate	2011 Cost Estimate	
<b>Direct</b>										
Salary	\$ 55,691	\$ 57,617	\$ 60,091	\$ 68,568	\$ 73,465	\$ 75,419	\$ 80,344	\$ 78,158	\$ 80,740	
Fringe	\$ 35,089	\$ 30,977	\$ 33,783	\$ 35,415	\$ 36,737	\$ 39,586	\$ 39,872	\$ 38,424	\$ 41,578	
Uniform Allowance	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	
Gun Allowance	\$ 600	\$ 600	\$ 650	\$ 600	\$ 600	\$ 650	\$ 600	\$ 600	\$ 650	
<u>Fleet</u>	<u>\$ 11,964</u>	<u>\$ 12,143</u>	<u>\$ 11,703</u>	<u>\$ 11,964</u>	<u>\$ 12,143</u>	<u>\$ 11,703</u>	<u>\$ 11,006</u>	<u>\$ 11,171</u>	<u>\$ 10,766</u>	
<b>Direct Subtotal</b>	<b>\$ 104,843</b>	<b>\$ 102,836</b>	<b>\$ 107,727</b>	<b>\$ 118,047</b>	<b>\$ 124,444</b>	<b>\$ 128,858</b>	<b>\$ 133,323</b>	<b>\$ 129,853</b>	<b>\$ 135,234</b>	
<b>Indirect</b>										
Central Dispatch	\$ 14,876	\$ 14,162	\$ 14,891	\$ 14,876	\$ 14,162	\$ 14,891	\$ 14,876	\$ 14,162	\$ 14,891	
Net Revenue	\$ (6,437)	\$ (6,437)	\$ (6,437)	\$ (6,437)	\$ (6,437)	\$ (6,437)	\$ (6,437)	\$ (6,437)	\$ (6,437)	
Net Fire Dispatch	\$ (1,707)	\$ (1,707)	\$ (1,707)	\$ (1,707)	\$ (1,707)	\$ (1,707)	\$ (1,707)	\$ (1,707)	\$ (1,707)	
Liability Insurance	\$ 1,694	\$ 2,566	\$ 2,566	\$ 1,694	\$ 2,566	\$ 2,566	\$ 1,694	\$ 2,566	\$ 2,566	
Sheriff Support Services Salary	\$ 4,637	\$ 4,894	\$ 5,046	\$ 4,637	\$ 4,894	\$ 5,046	\$ 4,637	\$ 4,894	\$ 5,046	
Sheriff Support Services Fringe	\$ 2,671	\$ 2,853	\$ 3,096	\$ 2,671	\$ 2,853	\$ 3,096	\$ 2,671	\$ 2,853	\$ 3,096	
Sheriff Support Services Overtime	\$ 92	\$ 92	\$ 92	\$ 92	\$ 92	\$ 92	\$ 92	\$ 92	\$ 92	
Sheriff Support Services Uniforms	\$ 56	\$ 56	\$ 56	\$ 56	\$ 56	\$ 56	\$ 56	\$ 56	\$ 56	
Info & Tech Systems	\$ 4,599	\$ 4,073	\$ 4,073	\$ 4,599	\$ 4,073	\$ 4,073	\$ 4,599	\$ 4,073	\$ 4,073	
General Supplies	\$ 667	\$ 662	\$ 662	\$ 667	\$ 662	\$ 662	\$ 667	\$ 662	\$ 662	
Other Services & Charges	\$ 2,163	\$ 2,149	\$ 2,149	\$ 2,163	\$ 2,149	\$ 2,149	\$ 2,163	\$ 2,149	\$ 2,149	
Capital Outlay	\$ 90	\$ 90	\$ 90	\$ 90	\$ 90	\$ 90	\$ 90	\$ 90	\$ 90	
<u>Contract Related Legal</u>	<u>\$ 447</u>	<u>\$ 681</u>	<u>\$ 681</u>	<u>\$ 447</u>	<u>\$ 681</u>	<u>\$ 681</u>	<u>\$ 447</u>	<u>\$ 681</u>	<u>\$ 681</u>	
<b>Indirect Subtotal</b>	<b>\$ 23,848</b>	<b>\$ 24,133</b>	<b>\$ 25,256</b>	<b>\$ 23,848</b>	<b>\$ 24,133</b>	<b>\$ 25,256</b>	<b>\$ 23,848</b>	<b>\$ 24,133</b>	<b>\$ 25,256</b>	
<b>Total</b>	<b>\$ 128,691</b>	<b>\$ 126,970</b>	<b>\$ 132,983</b>	<b>\$ 141,896</b>	<b>\$ 148,577</b>	<b>\$ 154,114</b>	<b>\$ 157,171</b>	<b>\$ 153,986</b>	<b>\$ 160,491</b>	
Deputy Direct & Indirect Cost w/ supervision	\$ 151,842	\$ 150,949	\$ 157,875							
Deputy Direct & Indirect Price w/ supervision	\$ 141,963	\$ 144,802	\$ 151,288							
Variance	\$ 9,878	\$ 6,147	\$ 6,587							

Note: Cost does not include any distribution of Overhead or County-wide Services at this time

Cost = cost to the County  
 price = amount paid by the Townships/Villages

## Police Services

### 2009 Per Contract Cost Analysis Formulas

	DEPUTY	SERGEANT	LIEUTENANT
<b>Direct</b>			
Salary	Average Contract Deputy Salary	Average Contract Sergeant Salary	Average Contract Lieutenant Salary
Fringe	Average Contract Deputy Fringe	Average Contract Sergeant Fringe	Average Contract Lieutenant Fringe
Uniform Allowance	POAM Contract	POAM Contract	POAM Contract
Gun Allowance	POAM Contract	POAM Contract	POAM Contract
Fleet	\$1,408,759 2009 Fleet Budget * 78.13% allocation to contract deputies & sergeants / 92 contract deputies & sergeants	\$1,408,759 2009 Fleet Budget * 78.13% allocation to contract deputies & sergeants / 92 contract deputies & sergeants	\$1,408,759 2009 Fleet Budget * 25% allocation unmarked cars / 32 unmarked cars
<b>Indirect</b>			
Central Dispatch	\$2,087,030 2009 Central Dispatch Budget * 67% of calls deemed as WashCo * 86% of contract deputies to all contract FTE / 81 contract deputies	\$2,087,030 2009 Central Dispatch Budget * 67% of calls deemed as WashCo * 12% of contract sergeants to all contract FTE / 11 contract sergeants	\$2,087,030 2009 Central Dispatch Budget * 67% of calls deemed as WashCo * 2% of contract lieutenants to all contract FTE / 2 contract lieutenants
Net E911 Revenue	\$903,054 2009 E911 Revenue Budget * 67% of calls deemed as WashCo * 86% of contract deputies to all contract FTE / 81 contract deputies	\$903,054 2009 E911 Revenue Budget * 67% of calls deemed as WashCo * 12% of contract sergeants to all contract FTE / 11 contract sergeants	\$903,054 2009 E911 Revenue Budget * 67% of calls deemed as WashCo * 2% of contract lieutenants to all contract FTE / 2 contract lieutenants
Net Fire Dispatch	\$160,497 2008 HVA Contract * 86% of contract deputies to all contract FTE / 81 contract deputies	\$160,497 2008 HVA Contract * 12% of contract sergeants to all contract FTE / 11 contract sergeants	\$160,497 2008 HVA Contract * 2% of contract lieutenants to all contract FTE / 2 contract lieutenants
Liability Insurance	\$256,186 2009 Insurance portion of CAP * 62.67% allocation to contracting FTE's liability insurance * 99.2% PSU patrol hrs in contract jurisdictions * 86% of contract deputies to all contract FTE / 81 contract	\$256,186 2009 Insurance portion of CAP * 62.67% allocation to contracting FTE's liability insurance * 99.2% PSU patrol hrs in contract jurisdictions * 12% of contract sergeants to all contract FTE / 11 contract	\$256,186 2009 Insurance portion of CAP * 62.67% allocation to contracting FTE's liability insurance * 99.2% PSU patrol hrs in contract jurisdictions * 2% of contract lieutenants to all contract FTE / 2

## Police Services

### 2009 Per Contract Cost Analysis Formulas

	deputies	sergeants	contract lieutenants
Sheriff Support Services Salary	{0.6 Prop Tech, 5 of 7 Office Specialists, 3 CSO and 50% of 4 Account Clerks salaries} * 99.2% PSU patrol hrs in contract jurisdictions * 86% of contract deputies to all contract FTE / 81 contract deputies	{0.6 Prop Tech, 5 of 7 Office Specialists, 3 CSO and 50% of 4 Account Clerks salaries} * 99.2% PSU patrol hrs in contract jurisdictions * 12% of contract sergeants to all contract FTE / 11 contract sergeants	{0.6 Prop Tech, 5 of 7 Office Specialists, 3 CSO and 50% of 4 Account Clerks salaries} * 99.2% PSU patrol hrs in contract jurisdictions * 2% of contract lieutenants to all contract FTE / 2 contract lieutenants
Sheriff Support Service Fringe	{0.6 Prop Tech, 5 Office Specialists, 3 CSO and 50% of 4 Account Clerks fringes} * 99.2% PSU patrol hrs in contract jurisdictions * 86% of contract deputies to all contract FTE / 81 contract deputies	{0.6 Prop Tech, 5 Office Specialists, 3 CSO and 50% of 4 Account Clerks fringes} * 99.2% PSU patrol hrs in contract jurisdictions * 12% of contract sergeants to all contract FTE / 11 contract sergeants	{0.6 Prop Tech, 5 Office Specialists, 3 CSO and 50% of 4 Account Clerks fringes} * 99.2% PSU patrol hrs in contract jurisdictions * 2% of contract lieutenants to all contract FTE / 2 contract lieutenants
Sheriff Support Service OT	\$540,000 2009 OT & Shift premium budget * 1.61% allocation of OT to SS * 86% of contract deputies to all contract FTE / 81 contract deputies	\$540,000 2009 OT & Shift premium budget * 1.61% allocation of OT to SS * 12% of contract sergeants to all contract FTE / 11 contract sergeants	\$540,000 2009 OT & Shift premium budget * 1.61% allocation of OT to SS * 2% of contract lieutenants to all contract FTE / 2 contract lieutenants
Sheriff Support Service Uniform	{0.6 Prop Tech, 5 Office Specialists, 3 CSO and 50% of 4 Account Clerks uniforms} * 99.2% DB patrol hrs in contract jurisdictions * 86% of contract deputies to all contract FTE / 81 contract deputies	{0.6 Prop Tech, 5 Office Specialists, 3 CSO and 50% of 4 Account Clerks uniforms} * 99.2% DB patrol hrs in contract jurisdictions * 12% of contract sergeants to all contract FTE / 11 contract sergeants	{0.6 Prop Tech, 5 Office Specialists, 3 CSO and 50% of 4 Account Clerks uniforms} * 99.2% DB patrol hrs in contract jurisdictions * 2% of contract lieutenants to all contract FTE / 2 contract lieutenants
Info & Tech Systems	\$706,257 2009 Insurance portion of ITS * 82.71% PC allocation to all police svcs / 150 police svcs FTE	\$706,257 2009 Insurance portion of ITS * 82.71% PC allocation to all police svcs / 150 police svcs FTE	\$706,257 2009 Insurance portion of ITS * 82.71% PC allocation to all police svcs / 150 police svcs FTE
General Supplies	\$100,808 2009 General Supplies budget less Uniform Allowance	\$100,808 2009 General Supplies budget less Uniform Allowance	\$100,808 2009 General Supplies budget less Uniform Allowance

## Police Services

### 2009 Per Contract Cost Analysis Formulas

	budget * 99.2% PSU patrol hrs in contract jurisdictions * 63% contract FTE's to all police svcs FTE's * 86% of contract deputies to all contract FTE / 81 contract deputies	budget * 99.2% PSU patrol hrs in contract jurisdictions * 63% contract FTE's to all police svcs FTE's * 12% of contract sergeants to all contract FTE / 11 contract sergeants	budget * 99.2% PSU patrol hrs in contract jurisdictions * 63% contract FTE's to all police svcs FTE's * 2% of contract lieutenants to all contract FTE / 2 contract lieutenants
Other Svcs & Charges	\$327,120 2009 Other Svcs budget * 99.2% PSU patrol hrs in contract jurisdictions * 63% contract FTE's to all police svcs FTE's * 86% of contract deputies to all contract FTE / 81 contract deputies	\$327,120 2009 Other Svcs budget * 99.2% PSU patrol hrs in contract jurisdictions * 63% contract FTE's to all police svcs FTE's * 12% of contract sergeants to all contract FTE / 11 contract sergeants	\$327,120 2009 Other Svcs budget * 99.2% PSU patrol hrs in contract jurisdictions * 63% contract FTE's to all police svcs FTE's * 2% of contract lieutenants to all contract FTE / 2 contract lieutenants
Capital Outlay	\$13,625 2009 Capital Outlay budget * 99.2% PSU patrol hrs in contract jurisdictions * 63% contract FTE's to all police svcs FTE's * 86% of contract deputies to all contract FTE / 81 contract deputies	\$13,625 2009 Capital Outlay budget * 99.2% PSU patrol hrs in contract jurisdictions * 63% contract FTE's to all police svcs FTE's * 12% of contract sergeants to all contract FTE / 11 contract sergeants	\$13,625 2009 Capital Outlay budget * 99.2% PSU patrol hrs in contract jurisdictions * 63% contract FTE's to all police svcs FTE's * 2% of contract lieutenants to all contract FTE / 2 contract lieutenants
Contract Related Legal	\$256,186 2009 Insurance portion of CAP * 16.52% allocation to contracting FTE's legal risk * 99.2% PSU patrol hrs in contract jurisdictions * 86% of contract deputies to all contract FTE / 81 contract deputies	\$256,186 2009 Insurance portion of CAP * 16.52% allocation to contracting FTE's legal risk * 99.2% PSU patrol hrs in contract jurisdictions * 12% of contract sergeants to all contract FTE / 11 contract sergeants	\$256,186 2009 Insurance portion of CAP * 16.52% allocation to contracting FTE's legal risk * 99.2% PSU patrol hrs in contract jurisdictions * 2% of contract lieutenants to all contract FTE / 2 contract lieutenants

**POLICE SERVICES 2009 - 2011 COST ANALYSIS**

	FTE	Actual Deputy to Supervision Ratio	Contract Deputy to Supervision Ratio
Deputy	81.0		
Sergeant	11.0	7.36	7.50
Lieutenant	2.0	40.50	45.00

**Cost Category Breakdown**

Contract w/ Supervision	2009 Cost Estimate	2010 Cost Estimate	2011 Cost Estimate
<b>Direct</b>			
Salary	\$ 5,425,874	\$ 5,631,390	\$ 5,858,443
Fringe	\$ 3,311,488	\$ 2,990,087	\$ 3,254,999
Uniform Allowance	\$ 141,000	\$ 141,000	\$ 141,000
Gun Allowance	\$ 56,400	\$ 56,400	\$ 61,100
<u>Fleet</u>	<u>\$ 1,122,675</u>	<u>\$ 1,139,467</u>	<u>\$ 1,098,240</u>
<b>Direct Subtotal</b>	<b>\$ 10,057,437</b>	<b>\$ 9,958,345</b>	<b>\$ 10,413,782</b>
<b>Indirect</b>			
Central Dispatch	\$ 1,398,310	\$ 1,331,220	\$ 1,399,749
Net Revenue	\$ (605,046)	\$ (605,046)	\$ (605,046)
Net Fire Dispatch	\$ (160,497)	\$ (160,497)	\$ (160,497)
Liability Insurance	\$ 159,259	\$ 241,160	\$ 241,160
Sheriff Support Services Salary	\$ 435,873	\$ 460,029	\$ 474,285
Sheriff Support Services Fringe	\$ 251,106	\$ 268,214	\$ 291,000
Sheriff Support Services Overtime	\$ 8,624	\$ 8,624	\$ 8,624
Sheriff Support Services Uniforms	\$ 5,297	\$ 5,297	\$ 5,297
Info & Tech Systems	\$ 432,343	\$ 382,851	\$ 382,851
General Supplies	\$ 62,668	\$ 62,253	\$ 62,253
Other Services & Charges	\$ 203,355	\$ 202,009	\$ 202,009
Capital Outlay	\$ 8,470	\$ 8,414	\$ 8,414
<u>Contract Related Legal</u>	<u>\$ 41,983</u>	<u>\$ 63,998</u>	<u>\$ 63,998</u>
<b>Indirect Subtotal</b>	<b>\$ 2,241,746</b>	<b>\$ 2,268,525</b>	<b>\$ 2,374,096</b>
<b>Contract Subtotal</b>	<b>\$ 12,299,183</b>	<b>\$ 12,226,869</b>	<b>\$ 12,787,878</b>

**POLICE SERVICES 2009 - 2011 COST ANALYSIS**

**Cost Category Breakdown**

<b>Overhead</b>	<b>2009 Cost Estimate</b>	<b>2010 Cost Estimate</b>	<b>2011 Cost Estimate</b>
Sheriff Admin - Patrol	\$ 1,122,844	\$ 976,787	\$ 1,024,591
Sheriff Admin - Non Patrol	\$ 624,455	\$ 465,334	\$ 487,440
Sheriff Support Services - Non Patrol	\$ 92,956	\$ 111,899	\$ 119,097
Central Dispatch - Non Patrol	\$ 1,293,766	\$ 1,260,722	\$ 1,294,475
General Supplies	\$ 38,140	\$ 38,555	\$ 38,555
Other Services & Charges	\$ 123,765	\$ 125,111	\$ 125,111
Capital Outlay	\$ 5,155	\$ 5,211	\$ 5,211
Uniform Allowance	\$ 66,200	\$ 67,700	\$ 67,700
Gun Allowance	\$ 22,200	\$ 22,800	\$ 24,700
Fleet	\$ 286,084	\$ 290,363	\$ 279,857
CAP	\$ 1,363,545	\$ 1,464,170	\$ 1,464,170
<u>WCERS Retirement</u>	\$ -	\$ 1,944,171	\$ 2,099,705
<b>Overhead Subtotal</b>	<b>\$ 5,039,111</b>	<b>\$ 6,772,823</b>	<b>\$ 7,030,612</b>

<b>County-Wide</b>	<b>2009 Cost Estimate</b>	<b>2010 Cost Estimate</b>	<b>2011 Cost Estimate</b>
Detective Bureau & DB Admin	\$ 1,023,760	\$ 1,057,843	\$ 1,106,014
Special Assignment	\$ 609,620	\$ 636,172	\$ 667,939
GF Road Patrol	\$ 1,145,339	\$ 1,176,238	\$ 1,238,328
<u>County OT pool</u>	<u>\$ 531,376</u>	<u>\$ 531,376</u>	<u>\$ 531,376</u>
<b>County-Wide Subtotal</b>	<b>\$ 3,310,095</b>	<b>\$ 3,401,628</b>	<b>\$ 3,543,657</b>

<b>Mandated Services</b>	<b>2009 Cost Estimate</b>	<b>2010 Cost Estimate</b>	<b>2011 Cost Estimate</b>
Animal Control	\$ 146,906	\$ 169,741	\$ 178,566
Marine Safety	\$ 184,088	\$ 199,200	\$ 205,909
Corrections	\$ 16,586,090	\$ 16,282,854	\$ 16,773,433
Court Security	\$ 973,982	\$ 1,036,818	\$ 1,092,768
<u>Civil Division</u>	<u>\$ 150,000</u>	<u>\$ 153,000</u>	<u>\$ 156,060</u>
<b>Mandated Services Subtotal</b>	<b>\$ 18,041,066</b>	<b>\$ 17,841,613</b>	<b>\$ 18,406,736</b>

**TOTAL** \$ 38,689,454 \$ 40,242,934 \$ 41,768,883

*\*These cost estimates are subject to change based on the county's 2010/11 budget development*



# **CONTINUITY OF GOVERNMENT PLAN**

## **For the Village of Dexter**

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This Continuity of Government plan was developed to provide local units of government with basic emergency procedures that enhance their capability to restore basic services during or following a significant community emergency.

This plan was based on recommendations made in the "Continuity of Operations Guidance Document" (April 2004) published by the United States Department of Homeland Security; and was developed in conjunction with the Washtenaw County Homeland Security Task Force.

Local Government Approvals:

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**I. EXECUTIVE SUMMARY**

Disasters can happen anytime and anywhere. It is in the face of disaster that the public looks to its local government for guidance and services. A catastrophic disaster, be it natural or man-made, can interrupt, paralyze, or destroy the ability of local governments to carry out its normal functions.

In our nation's current geo-political climate, it has become a necessity for every unit of government, from the Federal level to the local level, to have plans in place to facilitate the continuity and survivability of government and essential services to the public. The Washtenaw County Homeland Security Task Force has taken a pre-emptive step to assist local governments in developing this Continuity of Government plan, in accordance with Washtenaw County's Emergency Action Guidelines and recommendations provided by the United States Department of Homeland Security.

**II. PURPOSE**

The purpose of the Village of Dexter's Continuity of Government (COG) Plan is to support, to the maximum extent feasible, the continuity of leadership and direction for a constitutional form of government throughout the spectrum of possible threats from natural and technological disasters, and from potential acts of international or domestic terrorism.

Specifically, this plan is designed to support the following objectives during crisis events:

- Support essential government functions
- Maintain the public's health and safety
- Provide for effective methods of communications
- Minimize damage and property loss

**III. APPLICABILITY AND SCOPE**

This plan identifies the "response and recovery" leadership at the local level consisting of locally elected officials, and also provides procedures to maintain essential community services by doing the following:

- Establish orders of succession to all key positions
- Identify the Local Response Team and methods of team communications
- Identify and protect key organizational records from loss due to a disaster
- Identify alternate operating facilities and methods of reconstitution

**IV. IDENTIFIED HAZARDS IN THE COMMUNITY**

<b>Hazard</b>	<b>Ranking</b>
Convective Weather (Severe Winds, Lightning, Tornadoes, Hailstorms)	1
Severe Winter Weather Hazards (Ice/Sleet Storms and Snow Storms)	2
Hazardous Materials Incidents: Fixed Site	3
Hazardous Materials Incidents: Transportation	4
Public Health Emergencies	5
Infrastructure Failures	6
Transportation Accidents: Air and Land	7
Extreme Temperatures	8
Flood Hazards: Riverine/Urban Flooding	9
Nuclear Attack	10
Petroleum and Natural Gas Pipeline Accidents	11
Fire Hazards: Wildfires	12
Oil and Gas Well Accidents	13
Fire Hazards: Structural Fires	14
Flood Hazards: Dam Failures	15
Sabotage & Terrorism	16
Drought	17
Earthquakes	18
Nuclear Power Plant Accidents	19
Civil Disturbances	20
Fire Hazards: Scrap Tire Fires	21
Infestation (Emerald Ash Borer, Gypsy Moth)	22

**V. ESSENTIAL FUNCTIONS**

<b>Priority</b>	<b>Essential Functions</b>
1	Maintain Well Function – Water Distribution
2	Maintain Sewer Function
3	Debris Removal
4	Maintain General Government Operations – Contract Monitoring
5	Provide Community Information
6	

**VI. MISSION CRITICAL SYSTEMS**

System Name	Current Location	Other Locations
Wastewater Treatment Plant	8360 Huron	
Wellfield/Distribution System	Ryan Drive	
Village Server	8140 Main 3600 Central	

**VII. VITAL FILES, RECORDS, AND DATABASE**

Vital File, Record, or Database	Form of Record (e.g., hardcopy, electronic)	Pre-positioned at Alternate Facility	Hand Carried to Alternate Facility	Backed up at Third Location
Council / Commission Minutes	Hardcopy/ Electronic	Minutes since 2001 Backed Up Off-site		
Deeds/ Easements	Hardcopy		X	
Contracts	Hardcopy		X	
Tax Roll	Hardcopy/ Electronic	Backed up Off-Site		

**VIII. AUTHORITIES AND REFERENCES**

This plan has been developed pursuant to Washtenaw County Board of Commissioners resolution #92-0072; the Federal Civil Defense Act of 1950, Public Law 81-920 as amended; the Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288 as amended, the Michigan Emergency Management Act, Act 390, P.A. 1976, as amended; and the 2004 Homeland Security Grant Program.

Recommended: The Village of Dexter Council has adopted this plan by Council resolution on **(Date)**.

**IX. LEADERSHIP**

**A. Delegations of Authority**

The Village of Dexter's Chief Elected Official is the President. The Village of Dexter's Chief Appointed Official is the Village Manager. During any local disaster, and when the President or Village Manager declares a Village State of Emergency, he or she shall be responsible for leading all local government resources in the disaster response effort, including coordinating local activities with the Washtenaw County Emergency Management Director.

The President, Village Manager, or designated alternate, is authorized to do the following:

1. Activate this plan
2. Declare a Village State of Emergency, if necessary
3. Communicate the State of Emergency Declaration to the Washtenaw County Emergency Management Director and the Village Council.
4. Conduct local damage assessment activities in conjunction with Washtenaw County's Emergency Assessment Officer.
5. Make requests for specific kinds of assistance and relief.
6. Spend emergency funds needed for the disaster response without immediate action by the Village Council.
7. Provide public information through the mass media, in coordination with Washtenaw County's Emergency Public Information Officer.
8. Make available, direct and control all local assets in the response effort.
9. Call an emergency meeting of the Village Council within 14 days following the emergency declaration to update elected officials and members of the community about the response effort.
10. Any additional responsibilities and authorities should be listed from here

**B. Order of Succession**

In the event that the President or Village Manager is unavailable, the following line of succession has been established:

<b>Successors</b>
President Pro-Tem
Next Longest Serving Village Trustee

**C. Devolution**

Once the disaster response is over and recovery efforts have been successful, the President or Village Manager or designated alternate, shall rescind any Village State of Emergency by notifying the Village Council and the Washtenaw County Emergency Management Director. The President or Village Manager or designated alternate, will de-activate this plan, if it was activated and when appropriate, by communicating the decision to all members of the Local Response Team and the Village Council. Following any Emergency Declaration, an after-action report will be provided to the Village Council during a public meeting within 14 days of termination.

**X. CONCEPT OF OPERATIONS**

**A. Local Response Team** - The local response team consists of the Village President or designated alternate, and the following elected or appointed officials and employees:

- Donna Dettling, Village Manager
- Courtney Nicholls, Assistant Village Manager
- Ed Lobdell, Public Works Superintendent
- Dan Schlaff, Utilities Foreman
- Kurt Augustine, Streets Foreman

**B. Phase I: Activation**

**1. Decision Process**

If a threat to the safety or operational capability of any facility or critical material is detected by a member of the organization, they will immediately notify the President or Village Manager or designated alternate in their absence. The Village President, or designated alternate, will assess the situation and determine if this plan should be implemented.

## **2. Alert, Notification, and Implementation Process**

If the Village President, or designated alternate activates this plan, he or she will notify the Local Response Team members using the Roster and Communications Plan located in Attachment A. All available team members will respond to assist the President or designated alternate, if needed.

## **3. Interoperable Communications**

Communication is to occur via landline, two way Nextel, and cellular phone.

### **C. Phase II: Relocation**

Relocation would be completed utilizing public owned vehicles if possible, privately owned vehicles if necessary.

### **D. Phase III: Alternate Facility Operations**

Possible places for relocation include: Scio Township Hall, Webster Township Hall, Washtenaw County Western Service Center, Dexter District Library, Dexter Department of Public Works, Dexter Wastewater Treatment Plant, Dexter Senior Center, and Copeland Administration Building.

## **XI. TRAINING AND EXERCISES**

The Village of Dexter is responsible for training all employees & officials regarding implementation of the plan.

## **XII. COG PLAN MAINTENANCE**

This plan shall be reviewed by staff annually. Substantial changes to this plan shall be adopted by the Village Council and communicated to the Local Response Team members and the Washtenaw County Emergency Management Division.

## **XIII. ATTACHMENTS**

Attachment A: Local Response Team Roster and Communications Plan

Updates to the text  
of the plan

## Hazard Mitigation Plan for the Village of Dexter

### **1.0 INTRODUCTION**

Hazard Mitigation is defined as any action taken before, during or after a disaster to permanently eliminate or reduce risks to human life and property from natural, technical or societal hazards.

Dexter Village has experienced hazards at varying degrees, and can expect to encounter hazards in the future. The value of a Multi-Hazard Mitigation Plan (Plan) lies in reducing future emergencies to events; by implementing mitigation strategies set forth in this Plan, the expectation is for hazard occurrences to result in fewer deaths and injuries to people, and lessened damage or destruction to structures and the environment. Response and recovery costs should also be reduced.

The Federal Emergency Management Agency (FEMA) provides assistance to local units of government when faced with disasters through the Robert T. Stafford Disaster Relief and Emergency Assistance Act the Stafford Act. Recognizing that planning for hazards is an important component of hazard preparedness, response and recovery programs, the Stafford Act was amended in 2000 to require governments to have an adopted Hazard Mitigation Plan as condition of receiving financial assistance through the FEMA Hazard Mitigation Grant Program by November of 2004.

### **1.1 Purpose**

There are three purposes of this Plan: 1) to identify and rank hazards in Dexter Village; 2) to analyze areas particularly vulnerable to hazards; and 3) to identify feasible mitigation strategies that can be acted upon after adoption of the Plan. The mitigation goals and strategies should also be incorporated into the Dexter Village Master Plan, and other plans, as applicable.

### **1.2 Plan Organization**

This Plan was prepared by Washtenaw County on behalf of Dexter Village. Individual plans were prepared for each local unit of government in recognition of their unique circumstances and potential differences in priorities, goals and mitigation strategies. General information, such as community profile data and hazard descriptions, is contained in the County plan (Attachment 1).

### **1.3 Public Participation**

Representatives from the Village of ~~Barton Hills~~ Dexter worked with

the Washtenaw County Emergency Management Division and Department of Planning and Environment to draft the hazard mitigation plan. An opportunity for the citizens of Village to comment on the draft plan was provided in June of 2004, when five regional planning workshops were held at various locations around the county in conjunction with the Comprehensive Plan for Washtenaw County. Another workshop was held on June 9, 2004 for commission, board and council members from every community. The draft plan was introduced and copies were available for review at every workshop. Regional workshops were advertised in the local newspapers.

The Village Council also provided an opportunity for public comment prior to adopting the plan on September 13, 2004.

Continued public participation is encouraged through Washtenaw County through website postings, emails, and general contact with local governments. Any comments received by the County on the plan concerning the Dexter area will be shared with the Village.

## **2.0 Community Profile**

### **2.1 Historic Overview**

Dexter Village is one of the oldest communities in the State, and was established in the mid 1800s. For many years it was an extreme frontier village, and was touted as the keeper of records for all new roads to the west. The Village derived its name from Samuel W. Dexter, who moved to the area from Athens New York in 1824. Judge Dexter was the first business owner, constructing a sawmill and gristmill on Mill Creek and also the first Chief Justice of the area's first court. As a stop along the railroad, the Village became a vibrant community. Today, the Village continues to value and preserve its rich historical character.

### **2.2 Natural Features**

The Huron River and Mill Creek are the major water features of the Village of Dexter. Floodplains are located along the Huron River and Mill Creek as well as along the east and west Village borders. Nearly the entire village lies within a groundwater recharge area.

Woodland and wetlands are located along the watercourses. The topography of the community is gently rolling. The soils in the area have slight to moderate septic limitations. Over all there are no steep slopes. Some erodible soils are

located in the southeast area.

### **2.3 Land Use Patterns**

The Village consists of approximately 1,100 acres. The largest land use is single family residential, at approximately 45%. Industrial uses comprise 17% of lands. Industrial uses and research and development parks are located on the perimeter of the Village, with a concentration on the south side.

### **2.4 Transportation Network**

The transportation network consists of major arterials and local roads and streets. Dan Hoey, Baker and Dexter-Ann Arbor provide access from the south; Mast, Dexter-Ann Arbor provides access from the north. There is a railroad that runs along the northern boundary of the Village. There are no airports located in the Village. Public Transportation is available to the City of Chelsea and the City of Ann Arbor.

## **3.0 HAZARDS**

Dexter Village is susceptible to a variety of natural, technological, and societal hazards. The purpose of this section is to:

- Rank the hazards for Dexter Village
- Analyze the risks for each hazard, and
- Identify vulnerable areas for the Village, and appropriate goals and mitigation strategies for certain hazards.

### **3.1 Hazard Ranking**

The ranking of hazards for the Village of Dexter is presented as Table 1. The ranking of hazards was determined on a county-wide basis, and adjusted based on input from Local Units of Government. The ranking order was developed by the Washtenaw County Emergency Management Division using a program provided by the Michigan State Police Emergency Management Division. The model takes into account worst-case scenario data for frequency of occurrence, likelihood of occurrence, significance of impact/threat, potential size of geographic area impacted and total population impacted.

### **3.2 Hazard Assessment**

The purpose of the hazard assessment is to map out where hazards exist and gain information about their frequency of occurrence, and potential for harm using worst-case scenario estimates. Different levels of risk analysis are performed,

depending on the significance of the hazard for the community:

- **Cursory:** A short statement explaining why the hazard is not a threat, prepared for hazards that have little impact or are unlikely to occur.
- **Standard:** An explanation of concerns with limited quantitative research, prepared for hazards likely to occur and impact our communities.
- **Advanced (Vulnerability):** A vulnerability determination using probabilities, prepared for hazards that have the highest frequency of occurrence and/or the most potential to cause death, injury or damage to personal property.

Vulnerability assessments were prepared for convective weather, hazardous materials transportation incidents, hazardous materials fixed site incidents, infrastructure failures and severe winter weather hazards. The goal is to quantitatively measure the threat experienced by Washtenaw County communities. By placing a monetary value on a hazard, a cost-benefit comparison can be made: the benefit of implementing a mitigation strategy compared to the cost of the hazard event.

Table 2 presents the results of the vulnerability assessment. The value of the vulnerability assessment is to provide a cost by which the mitigation strategies may be compared. A discussion of the determination is provided in the hazard section of the County Plan (Section 3.2). The methodology for each is presented in Appendix A of the County Plan.

#### **4.0 Hazard Goals and Strategies**

The following sections present goals and strategies by hazard. Figure 2 presents the assets and hazards identified for the Village of Dexter, and may be referred to in the following sections. The goals, objectives and strategies are not an inclusive list; rather the goals, objectives and strategies are those that the Village is focusing on at this time.

The repetition of strategies reflects the need for their implementation, not the duplication of services. For example, distribution of educational materials should not be performed several times, throughout the year per hazard, rather one mailing regarding family preparedness kits would address all hazards for which this strategy is listed.

#### **4.1 Non-Hazard Specific Goals, Objectives and Strategies**

Goal: Integrate mitigation strategies into the Village General Development Plan

Mitigation Strategy: Plans

- Establish a subcommittee charged with amending the General Development Plan to include hazard mitigation goals and strategies, as applicable.

#### **4.2 Hazard Specific Goals, Objectives and Strategies**

##### **Convective Weather**

The Village of Dexter is fortunate to have two warning sirens which reach 100% of its population (Figure 3). Additionally, there are two disaster shelters in the Village. Other mitigation strategies can work in concert with these safety measures to optimize protection to Village residents.

Goal: Reduce the Village's vulnerability to convective weather storm hazards, minimize loss of life and injury, and damage to public property

Mitigation Strategy: ~~Emergency Generators~~

- ~~• Secure funding to install emergency generators. An emergency generator should be installed at the Police and Fire Stations, Village Hall and shelters so that the Village may function when disasters occur.~~

Mitigation Strategy: Public Education

- ~~• Continue to provide information to residents via e-mail update, newsletter and website.~~

~~Distribute an Emergency Preparedness booklet informing residents about actions to take during an event, or actions to minimize damage caused by an event. (See Family Preparedness Kit information box). The materials could be mailed with tax bills or other Village correspondence.~~

Mitigation Strategy: Maintenance

- Distribute annual reminders to ground utility providers, encouraging them to keep power lines clear of trees and tree limbs. This would reduce the chance of electrical power failure for Villages residents and businesses.
- ~~- Continue yearly tree trimming program~~

Mitigation Strategy: Development Requirements

- Continue requirement that new developments and re-developments of property in the Village must located their utilities underground.

Mitigation Strategy: Training

- Continue to work with Washtenaw County Division of Emergency Management on weather spotter training and Coverage, including encouraging it to residents. Training is free of charge to anyone 18 years of age or older who is interested in being trained in severe weather identification, protection, and reporting procedures.

Mitigation Strategy: Adequate Facilities

Expand or remodel the existing police and fire stations facilities. These facilities are outdated and lack space needed for today's operations. Improvement to this building will improve the capabilities of responding agencies by providing needed space for training, storage office and command and control facilities.

**Severe Winter Weather Hazard**

Above ground power supply, coupled with mature trees can be a disaster when heavy snows or freezing rain occurs. The weight of the frozen precipitation causes tree limbs to fall on power lines, causing power outages, which is a significant problem. Loss of power in the winter generally means loss of heat for citizens. Falling tree limbs also damage property, block emergency routes and roadways, endanger lives and are very costly to clean up and remove.

Goal: Reduce the damage and impacts caused by severe winter weather hazards continue to reduce the impact of such an event on the community.

Mitigation Strategy: Maintenance

- Distribute annual reminders to ground utility providers, encouraging them to keep power lines clear of trees and tree limbs, specifying addresses and locations of problem trees.

- Continue yearly tree trimming program

Mitigation Strategy: Development Requirements

- Continue requirement that new developments and re-developments of property in the Village must located their utilities underground.

Mitigation Strategy: Public Education

- Continue to provide information to residents via e-mail update, newsletter and website.

~~• Distribute an Emergency Preparedness booklet to residents. See strategy under Convective Weather for further discussion.~~

### **Hazardous Materials Fixed Site Incidents**

There are several facilities in Dexter Village that store, use and manufacture hazardous materials. Such sites have the potential to have a hazardous materials incident, impacting people and causing harm to the environment. Fortunately, the entire Village is within reach of a warning siren, which would alert the community in the event of a fixed site event.

Goal: Reduce the risks of hazardous material fixed site incidents in the Village by increasing the ability to respond and minimizing the impacts to the citizens, environment and economy.

Mitigation Strategy: Training and Support

- Ensure that the Dexter Area Fire Department is knowledgeable of the locations and chemicals stored at facilities. Provide employee training for hazardous materials, storage, handling and transportation.
- Update the in-house evacuation plan to facilitate a quick response in the event of an emergency.
- Support and cooperate with the Washtenaw County Pollution Prevention Program.
- Continue to participate in the Washtenaw County Emergency Preparedness Plan.

Mitigation Strategy: Ordinances

- Adopt the Hazardous Spills Expense Recovery Ordinance, a vehicle whereby a local unit of government may recover costs of response and recovery to a release of hazardous materials.
- ~~• Adopt a Fire Protection Ordinance as a preventative measure. The ordinance provides a legal vehicle for Fire Officials to inspect and enforce nationally recognized codes.~~

Mitigation Strategy: Public Education

- ~~• Continue to provide information to residents via e-mail update, newsletter and website.~~

~~Distribute an Emergency Preparedness booklet to residents. See strategy under Convective Weather for further discussion.~~

### **Hazardous Materials Transportation Incidents**

There is a major railroad that runs along the northern border of the Village. The railroad, with Dexter-Ann-Arbor Road, are the most vulnerable in terms of hazardous materials transportation incidents. There are also a number of manufacturing facilities located in the Village, further increasing the potential for this type of hazard event.

Goal: Reduce the risk of damage, loss of life, and other costs resulting from hazardous material transportation incidents

Mitigation Strategy: Training

- Continue to support training and equipment for the Washtenaw County Hazardous Materials (HazMat) team and the Dexter Area Fire Department HazMat Team.

Mitigation Strategy: Ordinances

- Adopt the Hazardous Spills Expense Recovery Ordinance, a vehicle whereby a local unit of government may recover costs of response and recovery to a release of hazardous materials.

~~• Adopt a Fire Protection Ordinance as a preventative measure. The ordinance provides a legal vehicle for Fire Officials to inspect and enforce nationally recognized codes.~~

### **Public Health Emergencies**

Dexter Village has a concentrated population. The most likely public health emergency scenario would be failure of the wastewater treatment facility. This may cause widespread sewer backups, polluting the water ways (rivers, lake, wetlands) and exposing the public to contaminants. The water and sewer systems are also potential breeding grounds for West Nile or other mosquito born diseases. Pandemic flu is also a current potential public health threat.

Goal: Increase the Village's ability to prepare for and respond to a public health emergency.

Mitigation Strategy: Prevention

- Continue to treat known breeding areas to prevent the outbreak of diseases such as West Nile.
- Offer opportunities to seniors for flu vaccinations and encourage all residents to be vaccinated for all communicable diseases.
- Provide radon test kits to residents. Radon test kits are also available through Washtenaw County.

~~Mitigation Strategy: Emergency Generators~~

- ~~• Secure funding to install emergency generators. Generators may be necessary in an emergency to preserve vaccinations. See strategy under Convective Weather for further discussion.~~

Mitigation Strategy: Plans

- Prepare and evacuation or shelter-in-place plan and follow recommendations presented in the Plan.

Mitigation Strategy: Public Education

- Work with the Washtenaw County Department of Public Health on educational campaigns and dissemination of information to prevent public health emergencies.
- Work with the Dexter Senior Center to reach vulnerable populations

**Infrastructure Failure**

Critical infrastructure exists within Dexter Village. Not only with regard to power, but with bridges, and roads and the water and sewer system. One vulnerable area in this regard is the Main Street Bridge over Mill Creek.

Goal: Decrease the Village's vulnerability to infrastructure failures and continue to strengthen the Village's ability to assist its citizens during an event.

~~Mitigation Strategy: Emergency Generators~~

- ~~• Secure funding to install emergency generators at the Police and Fire Stations, Village Hall and shelters. See Mitigation Strategy 1, Convective Weather for further discussion.~~

Mitigation Strategy: Maintenance

- Distribute annual reminders to ground utility providers, encouraging them to keep power lines clear of trees and tree limbs, specifying addresses and locations of problem trees.

Mitigation Strategy: Public Education

- • Continue to provide information to residents via e-mail update, newsletter and website.
  - Continue education through participation in the Wellhead Protection Program
- Distribute an Emergency Preparedness booklet (See Mitigation Strategy 2, Convective Weather for further discussion).

Goal: Ensure transportation network is sound

Mitigation Strategy: Infrastructure Repair

- Continue preventative maintenance programs on all Village infrastructure including roads, sewer system and water system.

Mitigation Strategy: Bridge Repair

~~• Work with the Washtenaw County Road Commission to study the Main Street Bridge over Mill Creek. The findings of the study should be implemented so that the bridge is structurally sound.~~

Mitigation Strategy:

**Dam Failures**

~~There is one dam located in the Village—the Mill Creek dam. A dam failure would precipitate a flood hazard. The warning sirens already in operation at the Village should be sounded in the event of a dam failure.~~

Goal: Reduce the potential for a dam failure

Mitigation Strategy 1: Structural Improvements to Dam

~~• Secure funding to implement changes recommended in biannual inspection reports. The State of Michigan inspects the dams every two years, which include recommendations with regard to dam repairs, operation or maintenance.~~

**5.0 Implementation, Funding and Monitoring**

The purpose of this plan is to identify mitigation strategies that will be implemented before, during or after a disaster to permanently eliminate or reduce risks to human life and property from natural, technical or societal hazards. The following sections present implementation actions, funding sources, and the method for monitoring the plan.

**5.1 Implementation**

The following schedule is given for hazard mitigation strategies described in Section 4.0. Completion dates have not been included as such dates are subject to uncertain factors, and will only begin after the mitigation strategy has been approved. While all strategies are important, priority is has been given to those that may be funded by a FEMA hazard mitigation grant program (see Section 5.2). Action on strategies will depend upon staff, resource and funding availability.

### **High Priority Strategies**

#### ~~Mill Bridge Repair Work~~

~~Responsible Agency: Village of Dexter~~

~~Estimated Cost: To be determined after completion of inspection, study.~~

#### ~~Mill Creek Dam Repair Work~~

~~Responsible Agency: Village of Dexter~~

~~Estimated Cost: To be determined after completion of inspection, study.~~

#### ~~Emergency Generators at Police Station, Fire Station and Village Hall~~

~~Responsible Agency: Village of Dexter~~

~~Estimated Cost: \$30,000 per generator.~~

### **Other Important Strategies**

#### Training for First Responders, Hazardous Materials Team

Responsible Agency: Village of Dexter

Estimated Cost: Staff time.

#### Expansion or Remodeling of Police and Fire Stations

Responsible Agency: Village of Dexter

Estimated Cost: To be determined.

#### Public Education (brochures, pamphlets)

Responsible Agency: Village of Dexter

Estimated Cost: ~~\$2,000 annually, included in cost of newsletter~~

#### Adopt Spill Cost Recovery Ordinance and Fire Protection Ordinance

Responsible Agency: Village of Dexter

Estimated Cost: Staff time.

#### Amend Master Plan to include hazard mitigation goals and strategies as applicable

Responsible Agency: Village of Dexter

Estimated Cost: Staff time.

## **5.2 Sources of Financial Assistance**

Implementation of the mitigation strategies is often dependent on funding assistance from Federal and State sources. FEMA provides funding for structural projects through the hazard mitigation grant programs. These include the Hazard Mitigation Grant Program, Pre-Disaster Mitigation Assistance Program, and the Flood Mitigation Assistance Program.

FEMA emphasizes the implementation of structural mitigation strategies. The strategies that are a priority for FEMA and are a priority for the Village of Dexter include: bridge repair work, dam repair work and emergency generators. Financial support for other mitigation strategies proposed in this plan may be

sought through alternative funding sources. For example, funds for public outreach, equipment and training may be obtained through the FEMA Emergency Management Performance Grant. Projects may be implemented with the assistance of non-profit organizations, or funds secured from Community Foundations. There are many State and Federal programs that are available to Local Units of Government, as provided in Attachment 2.

### **5.3 Monitoring of the Plan**

The plan will be monitored on a regular basis, and is the responsibility of the Village Manager. The plan will be an annual agenda item for the Village Council. At a minimum, during its review, the Council will discuss the monitoring of the plan, the number of projects pursued, or reasons for lack of pursuit for approved projects. Prior to the meeting, the Washtenaw County Emergency Management Division can be contacted for updates or recommended amendments to the plan.

To assist with the annual evaluation and review of the plan, the Village may consider forming a local hazard mitigation committee. The committee could also be charged with identifying methods of obtaining public input.

Although review of the plan will occur annually, and a formal revision may not be needed each year, an update of the plan will be prepared every five years, based on annual reviews, amendments, monitoring, evaluation and accumulation of official feedback and public input. The revised plan will again be adopted by the Village Council.

HAZARD MITIGATION PLAN ADOPTION AND RESOLUTION  
VILLAGE OF DEXTER  
RESOLUTION -2009

Whereas, the Village of Dexter Michigan has experienced disasters that have resulted in loss of life or injury, damaged commercial, residential and public properties, displaced citizens and businesses, closed streets and bridges, and presented general public health and safety concerns, and

Whereas, the Village adopted a Hazard Mitigation Plan in response to the Federal Emergency Management Agency (FEMA) requirement that communities have an adopted Hazard Mitigation Plan as a requirement to receiving funding under certain FEMA programs beginning in November 2004, and

Whereas, the Village Hazard Mitigation Plan ranks hazards for the community, and identifies goals, objectives and strategies to reduce overall damage and impact from natural and technological hazards, and

Whereas, the Village of Dexter has worked with Washtenaw County and the Dexter Area Fire Department to update the Hazard Mitigation Plan,

Now, therefore, be it resolved that:

1. The updated Hazard Mitigation Plan is hereby adopted as an official plan of the Village of Dexter
2. The Hazard Mitigation Plan will be updated every five years as required by FEMA with the assistance of Washtenaw County
3. The Village Manager will be responsible for ensuring that the strategies in the Plan are implemented with the understanding that the implementation is based on the availability of funding and staff resources.

MOVED BY

SECONDED BY

YEAS:

NAYS:

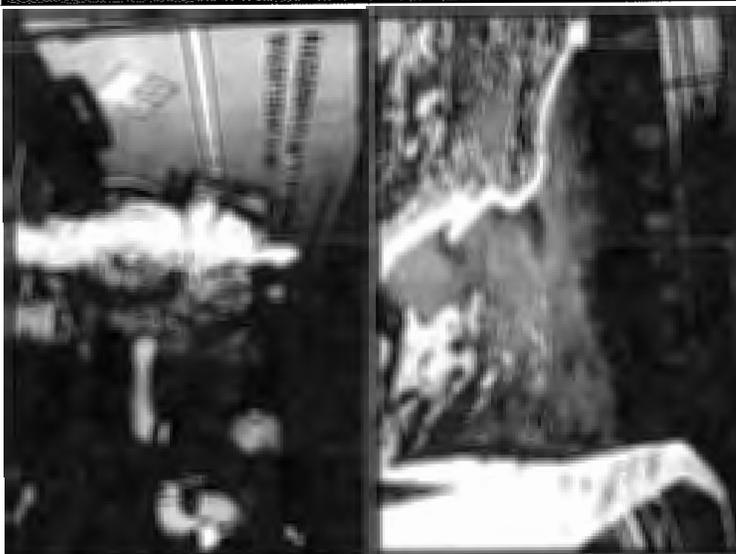
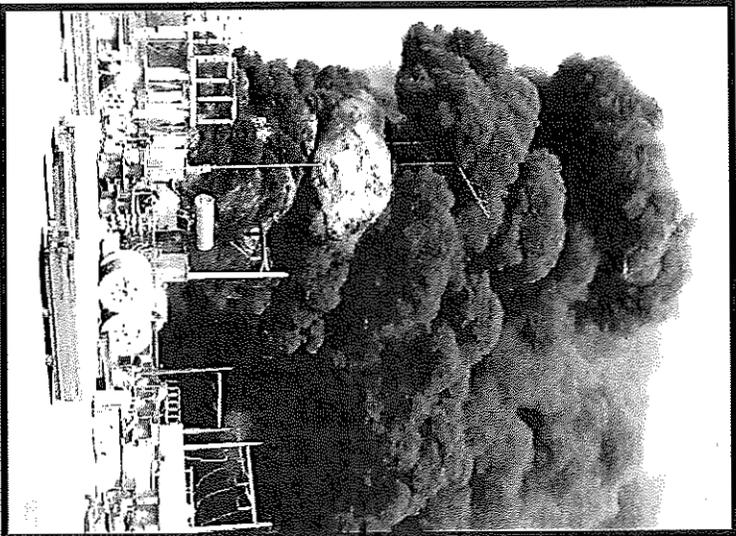
ABSENT





# HAZARD MITIGATION PLAN for the Village of Dexter

September 2004



# Village of Dexter

## HAZARD MITIGATION PLAN ADOPTION AND RESOLUTION FOR LOCAL UNITS OF GOVERNMENT Resolution No. - 2004

Whereas the Village of Dexter, Michigan has experienced disasters that have resulted in loss of life or injury, damaged commercial, residential and public properties, displaced citizens and businesses, closed streets and bridges, and presented general public health and safety concerns; and

Whereas as of November of 2004 the Federal Emergency Management Agency (FEMA) requires that communities have an adopted Hazard Mitigation Plan as a requirement to receiving funding under certain FEMA programs,

Whereas the *Hazard Mitigation Plan* ranks hazards for the community, and identifies goals, objectives and strategies to reduce overall damage and impact from natural and technological hazards; and

Whereas the Village of Dexter has worked with Washtenaw County to prepare a *Hazard Mitigation Plan*, by participating in the planning process and providing comments with respect to hazards, vulnerable areas and strategies,

Whereas residents, community officials, business owners, educational institutions neighboring jurisdictions and the Michigan State Police Division of Emergency Management have had the opportunity to review the plan and their comments have been incorporated;

Now, therefore, be it resolved that:

- 1 The Hazard Mitigation Plan is hereby adopted as an official plan of the Village of Dexter
- 2 The Hazard Mitigation Plan will be an annual agenda item for the Village of Dexter Village Council to review. The annual review shall include the following:
  - a. A review of the original plan.
  - b. A review of any disasters or emergencies that occurred during the previous calendar year.
  - c. A review of actions taken, including what was accomplished during the previous year.
  - d. A discussion of any implementation problems.
  - e. Recommendations for new projects or revised action items. Such recommendations shall be subject to approval by this Village Council.
- 3 The Hazard Mitigation Plan will be updated every five years as required by FEMA, with the assistance of Washtenaw County.
- 4 The Village Manager will be responsible for ensuring that the strategies in the Plan are implemented, with the understanding that implementation is based on the availability of funding and staff resources.

MOVED BY: Walters

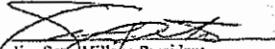
SUPPORTED BY: Fisher

YEAS: Walters, Fisher, Semkero, Carson, Cousins, Keough, and Seto

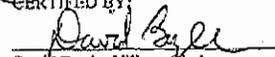
NAYS: None

ABSENT: None

RESOLUTION DECLARED ADOPTED THIS 13<sup>th</sup> day of SEPTEMBER 2004.

  
Jim Seto, Village President

CERTIFIED BY:

  
David Boyle, Village Clerk

# Village of Dexter

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### Attachments

- Attachment 1: County Hazard Plan
- Attachment 2: Federal and State Funding Sources



# Village of Dexter

## 1.0 INTRODUCTION

Hazard Mitigation is defined as any action taken before, during or after a disaster to permanently eliminate or reduce risks to human life and property from natural, technical or societal hazards. Dexter Village has experienced hazards at varying degrees, and can expect to encounter hazards in the future. The value of a Multi-Hazard Mitigation Plan (Plan) lies in reducing future emergencies to events; by implementing mitigation strategies set forth in this Plan, the expectation is for hazard occurrences to result in fewer deaths and injuries to people, and lessened damage or destruction to structures and the environment. Response and recovery costs should also be reduced.

The Federal Emergency Management Agency (FEMA) provides assistance to local units of government when faced with disasters through the Robert T. Stafford Disaster Relief and Emergency Assistance Act the Stafford Act. Recognizing that planning for hazards is an important component of hazard preparedness, response and recovery programs, the Stafford Act was amended in 2000 to require governments to have an adopted Hazard Mitigation Plan as condition of receiving financial assistance through the FEMA Hazard Mitigation Grant Program by November of 2004.

### 1.1 Purpose

There are three purposes of this Plan: 1) to identify and rank hazards in Dexter Village; 2) to analyze areas particularly vulnerable to hazards; and 3) to identify feasible mitigation strategies that can be acted upon after adoption of the Plan. The mitigation goals and strategies should also be incorporated into the Dexter Village Master Plan, and other plans, as applicable.

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This Plan was prepared by Washtenaw County on behalf of Dexter Village. Individual plans were prepared for each local unit of government in recognition of their unique circumstances and potential differences in priorities, goals and mitigation strategies. General information, such as community profile data and hazard descriptions, is contained in the County plan (Attachment 1).

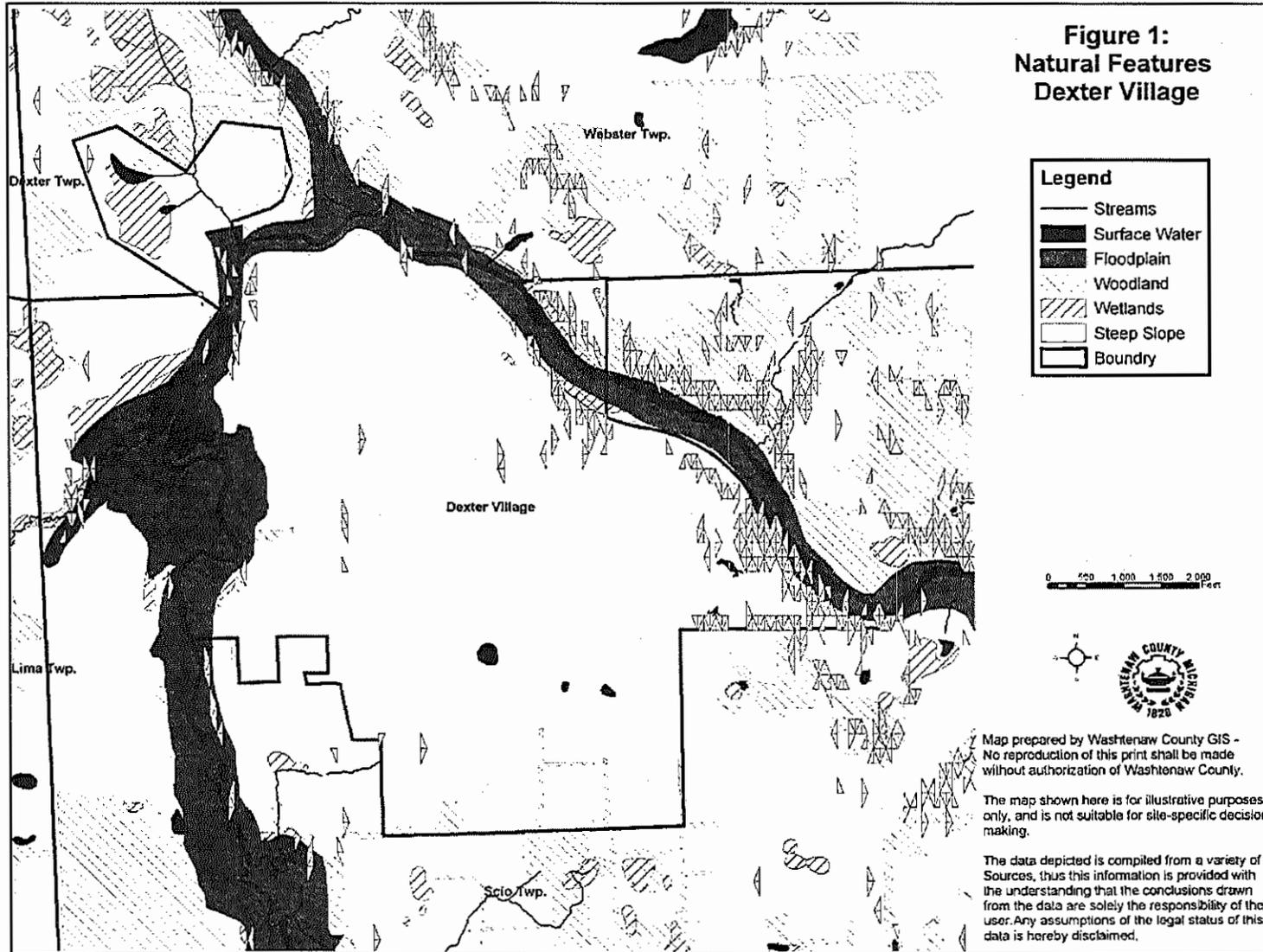
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Continued public participation is encouraged through Washtenaw County through website postings, emails, and general contact with local governments. Any comments received by the County on the plan concerning the Dexter area will be shared with the Village.

# Village of Dexter



## 2.0 Community Profile

### 2.1 Historic Overview

Dexter Village is one of the oldest communities in the State, and was established in the mid 1800s. For many years it was an extreme frontier village, and was touted as the keeper of records for all new roads to the west. The Village derived its name from Samuel W. Dexter, who moved to the area from Athens New York in 1824. Judge Dexter was the first business owner, constructing a sawmill and gristmill on Mill Creek and also the first Chief Justice of the area's first court. As a stop along the railroad, the Village became a vibrant community. Today, the Village continues to value and preserve its rich historical character.

### 2.2 Natural Features

The Huron River, Mill Creek and Mill Pond are the major water features of the Village of Dexter. Floodplains are located along the Huron River and Mill Creek as well as along the east and west Village borders. Nearly the entire village lies within a groundwater recharge area.

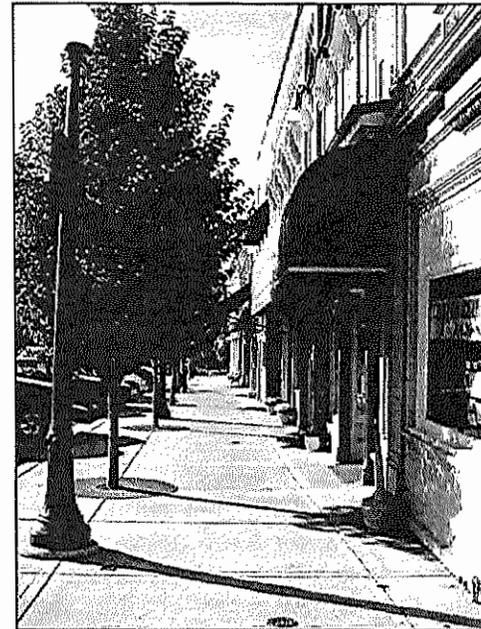
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### 2.3 Land Use Patterns

The Village consists of approximately 1,100 acres. The largest land use is single family residential, at approximately 45%. Industrial uses comprise 17% of lands. Industrial uses and research and development parks are located on the perimeter of the Village, with a concentration on the south side.

### 2.4 Transportation Network

The transportation network consists of major arterials and local roads and streets. Dan Hoey, Baker and Dexter-Ann Arbor provide access from the south; Mast, Dexter-Ann Arbor provides access from the north. There is a railroad that runs along the northern boundary of the Village. There are no airports located in the Village. Public Transportation is available to the City of Chelsea and the City of Ann Arbor.



## Village of Dexter

### 3.0 HAZARDS

Dexter Village is susceptible to a variety of natural, technological, and societal hazards. The purpose of this section is to:

- Rank the hazards for Dexter Village
- Analyze the risks for each hazard, and
- Identify vulnerable areas for the Village, and appropriate goals and mitigation strategies for certain hazards.

### 3.1 Hazard Ranking

The ranking of hazards for the Village of Dexter is presented as Table 1. The ranking of hazards was determined on a county-wide basis, and adjusted based on input from Local Units of Government. The ranking order was developed by the Washtenaw County Emergency Management Division using a program provided by the Michigan State Police Emergency Management Division. The model takes into account worst-case scenario data for frequency of occurrence, likelihood of occurrence, significance of impact/threat, potential size of geographic area impacted and total population impacted.

### 3.2 Hazard Assessment

The purpose of the hazard assessment is to map out where hazards exist and gain information about their frequency of occurrence, and potential for harm using worst-case scenario estimates. Different levels of risk analysis are performed, depending on the significance of the hazard for the community:

- Cursory: A short statement explaining why the hazard is not a threat, prepared for hazards that have little impact or are unlikely to occur.

**Table 1: Hazard Ranking**

Hazard	Ranking
Convective Weather (Severe Winds, Tornadoes, Lightning, Hail)	1
Fire Hazards: Structural Fires	2
Severe Winter Weather Hazards (Snow Storms and Ice/Sleet Storms)	3
Hazardous Materials Incidents: Fixed Site	4
Public Health Emergencies	5
Civil Disturbances	6
Hazardous Materials Incidents: Transportation	7
Sabotage & Terrorism	9
Infrastructure Failures	10
Transportation Accidents: Air, Land and Water	11
Flood Hazards: Riverine/Urban Flooding	12
Flood Hazards: Dam Failures	13
Extreme Temperatures	14
Drought	15
Fire Hazards: Wildfires	16
Petroleum and Natural Gas Pipeline Accidents	17
Earthquakes	18
Oil and Gas Well Accidents	19
Nuclear Attack	20

## Village of Dexter

- **Standard:** An explanation of concerns with limited quantitative research, prepared for hazards likely to occur and impact our communities.
- **Advanced (Vulnerability):** A vulnerability determination using probabilities, prepared for hazards that have the highest frequency of occurrence and/or the most potential to cause death, injury or damage to personal property.

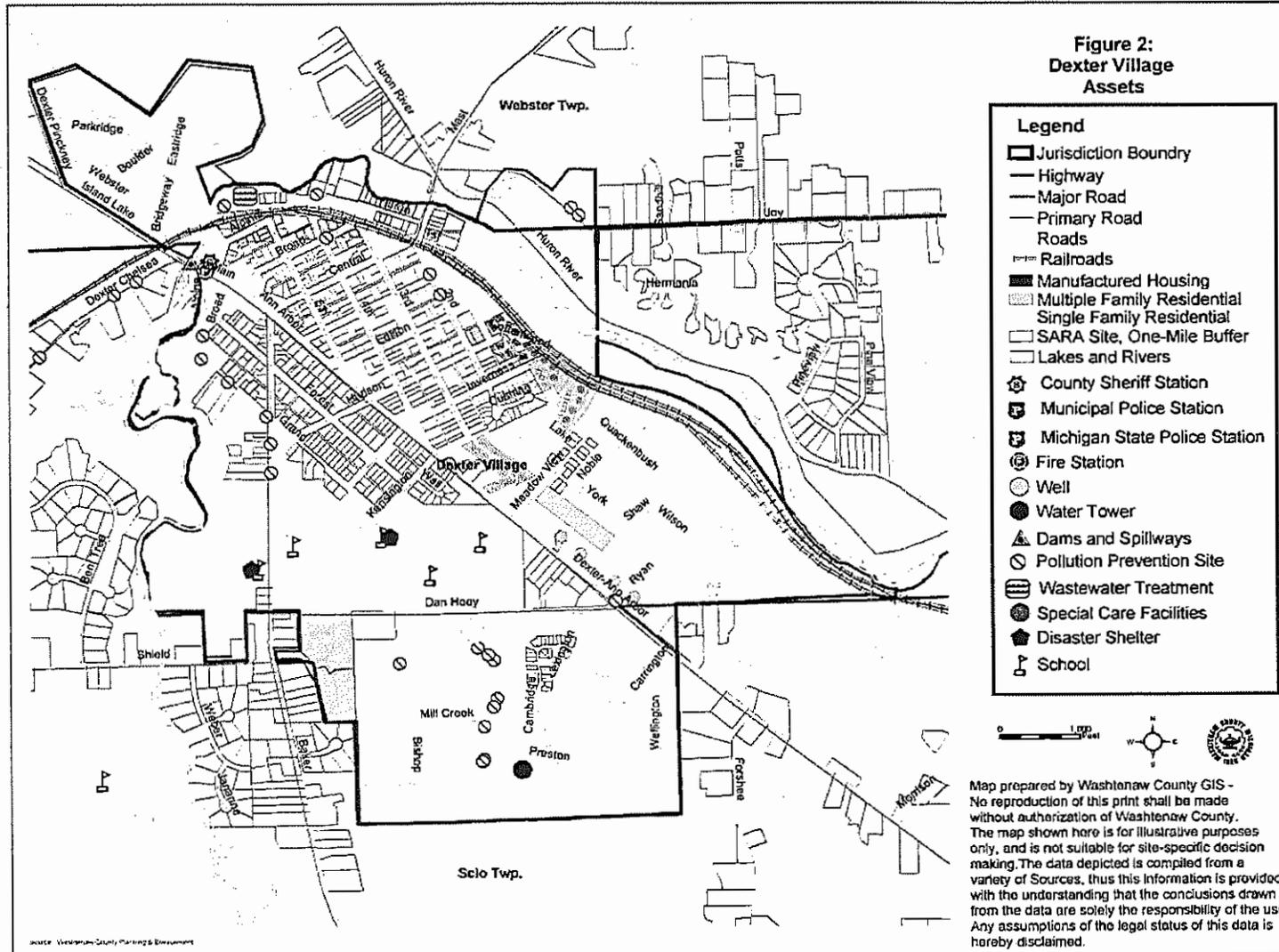
Vulnerability assessments were prepared for convective weather, hazardous materials transportation incidents, hazardous materials fixed site incidents, infrastructure failures and severe winter weather hazards. The goal is to quantitatively measure the threat experienced by Washtenaw County communities. By placing a monetary value on a hazard, a cost-benefit comparison can be made: the benefit of implementing a mitigation strategy compared to the cost of the hazard event.

Table 2 presents the results of the vulnerability assessment. The value of the vulnerability assessment is to provide a cost by which the mitigation strategies may be compared. A discussion of the determination is provided in the hazard section of the County Plan (Section 3.2). The methodology for each is presented in Appendix A of the County Plan.

**Table 2. Vulnerability Assessment Summary**

Rank	Hazard	Estimated Annual Cost
#1	<b>Convective Weather</b>	
	Tornado	\$5,078,755
	Severe Winds and Lightning	\$90,242,418
	Hail Storm	\$3,738,153
#2	<b>Hazardous Material Transportation Incidents</b>	\$6,838,963
#3	<b>Hazardous Material Fixed Site Incidents</b>	\$2,913,038
#4	<b>Severe Winter Weather</b>	\$36,191,763
#5	<b>Infrastructure Failure</b>	\$6,139,214

# Village of Dexter



## 4.0 Hazard Goals and Strategies

The following sections present goals and strategies by hazard. Figure 2 presents the assets and hazards identified for the Village of Dexter, and may be referred to in the following sections. The goals, objectives and strategies are not an inclusive list; rather the goals, objectives and strategies are those that the Village is focusing on at this time.

The repetition of strategies reflects the need for their implementation, not the duplication of services. For example, distribution of educational materials should not be performed several times, throughout the year per hazard, rather one mailing regarding family preparedness kits would address all hazards for which this strategy is listed.

### 4.1 Non-Hazard Specific Goals, Objectives and Strategies

Goal: Integrate mitigation strategies into the Village General Development Plan

#### Mitigation Strategy: Plans

- Establish a subcommittee charged with amending the General Development Plan to include hazard mitigation goals and strategies, as applicable.

### 4.2 Hazard Specific Goals, Objectives and Strategies

#### **Convective Weather**

The Village of Dexter is fortunate to have two warning sirens which reach 100% of its population (Figure 3). Additionally, there are two disaster shelters in the Village. Other mitigation strategies can work in concert with these safety measures to optimize protection to Village residents.

Goal: Reduce the Village's vulnerability to convective weather storm hazards, minimize loss of life and injury, and damage to public property

#### Mitigation Strategy: Emergency Generators

- Secure funding to install emergency generators. An emergency generator should be installed at the Police and Fire Stations, Village Hall and shelters so that the Village may function when disasters occur.

#### Mitigation Strategy: Public Education

- Distribute an Emergency Preparedness booklet informing residents about actions to take during an event, or actions to minimize damage caused by an event. (See Family Preparedness Kit information box). The materials could be mailed with tax bills or other Village correspondence.

#### Mitigation Strategy: Maintenance

- Distribute annual reminders to ground utility providers, encouraging them to keep power lines clear of trees and tree limbs. This would reduce the chance of electrical power failure for Villages residents and businesses.

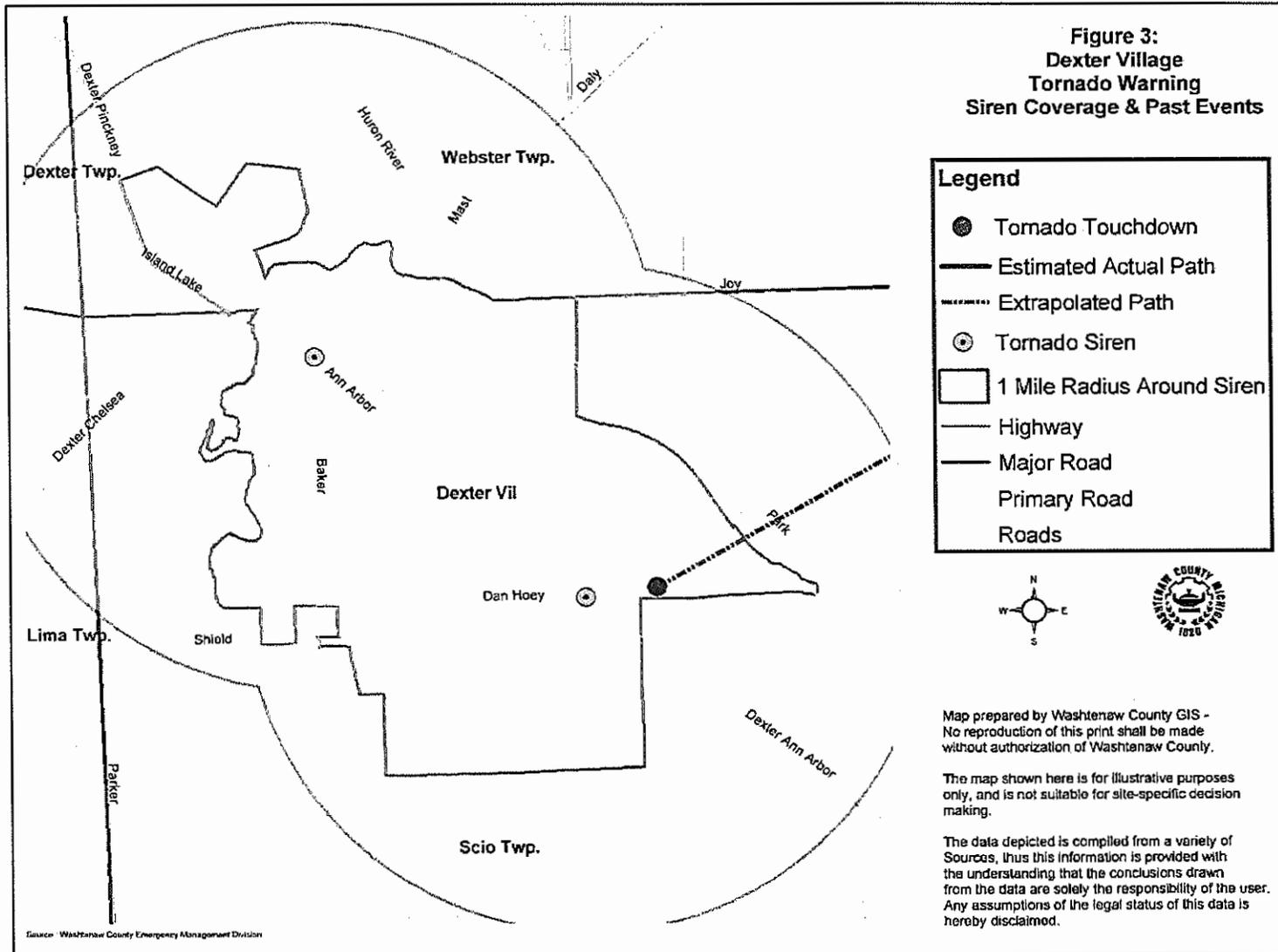
#### Mitigation Strategy: Training

- Continue to work with Washtenaw County Division of Emergency Management on weather spotter training and coverage. *Training is free of charge to anyone 18 years of age or older who is interested in being trained in severe weather identification, protection, and reporting procedures.*

#### Mitigation Strategy: Adequate Facilities

Expand or remodel the existing police and fire stations facilities. These facilities are outdated and lack space

# Village of Dexter



needed for today's operations. Improvement to this building will improve the capabilities of responding agencies by providing needed space for training, storage office and command and control facilities.

### Severe Winter Weather Hazard

Above ground power supply, coupled with mature trees can be a disaster when heavy snows or freezing rain occurs. The weight of the frozen precipitation causes tree limbs to fall on power lines, causing power outages, which is a significant problem. Loss of power in the winter generally means loss of heat for citizens. Falling tree limbs also damage property, block emergency routes and roadways, endanger lives and are very costly to clean up and remove.

Goal: Reduce the damage and impacts caused by severe winter weather hazards continue to reduce the impact of such an event on the community.

#### Mitigation Strategy: Maintenance

- Distribute annual reminders to ground utility providers, encouraging them to keep power lines clear of trees and tree limbs, specifying addresses and locations of problem trees.

#### Mitigation Strategy: Public Education

- Distribute an Emergency Preparedness booklet to residents. See strategy under Convective Weather for further discussion.

### Hazardous Materials Fixed Site Incidents

There are several facilities in Dexter Village that store, use and manufacture hazardous materials. Such sites have the potential to have a hazardous materials incident, impacting people and causing harm to the environment. Fortunately, the

### Family Preparedness Kits

1. Have Emergency Supplies at the ready:
  - A three-day supply of water one gallon/person/day and food that won't spoil
  - One change of clothing, footwear, and blanket/sleeping bag per person
  - First aid kit including family prescription medications
  - Tools: flashlight, battery-powered radio and extra batteries
  - Extra car keys, credit cards, cash or travelers checks
  - Sanitation supplies
  - Special items for infant, elderly or disabled family members
  - Extra pair of glasses
  - Locate the fuse box water service main and natural gas main and learn how to turn on and off.
2. Create a disaster plan where to meet, contact numbers, who will take care of the family pet, take first aid, learn how to use a fire extinguisher, etc.
3. Practice the Plan and maintain supplies!

If having electric power is extremely important to you, consider having a qualified electrician install an emergency generator before a disaster strikes!

For more information, see FEMA website at <http://www.fema.gov/pdf/library/yfdp.pdf>

## Village of Dexter

entire Village is within reach of a warning siren, which would alert the community in the event of a fixed site event.

Goal: Reduce the risks of hazardous material fixed site incidents in the Village by increasing the ability to respond and minimizing the impacts to the citizens, environment and economy.

### Mitigation Strategy: Training and Support

- Ensure that the Dexter Area Fire Department is knowledgeable of the locations and chemicals stored at facilities. Provide employee training for hazardous materials, storage, handling and transportation.
- Update the in-house evacuation plan to facilitate a quick response in the event of an emergency.
- Support and cooperate with the Washtenaw County Pollution Prevention Program.
- Continue to participate in the Washtenaw County Emergency Preparedness Plan.

### Mitigation Strategy: Ordinances

- Adopt the Hazardous Spills Expense Recovery Ordinance, a vehicle whereby a local unit of government may recover costs of response and recovery to a release of hazardous materials.
- Adopt a Fire Protection Ordinance as a preventative measure. The ordinance provides a legal vehicle for Fire Officials to inspect and enforce nationally recognized codes.

### Mitigation Strategy: Public Education

- Distribute an Emergency Preparedness booklet to residents. See strategy under Convective Weather for further discussion.

### **Public Health Emergencies**

Dexter Village has a concentrated population. The most likely public health emergency scenario would be failure of the wastewater treatment facility. This may cause widespread sewer backups, polluting the water ways (rivers, lake, wetlands) and exposing the public to contaminants. The water and sewer systems are also potential breeding grounds for West Nile or other mosquito born diseases.

Goal: Increase the Village's ability to prepare for and respond to a public health emergency.

### Mitigation Strategy: Prevention

- Continue to treat known breeding areas to prevent the outbreak of diseases such as West Nile.
- Offer opportunities to seniors for flu vaccinations and encourage all residents to be vaccinated for all communicable diseases.
- Provide radon test kits to residents. Radon test kits are also available through Washtenaw County.

### Mitigation Strategy: Emergency Generators

- Secure funding to install emergency generators. Generators may be necessary in an emergency to preserve vaccinations. See strategy under Convective Weather for further discussion.

## Village of Dexter

### Mitigation Strategy: Plans

- Prepare and evacuation or shelter-in-place plan and follow recommendations presented in the Plan.

### Mitigation Strategy: Public Education

- Work with the Washtenaw County Department of Public Health on educational campaigns and dissemination of information to prevent public health emergencies.

### **Hazardous Materials Transportation Incidents**

There is a major railroad that runs along the northern border of the Village. The railroad, with Dexter-Ann-Arbor Road, are the most vulnerable in terms of hazardous materials transportation incidents. There are also a number of manufacturing facilities located in the Village, further increasing the potential for this type of hazard event.

Goal: Reduce the risk of damage, loss of life, and other costs resulting from hazardous material transportation incidents

### Mitigation Strategy: Training

- Continue to support training and equipment for the Washtenaw County Hazardous Materials (HazMat) team and the Dexter Area Fire Department HazMat Team.

### Mitigation Strategy: Ordinances

- Adopt the Hazardous Spills Expense Recovery Ordinance, a vehicle whereby a local unit of government may recover costs of response and recovery to a release of hazardous materials.
- Adopt a Fire Protection Ordinance as a preventative measure. The ordinance provides a legal vehicle for Fire Officials to inspect and enforce nationally recognized codes.

### **Infrastructure Failure**

Critical infrastructure exists within Dexter Village. Not only with regard to power, but with bridges and roads. One vulnerable area in this regard is the Main Street Bridge over Mill Creek.

Goal: Decrease the Village's vulnerability to infrastructure failures and continue to strengthen the Village's ability to assist its citizens during an event.

### Mitigation Strategy: Emergency Generators

- Secure funding to install emergency generators at the Police and Fire Stations, Village Hall and shelters. See Mitigation Strategy 1, Convective Weather for further discussion.

### Mitigation Strategy: Maintenance

- Distribute annual reminders to ground utility providers, encouraging them to keep power lines clear of trees and tree limbs, specifying addresses and locations of problem trees.

### Mitigation Strategy: Public Education

- Distribute an Emergency Preparedness booklet (See Mitigation Strategy 2, Convective Weather for further discussion).

Goal: Ensure transportation network is sound

### Mitigation Strategy: Bridge Repair

- Work with the Washtenaw County Road Commission to study the Main Street Bridge over Mill Creek. The findings of the study should be implemented so that the bridge is structurally sound.

## Village of Dexter

### Dam Failures

There is one dam located in the Village –the Mill Creek dam. A dam failure would precipitate a flood hazard. The warning sirens already in operation at the Village should be sounded in the event of a dam failure.

Goal: Reduce the potential for a dam failure

#### Mitigation Strategy 1: Structural Improvements to Dam

- Secure funding to implement changes recommended in bi-annual inspection reports. The State of Michigan inspects the dams every two years, which include recommendations with regard to dam repairs, operation or maintenance.

### 5.0 Implementation, Funding and Monitoring

The purpose of this plan is to identify mitigation strategies that will be implemented before, during or after a disaster to permanently eliminate or reduce risks to human life and property from natural, technical or societal hazards. The following sections present implementation actions, funding sources, and the method for monitoring the plan.

#### 5.1 Implementation

The following schedule is given for hazard mitigation strategies described in Section 4.0. Completion dates have not been included as such dates are subject to uncertain factors, and will only begin after the mitigation strategy has been approved. While all strategies are important, priority is has been given to those that may be funded by a FEMA hazard mitigation grant program (see Section 5.2). Action on strategies will depend upon staff, resource and funding availability.

#### High Priority Strategies

##### Mill Bridge Repair Work

*Responsible Agency:* Village of Dexter

*Estimated Cost:* To be determined after completion of inspection, study.

##### Mill Creek Dam Repair Work

*Responsible Agency:* Village of Dexter

*Estimated Cost:* To be determined after completion of inspection, study.

##### Emergency Generators at Police Station, Fire Station and Village Hall

*Responsible Agency:* Village of Dexter

*Estimated Cost:* \$30,000 per generator.

#### Other Important Strategies

##### Training for First Responders, Hazardous Materials Team

*Responsible Agency:* Village of Dexter

*Estimated Cost:* Staff time.

##### Expansion or Remodeling of Police and Fire Stations

*Responsible Agency:* Village of Dexter

*Estimated Cost:* To be determined.

##### Public Education (brochures, pamphlets)

*Responsible Agency:* Village of Dexter

*Estimated Cost:* \$2,000 annually.

##### Adopt Spill Cost Recovery Ordinance and Fire Protection Ordinance

*Responsible Agency:* Village of Dexter

*Estimated Cost:* Staff time.

##### Amend Master Plan to include hazard mitigation goals and strategies as applicable

*Responsible Agency:* Village of Dexter

*Estimated Cost:* Staff time.

### 5.2 Sources of Financial Assistance

Implementation of the mitigation strategies is often dependent on funding assistance from Federal and State sources. FEMA provides funding for structural projects through the hazard mitigation grant programs. These include the Hazard Mitigation Grant Program, Pre-Disaster Mitigation Assistance Program, and the Flood Mitigation Assistance Program.

FEMA emphasizes the implementation of structural mitigation strategies. The strategies that are a priority for FEMA and are a priority for the Village of Dexter include: bridge repair work, dam repair work and emergency generators. Financial support for other mitigation strategies proposed in this plan may be sought through alternative funding sources. For example, funds for public outreach, equipment and training may be obtained through the FEMA Emergency Management Performance Grant. Projects may be implemented with the assistance of non-profit organizations, or funds secured from Community Foundations. There are many State and Federal programs that are available to Local Units of Government, as provided in Attachment 2.

### 5.3 Monitoring of the Plan

The plan will be monitored on a regular basis, and is the responsibility of the Village Manager. The plan will be an annual agenda item for the Village Council. At a minimum, during its review, the Council will discuss the monitoring of the plan, the number of projects pursued, or reasons for lack of pursuit for approved projects. Prior to the meeting, the Washtenaw County Emergency Management Division can be contacted for updates or recommended amendments to the plan.

To assist with the annual evaluation and review of the plan, the Village may consider forming a local hazard mitigation

committee. The committee could also be charged with identifying methods of obtaining public input.

Although review of the plan will occur annually, and a formal revision may not be needed each year, an update of the plan will be prepared every five years, based on annual reviews, amendments, monitoring, evaluation and accumulation of official feedback and public input. The revised plan will again be adopted by the Village Council.



Item	Event/Activity	Description	Quarter/Date	Expense Type	Budget/Cost	Benefit
1	Heritage Signs	Signs detailing the heritage of Dexter. Inspired by the comprehensive historic signs in Ann Arbor. Dexter's first sign will include photos and text describing the original mill.	Spring 2010	Design, production and installation of sign	\$4,000	Serves as heritage marker in Dexter. Increases awareness of Dexter's heritage by residents and visitors. Educational
2	Kid's activity at Dexter/Apple Daze	"Box Town" - Center for Understanding the Built Environment (CUBE). Has established track record.	August, October	Boxes, markers and other materials	\$600	Engages community in thinking about village development. Encourages attendance; lengthens duration of attendance at festivals
3	Poetry readings, folk music, and story telling events	These events would be a combination of performing arts to keep it interesting. These events would be hosted by DACH members and be open to all local talent that would like to use this opportunity to perform.	6 times per year	Honorarium for poets, musicians and story tellers	\$600 X 6 = \$3600	Introduces the local community to this form of entertainment. Connects the schools and existing programs to the community activities.
4	Art Prize	Award offered to local Dexter artists for designing/creating large scale art to be used for displays in municipal areas (parks, library, etc.)	Annually	Prize money	\$5,000	Brings positive attention to Dexter Community and the DACH. Results in high caliber art for public display.
5	Children's concert	A concert featuring acclaimed local musicians (invited) to perform in all-ages concert geared toward children. Musicians may include: Dick Siegal, Jo Serrapere, Dave Boutette, John Latini, Great Lakes Myth Society, etc. (Some cost may be offset by suggested donation?) Concert could result in a "Live in Dexter" kids' CD which will be sold to support the arts in Dexter.	Saturday, May 01, 2010	Guarantee for musicians and support team, i.e. Sound equipment and engineer	\$2000 - Event \$2000 - Production of CD	Engages with school groups, (pre-schools, daycares, K-5) Depending on how admission is handled, this event could be self sustaining year over year
6	Movie under the tent	Outdoor screening of family friendly movie to coincide with the end of "Dexter Daze" on Sunday BYOB (Blanket not beer)	Sunday, August 15, 2010	Licensing, screen and projector and final cleanup	\$1,000	Brings community together, extends Dexter Daze, boost to the local businesses
7	Speaker series	Bring in local speakers in to talk about the arts and history of Dexter	Wednesdays in October 2009	Honorarium for speakers	\$1000 for 4 events \$200 for refreshments	Introduces the local community to local people of interest.
8	Web site development	DACH needs website to communicate activities and events to the Dexter community and surrounding areas	October 1, 2009	One time development charge and domain registration	\$600	Integral part of communication
9	Adult Concert Series	Concert Series - Potentially featuring musicians from the University of Michigan School of Music	Summer 2010	Publicity Stipend to Musician - TBD		Brings community together, provides showcase for musicians
<b>Total</b>					<b>\$22,000.00</b>	

AGENDA  
 ITEM  
 I-4  
 9-14-09

**ARTS, CULTURE & HERITAGE COMMITTEE**  
**TUESDAY, SEPTEMBER 1, 2009 - 7:00 p.m.**  
**DEXTER SENIOR CENTER**

**THE VILLAGE OF DEXTER**

Members Present: Audrey Becker, Anne Savage, Mike Vickers, Paul Cousins, Pam O'Hara, Julie Nagel, Louis Nagel, Jill Love, Jerusha Clark, and Lynn Babcock.

The July and August meeting minutes were reviewed with no changes.

The Committee shared their experiences with meeting people and asking them to fill out the survey at Dexter Daze. Those that completed the survey showed a strong support for art opportunities in Dexter, especially for the creation of a dedicated art center. Facilitating fundraising, philanthropy and a partnership with the Arts Alliance to this end could be a potential long term goal of the committee. The flyer turned out very well and a letter will be sent to Adair Printing with their payment that thanks them for their assistance and quick turnaround.

The Committee will participate in the Creative Connections meeting on February 9, 2010 at the Encore Theatre. This item will return to the agenda closer to the date.

Discussion occurred about the need for the committee to have an event/s to let people know they exist and are working to promote arts, culture & heritage in the community. The ability to do this will be determined, in part, by the funding that is available. The possibility of a fundraising mixer to both raise money for the Committee's projects and showcase local artists was also raised.

Proposed Budget – The updated budget will include requests for funding for a website and a sign that can be used at future events. Audrey will distribute a final draft copy of the budget for any last minute suggestions/changes. Mike, Paul, Jill and Anne volunteered to act as a financial subcommittee and review the budget before it is put in the Council packet as part of the Arts, Culture & Heritage Committee report. Any Committee members who are able to attend the Council meeting on September 14 are encouraged to do so.

Sub-Committee reports

Historical Sign – Paul will meet with Rick Bernier to discuss options for the metal work on the sign.

Speaker Series – Plans are moving forward for the speaker series, potentially on Wednesday night in October/November. The Committee would like the first two speakers to be Dan Cooney (Encore Theatre) and Ron Jeffries (Jolly Pumpkin) if schedules permit.

**ARTS, CULTURE & HERITAGE COMMITTEE**  
**TUESDAY, AUGUST 4, 2009 - 7:00 p.m.**  
**DEXTER SENIOR CENTER**

**THE VILLAGE OF DEXTER**

Members Present: Audrey Becker, Anne Savage, Mike Vickers, Tom Rosenbaum, Paul Cousins, Pam O'Hara

The review of notes from July meeting will be done at the September meeting.

Proposed Budget – The committee discussed a timeline for completing the proposed budget and submitting it for Village Council review. All committee members are encouraged to review it and send any changes or additions to Audrey as soon as possible. The budget will be reviewed at the September 1 meeting and distributed to Council at the September 14 Council meeting. Any Committee members who are able to attend that Council Meeting are encouraged to do so.

Arts Alliance Launch Party – The general feeling of the committee is that a launch party will be appropriate once the committee has a firm plan for implementing some of the goals in the Dexter Working Plan.

Dexter Daze & Flyer Ideas – Anne has been working on a logo for the Committee for use on an information flyer. The Committee decided on a logo design. Anne will continue working on the flyer and e-mail it to the Committee. The purpose of the outreach is to let the community know the committee exists and to gather input on what types of arts & culture activities the community would like to see. The volunteer schedule for Dexter Daze is as follows:

Friday 11 a.m. to 1 p.m.	Mike
Friday 1:30 p.m. to 3:30 p.m.	Audrey
Friday 3:30 p.m. to 5:30 p.m.	Paul
Saturday 11 a.m. to 2 p.m.	Anne

If anyone is able to fill in any of the spots, please let the group know via e-mail.

Sub-Committee reports

Historical Sign – Paul is continuing to work with Grace Shakman and local designers/fabricators to come up with the wording, design and cost estimate for the sign.

Speaker Series – The Committee has generally set an October time frame for the first series, which will be 3-4 speakers over the course of approx. 4 weeks. Audrey will work with the speakers and the library to coordinate a night that will work for all.

Tom recently met with Dan Cooney who expressed an interest in allowing the use of his outside space at Encore Theater for community arts & culture events.

**ARTS, CULTURE & HERITAGE COMMITTEE**  
**TUESDAY, JULY 7, 2009 - 7:00 p.m.**  
**DEXTER SENIOR CENTER**

**THE VILLAGE OF DEXTER**

Members Present: Audrey Becker, Julie Nagel, Louis Nagel, Jerusha Clark, and Paul Cousins

The budget proposal submitted for discussion by Audrey was discussed. An 8<sup>th</sup> line representing adult concerts was added. Any Committee members who have ideas for the list should send them to Audrey. The goal is to compile a list the Committee is comfortable with and then submit three or four of the items on it to Council for potential funding.

A discussion was held regarding Committee members as speakers in the speaker series. It was generally agreed that for the first series the Committee would find outside speakers and then open it up to Committee members for future series.

The discussion about the Arts Alliance Launch Party was postponed pending further information.

Paul is continuing to work with Grace Shakman, Gary Klapperich and Sandy Hansen to finalize the preliminary design and cost estimates for the historical sign.

Participation in Dexter Daze by handing out fliers was discussed. The Chamber would allow us to share their space to hand out materials.

The next Committee meeting will be August 4 at 7:00 p.m. at the Senior Center.

**ARTS, CULTURE & HERITAGE COMMITTEE**  
**TUESDAY, JUNE 2, 2009 - 7:00 p.m.**  
**DEXTER DISTRICT LIBRARY**

**THE VILLAGE OF DEXTER**

Members Present: Jill Love, Audrey Becker, Julie Nagel, Louis Nagel, Jerusha Clark, Paul Cousins, Pam O'Hara, Ann Savage, Marietta VanBuhler, Mike Vickers and Tom Rosenbaum. Also present was Jon Hartman.

Discussion was held regarding selection of a Chairperson. Anne nominated Audrey, which was seconded by Pam. Audrey was unanimously elected to the position of Chairperson. Mike Vickers was unanimously selected as Vice-Chairperson.

The Dexter Specific Implementation Matrix was generally approved by the Committee, with the addition of the Village and the Chamber of Commerce to several cells, per Jill's e-mail.

Committee members were asked to provide Audrey with summaries of their project ideas and the estimated cost of implementation. This will help determine what level of funding is necessary to pursue grant funding, request from Village Council or solicit from private donors.

The idea of an informal gathering was discussed and June 23 at 6:30 p.m. at Anne's house was selected as the date. Everyone is encouraged to bring samples / photos of their art and an hors d'oeuvres. Publicity photos of Committee members for the Arts Alliance and the Committee will also be taken at this gathering.

Paul provided an update on the historical sign idea which is moving forward. He will be putting together cost estimates and submitting them to Audrey.

Other project ideas discussed include: having a table at Dexter Daze to pass out material about the Committee, a raffle with a piece of art as a prize, a sidewalk chalk activity for kids at Dexter Daze, and a poetry slam.

Paul informed the Committee that the Downtown Development Authority's plan for the area along the Mill Creek includes several plazas and that the plan calls for a tree to be planted in the middle of these plazas. The Committee feels that the middle of one or two of these plazas would be an excellent place for public art and will submit a letter to the DDA and the Village Council with this suggestion and offer assistance with art selection.

The next Committee meeting will be July 7 at 7:00 p.m. at the Senior Center.

**ARTS, CULTURE & HERITAGE COMMITTEE**  
**TUESDAY, MAY 2, 2009 - 7:00 p.m.**  
**DEXTER SENIOR CENTER**

**THE VILLAGE OF DEXTER**

Members Present: Jill Love, Audrey Becker, Julie Nagel, Louis Nagel, Jerusha Clark, Paul Cousins, Pam O'Hara, Ann Savage, Mike Vickers and Tom Rosenbaum. Also present were Tamara Real, Angela Martín-Barcelona, Vesna Savic, Victoria Schon, and Judy Feldmann

Tamara and Angela led a discussion about the arts and culture goals of the community in one year, three years and five years. Five year plan goals include the creation of an arts center in the community, the recognition of Dexter as an arts & culture destination and increased public art. Mid term goals include increased public awareness of arts & culture opportunities. Short term goals include increased communication through the website, the creation of a speaker series and the addition of a historical signage along Mill Creek.

The Arts Alliance will be compiling these goals for inclusion in the Washtenaw County Master Plan.

Julie Nagel updated the committee on her communications with Jamie Bernstein's agent about potentially visiting the Dexter area. This would likely only be possible if she came in conjunction with a large event or multiple events.

The committee's June meeting will be held at the Dexter District Library.

Suggested items for the next meeting:

Funding

Selection of a Chairperson

## VILLAGE OF DEXTER

8140 Main Street Dexter, MI 48130-1092

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### MEMO

**To: President Keough and Council Members**  
**From: Donna Dettling, Village Manager**  
**Date: September 14, 2009**  
**Re: Village Manager Report**

1. Meeting Review:
  - September 10<sup>th</sup> Die Cutting
  - September 10<sup>th</sup> Northern Pizza
  - September 10<sup>th</sup> Rand Construction
2. Upcoming Meeting Review:
  - September 11<sup>th</sup> SPARK Breakfast
  - September 11<sup>th</sup> MEDC Deborah Stuart
  - September 11<sup>th</sup> Dexter, Dexter, Webster Police Services Work Group
  - September 14<sup>th</sup> Veoli Environmental Services
  - September 15<sup>th</sup> Tom Colis EDC Funding Options
  - September 15<sup>th</sup> Elastizell
  - September 15<sup>th</sup> Dexter Research
  - September 16<sup>th</sup> Joint Meeting with School
  - September 24<sup>th</sup> Border-to-Border Joint Meeting
3. Baker Road Pavement Marking. Confirmation from the State that the Village's annual Major Road funding for Baker Road would be in jeopardy if width requirements were not maintained will NOT allow for new pavement markings for unofficial bike lanes along the both sides of Baker. Therefore, the pavement markings will remain the same except for the crossing at Grand Street.
4. Forest Street Alleyway Update. Attached is a construction update from Janet at Beckett & Raeder.
5. Joint Meeting with Dexter School. A draft agenda for this meeting is attached for your review.
6. Drinking Water Revolving Fund (DWRF). Attached is a letter from DEQ confirming the Village's project "New Well, connections; replace mains, and water treatment plant upgrades" is in the fundable range. This also confirms we are eligible for first quarter funding, which may make us eligible for ARRA funds. We will know in the next few weeks if the village will receive ARRA funds.
7. Jeffords Pre-construction Meeting. The pre-construction meeting for the Jeffords Widening Project was held last week. The project will start the week of September 14<sup>th</sup> provided the soil erosion permit is in place. The project is expected to take one month to complete.
8. Basic Economic Development Course. I will be attending the Basic Economic Development Course in Lansing on September 21<sup>st</sup> through the 24<sup>th</sup>. There are 7 more 2-day courses in the Economic Development Certification program, followed by an exam in the fall of 2010.

## CONSTRUCTION UPDATE

09-11-09

The majority of the streetscape improvements on Forest Street were complete for Dexter Days.

The long awaited DTE power transformer was delivered and set on 9.08.09. The power transfer and conversion can now be scheduled. A special thank you to Bp Gas Station, National City Bank, Hearts of Flowers and Ace Hardware for your patience and cooperation during the temporary power shut down that will occur in the next few weeks. The removal of the major utility pole behind National City Bank and overhead wires will follow this power conversion completing the power improvements and overhead streetscape.

All the lights have been installed along Forest Street as well signage and irrigation. Left to complete is finishing work on the dumpster enclosure and brick piers ornamental fence at the alley. The paving crew will return to complete areas void of concrete walks, planters and steps within the next few days. Final adjustments to drainage ways and the loading dock at the Jolly Pumpkin are underway also.

Trees and plants have been tagged in the growing fields ready to be planted within 2 weeks along with areas of lawn to be seeded.

Nagle plans to complete the final course of asphalt in the next 2 weeks completing the Forest Street Alleyway Improvements.

Related to the Main Street Bridge Enhancement Project, the newly painted bridge is complete with handrails, caps on the piers, landscaping, and site restoration. The light poles will soon be working, once the power conversion of the new transformer is complete, as well as providing power to Jeffords Street Improvements.

With the completion the Forest Street Alleyway Improvements in the next few weeks, also marks the beginning of the Jeffords Street Improvement Project. This will include a new brick paver plaza at the corner of Main and Jeffords with ledge rock outcroppings, benches, streetlights, landscape enhancements and irrigation. A pedestrian walk will connect the plaza from Main Street along the west side of Jeffords to the Alleyway. Jeffords will be widened including a 3' wide bike lane. The Alleyway, Broad and Forest Streets will be completely opened, however there will be partial road closures along Jeffords from Main to Forest over the next 2 months.

Thank you for your continual cooperation and patience.  
Feel free to contact me with any questions or concerns.

Janet  
Beckett & Raeder, Inc.  
734-216-2974-cell  
734-663-2622-office      [jgriscom@bria2.com](mailto:jgriscom@bria2.com)

**JOINT WORK SESSION  
VILLAGE OF DEXTER  
&  
DEXTER COMMUNITY SCHOOLS  
WEDNESDAY, SEPTEMBER 16, 2009  
6:30 p.m. – 8:30 p.m.**

**Dexter District Library, 3250 Alpine Street**

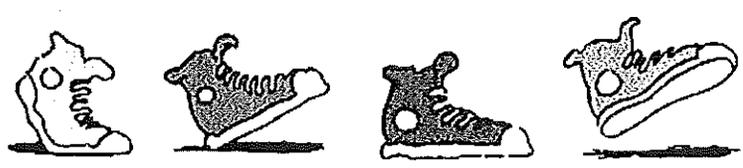
**Baker Road Crossing Study**

**Campus Connectivity-Review Phase 1 and 2**

**Main Campus Considerations for Separating Bus and Car Traffic**

**Review Walkability Audit Tools**

**Discuss Joint Town Hall Meeting 10-7-09 TOPIC: Walkability**





STATE OF MICHIGAN  
DEPARTMENT OF ENVIRONMENTAL QUALITY  
LANSING



STEVEN E. CHESTER  
DIRECTOR

JENNIFER M. GRANHOLM  
GOVERNOR

September 2, 2009

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

Dear Ms. Dettling:

**SUBJECT:** Establishment of Fundable Range  
Drinking Water Revolving Fund (DWRP)  
Project Nos.: 7293-01 & 7294-01

The Fiscal Year (FY) 2010 DWRP fundable range has been established, with \$112.78 million in lending capacity available in Michigan during the year. The fundable range relies on the lending capacity generated by existing fund assets, as well as assumed federal capitalization and state match funds. In part due to a high level of demand for DWRP assistance and budget cuts that have eliminated general fund state match contributions to the DWRP, available lending capacity will **not** be sufficient to fund all applications. Each project identified as fundable is assured funding up to the amount identified, contingent upon the applicant's ability to meet a milestone schedule and satisfy application requirements. Projects identified as contingent currently lie beyond the fundable range, and will have access to funds during FY 2010 only if fundable range projects do not proceed and are bypassed, or additional capitalization becomes available.

Attached is a copy of the Fundable Range Quarterly Report for FY 2010. Projects in the fundable range are listed in the quarter of their targeted funding, while those outside the fundable range are shown in priority order as contingent projects. Many projects that had sought 1<sup>st</sup> Quarter loans in the hope of securing additional subsidy from the American Recovery and Reinvestment Act of 2009 (ARRA) have been retargeted to a subsequent quarter. At this time, remaining ARRA resources are limited and may not be sufficient to provide principal forgiveness to all those projects identified on the report for 1<sup>st</sup> Quarter loans. For information purposes, projects with anticipated loan-closing dates in FY 2011 and beyond are listed as future projects. Please note the interest rate will be 2.5 percent for all FY 2010 loans.

**Fundable range applicants:** You are strongly advised to follow through with the actions necessary to complete the application process. To facilitate completion of that process, if your project manager has not already done so, he/she will contact you shortly to negotiate a project milestone schedule as required by law. It will be imperative that the commitments in your schedule be met. Only those projects able to comply with 1<sup>st</sup> Quarter schedule dates will be considered for ARRA assistance.

**Contingent projects:** Staff shortages (the result of a state hiring freeze) and mandatory furlough days, coupled with a dramatic increase in applications to the revolving fund programs, will prevent the Department from agreeing to an FY 2010 milestone schedule for most contingent projects. Your project manager will inform you if the DEQ will be able to assist with the completion of your application during FY 2010 and can also discuss bypass potential, as well as funding possibilities for your project in FY 2011 or beyond.

Ms. Donna Dettling, Village Manager

Page 2

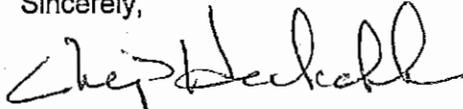
September 2, 2009

Milestone schedules will contain specific dates for completion of critical application tasks. If you are not in a position to negotiate a schedule or are unable to adhere to the dates in a negotiated schedule, action will be initiated which may result in your project being bypassed and/or deferred to FY 2011 or later.

Also attached to this letter is a copy of the FY 2010 Quarterly Financing Schedule, which contains dates that must be adhered to in order to bring a project successfully through the application process. In addition, this attachment lists those items and activities that constitute a complete, approvable application.

If you have any questions, please consult your project manager, Ms. Karen Totzke, or you can contact me at the telephone number listed below.

Sincerely,



Chip Heckathorn, Chief  
Revolving Loan and Operator Certification Section  
Environmental Science and Service Division  
517-373-4725

Attachments

cc: Mr. Rhett Gronevelt, P.E., Orchard, Hiltz & McCliment Inc  
Ms. Karen Totzke, DEQ-RLOCS, East Unit  
SE Michigan District Office, DEQ-Water Bureau

**DEQ** Drinking Water Revolving Fund: Fundable Range Quarterly Report - Fiscal Year: 2010 **DWRF**

1st Quarter Projects		Binding Commitment Date: 12/21/2009		
7241-01	Deerfield	Lenawee Co	Upgrd WTP	\$1,595,000
7255-01	Buchanan	Berrien Co	New well/trans/cont bldg/strg; meter upgrd w/ cent read sys	\$2,465,000
7260-01	New Haven	Macomb Co	Repl mains; strg imp	\$5,420,000
7273-01	Benton Harbor	Berrien Co	Water sys impr (Phase 2)	\$13,095,000
7279-01	Allegan	Allegan Co	Water sys impr (Phase 1)	\$9,400,000
7283-01	Lawton	Van Buren Co	New well/strg tank/upgrd meters;repl mains/looping	\$3,775,000
7284-01	Marquette	Marquette Co	Water sys impr (Phase 1)	\$1,920,000
7286-01	St Joseph	Berrien Co	WTP upgrade (filters/generator)	\$3,420,000
7287-01	Greenville	Montcalm Co	Well impr; SCADA; repl/loop mains	\$1,000,000
7288-01	White Lake Twp	Oakland Co	Trans imp; Interconnect	\$2,605,000
7289-01	Pittsfield Twp	Washtenaw Co	Repl mains; trans imp	\$8,415,000
7292-01	Gladwin	Gladwin Co	Strg tank; abandon booster sta/wells/grd strg; mod well	\$1,645,000
7293-01	Dexter	Washtenaw Co	New well; connect; rpl mains; wtp upgrade	\$2,800,000
7304-01	New Buffalo	Berrien Co	WTP impr; repl mains	\$2,090,000
7307-01	Pontiac	Oakland Co	booster sta imp; prv sta imp	\$4,925,000
7310-01	Flint	Genesee Co	PS upgrd; trans main repl	\$13,870,000
7319-01	Ann Arbor	Washtenaw Co	Repl mains, WTP upgrd, main ext	\$7,225,000
<b>1st Quarter Total</b>		<b>17 Projects</b>		<b>\$85,665,000</b>
2nd Quarter Projects		Binding Commitment Date: 3/10/2010		
7268-01	Howell	Livingston Co	Repl mains/2nd raw water line (Phase 2)	\$4,490,000
<b>2nd Quarter Total</b>		<b>1 Projects</b>		<b>\$4,490,000</b>
3rd Quarter Projects		Binding Commitment Date: 6/2/2010		
7193-01	Monroe Co	Exeter Twp	New water mains District 4-A	\$6,300,000
7280-01	Manistee	Manistee Co	Well impr; repl mains (Phase 1)	\$2,720,000
7325-01	Ann Arbor	Washtenaw Co	Repl mains, wtp imp	\$8,150,000
7335-01	Pontiac	Oakland Co	Trans mains looping; tank scada;repl mains	\$5,455,000
<b>3rd Quarter Total</b>		<b>4 Projects</b>		<b>\$22,625,000</b>
<b>Total Fundable Range Dollars</b>		<b>22 Projects</b>		<b>\$112,780,000</b>
Contingent Projects (in priority order)		Qtr		
7295-01	Mt Clemens	Macomb Co	4 Repl mains;wtp upgrd;audit;meter upgrd w/ cent read sys	\$880,000
7301-01	Grosse Pointe Woods	Wayne Co	4 Strg tank; repl mains; meter upgrd w/ cent read sys	\$2,000,000
7314-01	South Lyon	Oakland Co	4 Repl mains, add. LS pump	\$6,260,000
7332-01	Grosse Pointe Woods	Wayne Co	4 Strg tank	\$7,510,000
7278-01	Plainfield Twp	Kent Co	4 Trans impr; repl mains/looping	\$5,825,000
7299-01	Northville Twp	Wayne Co	4 Repl mains & booster stn upgrd	\$1,900,000
7282-01	Holland	Ottawa Co	4 Interconnect; new transfer pump	\$6,320,000
7177-01	Stockbridge	Ingham Co	4 Repl mains/looping Phase III	\$1,800,000
7315-01	Pinckney	Livingston Co	4 Looping; abandon wells	\$510,000
7329-01	Grand Blanc Twp	Genesee Co	4 Trans mains	\$5,605,000
7010-05	Sault Ste Marie	Chippewa Co	4 Repl mains (CSO Areas C-1; C-2)	\$4,255,000
7302-01	Warren	Macomb Co	4 Upgr meters w/ cent read sys; PRVs (Phase 1)	\$10,600,000
7281-01	Kentwood	Kent Co	4 New trans; repl mains; looping	\$5,405,000
7196-01	Southfield	Oakland Co	4 Repl mains (Phase 1)	\$15,520,000
7274-01	Dearborn	Wayne Co	4 Repl mains (Phase 2)	\$3,540,000
7316-01	Macomb Twp	Macomb Co	4 Repl trans main, repl mains, main ext	\$3,965,000
7180-01	Fenton	Genesee Co	4 Repl mains, looping	\$3,380,000
7228-01	Monroe	Monroe Co	4 Repl/rehab mains; looping (Phase 3)	\$4,105,000
7231-01	Ecorse	Wayne Co	4 Repl mains/redundancy	\$2,425,000

7266-01	Brownstown Twp	Wayne Co	4	Trans upgrades (Phase 2)	\$450,000
7300-01	Melvindale	Wayne Co	4	Repl mains/services; looping	\$3,600,000
7305-01	Ferdale	Oakland Co	4	Repl mains; upgrd meters w/ cent read sys	\$3,100,000
7306-01	Port Huron	St Clair Co	4	Repl mains; looping (Erie N)	\$2,575,000
7308-01	Monroe	Monroe Co	4	Repl/rehab mains; looping (Phase 4)	\$3,405,000
7330-01	Macomb Twp	Macomb Co	4	Trans main; looping	\$3,380,000
7244-01	River Rouge	Wayne Co	4	Repl mains/meters/valves (Phase 1)	\$4,675,000
7298-01	Belleville	Wayne Co	4	Repl mains/services	\$1,500,000
7320-01	YCUA	Washtenaw Co	4	Repl mains (E. Michigan)	\$390,000
7321-01	Ypsilanti	Washtenaw Co	4	Repl mains (Mansfield)	\$380,000
7322-01	YCUA	Washtenaw Co	4	Repl mains (E. Clark)	\$2,330,000
7323-01	YCUA	Washtenaw Co	4	Repl mains (Ford)	\$380,000
7324-01	YCUA	Washtenaw Co	4	Repl mains (Holmes-Ph 3)	\$1,645,000
7291-01	Royal Oak Twp	Oakland Co	4	Repl mains	\$805,000
7296-01	Clinton Twp	Macomb Co	4	Repl mains	\$8,005,000
7290-01	Wayne	Wayne Co	4	Upgrd meters w/ cent read sys; repl mains	\$4,465,000
<b>Total Contingent Dollars Projected</b>				<b>35 Projects</b>	<b>\$132,890,000</b>

Future	Projects				
7333-01	Ann Arbor	Washtenaw Co		Water sys impr	\$3,920,000
7313-01	Monroe Co	Exeter Twp		New water mains District 4-B	\$3,980,000
7328-01	Allegan	Allegan Co		Water sys impr (Phase 2)	\$5,300,000
7294-01	Dexter	Washtenaw Co		Repl mains (future phases)	\$1,300,000
7238-01	St Joseph	Berrien Co		WTP upgrade (future phase)	\$9,970,000
7309-01	Pittsfield Twp	Washtenaw Co		Booster sta	\$3,250,000
7269-01	Howell	Livingston Co		Repl mains (Phase 3)	\$3,140,000
7331-01	Manistee	Manistee Co		Repl/loop mains; well impr; meters (Future phases)	\$1,655,000
7285-01	Marquette	Marquette Co		Water sys impr (future phases)	\$5,420,000
7311-01	Flint	Genesee Co		Trans main repl	\$18,250,000
7271-01	St Joseph	Berrien Co		Repl/loop mains (Upton/Ridgeway); River crossing	\$540,000
7272-01	St Joseph	Berrien Co		Repl/loop mains (Morton/Wolcot/Orchard)	\$3,340,000
7334-01	Mt Clemens	Macomb Co		Repl mains;wtp upgrd;audit;meter upgrd w/cent read sys	\$10,750,000
7010-99	Sault Ste Marie	Chippewa Co		Repl mains @ CSO areas (future phases)	\$3,315,000
7303-01	Warren	Macomb Co		Repl mains (Phase 2)	\$11,500,000
7173-01	YCUA	Washtenaw Co		Future phases (city/twp-thru FY2014)	\$17,055,000
7175-01	YCUA	Washtenaw Co		Repl mains; looping (twp-Rawsonville area)	\$4,740,000
7222-01	YCUA	Washtenaw Co		Repl mains; looping (twp-Ecorse/Emerick/I-94)	\$3,335,000
7317-01	Southfield	Oakland Co		Repl mains (Phase 2)	\$8,920,000
7318-01	Southfield	Oakland Co		Repl mains (Phase 3)	\$5,060,000
7326-01	Dearborn	Wayne Co		Repl mains (Phase 3)	\$4,000,000
7327-01	Dearborn	Wayne Co		Repl mains (Phase 4)	\$4,295,000
7131-01	Port Huron	St Clair Co		Repl mains; looping (future phases)	\$19,925,000
7267-01	Brownstown Twp	Wayne Co		Trans upgrades (Phase 3)	\$800,000
7251-01	River Rouge	Wayne Co		Repl mains/valves (Phase 2)	\$2,775,000
<b>Total Future Dollars Projected</b>				<b>25 Projects</b>	<b>\$156,535,000</b>

**FY 2010 FINANCING SCHEDULE**  
 for the State Revolving Fund (SRF), the  
 Drinking Water Revolving Fund (DWRF) and the  
 Strategic Water Quality Initiatives Fund (SWQIF)

	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4
Part I of Application Due	09/04/09	11/30/09	02/19/10	05/28/10
Part II Application Due FNSI Clearance Plans & Specs Approved User Charge System Approved	10/26/09	01/08/10	03/26/10	06/18/10
Bid Ad Published No Later Than	10/26/09	01/04/10	03/29/10	06/21/10
Part III of Application Due Bid Data Submittal (With Tentative Contract Award)	12/07/09	02/19/10	05/14/10	08/06/10
DEQ Order of Approval Issued*	12/21/09	03/10/10	06/02/10	08/25/10
Borrower's Pre-Closing with the Michigan Municipal Bond Authority (MMBA)	01/11/10	03/19/10	06/11/10	09/10/10
<b>MMBA CLOSING</b>	<b>01/22/10</b>	<b>04/01/10</b>	<b>06/23/10</b>	<b>09/22/10</b>

\*In addition to MMBA requirements, all municipal bond sales must be reviewed and approved by the Local Audit and Finance Division of the Michigan Department of Treasury before an Order of Approval can be issued.

**AN APPROVABLE APPLICATION FOR A REVOLVING FUND LOAN MUST INCLUDE:**

1. A completed revolving fund application (Parts I, II, and III) including all required application information and assurances.
2. A detailed project description, cost breakdown, and project schedule.
3. Financial documentation to demonstrate ability for timely repayment of the loan and other assurances required by the application. (Part I)
4. If applicable, all executed intermunicipal service agreements. (Part II)
5. An approved User Charge System. (Part II)
6. An approved Project Plan. (Part II)
7. A set of plans and specifications suitable for bidding, including DEQ construction permit. (Part II)
8. A certified resolution from the applicant designating an authorized representative. (Part II)
9. Verification that the project has been advertised for bids or other appropriate procurement action. (Part II)

## Village President Report

AGENDA 9-14-09  
ITEM I-7

Hello Residents and Council Members,

Here is my written update of my activities:

### Activities since the August 24, 2009 Village Council Meeting include:

August 31, 2009 - Council workshop to discuss facility use at 8140 Main Street including Village office and fire station scenarios.

September 1, 2009 - Meeting with Assistant Village Manager Courtney Nicholls and Jim Carson to review Village of Dexter draft Continuity of Government and Hazard Mitigation plans.

September 9, 2009 - I sent the attached email to the leaders of Dexter Twp, Webster Twp, Lima Twp, Scio Twp and the City of Chelsea regarding setting up an initial meeting to discuss the potential for regional fire department expansion. This effort is a follow-up to discussions and interest expressed at the August Chelsea Area Planning Team/Dexter Area Regional Team (CAPT/DART) meeting that was well attended by community leaders. The goal of going through this discussion/evaluation would be to find ways to improve service, cost or both to the Western Washtenaw County region as a whole.

### Future activities:

September 10, 2009 - Please note that due to a work conflict, I will not be able to attend the September Downtown Development Authority meeting. The DDA Board will be discussing a new time for the regular monthly meetings a little later in the month to allow more time to get the treasurer's report updated for all activity in the previous month.

September 11, 2009 - Upcoming meeting with Commissioner Mark Ouimet to discuss SPARK.

September 14, 2009 - Village Council Meeting

September 16, 2009 - Joint Work Session with the Dexter School District to discuss Baker Road Crossing Study, Campus Connectivity, & Walkability Tools.

September 21, 2009 - CAPT/DART Meeting

September 24, 2009 - County Parks Presentation for Connectivity of Trails across/under the Railroad

September 28, 2009 - Village Council Meeting

October 7, 2009 - Town Hall Meeting - the Main Topic is Walkability (along with any other general questions)

October 12, 2009 - Village Council Meeting

Please feel free to call me or send me an email anytime you have questions. I look forward to seeing you around town.

Shawn W. Keough, Village President

(734) 426-5486 (home number) [skeough@villageofdexter.org](mailto:skeough@villageofdexter.org)

**Donna Dettling**

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**From:** Keough, Shawn [SKEOUGH@WadeTrim.com]  
**Sent:** Wednesday, September 09, 2009 12:21 PM  
**To:** 'Pat Kelly'; Kingsley, John; Clark, Spaulding; 'unterbrink@peoplepc.com'  
**Cc:** Donna Dettling; Feeney, Ann; 'lorenyates@aol.com'  
**Subject:** Regional Fire Department Discussion - Initial Meeting

Hello to Everyone,

Please consider this email to be a first step in organizing a meeting to discuss the potential for larger regional fire departments in Western Washtenaw County. Most of you will remember that this topic was discussed at a couple of CAPT/DART meetings earlier this year. Toward the end of the August CAPT/DART meeting, there was considerable interest in exploring and discussing the concept/steps required for creating an even larger regional fire department to serve the communities of western Washtenaw County. The concept of regional fire service is not unfamiliar to the communities in western Washtenaw. The Village of Dexter, Dexter Twp, Webster Twp and Lima Twp currently are part of the Dexter Area Fire Department (DAFD). The City of Chelsea, Sylvan Twp, Lyndon Twp, Lima Twp, Dexter Twp and Waterloo are part of another regional entity, the Chelsea Area Fire Authority (CAFA). The Scio Twp Fire Department serves a large community and has an adjacent (and in some cases overlapping) coverage area to DAFD and CAFA.

Because this issue has been a political one in the past, I believe that the phrase "where there's a will, there's a way" applies to this situation. If we have the determination to do this, we can find a way to move forward. I fully support going through this evaluation and believe that we all owe it to our constituents to see if we can find a way to improve service, cost or both to the region and our residents/businesses. I am suggesting that we have an initial meeting of the community leaders to set an initial direction for this process. I am not sure if daytime or evening meetings would work the best, but I am guessing that during the day would work for most of you. So in the interest of starting somewhere, how does *Wednesday, September 23<sup>rd</sup>* in the afternoon work for everyone? If we need to schedule out further to get this on everyone's schedule, that is not a problem, just speak up and let me know.

At the end of the CAPT/DART meeting, I believe we discussed having initial discussions between the DAFD communities and Scio Twp as a starting point for this discussion, however, I also remember that Ann Feeney asked to be kept in the loop so that she or CAFA can participate as desired. It is not my intention to leave anyone out, but rather help initiate the first meeting for this discussion. Please note that because I thought the discussions would likely start with Scio and DAFD communities, I did not invite/notify members of Sylvan, Lyndon or Waterloo on this email. If you think we should start with a larger group and see who wants to be included in the discussions going forward, I am happy to send out a larger reaching email/invitation.

I look forward to hearing back from each of you and working with you in the future. Please let me know your availability for the 23<sup>rd</sup> of September.

Thank you very much...when I started typing this, I didn't think this would be that long,

Shawn Keough  
Village President

Village of Dexter



VENDOR APPROVAL SUMMARY REPORT

Date: 09/09/2009

Time: 4:18pm

Page: 1

Village of Dexter

Vendor Name	Vendor Number	Description	Check Amount	Hand Check Amount
A&S SUPPLY	A&S SUPPLY	BASKETBALL COURT IMPROVEMENTS	1,250.00	0.00
ABSOLUTE COMPUTER SERVICES	ABSOLUTE C	PROF. SERVICES	202.50	0.00
ADAIR PRINTING TECHNOLOGIES	ADAIR	HERITAGE FLYER	150.00	0.00
ARBOR CARE TREE SURGEONS	ARBOR CARE	HURON VIEW CT	675.00	0.00
ARBOR DAY FOUNDATION	ARBOR DAY	MEMBERSHIP	15.00	0.00
ARBOR SPRINGS WATER CO.INC	ARBOR SPRI	VILLAGE OFFICE	11.50	0.00
AT&T	AT&T	WWTP	1,293.67	0.00
BARRETT PAVING MATERIALS INC	BARRETT PA	STREET MAINTENANCE	63.67	0.00
BELL EQUIPMENT COMPANY	BELL EQUIP	EQUIPMENT	550.00	0.00
ALLISON BISHOP	MENARD/ALL	EXPENSE REPORT	283.26	0.00
BOSTWICK COMPANY	BOSTWICK	DOVER & 2ND ASPHALT	2,250.00	0.00
BOYNE USA RESORTS	BOYNE	MGFOA-SEMINAR-MARIE SHERRY	268.14	0.00
CANNON EQUIPMENT	CANNON EQU	REPAIR OF DIELECTRIC	274.71	0.00
CARDINAL GARDENS	CARDINAL	GENERAL MAINTENANCE & MULCH	972.00	0.00
CARLISLE-WORTMAN ASSOCIATES	CARL-WORT	RETAINER SERVICES JULY 09	390.00	0.00
CAROL A. BREUNINGER	CAROL BREU	COMPOSTING AGREEMENT-3RD PYMT	2,500.00	0.00
CHAMPION WATER TREATMENT	CHAMPION W	4-5 GAL. WATER	17.00	0.00
CINTAS CORPORATION	CINTAS	DPW, WWTP AND VILLAGE OFF.	569.84	0.00
CLISHAM, KATHY	CLISHAM	DEPOSIT REFUND-8076 FOREST	35.00	0.00
COMCAST	COMCAST	08/26-09/25	299.60	0.00
CORRIGAN OIL COMPANY	CORRIGAN O	GAS	1,107.32	0.00
COURTNEY NICHOLLS	COUR	Reimbursement	127.96	0.00
DETROIT PUMP & MANUFACTURING	DETR.PUMP	CARRIER PIPE	2,781.88	0.00
DEXTER AREA FIRE DEPARTMENT	DAFD	3RD QUARTER PAYMENT	75,939.00	0.00
DEXTER CARDS & GIFTS SHOP	DEX CARDS	envelopes	11.99	0.00
DEXTER MILL	DEX MILL	AUGUST 2009 STATEMENT	66.25	0.00
DIVERSIFIED INSPECTION INDEPEN	DIVERS INS	inspection	867.00	0.00
DONNA DETTLING	DONNA D	EXPENSE REPORT	85.99	0.00
DTE ENERGY	DET EDISON	AUGUST BUDGET BILLING	11,426.89	0.00
DTE ENERGY-STREET LIGHTING	DTE ENERGY	STREET LIGHTING	4,858.08	0.00
EDS	EDS	DSK ACCESS 200	21.77	0.00
FERGUSON ADVISORY SERVICES	FERGUSON A	ECONOMIC DEVELOPMENT	2,229.64	0.00
FIFTH STREET DENTAL CARE	FIFTH STRE	TRENT VIEBAHN	104.00	0.00
FLUID COMPONENTS INTERNATIONAL	FCI	FREIGHT	25.00	0.00
GRAINGER	GRAING	BARRICADE LIGHT	156.06	0.00
GREEN GUYS LAWN AND LANDSCAPE	G GUYS	FERTILIZER	95.00	0.00
GRIFFIN PEST CONTROL INC	PEST CONTR	QUARTERLY PYMT 8140 MAIN ST	364.00	0.00
GRISSOM JANITORIAL	GRISSOM	CLEANING SERVICES	400.00	0.00
HACH COMPANY	HACH CO	FLUORIDE ANALYZER	5,388.00	0.00
HACKNEY HARDWARE	HACKNEY	AUGUST STATEMENT	955.17	0.00
HERITAGE NEWSPAPERS	HERITAGE N	REVENUE BONDS	337.50	0.00
JOHN DEERE LANDSCAPES	JOHN DEERE	ROTOR BLUE	391.95	0.00
JOHN'S SANITATION	JOHNS SAN	PARKS	375.00	0.00
JOHNSON SIGN COMPANY, INC.	JOHNSON SI	HORSESHOE PARK	750.00	0.00
KENCO, INC.	COUNTRY MA	CALGON	22.76	0.00
KLAPPERICH WELDING	KLAPPERICH	DRILL AND TAP MOWER SPINDLE	715.00	0.00
LESSORS WELDING SUPPLY	LESSORS	CYLINDER RENTAL	18.00	0.00
MARY ANN SIMPKINS	SIMPKINS	FARMERS MARKET-SUPPLIES	8.66	0.00
MCNAUGHTON-MCKAY	MCNAUGHTON	ELECTRICAL SUPPLIES	1,223.13	0.00
METRO ENVIROMENTAL SERVICES	METRO ENVI	VACTOR SERVICE	2,020.00	0.00
MICHIGAN ASSOC OF PLANNING	MICHIGAN A	MEMBER CONF-ALLISON BISHOP	345.00	0.00
MICHIGAN ECONOMICS DEVELOPERS	MI ECO DEV	BASIC ECONOMIC DEV COURSES	1,475.00	0.00
MICHIGAN GOVERNMENT FINANCE OF	MGFOA	FALL INSTITUTE 09-MARIE SHERRY	199.00	0.00
MICHIGAN MUNICIPAL RISK	MI RISK MG	FY 2009-2010-SECOND INSTALLMEN	18,297.00	0.00
MICHIGAN MUNICIPAL TREASURERS	MMTA	SEPT 28-MARIE SHERRY	295.00	0.00
MICHIGAN SECTION AWWA	MICHIGAN S	GAYLORD OCT 13-ED LOBDELL	60.00	0.00
MICHIGAN STATE UNIVERSITY	M.S.U	NOV. 12-JIM CARSON	75.00	0.00
NORTH CENTRAL LABORATORIES	NCL	AUTOCLAVE THERMOM	120.59	0.00
PARAGON LABORATORIES INC	PARA	TESTING	45.00	0.00
PARTS PEDDLER AUTO SUPPLY	PARTS PEDD	AUGUST STATEMENT	98.58	0.00
PRINT-TECH, INC.	PRINT TECH	JULY 09-NEWSLETTER & MAILING	1,369.76	0.00
QUEST PRODUCTIONS	QUEST	AUDIO FOR BRIDGE CEREMONY	350.00	0.00
RICOH AMERICAS CORPORATION	RICOH AMER	BILLING PERIOD 9/1-11/30/09	1,032.92	0.00
ROMINE CONSTRUCTION L.L.C.	ROMINE	SIDEWALK REPLACEMENT-CENTRAL	3,921.75	0.00
ROMINE LAWN CARE	ROM LAWN C	LAWN MOWED AT 3486 CENTRAL	50.00	0.00
S.F. STRONG	SF STRONG	GUSSET LINERS	94.08	0.00
LARRY C. SEBRING	SEBRING/LA	EXPENSE REPORT	21.19	0.00

VENDOR APPROVAL SUMMARY REPORT

Date: 09/09/2009

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Village of Dexter

Vendor Name	Vendor Number	Description	Check Amount	Hand Check Amount
SIEMENS WATER TECHNOLOGIES	SIEMENS WA	EQUIPMENT	5,559.60	0.00
STAPLES BUSINESS ADVANTAGE	STAPLES OF	OFFICE SUPPLIES	520.24	0.00
SUN VALLEY EQUIPMENT	SUN VALLEY	METAL & STONE WHEELS	268.50	0.00
URS CORPORATION	URS CORP	DAM REMOVAL	10,820.85	0.00
WADE TRIM ASSOCIATES, INC.	WADE	PHASE 221-LEGAL DESCRIPTION	1,188.00	0.00
WASHTENAW COUNTY TREASURER	W CTY TREA	JULY 2009	2,090.00	0.00
WASTE MANAGEMENT	WASTE MANA	RESIDENTIAL-AUGUST 09	36,523.69	0.00
Grand Total:			209,764.64	0.00

INVOICE APPROVAL LIST BY FUND

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Village of Dexter

Fund	Department	GL Number	Vendor Name	Check	Invoice	Due	Amount
Account	Account	Abbrev	Invoice Description	Number	Number	Date	
<b>Fund: General Fund</b>							
<b>Dept: Village Council</b>							
101-101.000-802.000	Profession		FERGUSON ADVISORY SERVICES	0		09/09/2009	2,229.64
			ECONOMIC DEVELOPMENT		DEX0809		
101-101.000-901.000	Printing &		PRINT-TECH, INC.	0		09/09/2009	1,369.76
			JULY 09-NEWSLETTER & MAILING		194565		
101-101.000-955.000	Miscellaneous		DONNA DETTLING	0		09/09/2009	85.99
			EXPENSE REPORT				
101-101.000-956.000	Council Di		COURTNEY NICHOLLS	0		09/09/2009	53.91
			Reimbursement		09/09/09		
101-101.000-956.000	Council Di		QUEST PRODUCTIONS	0		09/09/2009	350.00
			AUDIO FOR BRIDGE CEREMONY				
Total Village Council							4,089.30
<b>Dept: Village Manager</b>							
101-172.000-960.000	Education		MICHIGAN ECONOMICS DEVELOPERS	0		09/09/2009	1,475.00
			BASIC ECONOMIC DEV COURSES		5774		
Total Village Manager							1,475.00
<b>Dept: Village Clerk</b>							
101-215.000-901.000	Printing &		ADAIR PRINTING TECHNOLOGIES	0		09/08/2009	150.00
			HERITAGE FLYER		12624		
101-215.000-901.000	Printing &		HERITAGE NEWSPAPERS	0		09/09/2009	36.00
			HEARING NOTICE		355815		
101-215.000-901.000	Printing &		HERITAGE NEWSPAPERS	0		09/09/2009	72.00
			ZONING		357124,357125		
101-215.000-901.000	Printing &		HERITAGE NEWSPAPERS	0		09/09/2009	67.50
			REVENUE BONDS		358179		
Total Village Clerk							325.50
<b>Dept: Village Treasurer</b>							
101-253.000-727.000	Office Sup		STAPLES BUSINESS ADVANTAGE	0		09/09/2009	125.25
			OFFICE SUPPLIES				
101-253.000-861.000	Travel & M		BOYNE USA RESORTS	0		09/08/2009	268.14
			MGFOA-SEMINAR-MARIE SHERRY				
101-253.000-960.000	Education		MICHIGAN MUNICIPAL TREASURERS	0		09/09/2009	295.00
			SEPT 28-MARIE SHERRY				
101-253.000-960.000	Education		MICHIGAN GOVERNMENT FINANCE OF	0		09/09/2009	199.00
			FALL INSTITUTE 09-MARIE SHERRY				
Total Village Treasurer							887.39
<b>Dept: Buildings &amp; Grounds</b>							
101-265.000-727.000	Office Sup		ARBOR SPRINGS WATER CO. INC	0		09/08/2009	11.50
			VILLAGE OFFICE		1139337		
101-265.000-727.000	Office Sup		DEXTER CARDS & GIFTS SHOP	0		09/08/2009	11.99
			envelopes		1379		
101-265.000-727.000	Office Sup		HACKNEY HARDWARE	0		09/09/2009	28.41
			AUGUST STATEMENT				
101-265.000-727.000	Office Sup		STAPLES BUSINESS ADVANTAGE	0		09/09/2009	288.83
			OFFICE SUPPLIES				
101-265.000-728.000	Postage		COURTNEY NICHOLLS	0		09/09/2009	74.05
			Reimbursement		09/09/09		
101-265.000-920.000	Utilities		COMCAST	0		09/08/2009	299.60
			08/26-09/25				
101-265.000-920.000	Utilities		DTE ENERGY	0		09/09/2009	654.00
			AUGUST BUDGET BILLING				
101-265.000-935.000	Bldg Maint		CINTAS CORPORATION	0		09/08/2009	63.40
			DPW, WWTB AND VILLAGE OFF.				
101-265.000-935.001	Office Cle		GRISSOM JANITORIAL	0		09/09/2009	400.00
			CLEANING SERVICES		119A		
101-265.000-936.000	Equip Serv		RICOH AMERICAS CORPORATION	0		09/09/2009	1,032.92
			BILLING PERIOD 9/1-11/30/09		10350471		
101-265.000-937.000	Equip Main		ABSOLUTE COMPUTER SERVICES	0		09/08/2009	67.50
			PRINTING ISSUES		61255		
101-265.000-937.000	Equip Main		ABSOLUTE COMPUTER SERVICES	0		09/09/2009	135.00
			PROF. SERVICES		148		
101-265.000-955.000	Miscellaneous		EDS	0		09/09/2009	21.77
			DSK ACCESS 200		95308031		
101-265.000-955.000	Miscellaneous		ROMINE LAWN CARE	0		09/09/2009	50.00
			LAWN MOWED AT 3486 CENTRAL		1020		
Total Buildings & Grounds							3,138.97

INVOICE APPROVAL LIST BY FUND

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Village of Dexter

Fund	Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: General Fund							
Dept: Village Tree Program							
	101-285.000-803.000	Contracted	ARBOR CARE TREE SURGEONS HURON VIEW CT	0	09/08/09	09/08/2009	675.00
Total Village Tree Program							675.00
Dept: Law Enforcement							
	101-301.000-803.000	Contracted	WASHTENAW COUNTY TREASURER JULY 2009	0	17918	09/09/2009	2,090.00
	101-301.000-920.000	Utilities	DTE ENERGY AUGUST BUDGET BILLING	0		09/09/2009	338.80
Total Law Enforcement							2,428.80
Dept: Fire Department							
	101-336.000-803.000	Contracted	DEXTER AREA FIRE DEPARTMENT 3RD QUARTER PAYMENT	0		09/09/2009	75,939.00
	101-336.000-920.000	Utilities	DTE ENERGY AUGUST BUDGET BILLING	0		09/09/2009	423.50
	101-336.000-935.000	Bldg Maint	GRIFFIN PEST CONTROL INC QUARTERLY PYMT 8140 MAIN ST	0	659701	09/09/2009	139.00
Total Fire Department							76,501.50
Dept: Planning Department							
	101-400.000-802.000	Profession	CARLISLE-WORTMAN ASSOCIATES RETAINER SERVICES JULY 09	0	298-119	09/08/2009	195.00
	101-400.000-861.000	Travel & M	ALLISON BISHOP MILEAGE	0		09/08/2009	101.10
	101-400.000-861.000	Travel & M	ALLISON BISHOP EXPENSE REPORT	0		09/09/2009	182.16
	101-400.000-901.000	Printing &	HERITAGE NEWSPAPERS ZONING	0	357124, 357125	09/09/2009	162.00
	101-400.000-958.000	Membership	ARBOR DAY FOUNDATION MEMBERSHIP	0		09/08/2009	15.00
	101-400.000-950.000	Education	MICHIGAN ASSOC OF PLANNING MEMBER CONF-ALLISON BISHOP	0	10715	09/09/2009	345.00
	101-400.000-960.000	Education	MICHIGAN STATE UNIVERSITY NOV. 12-JIM CARSON	0		09/09/2009	75.00
Total Planning Department							1,075.26
Dept: Zoning Board of Appeals							
	101-410.000-802.000	Profession	CARLISLE-WORTMAN ASSOCIATES RETAINER SERVICES JULY 09	0	298-119	09/08/2009	195.00
Total Zoning Board of Appeals							195.00
Dept: Department of Public Works							
	101-441.000-721.000	Health & L	FIFTH STREET DENTAL CARE TRENT VIEBANN	0		09/09/2009	104.00
	101-441.000-740.000	Operating	HACKNEY HARDWARE AUGUST STATEMENT	0		09/09/2009	160.94
	101-441.000-740.000	Operating	LESSORS WELDING SUPPLY CYLINDER RENTAL	0	182625	09/09/2009	18.00
	101-441.000-740.000	Operating	PARTS PEDDLER AUTO SUPPLY AUGUST STATEMENT	0		09/09/2009	8.90
	101-441.000-740.000	Operating	SUN VALLEY EQUIPMENT METAL & STONE WHEELS	0	19740	09/09/2009	268.50
	101-441.000-740.000	Operating	STAPLES BUSINESS ADVANTAGE OFFICE SUPPLIES	0		09/09/2009	106.16
	101-441.000-745.000	Uniform Al	CINTAS CORPORATION DPW, FWTP AND VILLAGE OFF.	0		09/08/2009	228.00
	101-441.000-751.000	Gasoline &	CORRIGAN OIL COMPANY GAS	0		09/08/2009	283.15
	101-441.000-802.000	Profession	DIVERSIFIED INSPECTION INDEPEN inspection	0	179700	09/08/2009	867.00
	101-441.000-920.000	Utilities	DTE ENERGY AUGUST BUDGET BILLING	0		09/09/2009	1,630.70
	101-441.000-931.000	Off-Street	GRIFFIN PEST CONTROL INC PEST CONTROL	0	665438	09/09/2009	225.00
	101-441.000-935.000	Bldg Maint	HACKNEY HARDWARE AUGUST STATEMENT	0		09/09/2009	79.50
	101-441.000-970.001	Cap Sidewa	ROMINE CONSTRUCTION L.L.C. SIDEWALK REPLACEMENT-CENTRAL	0		09/09/2009	3,921.75

Total Department of Public Works 7,901.60 P143

INVOICE APPROVAL LIST BY FUND

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Village of Dexter

Fund	Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
<b>Fund: General Fund</b>							
Dept: Downtown Public Works							
	101-442.000-730.000	Farmers Ma	HACKNEY HARDWARE AUGUST STATEMENT	0		09/09/2009	3.99
	101-442.000-730.000	Farmers Ma	MARY ANN SIMPKINS FARMERS MARKET-SUPPLIES	0	206406	09/09/2009	8.66
	101-442.000-740.000	Operating	HACKNEY HARDWARE AUGUST STATEMENT	0		09/09/2009	57.92
	101-442.000-740.000	Operating	JOHN DEERE LANDSCAPES KNIKCUT	0	52315488	09/09/2009	223.09
	101-442.000-740.000	Operating	JOHN DEERE LANDSCAPES ROTOR BLUE	0	52324574	09/09/2009	168.86
	101-442.000-740.000	Operating	MCNAUGHTON-MCKAY ELECTRICAL SUPPLIES	0	10387199-00	09/09/2009	1,001.13
	101-442.000-740.000	Operating	MCNAUGHTON-MCKAY ELECTRICAL SUPPLIES	0	10448853-00	09/09/2009	222.00
	101-442.000-740.000	Operating	S.F. STRONG GUSSET LINERS	0	170002-00	09/09/2009	94.08
	101-442.000-802.000	Profession	CARDINAL GARDENS GENERAL MAINTENANCE & MULCH	0	105	09/08/2009	972.00
	101-442.000-920.000	Utilities	DTE ENERGY AUGUST BUDGET BILLING	0		09/09/2009	378.21
Total Downtown Public Works							3,129.94
Dept: Municipal Street Lights							
	101-448.000-920.003	St Lights	DTE ENERGY-STREET LIGHTING STREET LIGHTING	0		09/09/2009	4,858.08
Total Municipal Street Lights							4,858.08
Dept: Solid Waste							
	101-528.000-805.000	Solid Wast	WASTE MANAGEMENT COMMERCIAL-AUGUST 09	0	3660004	09/09/2009	18,690.19
	101-528.000-805.000	Solid Wast	WASTE MANAGEMENT RESIDENTIAL-AUGUST 09	0	3661609	09/09/2009	17,833.50
	101-528.000-806.000	Contracted	CAROL A. BREUNINGER COMPOSTING AGREEMENT-3RD PYMT	0		09/08/2009	2,500.00
Total Solid Waste							39,023.69
Dept: Parks & Recreation							
	101-751.000-731.000	Landscape	HACKNEY HARDWARE AUGUST STATEMENT	0		09/09/2009	37.66
	101-751.000-740.000	Operating	HACKNEY HARDWARE AUGUST STATEMENT	0		09/09/2009	16.49
	101-751.000-740.000	Operating	KLAPPERICH WELDING PICNIC TABLES-HORESHOE PARK	0	9130	09/09/2009	250.00
	101-751.000-802.000	Profession	GREEN GUYS LAWN AND LANDSCAPE FERTILIZER	0		09/09/2009	95.00
	101-751.000-802.000	Profession	JOHNSON SIGN COMPANY, INC. HORSESHOE PARK	0	13430	09/09/2009	750.00
	101-751.000-937.000	Equip Main	A&S SUPPLY BASKETBALL COURT IMPROVEMENTS	0	09/08/09	09/08/2009	1,250.00
	101-751.000-944.000	Portable T	JOHN'S SANITATION PARKS	0	28096	09/09/2009	375.00
	101-751.000-970.000	Capital Im	WADE TRIM ASSOCIATES, INC. PHASE 221-LEGAL DESCRIPTION	0	98959	09/09/2009	1,188.00
Total Parks & Recreation							3,962.15
Dept: Capital Improvements CIP							
	101-901.000-974.008	Millcreek	URS CORPORATION GRANT ADMINISTRATION	0	3976730	09/09/2009	3,835.20
	101-901.000-974.008	Millcreek	URS CORPORATION DUE CARE PLAN AND DEED	0	3976731	09/09/2009	6,726.85
	101-901.000-974.008	Millcreek	URS CORPORATION DAM REMOVAL	0	3976727	09/09/2009	258.80
Total Capital Improvements CIP							10,820.85
Fund Total							160,488.03
Fund: Major Streets Fund							
Dept: Routine Maintenance							
	202-463.000-740.000	Operating	BARRETT PAVING MATERIALS INC STREET MAINTENANCE	0	847368	09/08/2009	63.67

INVOICE APPROVAL LIST BY FUND

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Village of Dexter

Fund	Department	Account	GL Number	Vendor Name	Check	Invoice	Due	Amount	
			Abbrev	Invoice Description	Number	Number	Date		
<b>Fund: Major Streets Fund</b>									
Dept: Routine Maintenance									
202-463.000-740.000	Operating			PARTS PEDDLER AUTO SUPPLY AUGUST STATEMENT	0		09/09/2009	18.59	
								Total Routine Maintenance	82.26
Dept: Traffic Services									
202-474.000-740.000	Operating			GRAINGER BARRICADE LIGHT	0	9052926947	09/09/2009	156.06	
								Total Traffic Services	156.06
								Fund Total	238.32
<b>Fund: Local Streets Fund</b>									
Dept: Contracted Road Construction									
203-451.000-803.000	Contracted			BOSTWICK COMPANY DOVER & 2ND ASPHALT	0	13207	09/08/2009	2,250.00	
203-451.000-803.000	Contracted			DEXTER MILL AUGUST 2009 STATEMENT	0		09/09/2009	66.25	
203-451.000-803.000	Contracted			HACKNEY HARDWARE AUGUST STATEMENT	0		09/09/2009	50.80	
								Total Contracted Road Construction	2,367.05
Dept: Winter Maintenance									
203-478.000-911.000	Insurance			MICHIGAN MUNICIPAL RISK FY 2009-2010-SECOND INSTALLMEN	0	92550-2	09/09/2009	18,297.00	
								Total Winter Maintenance	18,297.00
								Fund Total	20,664.05
<b>Fund: Equipment Replacement Fund</b>									
Dept: Department of Public Works									
402-441.000-939.000	Vehicle Ma			BELL EQUIPMENT COMPANY EQUIPMENT	0	63574	09/08/2009	550.00	
402-441.000-939.000	Vehicle Ma			CANNON EQUIPMENT REPAIR OF DIELECTRIC	0	816800	09/08/2009	274.71	
402-441.000-939.000	Vehicle Ma			KLAPPERICH WELDING DRILL AND TAP MOWER SPINDLE	0	9131	09/09/2009	60.00	
402-441.000-939.000	Vehicle Ma			PARTS PEDDLER AUTO SUPPLY AUGUST STATEMENT	0		09/09/2009	71.09	
								Total Department of Public Works	955.80
								Fund Total	955.80
<b>Fund: Sewer Enterprise Fund</b>									
Dept: Sewer Utilities Department									
590-548.000-740.000	Operating			HACKNEY HARDWARE AUGUST STATEMENT	0		09/09/2009	131.77	
590-548.000-743.000	Chem Lab			KENCO, INC. CALGON	0	116120	09/09/2009	22.76	
590-548.000-743.000	Chem Lab			NORTH CENTRAL LABORATORIES AUTOCLAVE THERMOM	0	257684	09/09/2009	120.59	
590-548.000-745.000	Uniform Al			CINTAS CORPORATION DPW, WWTP AND VILLAGE OFF.	0		09/08/2009	150.00	
590-548.000-751.000	Gasoline &			CORRIGAN OIL COMPANY GAS	0		09/08/2009	824.17	
590-548.000-802.000	Profession			KLAPPERICH WELDING PORTABLE WELDING SEWER	0	9155	09/09/2009	405.00	
590-548.000-802.000	Profession			METRO ENVIRONMENTAL SERVICES VACTOR SERVICE	0	40562	09/09/2009	2,020.00	
590-548.000-824.000	Testing &			PARAGON LABORATORIES INC TESTING	0	59056	09/09/2009	45.00	
590-548.000-920.000	Utilities			DTE ENERGY AUGUST BUDGET BILLING	0		09/09/2009	4,993.60	
590-548.000-920.001	Telephones			AT&T WWTP	0	734 426 4572	09/08/2009	853.83	
590-548.000-977.000	Equipment			SIEMENS WATER TECHNOLOGIES EQUIPMENT	0	62013420	09/09/2009	5,559.60	
								Total Sewer Utilities Department	15,126.32

INVOICE APPROVAL LIST BY FUND

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Village of Dexter

Fund	Department	Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: Sewer Enterprise Fund								
Dept: Contingencies								
590-890.000-955.000	Miscellaneous			CLISHAM, KATHY DEPOSIT REFUND-8076 FOREST	0		09/08/2009	35.00
								-----
Total Contingencies								35.00
								-----
Fund Total								15,161.32
Fund: Water Enterprise Fund								
Dept: Water Utilities Department								
591-556.000-740.000	Operating			CHAMPION WATER TREATMENT 4-5 GAL. WATER	0		09/08/2009	17.00
591-556.000-740.000	Operating			HACKNEY HARDWARE AUGUST STATEMENT	0		09/09/2009	146.87
591-556.000-745.000	Uniform Al			CINTAS CORPORATION DPW, WWTP AND VILLAGE OFF.	0		09/08/2009	128.44
591-556.000-745.000	Uniform Al			LARRY C. SEBRING EXPENSE REPORT	0		09/09/2009	21.19
591-556.000-920.000	Utilities			DTE ENERGY AUGUST BUDGET BILLING	0		09/09/2009	3,008.08
591-556.000-920.001	Telephones			AT&T WWTP	0	734 426 4572	09/08/2009	439.84
591-556.000-935.000	Bldg Maint			HACKNEY HARDWARE AUGUST STATEMENT	0		09/09/2009	240.82
591-556.000-960.000	Education			MICHIGAN SECTION AWWA GAYLORD OCT 13-ED LOBDELL	0		09/09/2009	60.00
591-556.000-977.000	Equipment			DETROIT PUMP & MANUFACTURING TUBING, FLUSH KIT	0	08417-0	09/08/2009	1,185.00
591-556.000-977.000	Equipment			DETROIT PUMP & MANUFACTURING PULSATION DAMP	0	08420-0	09/08/2009	432.98
591-556.000-977.000	Equipment			DETROIT PUMP & MANUFACTURING CARRIER PIPE	0	08419-0	09/08/2009	1,163.90
591-556.000-977.000	Equipment			FLUID COMPONENTS INTERNATIONAL FREIGHT	0	1052156	09/09/2009	25.00
591-556.000-977.000	Equipment			HACH COMPANY FLUORIDE ANALYZER	0	6367389	09/09/2009	5,388.00
								-----
Total Water Utilities Department								12,257.12
								-----
Fund Total								12,257.12
								-----
Grand Total								209,764.64



AGENDA 9-14-09

ITEM 5-2

VILLAGE OF DEXTER

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

**APPLICATION FOR MISCELLANEOUS USE OF RIGHT-OF-WAY for Special Events**

DESCRIPTION OF EVENT:

FEE: \$50 REC#

DATE REQUESTED:	SATURDAY, OCTOBER 3, 2009
TYPE OF EVENT:	APPLE DAZE FESTIVAL
DESIRED LOCATION OF EVENT:	MONUMENT PARK
TIME: (START AND FINISH)	8:00 AM - 5:00 PM
SCHEDULE OF EVENTS:	PLEASE ATTACH DETAILED EVENTS/TIMES/LOCATION
BUSINESS OR ORGANIZATION NAME AND ADDRESS:	DEXTER LIONS CLUB
CONTACT NAME AND PHONE: (please list 2 contacts)	JIM CARSON 734-502-4257 MATT ROIFES 734-424-1700
RAIN DATE:	NONE
FOR ROAD CLOSURE LIST ROUTE AND CLOSURE TIMES (Consult with the WCSO for requirements)	CENTRAL STREET (BETWEEN MAIN AND 5 <sup>th</sup> )
INSURANCE CO: (ATTACH COPY OF POLICY)	LIONS CLUBS INTERNATIONAL
OTHER:	
EMERGENCY RESPONSE CONTACT:	

NAME AND SIGNATURE OF FIRE AND POLICE OFFICIALS NOTIFIED OF EVENT

(Attach agreements):

Beth Gieske  
Print name/Washtenaw County Sheriff Official

[Signature]  
Signature of Official

[Signature]  
Print name/Fire Department Official

[Signature]  
Signature of Official

**FOR OFFICE USE ONLY**

DATE APPROVED BY COUNCIL:	
DATE APPROVED BY VILLAGE:	

**INSTRUCTIONS AND REQUIREMENTS FOR APPLICATION**

1. Application must be filed, and complete, at least 3 weeks prior to scheduled event (includes administrative approval). It is strongly encouraged that meetings be held with the Sheriff's Dept. and Fire Dept. as early as possible.



**VILLAGE OF DEXTER**

8140 Main Street Dexter, MI 48130-1092

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

**MEMO**

**To: President Keough and Council Members**  
**From: Courtney Nicholls, Assistant Village Manager**  
**Date: September 14, 2009**  
**Re: Cityhood – Next Steps**

The next step in the Cityhood process is submitting the petition to the Boundary Commission. The signature petitions have been reviewed by the Township Clerk and Assessor. 164 valid signatures were collected representing 7% of our 2000 census population of 2338. David Rutledge, our Cityhood consultant, has reviewed the petition documents and feels that they are complete.

Included for your review are the following documents – which were also distributed at the last Town Hall Meeting.

- Resolution of Support by Village Council
- Boundary Map
- Boundary Map Overlaid on an Aerial
- Petition for City Incorporation
- Identification of Committee Members
- Legal Description of the Village
- Petition Summary
- Reasons for Incorporation
- Map of the Area Surrounding the Village

If Council passes the resolution of support the petition packet will be submitted to the Boundary Commission for their review and consideration of its legal sufficiency. According to the information provided by the Commission they will meet to determine legal sufficiency within approx. 90 days after the petition is filed. In a recent example with the Village of Sebewaing, the petition was filed May 8 and the sufficiency meeting was held June 19.

RESOLUTION

VILLAGE OF DEXTER

WASHTENAW COUNTY, MICHIGAN

RESOLUTION IN SUPPORT OF INCORPORATION AS A HOME RULE CITY

Present:

Absent:

The following resolution was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_.

WHEREAS, the City Study Committee was formed to assess the potential benefits of the incorporation of the Village as a Home Rule City; and

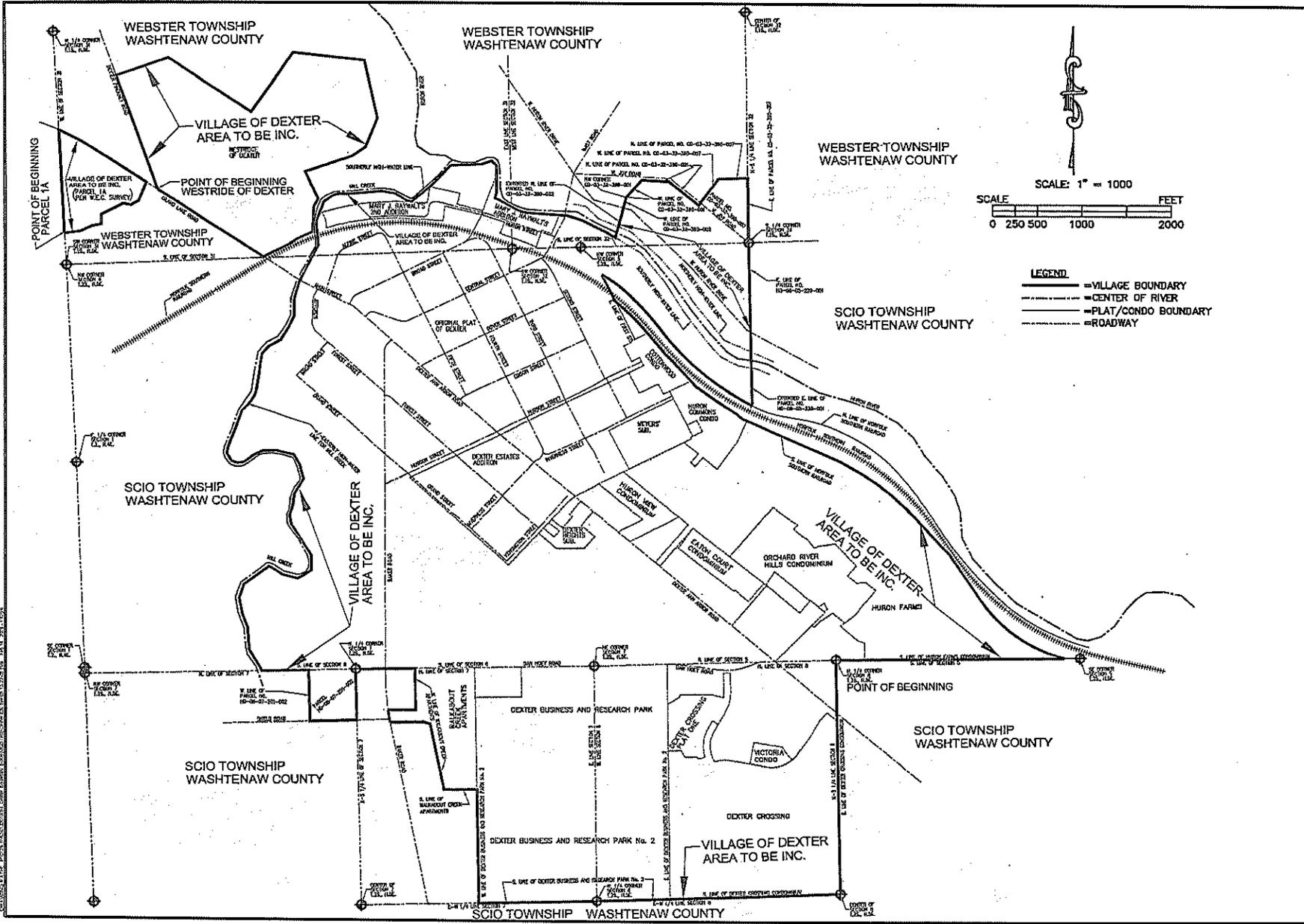
WHEREAS, it is the consensus of that Committee that there are significant benefits to incorporation and have recommended that incorporation be pursued; and

WHEREAS, the Village Council believes that it is in the best interests of the Village and its residents to become a Home Rule City; and

WHEREAS, the Village has held several public information meetings and gathered signatures of Village property owners and eligible voters,

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the Village Council does hereby support and authorize that the petition be submitted to the State Boundary Commission to Incorporate the Village into a Home Rule City.

BE IT FURTHER RESOLVED, that the Village Council does hereby request and urge that the State Boundary Commission and all other necessary governmental entities, after public hearing, approve and Order that the Village of Dexter be incorporated as a Home Rule City.



<b>OHM</b>	
VILLAGE OF DEXTER PERIMETER MAP	
0130-07-0061	
34000 Plymouth Road   Livonia, MI 48150   P (734) 522-6711   F (734) 522-6727   WWW.OHM-ADVISORS.COM	
SHEET 1 OF 2	



PETITION FOR CITY INCORPORATION

PART II

We, the undersigned eligible electors and freeholders residing within the Village of Dexter, Webster and Scio Townships of Washtenaw County, in the affected territory as described in PART III, do petition that the question of incorporation of the proposed City of Dexter as a home ruled city be considered by the State Boundary Commission in accordance with the provisions of 279 PA 1909, and the provisions of 191 PA 168.

PETITION FOR CITY INCORPORATION

PART IIa

It is the responsibility of the petitioner(s) to furnish the Boundary Commission with the contact information requested below in order for the government units to receive notice of docket material, meetings, and public hearings. The importance of accurate and current information cannot be overemphasized. The processing of a petition may be delayed if inaccuracies cause improper notice.

1. Name of Petitioner:  
Village of Dexter City Study Committee  
John Coy, Chair  
8140 Main  
Dexter, MI 48130  
(p) 734-426-8303 (f) 734-426-5614
2. Name of Village:  
Village of Dexter  
Carol Jones, Village Clerk  
8140 Main  
Dexter, MI 481030  
(p) 734-426-8303 (f) 734-426-5614  
[Cnicholls@villageofdexter.org](mailto:Cnicholls@villageofdexter.org)
3. Name of Township:  
Scio Township  
Nancy Hedberg, Township Clerk  
827 North Zeeb  
Ann Arbor, MI 48103  
(p) 734-665-2123 (f) 734-665-0825
4. Name of Township:  
Webster Township  
Mary Heller, Township Clerk  
5665 Webster Church Road  
Dexter, MI 48130  
(p) 734-426-5103 (f) 734-426-6267
5. Name of County:  
Washtenaw County  
Lawrence Kestenbaum, County Clerk  
200 N. Main  
P.O. Box 8645  
Ann Arbor, MI 48107  
(p) 734-222-6700 (f) 734-222-6528

Village of Dexter City Study Committee Members

<u>Name</u>	<u>Phone Number</u>
John Coy, Chair	734-426-2103
Rich Bellas	734-665-7240
Pat Conlin	734-475-9686
Libby Beall	734-424-2050
Lori Flowers	734-424-2906
Wanda Foster	734-426-0407
Steve Gergely	734-426-3133
Gary Gochanour	734-426-8336
Mary Ellen Miller	734-426-2398
Carol Jones	734-426-8114
Jon Rush	734-426-4300
Aaron Sprague	734-424-0261
Bob Stacey	734-426-4244
Scott Stivers	734-426-2195
Michael Vickers	734-424-0875
Kandie Waggoner	734-426-4750
Bart Wall, dec.	
John Wensel, dec.	

**LEGAL DESCRIPTION**  
**VILLAGE OF DEXTER**

BEGINNING AT THE NORTH ¼ CORNER OF SECTION 8, T.2S., R.5E, THENCE PROCEEDING SOUTH ALONG THE NORTH-SOUTH ¼ LINE OF SAID SECTION 8, A PORTION OF SAID LINE ALSO BEING THE EAST LINE OF DEXTER CROSSING CONDOMINIUM, TO THE CENTER CORNER OF SAID SECTION 8; THENCE ALONG THE EAST-WEST ¼ LINE OF SAID SECTION 8, SAID LINE ALSO BEING THE SOUTH LINE OF DEXTER CROSSING CONDOMINIUM, TO THE SOUTHEAST CORNER OF DEXTER BUSINESS AND RESEARCH PARK NO. 2, RECORDED IN LIBER 30, PAGES 48-54 OF PLATS, WASHTENAW COUNTY RECORDS; THENCE PROCEEDING ALONG THE SAID EAST-WEST ¼ LINE, SAID LINE ALSO BEING THE SOUTH LINE OF SAID DEXTER BUSINESS AND RESEARCH PARK NO. 2 TO THE SOUTHWEST CORNER OF SAID DEXTER BUSINESS AND RESEARCH PARK NO. 2; THENCE PROCEEDING NORTH ALONG THE WEST LINE OF SAID DEXTER BUSINESS AND RESEARCH PARK NO. 2 TO THE SOUTHEAST CORNER OF THE WALKABOUT CREEK APARTMENTS; THENCE WEST 366.88' ALONG THE SOUTH LINE OF SAID WALKABOUT CREEK APARTMENTS TO THE SOUTHWEST CORNER OF SAID WALKABOUT CREEK APARTMENTS; THENCE NORTHWESTERLY 768.57' ALONG THE WEST LINE OF SAID WALKABOUT CREEK APARTMENTS; THENCE WESTERLY APPROXIMATELY 451.07' ALONG TWO COURSES OF THE SOUTHERLY BOUNDARY OF SAID WALKABOUT CREEK APARTMENTS TO A POINT ON THE CENTERLINE OF BAKER ROAD; THENCE NORTHERLY 142.09' ALONG A CURVE IN THE CENTERLINE OF BAKER ROAD TO A NORTHERLY BOUNDARY OF SAID WALKABOUT CREEK APARTMENTS; THENCE EAST 310.35' ALONG SAID NORTHERLY BOUNDARY TO THE WEST LINE OF WALKABOUT CREEK APARTMENTS; THENCE NORTH 467.01' ALONG SAID WEST LINE TO THE NORTH LINE OF SECTION 7, T.2S., R.5E.; THENCE WEST ALONG SAID NORTH LINE TO THE NORTH ¼ CORNER OF SAID SECTION 7, THENCE SOUTH ALONG NORTH-SOUTH ¼ LINE OF SAID SECTION 7 TO A POINT ON THE CENTERLINE OF SHIELD ROAD; THENCE WEST ALONG THE SAID CENTERLINE OF SAID SHIELD ROAD A DISTANCE OF 524.21 FEET TO THE SOUTHWEST CORNER OF PARCEL NUMBER HD-08-07-201-002, LOCATED IN THE FRACTIONAL NORTHWEST ¼ OF SECTION 7, T.2S., R.5E.; THENCE NORTH ALONG THE WEST LINE OF SAID PARCEL NUMBER HD-08-07-201-002 TO THE NORTH LINE OF SAID SECTION 7; THENCE WEST ALONG SAID NORTH LINE TO THE EASTERLY HIGH WATER MARK OF MILL CREEK; THENCE NORTH ALONG THE SAID EASTERLY HIGH WATER MARK OF MILL CREEK TO THE POINT OF INTERSECTION WITH THE SOUTHERLY HIGH WATER MARK FOR THE HURON RIVER; THENCE EAST ALONG THE SOUTHERLY HIGH WATER MARK OF THE HURON RIVER TO THE INTERSECTION OF THE EXTENDED WEST LINE OF PARCEL NUMBER CD-03-32-390-002, LOCATED IN SOUTHWEST ¼ OF SECTION 32, T.1S., R.5 E., WEBSTER TOWNSHIP; THENCE NORTHERLY ALONG SAID EXTENSION OF WEST LINE TO THE NORTHWEST CORNER OF SAID PARCEL NUMBER CD-03-

32-390-002, SAID POINT ALSO BEING THE SOUTHWESTERLY CORNER OF PARCEL NUMBER CD-03-32-390-001, LOCATED IN SOUTHWEST ¼ OF SECTION 32, T.1S., R.5 E., WEBSTER TOWNSHIP; THENCE NORTHEAST ALONG WEST LINE OF SAID PARCEL NUMBER CD-03-32-390-001 TO THE NORTHWEST CORNER OF SAID PARCEL NUMBER CD-03-32-390-001, SAID POINT ALSO BEING ON THE SOUTHERLY RIGHT OF WAY LINE FOR WEST JOY ROAD (66' WIDE, PUBLIC); THENCE EAST ALONG THE SAID NORTH LINE OF PARCEL NUMBER CD-03-32-390-001 AND SAID SOUTHERLY RIGHT OF WAY LINE FOR WEST JOY ROAD TO THE INTERSECTION WITH THE EXTENDED WESTERLY LINE OF PARCEL NUMBER CD-03-32-390-007, LOCATED IN SOUTHWEST ¼ OF SECTION 32, T.1S., R.5E., WEBSTER TOWNSHIP; THENCE NORTHEASTERLY ALONG SAID WESTERLY LINE OF PARCEL NUMBER CD-03-32-390-007 TO THE NORTHWEST CORNER OF SAID PARCEL NUMBER CD-03-32-390-007; THENCE EAST ALONG THE NORTH LINE OF SAID PARCEL NUMBER CD-03-32-390-007 TO THE NORTH-SOUTH ¼ LINE OF SAID SECTION 32; THENCE SOUTH ALONG SAID NORTH-SOUTH ¼ LINE TO THE SOUTH ¼ CORNER OF SAID SECTION 32, SAID POINT ALSO BEING THE NORTHEAST CORNER OF PARCEL NUMBER HD-08-05-220-001, LOCATED IN THE FRACTIONAL NORTHWEST ¼ OF SECTION 5, T.2S., R.5E.; THENCE SOUTH ALONG THE EAST LINE OF SAID PARCEL NUMBER HD-08-05-220-001 TO THE SOUTHERLY CORNER OF SAID PARCEL NUMBER HD-08-05-220-001; THENCE CONTINUING SOUTH ON THE EXTENSION OF THE EAST LINE OF SAID PARCEL NUMBER HD-08-05-220-001 TO ITS POINT OF INTERSECTION WITH THE NORTHERLY RIGHT OF WAY LINE OF THE NORFOLK SOUTHERN RAILROAD; THENCE NORTHWESTERLY ALONG THE SAID NORTHERLY RIGHT-OF-WAY LINE TO THE INTERSECTION WITH THE EXTENSION OF THE EASTERLY LINE OF FIRST STREET, AS PLATTED IN THE MAP OF VILLAGE OF DEXTER, RECORDED IN LIBER B, PAGE 341 OF PLATS, WASHTENAW COUNTY RECORDS; THENCE SOUTHEASTERLY ALONG THE SAID EXTENSION OF THE EASTERLY LINE OF FIRST STREET TO THE SOUTHERLY RIGHT-OF-WAY LINE OF THE NORFOLK SOUTHERN RAILROAD; THENCE SOUTHEASTERLY ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE TO THE POINT OF INTERSECTION WITH THE SOUTH LINE OF SAID SECTION 5; THENCE WEST ALONG THE SAID SOUTH LINE TO THE SOUTH ¼ CORNER OF SAID SECTION 5, SAID POINT ALSO BEING THE NORTH ¼ CORNER OF SAID SECTION 8 AND THE POINT OF BEGINNING.

ALSO, A PARCEL SHOWN AS "PARCEL 1A" ON A CERTIFICATE OF SURVEY COMPLETED BY WASHTENAW ENGINEERING COMPANY (JOB REFERENCE NUMBER 30479, DATED 11-20-06). DESCRIBED AS: COMMENCING AT THE SOUTHWEST CORNER OF SECTION 31, T.1S., R.5E., WEBSTER TOWNSHIP, WASHTENAW COUNTY, MICHIGAN; THENCE N.02°53'00"W., 364.46 FEET ALONG THE WEST LINE OF SAID SECTION 31 TO THE POINT OF BEGINNING; THENCE CONTINUING N.02°53'00"W., 1181.66 FEET ALONG THE WEST LINE OF SAID SECTION 31; THENCE S.62°31'28E., 284.56 FEET ALONG THE CENTERLINE OF ISLAND LAKE ROAD; THENCE S.56°57'50"E., 852.64 FEET

ALONG THE CENTERLINE OF ISLAND LAKE ROAD; THENCE S.21°25'18"W., 152.69 FEET; THENCE S.23°51'02"W., 78.23 FEET; THENCE S.62°10'51"W., 101.34 FEET; THENCE N.80°37'20"W., 89.25 FEET; THENCE S.62°49'21"W., 268.00 FEET; THENCE S.01°39'33"E., 106.36 FEET; THENCE S.77°50'09"W., 109.10 FEET; THENCE S.63°39'40"W., 145.16 FEET; THENCE S.82°49'30"W., 172.00 FEET TO THE POINT OF BEGINNING. BEING A PART OF THE SOUTHWEST ¼ OF SECTION 31, T.1S., R.5E., WEBSTER TOWNSHIP, WASHTENAW COUNTY, MICHIGAN AND CONTAINING 14.78 ACRES OF LAND, MORE OR LESS. BEING SUBJECT TO THE RIGHTS OF THE PUBLIC OVER THE SOUTHWESTERLY 33 FEET OF ISLAND LAKE ROAD. ALSO BEING SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD, IF ANY.

ALSO A PARCEL KNOWN AS WESTRIDGE OF DEXTER CONDOMINIUM, MORE COMPLETELY DESCRIBED AS: A PARCEL OF LAND IN SECTION 31, T.1S., R.E., WEBSTER TOWNSHIP, WASHTENAW COUNTY, MICHIGAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE WEST ¼ CORNER OF SAID SECTION 31; THENCE S.00°15'45"W. ALONG THE WEST LINE OF SAID SECTION 31, 1134.00 FEET TO THE CENTERLINE OF ISLAND LAKE ROAD AS MONUMENTED; THENCE S.59°21'51"E. ALONG SAID CENTERLINE 283.91 FEET; THENCE CONTINUING ALONG SAID CENTERLINE S.53°47'50"E., 1000.99 FEET TO THE CENTERLINE INTERSECTION OF ISLAND LAKE ROAD AND DEXTER-PINCKNEY ROAD AS MONUMENTED AND THE POINT OF BEGINNING; THENCE N.16°04'40"W. ALONG SAID CENTERLINE OF DEXTER-PINCKNEY ROAD 1384.34 FEET; THENCE N.73°55'20"E., 614.93 FEET; THENCE S.52°57'22"E., 1112.62 FEET; THENCE N.38°00'00"E., 831.53 FEET; THENCE S.80°09'00"E., 803.99 FEET; THENCE S.09°00'00"E., 674.13 FEET; THENCE S.25°17'46"W., 353.45 FEET; THENCE S.58°03'30"W., 183.12 FEET; THENCE S.74°41'20"W., 557.82 FEET; THENCE S.21°33'10"E., 350.39 FEET; THENCE S.33°17'20"W., 92.45 FEET; THENCE S.06°31'20"W., 290.51 FEET TO THE WESTERLY RIGHT-OF-WAY LINE OF THE CONRAIL RAILROAD EASEMENT; THENCE S.67°51'19"W., ALONG SAID WESTERLY RIGHT-OF-WAY LINE OF SAID CONRAIL RAILROAD EASEMENT 179.34 FEET; THENCE CONTINUING ALONG SAID CONRAIL RAILROAD EASEMENT S.59°06'19"W., 107.18 FEET; THENCE S.66°07'49"W., 124.20 FEET; THENCE S.66°43'49"W., 168.97 FEET; THENCE S.62°03'49"W., 44.19 FEET TO SAID CENTERLINE OF ISLAND LAKE ROAD; THENCE N.53°48'41"W. ALONG SAID CENTERLINE OF ISLAND LAKE ROAD 1412.13 FEET TO THE POINT OF BEGINNING. CONTAINING 94.14 ACRES OF LAND MORE OR LESS AND SUBJECT TO THE RIGHTS OF THE PUBLIC OVER THE NORTHEASTERLY 33.00 FEET OF ISLAND LAKE ROAD AS MONUMENTED AND DEXTER-PINCKNEY ROAD AS MONUMENTED; ALSO EXCEPTING A 100.00 FOOT WIDE EASEMENT ON THE EASTERLY SIDE OF SAID PARCEL PARALLEL TO THE FOLLOWING TWO LINES; S.33°17'20"W., 92.45' AND S.06°31'20"W., 290.51 FEET; ALSO BEING SUBJECT TO ANY EASEMENTS AND RESTRICTIONS OF RECORD.

December 23, 2008

P:\0126\_0165\0130070061\_DEXTER\_BOUNDARY\_SURVEY\ADMIN\CORRES\12-23-08\DEXTER\_BDY LEGAL DESC 12-23-08.DOC

## Village of Dexter Petition Summary

Petition Sheet	Number of Signature
W-1	9
W-2	11
W-3	8
W-4	12
W-5	11
W-6	1
W-7	6
W-8	9
W-9	7
S-1	11
S-2	11
S-3	2
S-4	12
S-5	8
S-6	5
S-7	12
S-8	10
S-9	9
S-10	8
S-11	2
Total	164
2000 Census Population - 2338	7%

## PETITION FOR CITY INCORPORATION

### PART V

We further represent that the incorporation proposed in this petition is necessary or desirable at this time for the following reasons:

The Village of Dexter was incorporated in 1824. It currently encompasses approx. 2 square miles with a population of 2,338 according to the 2000 census. The current population estimate from the South East Michigan Council of Governments (SEMCOG) is 3,558. The Village is part of Scio and Webster Townships in Washtenaw County. The Village believes that the advantages to becoming a city include, but are not limited to the following:

Briefly listed are the capital investments and services currently provided to Village residents:

Water – Water mains, 5 wells, and corresponding services which include iron removal as well as an elevated storage tank. Water service is provided to the entire Village.

Sewer – Sanitary sewer lines, wastewater treatment plant, an equalization basin and corresponding services. Sewer service is provided to the entire Village.

Streets – The Village maintains approx. 18 miles of roadway. Full maintenance is provided including snow removal. The Village contains no unpaved streets. The Department of Public Works is housed in a 10,000 square foot facility that includes a separate salt storage area.

Police Protection - The Village contracts with the Washtenaw County Sheriff's Office to provide police services to its residents.

Fire Protection – The Village is a member of the Dexter Area Fire Department that provides fire protection to its residents.

Garbage/Recycling/Compost – This service is provided weekly by a contracted company.

Local Administration – The Village has a full time Manager, Assistant Manager, Finance Director/Treasurer, Community Development Manager and Utilities Superintendent. Working in support of these positions are 11 full time union employees.

Parks & Recreation – The Village maintains 6 parks that encompass approx. 9 acres of land.

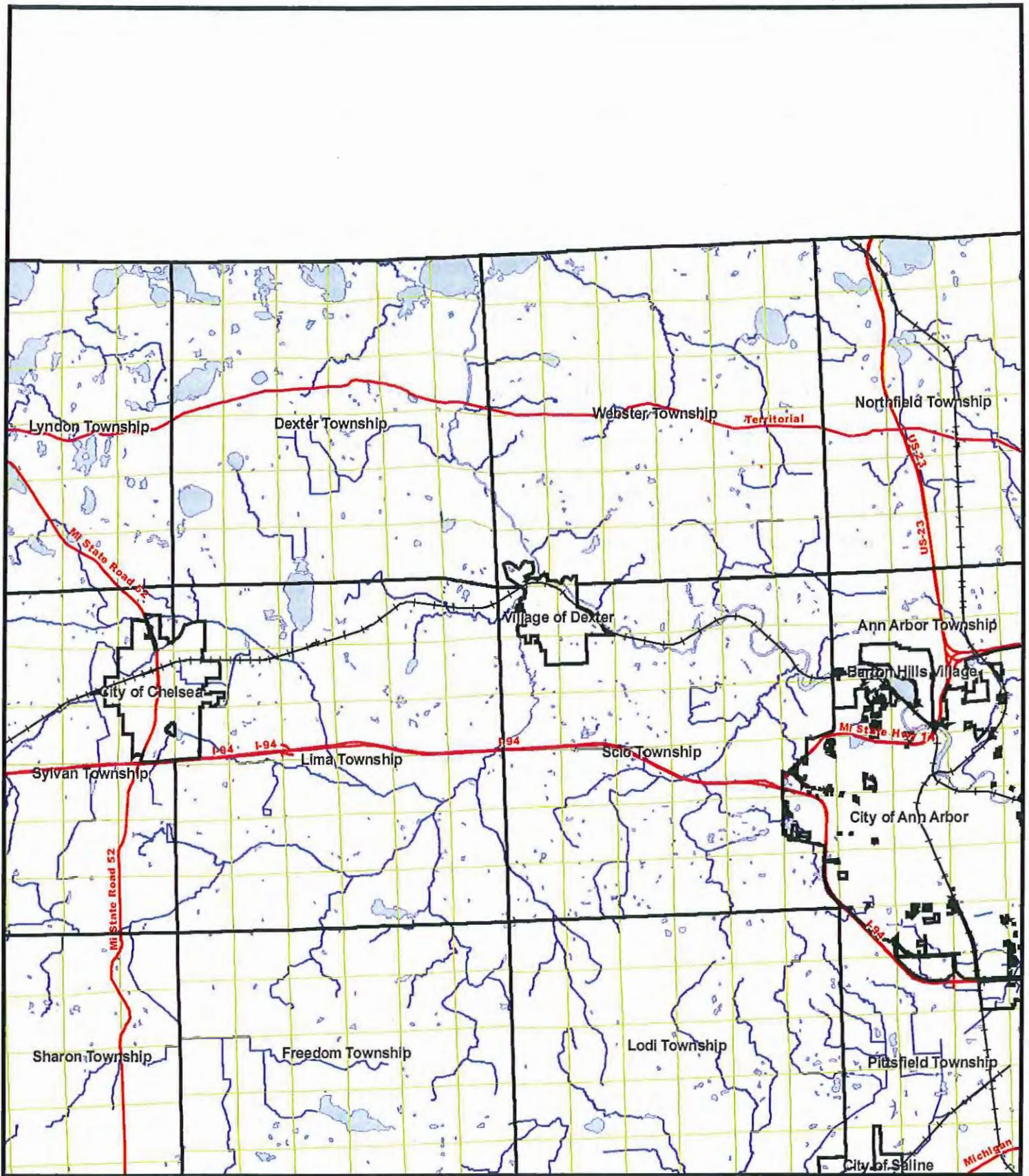
Parking Lots – The Village's Downtown Development Authority maintains municipal parking lots downtown that provide free parking.

Facilities – The Village currently owns a Wastewater Treatment Plant, D.P.W. Facility and a building that is used as both the main location of the Dexter Area Fire Department and a Washtenaw County Sheriff's sub-station. The Village and the Townships have no shared facilities.

A Village is by statute a subservient unit of government that exists under a Township. Incorporating into a City would allow the residents of the Village to create their own Charter, which meets the specific needs of Dexter, as the City's official governing document.

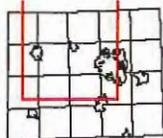
Cityhood would allow residents to deal with one form of government, not two and would eliminate the subsidizing of overlapping or unnecessary services between the Village and the Townships. Residents would be able to pay all of their property taxes in one location. This would eliminate the confusion for current residents, as well as new residents who often move into the Village unaware that they are responsible for Village and Township tax bills. All Village residents would also be able to register to vote and vote in all elections without leaving the Village boundaries.

We, the people of the Village of Dexter, hereby petition the State of Michigan to be allowed to elect a Charter Commission, and create and vote on a City Charter under the Home Rule City Act.



GIS Map Print

Location Map



0 9,800 19,600



Feet

1 inch = 12,328.5 feet



Geographic Information System

The information contained in this cadastral map is used to locate, identify and inventory parcels of land in Washtenaw County for appraisal and taxing purposes only and is not to be construed as a "survey description". The information is provided with the understanding that the conclusions drawn from such information are solely the responsibility of the user. Any assumption of legal status of this data is hereby disclaimed.

NOTE: PARCELS MAY NOT BE TO SCALE

THIS MAP REPRESENTS PARCELS AT THE TIME OF PRINTING. THE OFFICIAL PARCEL TAX MAPS ARE MAINTAINED SOLELY BY THE WASHTENAW COUNTY EQUALIZATION DEPARTMENT AND CAN BE OBTAINED BY CONTACTING THAT OFFICE AT 734-222-6662.



## Memorandum

To: Village Council and President Keough  
Dona Dettling, Village Manager  
From: Allison Bishop, AICP, Community Development Manager  
Re: **PLANNING COMMISSION RECOMMENDATION FOR APPROVAL**  
**Dexter Retail / Mixed Use Office Combined Site Plan**  
**Colorbok Redevelopment Phase 1**  
Date: September 14, 2009

The Dexter Retail / Mixed Use Office project is located within the Baker Road Corridor and is Phase 1 of the previously approved Colorbok Redevelopment and Dexter Wellness project. The applicant is proposing to construct a 2 story - 22,153 square foot building (includes the 2,241 s.f. basement).

The applicant has submitted a combined site plan therefore upon approval and conformance with any conditions the applicant will be permitted to start construction.

### PLANNING COMMISSION ACTION

On September 8, 2009 the Planning Commission moved to approve the second combined site plan submittal for the Dexter Retail / Mixed Use Office Building dated 8-13-09 with the following motion:

Based upon the information received from the applicant, reflected in minutes of this meeting, and in conformance with Section 21.04(E)3 of the Village of Dexter Zoning Ordinance, the Planning Commission finds the Dexter Retail / Mixed Use Office combined site plan dated 8-13-09 meets the requirements to recommend the combined site plan. The Planning Commission has also determined that the applicant has demonstrated that in accordance with Section 15(D).07(B)(3) the alternative drive thru exit meets all the standards for approval at the location shown on the site plan.

In making this determination, the following additional conditions shall apply:

1. Applicable concerns noted in the planning consultant, engineering consultant and DAFD reviews included in the September 8, 2009 Planning Commission packet.

The Planning Commission also determined the following waivers, postponement of requirements and alternative site design as permitted by the ordinance.

## **ACCESS MANAGEMENT ALTERNATIVE**

Per Section 15(D).07, Access Management, the applicant has not met the driveway spacing standards for a 25 mph road. Section 15(D).07 requires that on roads with speed limits of 25 mph (Baker Road) that driveways be spaced a minimum of 125 feet from centerline to centerline. The applicant proposed that the right turn, exit only drive thru be within 40 feet of the adjacent Katie's Restaurant southern drive. At the August Planning Commission meeting the applicant was directed to meet with the owner of Katie's to revise the southern Katie's drive to improve the existing driveway situation. Subsequently the applicant revised the Katie's southern driveway to an exit only drive and reduced the width of the drive from 25 feet to 16 feet. A letter from the adjacent property owner agreeing to the site amendment is included in the packet.

Section 15(D).07(B)(3) permits the Planning Commission to accept suitable alternatives for existing site expansions and redevelopments, which substantially achieve the purpose of the access management standards provided an applicant demonstrates compliance with the following items.

- a) Size of the parcel is insufficient to meet the dimensional standards.
- b) The spacing of existing, adjacent driveways or environmental constraints prohibit adherence to the access standards at a reasonable cost.
- c) The use will generate less than five-hundred (500) total vehicle trips per day or less than seventy-five (75) total vehicle trips in the peak hour of travel on the adjacent street, based on rates developed by the Trip Generation Institute of Transportation Engineers.
- d) There is no other reasonable means of access.

The Planning Commission reviewed the information provided in the applicant's response letter, discussed the potential future implications on adjacent sites and current conditions on adjacent sites, and determined that the proposal met the standards for approval of an alternative. The Planning Commission also discussed the direction that the applicant was given in the site plan review and pre application meetings to relocate the access (drive thru exit) and the potential additional vehicular and pedestrian conflicts that would be created by circulating drive thru traffic through the site. The Planning Commission also discussed the overall site design, alternatives and permitted land uses within the district.

## **WAIVERS/POSTPONEMENT OF REQUIREMENTS**

In accordance with Section 6.13, Waiver or Modification of Standards for Special Situations, the Planning Commission may determine existing landscaping or screening intended to be preserved, or a different landscape design, would provide all or part of the required landscaping and screening.

### **WAIVER #1**

Section 6.04, Required Parking Lot Screening: Waiver to eliminate the requirement to plant nine (9) additional required parking lot screening shrubs. The applicant requested a waiver because the parking lot is temporary and will be removed upon construction of Phase 2 of the development, therefore making the parking lot screening requirement obsolete.

In accordance with Section 6.13 and based on the Planning Consultant review, the existing and proposed building placement upon development of Phase 2, and current conditions restricting the reasonable placement of the additional plant material, the Planning Commission granted the requested landscaping waiver.

## **WAIVER #2**

Section 6.14, Replacement Standards: Waiver to permit the applicant to postpone tree replacement of eleven (11) required replacement trees until the development of Phase 2. The applicant requested a waiver because the tree replacement standards will conform when the site development is complete. Developing only Phase 1 reduces the area in which replacement trees can be placed and therefore the applicant has requested that this requirement be postponed.

In accordance with Section 6.14 forty-seven (47) trees are required to be replaced with the development of the proposed Phase 1 (Dexter Retail / Mixed Use Office). The applicant proposes to replace thirty-six (36) of the required trees with Phase 1, however cannot accommodate the remaining eleven (11) trees on the Phase 1 site and has requested that they be planted during the development of Phase 2. Based on the standards within Section 6.13, waivers and modifications, the Planning Commission postponed the requirement to plant the replacement trees as part of the development of Phase 1. The applicant understands that the replacement standards must be met when the remainder of the site is developed.

## **WAIVER #3**

Section 5.03, Parking Space Numerical Requirements: Waiver to permit the applicant to postpone the required parking spaces by twenty one (21) spaces until the development of Phase 2. The applicant requested a waiver because the parking standards conform to the requirements when the site development is complete.

In accordance with Section 5.03 twenty one (21) additional parking spaces are required based on the uses currently in the building and proposed, reduced from thirty six (36) on the previous plan submittal. The applicant proposed to develop the site in accordance with the original site plan, which has the required number of parking spaces, eventually and will conform to the parking standards at that time. Under the current scenario and uses within the existing buildings the number of proposed parking spaces is considered adequate by the applicant. The applicant understands that the parking standards must be met when the remainder of the site is developed or a request for flexibility must be submitted.

## **REVIEW**

The applicant's site plan has been reviewed at a pre application meeting, a site plan review committee meeting and two Planning Commission meetings. The applicant has successfully addressed most of the outstanding consultant issues to the satisfaction of the Village's consultants and the Planning Commission. Included in the packet are the notes from the pre application and site plan review committee meetings for your reference. Also included are the consultant reviews and applicant response comments.

## **RECOMMENDATION**

Per Section 21.04(E)3 the Planning Commission and Village Council shall consider the following standards when reviewing a combined site plan:

- a. That the final site plan conforms to the preliminary site plan as approved by the Village Council;
- b. That the plan meets all applicable standards in Section 21.04D(2). herein;

- c. That the plan meets the specifications of Dexter Village for fire and police protection, water supply, sewage disposal or treatment, storm drainage, and other public facilities and services, and has been reviewed by the Village Planner, Village Fire Chief and the Village Engineer;
- d. That the proposed development will not cause soil erosion or sedimentation problems;
- e. That the drainage plan for the proposed development is adequate to accommodate anticipated storm water runoff and will not cause undue runoff onto neighboring property or overloading of watercourses in the area; that the proposed development is coordinated with improvements serving the subject property and with the other developments in the general vicinity;
- f. That outside lighting will not adversely affect adjacent or neighboring properties, or traffic on adjacent streets;
- g. That outdoor storage of garbage and refuse is contained, screened from view, and located so as not to be a nuisance to the subject property or neighboring properties;
- h. That grading or filling will not destroy the character of the property or the surrounding area and will not adversely affect the adjacent or neighboring properties;
- i. That parking layout will not adversely affect the flow of traffic within the site or to and from the adjacent streets;
- j. That the plan meets the standards of other government agencies, where applicable, and that the approval of these agencies has been obtained or is assured; and
- k. That the plan provides for the proper expansion of existing public streets serving the site, where applicable.
- l. That the plan meets all other requirements /standards established by the Village of Dexter.

**SUGGESTED MOTIONS**

Based upon the Planning Commission’s recommendation, information received from the applicant and in conformance with Section 21.04(E)3 of the Village of Dexter Zoning Ordinance, the Village Council finds the Dexter Retail / Mixed Use Office combined site plan dated 8-13-09 (meets / fails to meet) the requirements to approve the combined site plan.

In making this determination, the following additional conditions shall apply:

- 1. Applicable concerns noted in the planning consultant, engineering consultant and DAFD reviews included in the September 14, 2009 Village Council packet.
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_

**OR**

Move to postpone the action on the Dexter Retail / Mixed Use Office combined site plan dated 8-13-09 until \_\_\_\_\_ (date) \_\_\_\_\_, to allow the applicant and Village Council time to address the following items:

- 1. Addressing applicable outstanding engineering, planning consultant and Fire Department comments.
- 2. \_\_\_\_\_

Please contact me prior to the meeting with questions.



**CARLISLE/WORTMAN ASSOCIATES, INC.**  
*Community Planners / Landscape Architects*

605 S. Main, Suite 1  
Ann Arbor, MI 48104  
734-662-2200  
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6401 Citation Drive, Suite E  
Clarkston, MI 48346  
248-625-8480  
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Date: July 14, 2009  
Revised: August 31, 2009

## **Amended Final Site Plan Review for Village of Dexter, Michigan**

**Applicant:** A.R. Brouwer Co, LLC

**Project Name:** Dexter Retail / Office Mixed Use (formerly known as the Dexter Wellness Center)

**Plan Date:** August 10, 2007

**Revision Date:** August 25, 2009

**Location:** East side of Baker Road between Hudson and Dan Hoey Roads

**Zoning:** C-1, General Business

**Action Requested:** Amended Phase I Final Site Plan Approval

**Required Information:** Deficiencies are noted in the body of the following review.

### **PROJECT AND SITE DESCRIPTION**

On October 8, 2007, Village Council approved Phase I (of two) of the Dexter Wellness Center final site plan. The approved Phase I final site plan included demolition of most of the existing buildings on site and construction of the 53,081 square foot fitness center located at the rear (east) of the property, a few hundred parking spaces, the main entrance, and the detention basin. The extent of the development proposed in the amended final site plan (for Phase I) submitted to the Village has been reduced. As noted, the name of the development has changed to the Dexter Retail / Office Mixed Use project.

In the amended Phase I, the applicant proposes to remove a smaller portion of existing pavement, buildings, and associated infrastructure in the front (west) side of the property. One, two-story building is proposed for the northwest corner of the site. The building will be 22,153 square feet

in area and will include a drive-through lane on the north side for the Dexter Pharmacy exiting out onto Baker Road. A single main entrance off Baker Road, which will be used for the entire site when fully built out, includes one entrance lane and two (left and right) exit lanes. A detention basin in the southwest corner, sized for the entire site, will also be constructed during Phase I. New parking is proposed near the new building. Existing parking south of the main entrance and east of the new parking areas will be restriped and used as well. The remaining buildings will remain intact after Phase I is complete.

The Planning Commission shall review the amended final site plan using the criteria of Section 21.04 C. 3. and make a recommendation of approval or disapproval to the Village Council in accordance with Section 21.04 C. 6. This is our second review of the amended final site plan.

**BAKER ROAD CORRIDOR OVERLAY DISTRICT**

The subject site is within the Baker Road Corridor Overlay District (BRC), which is Article XV D of the Zoning Ordinance, and is therefore subject to all of its standards. We have reviewed the BRC standards and find that the development proposed for Phase I meets the intent of the BRC to promote a downtown streetscape theme, minimizes curb cuts, and utilizes shared drives. The development should also improve pedestrian access in this area and foster the development of a mixed-use corridor. We have reviewed the specific standards of the BRC district and where the proposed development does not meet these standards, it is noted in this review.

*Items to be addressed: None.*

**AREA, WIDTH, HEIGHT, SETBACKS**

All of the construction proposed for Phase I were compared to C-1 requirements and summarized in the following table.

	C-1, Required	Proposed
Lot Area	10,000 square feet	323,215 square feet (7.42 acres)
Lot Width	70 feet	525 feet
<b>Setbacks</b>		
Front	Maximum 15 feet*	8 feet
Side	10 feet / 20 feet total	25 feet / 25 feet total
Rear	25 feet	514 feet
Building Height	35 feet maximum; 2 ½ stories	30 feet; two stories
Lot Coverage	No requirement	NA

\* The BRC regulations require new buildings to be set back a maximum of fifteen (15) feet.

All of the Village's dimensional requirements have been satisfied.

*Items to be addressed: None.*

**BUILDING LOCATION AND SITE ARRANGEMENT**

The building is located in the northwest corner of the site. Most of the existing buildings will remain after Phase I is complete. A single drive off Baker Road is centrally located on the site and will have one entrance lane and two exit lanes. A detention basin is proposed for the southwest corner of the property. New parking is found on the east and south sides of the proposed building. Existing parking lots located south of the main entrance and east of the new parking area will be restriped.

*Items to be addressed: None.*

**PARKING, LOADING**

The table below outlines parking for the entire development and discussion of Phase I parking follows.

OFF-STREET PARKING REQUIREMENTS	Required	Provided
<b>New Building</b>		
Pharmacy (i.e. general retail, 9,956 SF): 3 spaces/1,000 SF	30	
General Office (9,956 SF): 3 spaces/1,000 SF	30	
<b>SUB-TOTAL:</b>	<b>60</b>	
<b>Existing Building</b>		
Warehouse (35,000 SF): 1.5 spaces/1,000 SF <sup>1</sup>	53	
Office (3,402 SF): 3 spaces/1,000 SF	11	
<b>SUB-TOTAL:</b>	<b>64</b>	
<b>TOTAL:</b>	<b>124</b>	<b>103</b>
<b>Barrier Free</b>	5	3
<b>Bicycle Parking (1 bicycle hoop/20 parking spaces)</b>	3	3
<b>Stacking Space Requirements Pharmacy (i.e. Convenience store)</b>	2	2

1 - According to Sheet C-4 of the site plan, only 35,000 square feet of the 83,345 square foot warehouse (existing) is occupied; therefore, the parking calculation was based on 35,000.

As evident in the table, overall parking is deficient by twenty-one (21) spaces; therefore, the applicant must provide an additional twenty-one (21) parking spaces. However, the applicant

may request the Planning Commission to modify parking requirements. According to Section 5.01 G. of the Dexter Zoning Ordinance:

*“Planning Commission may permit deviations from the requirements of Section 5.03 and may require more or allow less parking whenever its finds that such deviations are more likely to provide a sufficient number of parking spaces to accommodate the specific characteristics of the use in question.*

*The Planning Commission may attach conditions to the approval of a deviation from the requirement of Section 5.03 that bind such approval to the specific use in question. Where a deviation results in a reduction of parking, the Planning Commission may further impose conditions, which ensure that adequate reserve area, is set-aside for future parking, if needed.”*

The amount of barrier-free parking required is based on the Michigan Building Code (MBC), which uses the total number of spaces provided, 103 in this instance. The MBC requires five barrier-free spaces if the total parking provided is in the range of 101 to 150. The applicant has provided three barrier-free spaces; therefore, two additional is required.

Section 5.03 (*Parking Space Numerical Requirements*) of the Zoning Ordinance requires one bicycle hoop for every twenty (20) parking spaces provided. Based on the forty-five (45) spaces around the new building, three bicycle hoops are required. This requirement has been satisfied.

As required by Section 5.07 (*Off-Street Loading and Unloading*), one (1) loading space has been provided on the east side of the new building.

In accordance with Section 15(D).06, the applicant must provide a draft parking easement for site plan review because of the shared parking arrangement. This can be provided subsequent to Planning Commission approval of the amended final site plan.

All parking spaces and maneuvering lanes within the parking lot meet dimensional requirements.

*Items to be addressed: 1) Provide twenty-one (21) additional parking spaces. 2) Planning Commission to consider modifying parking requirements. 3) Provide two additional barrier-free parking spaces. 4) Provide a draft parking easement.*

## **SITE ACCESS AND CIRCULATION**

Currently, there are four drives providing access to the site, which will subsequently be reduced to one centrally located drive off Baker Road during Phase I construction. This drive includes one ingress lane and two (left and right) egress lanes. There is also an exit right only lane located on the north end of the property associated with the Dexter Pharmacy drive-through. The shared drive will provide access to the entire site when fully developed.

Circulation of automobiles throughout the site is acceptable. The applicant has provided a truck turning analysis graphic on Sheet C-4 of the site plan for a WB-40 vehicle. Upon review of this information, it appears that a truck of this size (~ 47 feet based on the scale [1" = 40'] provided)

can enter the main drive and then exit out the drive through lane. A path showing how a truck of this size would access the loading area and then leave the site; however, is not shown. Furthermore, the applicant should provide information on how larger trucks (i.e. 55 feet long) will maneuver through, and out of, the site.

New sections of sidewalks are proposed along Baker Road so that it is continuous except for the two curb cuts proposed. This sidewalk is generally located fifteen (15) feet from the back of the Baker Road curb and jogs slightly to join the existing sidewalks on adjacent properties to the south and north. A five-foot wide concrete sidewalk along the main entrance extends from the Baker Road sidewalk to the existing buildings. Based on the development plan for the overall site, this sidewalk will be extended (during Phase II) further east to the fitness center. A ten-foot wide concrete walk connected to the Baker Road sidewalk provides access to the proposed building. A seven-foot wide concrete sidewalk is shown on the east and south sides of the building.

It is our understanding that the applicant has met with Village staff regarding site design issues, which includes the current design of the Pharmacy drive-through. Upon review of Section 15(D).07 (*Access Management*) of the BRC we find that the Pharmacy drive-through lane and the existing drive to the north on adjacent property (Katie's Restaurant) does not meet driveway spacing standards. The two drives are forty (40) feet apart as measured from their centerlines. Along this stretch of Baker Road, the speed limit is 25 mph, which according to the standards, would require a minimum spacing of 125 feet. The applicant indicates that the Katie's property owner has agreed to have his drive converted to an exit only. This will improve traffic flow in this area; however, turning conflicts may still occur. The applicant must provide documentation from the property owner to the north indicating their approval to have their access drive improved and access restricted to egress only.

According to Section 15(D).07 (B) (3), where the Planning Commission determines that compliance with all standards of Section 15(D).07 (*Access Management*) is unreasonable, the standards shall be applied to the maximum extent possible. Furthermore, in these situations, suitable alternatives, which substantially achieve the purpose of access management standards may be accepted by the Planning Commission, provided that the applicant demonstrates that all of the following apply:

- a. *Size of the parcel is insufficient to meet the dimensional standards;*
- b. *The spacing of existing, adjacent driveways or environmental constraints prohibit adherence to the access standards at a reasonable cost;*
- c. *The use will generate less than five-hundred (500) total vehicle trips per day or less than seventy-five (75) total vehicle trips in the peak hour of travel on the adjacent street, based on rates developed by the Trip Generation Institute of Transportation Engineers; and*
- d. *There is no other reasonable means of access.*

As noted, design of the drive-through was developed based on input received from meetings with Village staff. The Planning Commission should consider whether the current design of the Pharmacy drive-through meets the purpose of Section 15(D).07 and is acceptable. However, the

applicant must demonstrate that all of the criterion noted above apply. Note that the applicant may also seek a variance to Section 15(D).07 (E), *Driveway Spacing Standards*.

*Items to be addressed:* 1) Illustrate on the site plan, a path a fifty-five (55) foot truck would take to access the proposed loading area and then leave the site. 2) Provide documentation from the property owner to the north indicating their approval to have their access drive improved and access restricted to egress only. 3) Planning Commission to consider whether the current design of the Pharmacy drive-through meets the purpose of Section 15(D).07 and is acceptable. 4) Applicant must demonstrate that all of the criterion of Section 15(D). 07 (B) (3) apply. 5) Applicant to consider variance to Section 15(D).07 (E), *Driveway Spacing Standards*.

### **SAFETY PATHS/SIDEWALKS**

An existing five (5) wide sidewalk extends along the Baker Road frontage. This will be made more continuous with new sidewalk extensions where demolition is expected to occur. After Baker Road is improved to accommodate the planned sixty (60) foot right-of-way, a new sidewalk will be installed. As noted, two (2) sidewalks are proposed to connect to the sidewalk along Baker Road.

*Items to be addressed:* None.

### **LANDSCAPING**

A landscape plan for Phase I is provided. Note that a landscape plan will be required with the Phase II final site plan as well. We have the following comments.

**Composition** – The landscape plan meets the standard regarding the percentages of genus and species as required by Section 6.02 of the Zoning Ordinance. Note that no more than twenty-five (25) percent of any one plant genus or ten (10) percent of any one species is permitted.

**Greenbelt Street Trees** – One street tree is required for every forty (40) lineal feet between the sidewalk and the curb with frontage on a public street. Based on the Baker Road frontage (525 feet), thirteen (13) greenbelt trees are required. The applicant has provided seventeen (17) trees.

**Site Landscaping** – On-site landscaping must total at least five percent of Phase I exclusive of any other required landscaping. Based on the area of Phase I (86,623 square feet), 4,331 square feet must be landscaped in accordance with the standards of Section 6.07 (1 deciduous, ornamental, or evergreen tree per 400 square feet, and 1 shrub (18”) for every 250 square feet of required interior landscaping area). The applicant has satisfied site landscaping requirements by providing 5,696 square feet of landscaping, which includes eleven (11) ornamental trees and 109 shrubs.

**Interior Parking Lot Landscaping** – Per Section 6.08 of the Zoning Ordinance, at least three (3) percent of the total parking lot area shall be landscaped in addition to other

landscaping requirements. On Sheet L-2 of the final site plan, the applicant indicates a total parking area of 14,670 square feet; therefore, a minimum of 440 square feet of interior areas of the parking lot must be landscaped with one tree for every 400 square feet of parking area. The applicant has satisfied interior parking lot landscaping requirements by providing two trees.

**Parking Lot Buffer** – According to Section 6.04, parking lots, which abut a public street, shall provide a landscape screen that is a minimum of ten (10) feet in width, and satisfy the following standards:

1. One deciduous tree per thirty-five (35) feet of lineal frontage, AND
2. One evergreen tree or four (4) shrubs per twenty (20) feet of linear frontage.

The parking area south of the new building requires a landscaped buffer on its west side. Based on its frontage facing Baker Road (52 feet), eighteen (18) shrubs are required in accordance with BRC screening requirements. The applicant has provided eighteen (18) shrubs.

The existing parking area along Baker Road has 132 lineal feet of frontage; therefore, forty-four (44) shrubs are required. The applicant has provided thirty-five (35) shrubs therefore an additional nine shrubs is required to satisfy standards. However, this parking lot, which will be part of Phase II development, will eventually be removed and a new building constructed here. Furthermore, the greenbelt trees also provide a certain amount of screening. The applicant is required to satisfy landscaping standards for the existing parking lot; however, we feel that the landscape screen provided for the existing parking lot to be sufficient particularly since this area will be redeveloped in the future. The applicant has requested a waiver from providing the nine shrubs noted due to the temporary nature of this area.

**Buffer/Screen** – The correct buffer types have been identified on the site plan for all property lines of Phase I. Details of the various buffers are provided in the table below.

	<u>Requirement</u>	<u>Provided</u>
<b>North Buffer (“A”), 182’</b>	10’ wide; 4 ornamental trees OR 4 evergreen trees OR 7 shrubs	10’ wide; 7 deciduous trees and 30 shrubs
	<u>Requirement</u>	<u>Provided</u>
<b>South Buffer (“C”), 148’</b>	15’ wide; 6’ wall/fence or 3’ berm; 5 ornamental trees OR 5 evergreen trees AND 25 shrubs	10’ – 15’ wide; no wall/fence or berm*; 7 trees (evergreens, ornamentals, deciduous) AND 25 shrubs

Landscaping for the north buffer meets requirements. The required amount of plant materials for the south buffer has been satisfied; however, the applicant has not provided a wall, fence,

or berm. This area is adjacent to the detention basin and space is limited. The applicant has requested that the Planning Commission consider modifying the requirement for a wall, fence or berm along the south property line.

Note that many of the trees proposed within the buffers are labeled as replacement trees. Provision of replacement trees is separate and in addition to all other landscaping requirements; therefore, cannot be applied towards meeting buffer landscaping. The applicant has noted on Sheet L-2 that all of the replacement trees cannot be accommodated within Phase I and proposes that the remaining trees will be planted during Phase II. We find this rationale acceptable; however, the Planning Commission shall review the standards of Section 6.13 to determine whether to modify landscaping requirements.

**Dumpster Screening** – One dumpster for Phase I is planned, located in the northeast corner of Phase I. Details of the enclosure is acceptable.

**Tree Replacement** – As part of Phase I, seventeen (17) trees will be removed one of which is indicated in the Zoning Ordinance as not permitted in landscaping. This tree is a Siberian Elm with a 17-inch DBH. It is our recommendation that removal of this tree should not require a replacement tree. The sizes of the remaining trees to be removed can be categorized as following:

15 trees with a DBH of 12" - 23.9", and

1 tree with a DBH of 8" - 11.9".

In accordance with replacement standards of Section 6.14, forty-seven (47) replacement trees will be required for Phase I. The applicant has proposed thirty-six (36). The applicant notes on the site plan that Phase I cannot accommodate all of the replacement trees and that the remaining trees will be planted during Phase II. They have requested the Planning Commission consider allowing the balance of replacement trees (11) to be planted during Phase II.

Note that the provision of replacement trees is exclusive of all other landscaping requirements; therefore, replacement trees cannot be counted to satisfy other landscaping standards.

**Other** – The landscaped plaza in the southwest corner of the site adjacent to the detention basin is acceptable.

*Items to be addressed: 1) Provide nine shrubs for the existing parking area along Baker Road, or Planning Commission to consider modifying/waiving requirement. 2) Provide a wall, fence, or berm along south property line, or Planning Commission to consider modifying/waiving requirement. 3) Provide eleven (11) more replacement trees for Phase I, or Planning Commission to consider modifying/waiving requirement and allow balance of trees to be planted during Phase II.*

**LIGHTING**

A lighting plan has been provided. The tables on the lighting plan identify thirty-two (32) lights. The heights of the pole-mounted lights along parking areas are twenty (20) feet. All other lights are mounted on the building at heights that range between eleven (11) and twenty-four (24) feet.

Note that the Zoning Ordinance requires that all outdoor lighting fixtures, including display lighting, turned off after close of business, unless needed for security purposes. In this case lighting should be reduced to a minimum level necessary. The applicant indicates a note on the final site plan that addresses lighting after business hours. However, upon review of the final site plan, this note cannot be found. The applicant should ensure that there is a note on the lighting plan regarding how lighting will be reduced during evening hours. Details of the proposed light fixtures are acceptable. The photometric plan is acceptable.

*Items to be addressed: Ensure the final site plan addresses dimming of lights after business hours.*

**ESSENTIAL SERVICES**

The site is served by water and sanitary sewer service. The proposed uses should not impact Village essential services, i.e. sewer, water, police, or fire.

Stormwater will be detained in an on site detention basin. We defer to the Village's engineer to comment on essential services.

*Items to be addressed: Village Engineer to review proposed essential services.*

**SIGNS**

Detail of the ground sign at the entrance is acceptable.

*Items to be addressed: None.*

**FLOOR PLANS AND ELEVATIONS**

Detailed floor plans and elevations are provided. The elevations are very appealing and should improve upon the overall appearance of the area and the value of adjacent and nearby properties. The exterior surface is predominately brick (72%) and windows (14%) particularly along the Baker Road frontage. The proposed design satisfies the architectural standards of the Baker Road Corridor Overlay District. EIFS is used minimally representing less than five percent of the total as required by ordinance. Orientation of the building fronts Baker Road and has one pedestrian entrance. The applicant has indicated that a color scheme for the building will be submitted separately from the site plan.

*Items to be addressed: None.*

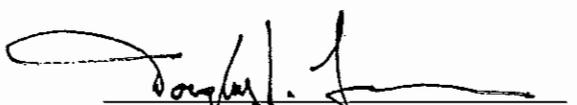
**CONCLUSION**

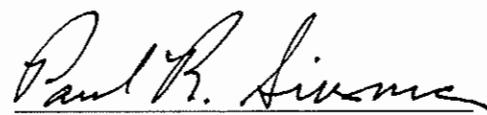
Prior to approval of the final site plan, the comments of this review should be addressed to the satisfaction of Planning Commission. Our comments are summarized below:

1. Provide twenty-one (21) additional parking spaces.
2. Planning Commission to consider modifying parking requirements.
3. Provide two additional barrier-free parking spaces.
4. Provide a draft parking easement.
5. Illustrate on the site plan, a path a fifty-five (55) foot truck would take to access the proposed loading area and then leave the site.
6. Provide documentation from the property owner to the north indicating their approval to have their access drive improved and access restricted to egress only.
7. Planning Commission to consider whether the current design of the Pharmacy drive-through meets the purpose of Section 15(D).07 and is acceptable.
8. Demonstrate that all of the criterion of Section 15(D).07 (B) (3) apply.
9. Applicant to consider seeking variance to Section 15(D).07 (E), Driveway Spacing Standards.
10. Provide nine shrubs for existing parking area along Baker Road. Section 6.04 (POSTPONED)
11. Provide a wall, fence, or berm along south property line. Granted 9/4/07 (minutes attached)
12. Provide eleven (11) more replacement trees for Phase I. Section 6.14 (POSTPONED)
13. Planning Commission to consider modifying/waiving landscaping requirements noted in items 10, 11, and 12 above. APPROVED 9/8/09
14. Ensure the final site plan addresses dimming of lights after business hours.
15. Village Engineer to review proposed essential services.

OR <

APPROVED  
9/8/09

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

  
 CARLISLE/WORTMAN ASSOC., INC.  
 Paul R. Siersma, AICP  
 Community Planner

August 31, 2009

**VILLAGE OF DEXTER**

8140 Main Street  
Dexter, MI 48130



Attention: Ms. Allison Bishop  
Community Development Manger

Regarding: **Dexter Wellness Center Revised Layout – Combined Site Plan Review #2**  
**OHM Job # 0130-09-1031**

Dear Ms. Bishop:

The combined site plan dated August 13, 2009 for the above-mentioned project has been reviewed for conformance with the requirements for final site plans as indicated in the Village of Dexter Engineering Standards Manual. At this time, we *Take No Exception* to the engineering plans contingent on the following items being addressed prior to the preconstruction meeting.

1. Dead end water main should end in a valve with a hydrant. We note that a hydrant has been added; a valve should also be shown. This should be reviewed and revised.
2. It is noted that the applicant has reviewed several options to improve the drive-thru exit along the north property line, including working with the adjacent property owner. Based on communication with the property owner to the north, the applicant is able provide a revised option for the drive-thru exit at Baker Rd. The property owner to the north is reducing the width of their driveway, so that both driveways are contained along their property frontage, maximizing the distance that can exist between the two drives. Also, the drive on the property to the north will be an exit only drive. In addition, the radii extend to the edge of Baker Rd better delineating and separating the two driveways. These changes will better accommodate the drive-thru exit. No further action is required.
3. A detailed, itemized construction cost estimate for all water main, sanitary sewer, paving, and drainage improvements must be submitted. The estimate shall be signed and sealed by a professional engineer licensed to practice in the State of Michigan.

*Permits and Certificates*

No work shall be allowed until the OHM Construction Division has received all necessary insurance certificates and permits. The Contractor shall provide copies of all permits and letters from any agencies waiving any required permits to the OHM Construction Division prior to the start of work.

- A Right-of-Way permit from the Village of Dexter shall be obtained for construction within the Village right-of-way.
- A Soil Erosion and Sedimentation Control permit shall be obtained from Washtenaw County.
- Proof of necessary insurance must be provided to the Village and Village Engineer.

Please note that final acceptance of the work for this project is contingent upon the approval of record plans (as constructed), payment of all review and inspection fees, verification of easements recorded with the County, and provision of a Maintenance and Guarantee Bond. The Proprietor will provide the record plans of the project. The type and format of the record plans will be on Mylar sheets, bluelines, and digital after the plans have been reviewed and approved by the OHM Construction Division. Specifications are outlined in the Village Engineering Standards.

Dexter Wellness Center Revised Layout – CSP #2  
August 31, 2009  
Page 2 of 2

The above comments shall be addressed through an administrative review prior to the pre-construction meeting. Should there be any questions or comments, please contact this office at (734) 522-6711.

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

*Christine A. Cale*

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Christine A. Cale, P.E.  
Project Engineer

cc: Ms. Donna Dettling, Village Manager  
Mr. Ed Lobdell, Village Superintendent of Utilities  
Steve Brouwer, BST Investments, LLC, 7444 Dexter-Ann Arbor Road, Suite F, Dexter, MI 48130  
Christine Miller, P.E., Professional Engineering Associates, 2900 E. Grand River Ave., Howell, MI 48843  
File



# Dexter Area Fire Department

August 29, 2009

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

**Re: Plan review of: Dexter Retail/Office Mixed Use  
Plans Dated: August 13, 2009**

Dear Mrs. Bishop:

The Dexter Area Fire Department (DAFD) has reviewed plans submitted to this department. We have reviewed these plans with Fire Safety and Prevention in mind. Our resources are the Fire Protection Ordinance (FPO) and Village Standards. Below are our comments.

**DAFD Comments:** In reviewing the new plans (dated August 13, 2009) and the letter provided by PEA dated July 23, 2009 the DAFD concerns noted on the July 12<sup>th</sup> review letter have been addressed in written form, the only addition to the new plan (dated August 13<sup>th</sup>) is the addition of the "No Parking Fire Lane" sign and this has been removed from our current review letter.

DAFD has a longstanding and good working relationship with the Owner/Developer and foresee no concerns with this project and in fact supports the approval of this plan. Without having documentation of the location of these fire protection features before construction, the needed location may or may not be the correct location and relocation shall occur before final occupancy is given without regard to cost or project timelines.

**Village of Dexter Engineering Standards (as it relates to fire hydrants & Fire Department Connections):**  
Relocate proposed Fire Department Connection to a location that is not (or could be) blocked by parked vehicles, recommend facing Baker Road or other approved location.

**Fire Protection Ordinance:** Requirements of this ordinance will need to be incorporated in future plans before approval is granted relating, but not limited to: Knox Box IFC Section 506, Addressing IFC Section 505, Minimum Roadway Widths IFC Section D-103 Fire Lane Signage IFC Section 503.3 & D-103.6. -103, Fire Suppression, Alarm Systems and Kitchen Fire Suppression System (if Applicable) IFC Section 105.7 & Washtenaw County Building Department.

**DAFD requirements:** 1) purchase and install a Knox Box 2) Provide type and size of addressing for approval 3) Minimum roadway width is twenty feet

**DAFD Recommendations:** As this plan appears to be a phased plan with existing non-conforming buildings still in operation. It is our belief the existing Fire Department Connection and stand-pipe is located in the portion of the building to be removed, provide relocation detail and plans as well your intention of repairing or replacing this non-complaint existing system. Accessibility to the rear of the existing buildings must be maintained.

Donald Dettling  
Fire Inspector

cc/ Loren Yates Fire Chief



**PROFESSIONAL ENGINEERING ASSOCIATES, INC.**  
CIVIL ENGINEERS / SURVEYORS / LANDSCAPE ARCHITECTS  
2900 East Grand River Avenue, Howell, MI 48843  
(517) 546-8583 www.peainc.com Fax (517) 546-8973

James P. Butler, PE  
President  
David E. Cole, PS  
Vice President  
Wendy E. Graham, PE  
Vice President  
John A. Harvey, PE  
Vice President  
David N. Hauer, PE  
Vice President

September 3, 2009  
PEA Project No. 2005-245.D

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

**RE: DEXTER RETAIL/OFFICE MIXED USE-COMBINED SITE PLAN REVIEW #3**

Dear Ms. Bishop:

Below please find our responses to the current series of review comments from Carlisle/Wortman, OHM, and the Dexter Area Fire Department:

OHM Review No. 2, dated August 31, 2009

1. The plans will be updated to show a valve added to the end of the dead end water main.
2. Acknowledged.
3. A detailed, itemized construction cost estimate for all water main, sanitary sewer, and drainage improvements will be provided upon completion of the construction drawings.

Dexter Area Fire Department Review, dated August 29, 2009

1. All items will be addressed during completion of construction drawings.

Carlisle/Wortman Review, dated August 31, 2009

1. The applicant feels that the current proposed parking layout of 103 spaces will provide sufficient parking for the pharmacy and existing warehouse facility. As this is Phase I of the approved Dexter Wellness Center master plan, the applicant would prefer to limit construction of additional parking areas that do not meet the future intent of site. However, if the Planning Commission deems the additional 21 parking spaces necessary, then the site plan can be revised to accommodate increased parking.
2. The applicant requests that the Planning Commission consider modifying parking requirements to waive the additional 21 required parking spaces.
3. Two additional barrier-free parking spaces will be provided in the proposed temporary parking lot adjacent to the existing warehouse facility.
4. Please refer to Attachment A, Dexter Town Center Condominium Drawings, which indicates the convertible areas. This document should address the draft parking easement concerns.
5. A large delivery truck is only anticipated to service the pharmacy twice a year. As Attachment B to this letter, please refer to the Truck Delivery Maneuvers plan that shows the movement patterns for both a forty-five foot delivery truck and a fifty-five foot delivery truck within the site.

Florida Office 10471 Six Mile Cypress Parkway, Suite 405 Fort Myers, FL 33966 • (239) 217-6059 • Fax (239) 217-6124  
Corporate Office 2430 Rochester Court, Suite 100, Troy, MI • (248) 689-9090 • Fax (248) 689-1044

• Municipal • Computer Imaging • Pavement Restoration / Management • Storm Water Management • Geotechnical • GIS • Site Development • Surveying • Landscape Architecture

6. A draft letter from Paul Cook to the Village is provided as Attachment C to this letter. The letter conveys the adjacent property owner's approval to have their access drive improved and access restricted to egress only. A signed letter is expected to be submitted prior to the upcoming Planning Commission meeting.
7. Acknowledged.
8. Our comments regarding access management per Section 15 (D) .07 (B) (3) of the Zoning Ordinance are as follows:

The overall property has 585 ft. of frontage along Baker Rd. that can easily accommodate more than one drive approach. However, in response to the stated Village's desire to limit the number of curb cuts, our current plan eliminates three of the four existing curb cuts (all of which don't meet the 125 ft. spacing requirement), installs one new curb cut, eliminates the encroachment of the Katie's Restaurant south driveway onto the BST Investment frontage and removes the conflict between the south BST Investments driveway and the north Bates School driveway.

The initial project concept submitted to the Village for the pre-planning meeting had approximately 85 ft. between the Pharmacy drive-thru lane and Katie's south drive. At the request of the Village representatives present at the meeting, the plan was changed to its present configuration. While the two revised driveways on BST Investments site still exceeded the 125 ft spacing requirement indicated in Carlisle/Wortman Associates review, the current plan moved the drive-thru approach much closer to the south driveway for Katie's. Consequently, the current issue is the proximity of the Katie's Restaurant south driveway to the proposed exit only drive-thru lane for the pharmacy and the northern driveway into the Katie's Restaurant parking lot which is less than 125 ft. from their south driveway.

Our solution to resolve this issue on the adjoining property was to reach an agreement with Katie's Restaurant to reduce the width of their south driveway to 16 ft. and limited it to exit only traffic. This in conjunction with the 30-40 trips per day anticipated by the pharmacy should significantly limit the traffic volume and should minimize any traffic turning conflicts. In the future, if and when Katie's decides to proceed with their new development, the number and location of their drive approaches will need to be addressed so that they meet the intent of the driveway ordinance as closely as possible.

Given the numerous meeting that have been held with the Village to address the drive approach and site configuration issues associated with this development, Katie's willingness to modify their existing driveway width and usage, the removal of four non-conforming driveways along Baker Rd., the elimination of the conflict with the north Bates School driveway and the construction of two conforming driveways on the BST property, we believe that the current design is the best possible solution for site access to the two properties.

9. Please refer to the above response for 8.
10. The existing parking lot adjacent to Baker Road is proposed to be screened by a single row of shrubs. The applicant requests the Planning Commission to consider waiving the requirement for an additional nine shrubs due to the fact that they will be removed during a future phase of construction.
11. A waiver for the wall, fence, or berm along the southern property line was previously approved by the Planning Commission during final site plan review of the Dexter Wellness Center plans.
12. The applicant requests that the Planning Commission consider modifying the replacement tree requirement to allow eleven required replacement trees to be provided during Phase II due to limited planting area within Phase I.
13. Please refer to the above responses for 10, 11, and 12.

Ms. Allison Bishop  
Village of Dexter  
Re: Dexter Retail/Office Mixed Use

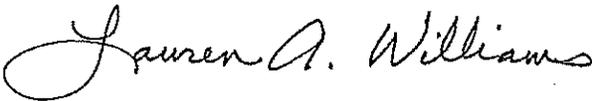
September 3, 2009  
PEA Job No. 2005-245.D  
Page 3

14. All proposed lighting will be connected to a timeclock and will be dimmed or shut off shortly following the closure of the pharmacy. A note to clarify this item will be added to the plans.
15. Acknowledged.

Please contact me if you have any questions or require clarification of any item.

Very truly yours,

**PROFESSIONAL ENGINEERING ASSOCIATES, INC.**



Lauren A. Williams, R.L.A., LEED AP  
Senior Landscape Architect

cc: Steve Brouwer, A.R. Brouwer

LAW/dc

Attachments: A – Dexter Condo Drawings  
B – Truck Delivery Maneuvers  
C – Adjacent Property Letter

WASHTENAW COUNTY CONDOMINIUM  
 SUBDIVISION PLAN NO: 561  
 EXHIBIT "B" TO THE MASTER DEED OF

# DEXTER TOWN CENTER CONDOMINIUM

VILLAGE OF DEXTER  
 WASHTENAW COUNTY, MICHIGAN

ATTENTION: COUNTY REGISTER OF DEEDS  
 CONDOMINIUM SUBDIVISION PLANS SHALL BE NUMBERED  
 CONSECUTIVELY WHEN RECORDED BY THE REGISTER  
 OF DEEDS. WHEN A NUMBER HAS BEEN ASSIGNED TO  
 THIS PROJECT IT MUST BE PROPERLY SHOWN ON THIS  
 SHEET AND ON SHEET 2 IN THE SURVEYOR'S CERTIFICATE.

**DEVELOPER**  
 BST INVESTMENTS, L.L.C.  
 7444 DEXTER-ANN ARBOR ROAD, SUITE F  
 DEXTER, MICHIGAN 48130

**SURVEYOR, ENGINEER AND PREPARER**  
 PROFESSIONAL ENGINEERING ASSOCIATES, INC.  
 2900 E. GRAND RIVER AVENUE  
 HOWELL, MICHIGAN 48843

**INDEX OF DRAWINGS:**

DWG. NO.	DWG. TITLE
1	COVER SHEET
2	SURVEY PLAN
3	SITE PLAN
4	CONVERTIBLE AREA PLAN
5	UTILITY PLAN
6	EASEMENT PLAN

**LEGAL DESCRIPTION**

A PARCEL OF LAND IN THE SOUTHEAST QUARTER OF SECTION 6, TOWNSHIP 2 SOUTH, RANGE 5 EAST, SOID TOWNSHIP, VILLAGE OF DEXTER, WASHTENAW COUNTY, MICHIGAN, MORE PARTICULARLY DESCRIBED AS:

COMMENCING AT THE SOUTH 1/4 OF SECTION 6, T2S, R5E, SOID TOWNSHIP, VILLAGE OF DEXTER, WASHTENAW COUNTY MICHIGAN; THENCE N89°34'48"E 333.75 FEET ALONG THE SOUTH SECTION LINE OF SAID SECTION 6 TO A POINT ON THE CENTERLINE OF BAKER RD (AS MONUMENTED); THENCE N00°32'47"E 1176.81 FEET ALONG THE CENTERLINE OF BAKER ROAD (AS MONUMENTED, 66' R.O.W.) TO THE POINT OF BEGINNING; THENCE CONTINUING ALONG SAID CENTERLINE OF BAKER ROAD N00°32'47"E 525.00 FEET; THENCE S88°49'13"E 395.97 FEET; THENCE S00°26'59"W 8.23 FEET TO A POINT ON A LINE THAT IS 0.50 FEET NORTH OF AND PARALLEL TO A BUILDING DESCRIBED IN LIBER 1569, PAGES 261-266, WASHTENAW COUNTY RECORDS; THENCE S89°08'01"E 228.65 FEET ALONG SAID LINE BEING 0.50 FEET NORTH OF AND PARALLEL TO BUILDING DESCRIBED IN LIBER 1569, PAGES 261-266 WASHTENAW COUNTY RECORDS; THENCE S01°20'42"W 3.56 FEET; THENCE S88°08'01"E 30.20 FEET; THENCE S01°04'38"E 74.04 FEET; THENCE S47°22'01"E 4.18 FEET; THENCE S00°32'47"W 417.67 FEET; THENCE S85°38'07"W 206.93 FEET; THENCE N88°49'13"W 453.86 FEET TO THE POINT OF BEGINNING, CONTAINING 7.85 ACRES +/- (GROSS), SUBJECT TO THE BAKER ROAD R.O.W. AND EASEMENTS AND RESTRICTIONS OF RECORD, IF ANY.



*Lawrence Kesterbaum*

PROPOSED DATE: 11/08/07  
 BST INVESTMENTS, L.L.C.  
 DEXTER TOWN CENTER CONDOMINIUM

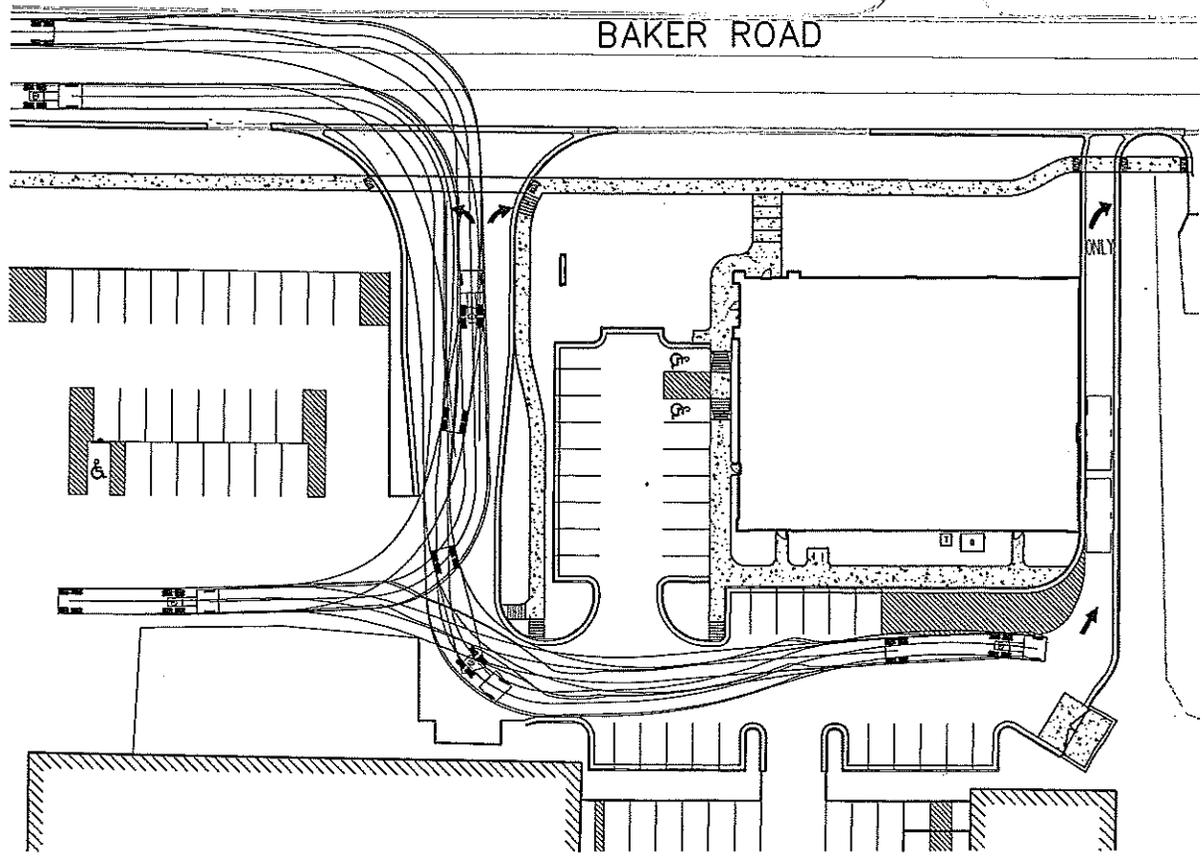
COVER SHEET	
SCALE: 1" = 10'	DATE: 11-08-07
BY: [Signature]	CHECKED: [Signature]

**PEA**  
 PROFESSIONAL ENGINEERING ASSOCIATES, INC.  
 2900 E. GRAND RIVER AVENUE  
 HOWELL, MI 48843

Page: 37 of 42  
 10:58 A  
 11/18/07  
 L-4684 P-453  
 Lawrence Kesterbaum, Washtenaw

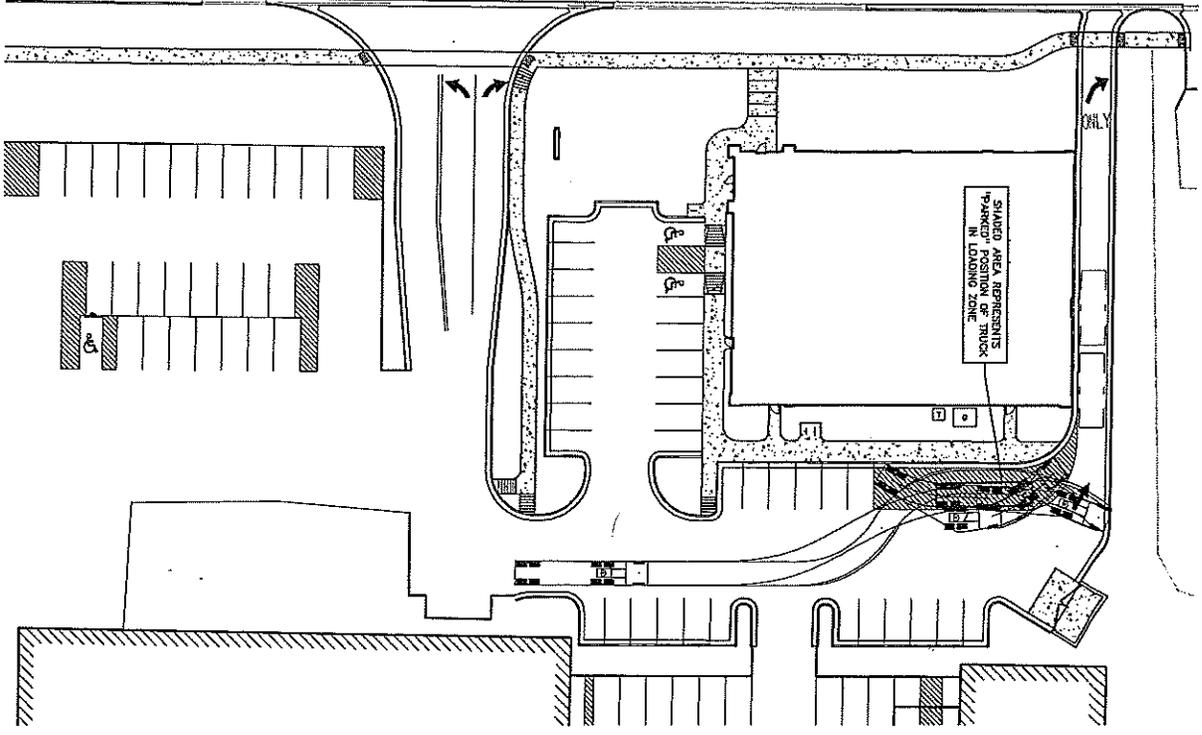


WB-50 TRUCK MANEUVERING IN AND OUT OF SITE



BAKER ROAD

WB-40 TRUCK MANEUVERING INTO DESIGNATED LOADING AREA



<b>AR BROUWER CO., LLC</b> 7444 DEXTER ANN ARBOR RD., SUITE F DEXTER, MICHIGAN 48130 <b>TRUCK DELIVERY MANEUVERS</b> <b>DEXTER RETAIL / OFFICE MIXED USE</b> VILLAGE OF DEXTER, WASHTENAW COUNTY, MICHIGAN DES. JC DN JC SUR_PEA P.M. DCS	<b>PEA</b> PROFESSIONAL ENGINEERING ASSOCIATES 3800 E. GRAND AVENUE AVE FARMING HILLS, MI 48334 PHONE: (313) 284-8877 FAX: (313) 284-8877	BEFORE YOU DIG CALL MISS DIG 1-800-4-A-DIG	DATE: 11/11/2025 TIME: 10:00 AM DRAWN BY: [Name] CHECKED BY: [Name]	REVISIONS NO. DATE BY DESCRIPTION
				ORIGINAL DESIGNED BY: [Name] CHECKED BY: [Name]

September 2, 2009

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

RE: Katie's Restaurant Driveway

Dear Allison,

We have met with Steve Brouwer from A. R. Brouwer Company to discuss the proposed changes to our south drive in conjunction with the proposed building just south of our property and have agreed to the following:

1. Our south driveway will be changed to exit only.
2. The width of the existing south drive approach will be reduced to 16'-0" by relocating the south curb line to the north.
3. This agreement will remain in force until we decide to proceed with our new building.
4. A. R. Brouwer Company will modify our south driveway at no cost to Katie's Restaurant.

If you have any questions or require additional information, please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Paul Cook". The signature is written in a cursive style with a large, circular initial "P".

Paul Cook  
Owner



## Memorandum

To: ✓ Pre Application Meeting  
Scott Bell, Matt McCormack, Matt Kowalski, Shawn Keough, James Smith  
Applicant – Steve Brouwer

From: Allison Bishop

Re: Dexter Wellness Center – Pharmacy – Northern Outlot

Date: June 23, 2009

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**Tuesday, June 23, 2009**

**6:00 PM at the Village Offices (Second Floor, 8123 Main Street)**

### Agenda

- I. Introductions
  - II. Overview of Project by Applicant
  - III. Applicant Questions
  - IV. Planning Commission/Village Council Questions
  - V. Adjournment
- 

## REPORT/MEETING SUMMARY

Attendees: Bell, Bellefluer, Keough, Smith, Brouwer, Bishop, Schmid and Schmid

Introductions occurred and staff gave a brief overview of the purpose of a pre application meeting and the project. Staff presented the applicants timeline which included site plan submittal for August review and some construction and demo to occur this fall. The applicant intends on requesting COMBINED site plan review because the major site improvements, storm, water, sewer, mass grading, landscaping has been approved previously. The applicant is only applying for approval of the northern building pad shown and approved on the overall site plan (expires October 2011). Building construction would start this winter. Colorbok offices leaving in January and remainder of building can be torn down.

The proposed pharmacy will serve as a combined downtown and Dexter Crossing pharmacy. The plan includes a drive thru, the applicant expects that the drive thru will serve 20-30 customers a day.

The footprint of the building is proposed to be 16,000 sf with a basement for storage. The 1<sup>st</sup> story (pharmacy) and 2nd story (office) would be 8,000 sf.

Site improvements that would be completed as part of the Phase 1 (pharmacy) development would include the detention basin, grading, some demo, some parking, temporary parking (on the south building pad), streetscape, curb cut reductions (reduce from 4 to 1.5).

Primary discussion items at the pre application meeting included, but were not limited to:

Location of drive-thru and parking configuration

Need for parking to meet required minimums, new and restriping of existing

Employee parking locations

Relocating the streetscape sidewalk closer to the building and increasing the greenbelt (PC to discuss in detail)

DDA's contribution to the project (current request \$100,000) DDA previous approved \$150,000

Brownfield funding currently being applied for, economic development

Impacts of development of Wellness Center – Applicant indicated that Wellness Center was much more likely with construction of a building on the outlots

Building façade/elevation, including windows, need for security, windows take up space on walls for merchandise, discussed adding foe windows similar to Busch's (black glass/display windows)

Location of stair wells and elevator shafts reduce ability to have additional windows in certain locations.

Entrance locations – Initial proposal included entrances at the front and rear of the building. The applicant expressed concern about having 2 entrances due to medications and regulatory requirements. Applicant also expressed concern about shop lifting. Subsequent submittal will have one entrance on each south corner, one to serve pharmacy and one to serve office.

Applicant expressed desire to have parking in front of the building due to lack of other existing retail support in the area. The group indicated that site is first redevelopment in Baker Road vision and that parking is not permitted in front of the building. The initial proposed submittal was then revised to relocate the building to the north, the parking and main building entrances to the south. The entrance to the pharmacy will be on the southwest corner of the building and the entrance to the office space will be on the southeast side of the building. The façade was revised based on the relocation of the entrances.

Relocating the building improved the south façade (facing the main entrance) by adding the entrances and windows and hides the north entrance (drive thru) by locating the blank wall to an adjacent building and drive. Relocating the building also changes the location of the customer parking to a more convenient location for the entrance and exit as well as improving the pedestrian safety to avoid pedestrians walking across the drive thru lane.

Relocating the building to the north also opens up the front of the wellness center to the main entrance and Baker Road showing the front façade.

Drive-thru exit – the drive thru exit, location and turning movements were also discussed. A no left turn will be posted at the exit. A left turn only lane was not possible due to the taper width required and the conflict with the Katie's restaurant access which encroaches into the wellness center property.

The pre application meeting group discussed the Baker Road Corridor goals, objectives and requirements, as well as the requirements and needs for the logistics pharmacy operations. Overall the discussions around a redesigned plan appear to meet the applicant and village goals.

The applicant proposed to submit revised plans on July 1 for review by the Planning Commission on August 3, 2009.



## Memorandum

To: ✓ SPR Committee Meeting  
Thom Phillips, Kim Clugston, Shawn Keough, Jim Carson, DDA rep.  
Applicant, Village Engineer, DAFD, Staff

From: Allison Bishop

Re: Dexter Wellness Center – Pharmacy – Northern Outlot

Date: July 28, 2009

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**Tuesday, July 28, 2009**  
**6:00 PM at the Village Offices (Second Floor, 8123 Main Street)**

Meeting to discuss consultant review comments and give the applicant and board and commission members an opportunity to ask questions regarding the site plan.

\* Site Plan dated 7-23-09 and included with this packet are REVISED to address the comments on the included reviews. The applicant has also submitted the response comments dated 7-23-09.

### Agenda

- I. Introductions
- II. Overview of Project by Applicant
- III. Review of Consultant comments
- IV. Applicant Questions
- V. Planning Commission/Village Council Questions
- VI. Adjournment

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Present: Keough, Williams, Carson, Bishop, Vanderhaggen, Cale, Phillips and Dettling (DAFD).

Applicant gave an overview of the project and how the project fits in with the approved Wellness Center Plan. Proposed demolition and Phase 1 development (Page C-3 and C-4).

The applicant asked a few questions of the engineering review.

The remainder of the discussion focused on the location of the sidewalk and the buffer width as well as the drive thru and potential options for working with the adjacent property owner, interior remodel plans or relocating the drive thru.

Sidewalk location – The Planning Commission will discuss the issue at the August meeting and provide a recommendation to the applicant on the final location of the sidewalk based on the Baker Road Corridor goals and objectives for the long term redevelopment within the corridor.

Drive – thru – Discussion included, but was not limited to, location of drive thru, traffic counts of drive thru tenant and adjacent property, truck traffic/deliveries, distance between drives (proposal and Katie's), peak traffic times, relocation of drive thru, floor plan issues, elevator shaft, building entrances, traffic circulation, parking locations, siting building location, etc.

General architecture comments were made and a request for the sample board to be presented to the Planning Commission at the August meeting was made.

The meeting concluded with the applicant agreeing to discuss potential changes to the drive thru exit and the adjacent property owners existing curb cut that encroaches onto the applicants property. Staff will likely recommend that the site plan be postponed until September to allow for the sidewalk relocation issues to be addressed and the drive thru location issues and conflicts to be revised.

Approved  
Minutes from 9/4/07  
PC mtg.

-Moved Clugston, support Carson based on the information presented at the Planning Commission meeting and September 4, 2007 Public Hearing the Planning Commission moved to deny the recommendation for the proposed amendment to Article 4, Nonconformities.

Ayes: Carson, Wilcox, Bellefleur, Clugston, Kimmel, Kowalski, Phillips, McCormack, Bell

Nays: none

Motion Carried

B. Article 6, Landscaping Standards

1. Opening of the hearing at 8:32 PM
2. Presentation by Allison Bishop, Community Development Manager
3. Opening of the hearing to the floor-none
4. Consideration of the matter by the Commission Article 6, Landscaping Standards
5. The hearing was closed at 8:35 PM

-Moved Bell, support Bellefleur per Section 23.07, Criteria for Amendment to the Zoning Ordinance Text and the Public Hearing held by the Planning Commission on September 4, 2007, the Planning Commission has been provided with documentation from the Village Tree Board that demonstrates improved techniques to deal with certain landscaping provisions within the Village of Dexter Zoning Ordinance and therefore recommends that the Village Council adopt the recommended amendments to Article 6, Landscaping Standards.

Ayes: Phillips, McCormack, Bell, Clugston, Kimmel, Kowalski, Carson, Wilcox, Bellefleur

Nays: none

Motion Carried

Pre-Arranged Citizen Participation-none

Reports of Officers-

- A. Chair Kowalski-none
- B. Ex-Officio Carson: Update on August 15, 2007 Joint Meeting with Scio re: Sloan/Kingsley 425-County Planning Commission presented a rough draft of the 425 agreement, looking for resolution. Village Council will look at it the next meeting scheduled September 10, 2007.
- C. Community Development Office Report-Allison Bishop reports:
  1. Report included in packet.
  2. Schulz Development (Mill Creek Development) Update, very exciting development, a development agreement is in the process of being drafted and will be a three party agreement between the DDA, the Village and the developer. The applicant will submit a combined preliminary and final site plan for the October 1, 2007 meeting.

Citizens Wishing To Address the Commission-

none

Old Business-none

New Business

- A. Consideration of: Dexter Wellness Center- Landscaping from Section 6.04, Parking Lot Screening: Buffer Width and Existing Plant Material Credit

-Moved Clugston, support Bell pursuant to Section 6.13 of the Village of Dexter Zoning Ordinance the Planning Commission moves to waive Section 6.04 Parking Lot Screening Requirements for the six and a half (6 1/2) foot buffer width and grant credit for the existing plant material credit because the proposed landscaping plan plus one additional buffer tree per Carlisle Wortman's review for the Dexter Wellness Center meets the intent of the ordinance.

Ayes: Carson, Wilcox, Bellefleur, Clugston, Kimmel, Kowalski, Bell, McCormack, Phillips

Nays: none

Motion Carried

- B. Consideration of: Dexter Wellness Center-Landscaping Waiver from Section 6.08, Parking Lot Landscaping: Buffer A and C Planting Requirements Wall, Berm Fence Requirement and Existing Plant Material Credit.

-Move Kimmel, support Clugston pursuant to Section 6.13 of the Village of Dexter Zoning Ordinance the Planning Commission moves to waive Section 6.08 Parking Lot Landscaping Screening for the northern, southern and eastern property lines and grant credit for the existing plant material because the proposed landscaping plan and existing landscaping and screening for the Dexter Wellness Center

#10/11

meets the intent of the ordinance and because the steep changes in topography limit the benefits of the required landscaping and berming.

Ayes: Kimmel, Kowalski, Phillips, Bell, Clugston, McCormack, Bellefleur, Wilcox, Carson

Nays: none

Motion Carried

- C. Consideration of: Dexter Wellness Center-Landscaping Waiver from Section 6.14, Replacement Standards: Low Quality and Non-Native tree replacement.

-Moved Bellefleur, support Clugston pursuant to Section 6.13 of the Village of Dexter Zoning Ordinance the Planning Commission moves to conditionally waive Section 6.14 Tree Replacement Standards for the low quality, non-native trees on the Dexter Wellness Center meets the intent of the ordinance based on the condition that the information provided by the applicant is accurate. If information is determined to be inaccurate then the waiver should return to the Planning Commission on October 1, 2007.

Ayes: Bellefleur, Carson, McCormack, Wilcox, Clugston, Bell, Phillips, Kimmel

Nays: Kowalski

Motion Carried

- D. Consideration of: Dexter Wellness Center Final Site Plan #1

-Moved Bell, support Bellefleur based upon the information received from the applicant, and reflected in the minutes of this meeting, the Planning Commission finds that the final site plan for the Dexter Wellness Center dated 8-10-07 meets the required standards and findings for final site plan approval pursuant to Section 21.04 of the Zoning Ordinance and recommends that the Village Council approve the final site plan.

In making this determination, the following conditions shall apply:

1. Concerns noted in the Engineering Consultant review #1 dated August 23, 2007.
2. Concerns noted in the Planning Consultant review memo dated August 24, 2007.
3. Concerns noted in the Water Utilities Department review dated June 4, 2007.
4. The final site plan is subject to the July 20, 2007 development agreement letter.
5. All representations of Phase 2 buildings shall be for planning purposes only and not part of site plan approval.
6. The parking plan and eventual single driveway to the site will be completed no later than 5 years from the completion of the Phase 1 building (per date of C of O). If the parking plan is not completed, the Village may, at its option, close any additional drives and remove them with the cost of such removal to be charged to the property owner.
7. If the information provided by the applicant is determined to be inaccurate then the Final Site Plan should return to the Planning Commission.

Ayes: Phillips, Kimmel, Kowalski, Bell, Clugston, Bellefleur, Carson, McCormack, Wilcox

Nays: none

Motion Carried

Recess-none

**Proposed Business for Next Agenda**

- A. Dexter Wellness Center Final Site Plan
- B. Schulz Development (Mill Creek Building) Site Plan

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

**Adjournment**

-Moved Bellefleur, support Bell to adjourn the meeting at 9:47 p.m.

Voice vote: Unanimous

Motion carried

Respectfully submitted,

Brenda Tuscano  
Recording Secretary

Filing Approved \_\_\_\_\_,07



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**Memorandum**

To: Village Council and President Keough  
Donna Dettling, Village Manager  
From: Allison Bishop, AICP, Community Development Manager  
Re: **PLANNING COMMISSION RECOMMENDATION TO APPROVE**  
Article 20, Schedule of Regulations  
Date: September 14, 2009

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Amendments were proposed to Article 20 as a result of the recent amendments that revised Article 18, PP Public Park. All districts, including park districts, should have dimensional provisions for the regulation of construction within the district.

**PLANNING COMMISSION ACTION**

At the 8-3-09 meeting the Planning Commission held a public hearing and discussed the need for dimensional provisions and it has been advised by the Village's Planning Consultant that we adopt dimensional provisions for the PP zoning. On September 8, 2009 the Planning Commission subsequently recommended the language shown on the attached Article 20 table. The dimensional provisions include several exemptions such as access points for pedestrians, boating and fishing to assure that the Mill Creek Park can be developed as adopted and visioned by the Village. Any development at stream edges or within wetlands or floodplains still requires MDEQ approval.

**RECOMMENDATION**

Per Article 23.06, The Planning Commission and Village 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 Village 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 Village's standards are outdated.
- C. The Village Attorney recommends an amendment to respond to significant case law.
- D. The amendment would promote implementation of the goals and objectives of the Village's Master Plan.
- E. Other factors deemed appropriate by the Planning Commission and Village Council.

*Based on the recent revisions to the Village Zoning Ordinance, Article 18 PP Public Park and the Planning Consultants recommendation to add dimensional standards for the PP Public Park zoning designation the Planning Commission recommended that Council approve the amendment to Article 20 as presented.*

**SUGGESTED MOTIONS**

Per Section 23.06, Criteria for Amendment to the Zoning Ordinance Text and the Planning Commission recommendation the Village Council moves to **ADOPT** the proposed amendments to Article 20, Schedule of Regulations to add dimensional standards for the PP Public Park zoning designation because documentation has been provided by staff and the Village’s planning consultant that the ordinance should provide standards for the regulation of the construction of structures, etc. within the PP district.

OR

The Village Council moves to **postpone** the recommendation for the proposed amendments to Article 20, Schedule of Regulations until \_\_\_\_\_ **(DATE)** \_\_\_\_\_ to allow more time for the following:

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_

OR

The Village Council moves to **DENY** that the proposed amendments to Article 20, Schedule of Regulations be adopted for the following reasons:

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

Please feel free to contact me if you have any questions.

Thank you.

**ARTICLE XX  
SCHEDULE OF REGULATIONS**

SECTION 20.01 SCHEDULE OF REGULATIONS FOR PRINCIPAL BUILDINGS - RESIDENTIAL										
DISTRICT	MINIMUM LOT SIZE PER DWELLING UNIT (D.U.)		MAXIMUM BUILDING HEIGHT (5)		PRINCIPAL STRUCTURE MINIMUM YARD SETBACK (in feet) (3)(4)			MAX LOT COVERAGE BY ALL BLDGS. PERCENT	MINIMUM FLOOR AREA (PER UNIT, sq. ft.)	
	MIN. LOT AREA (sq. ft.)	WIDTH (feet)	STORIES	FEET	FRONT (6)	SIDE	REAR			
PP Public Park	NA	NA	2	30	10**	10**	10**	30%	--	
R-1A One Family Residential Large Lot	12,000 sq. ft.	75	2.5	35	25	15	35	25%	1,000	
R-1B One Family Residential Small Lot	7,800 sq. ft.	60	2.5	35	15	10	25	30%	1,000	
VR Village Residential - Single Family Detached Dwelling	7,800 sq. ft.	60	2.5	35	15	10	25	30%	1,000	
Two Family Dwelling	4,500 sq. ft. per D.U.	60	2.5	35	15	min one 7	min both 17	25	50%	700
Multiple Family Dwellings	9,800 sq. ft.	--	2.5	35	15	10	20	25	60%	--
R-3 Multiple Family Residential	45,560 (1)	200 feet	2.5	35	40 for 1 story 50 for over 1 story	25	50	50 for 1 story; 80 for over 1 story	30	--
MHP Mobile Home Park Residential	20 Acres	200			SEE ARTICLE XIII					--

\* All residential lots fronting a residential street with a 66-foot right-of-way shall provide a minimum 25-foot front setback.

\*\* Exemptions include: access for pedestrians, boating, fishing.

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**VILLAGE OF DEXTER** – COMMUNITY DEVELOPMENT OFFICE

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

AGENDA 9-14-09

ITEM L-4

**Memorandum**

To: Village Council and President Keough  
Donna Dettling, Village Manager  
From: Allison Bishop, AICP, Community Development Manager  
Re: Potential Funding for Mill Creek Park  
Date: September 14, 2009

Attached you will find a “Funding Flash” for grant funding sent to me by Shawn Keough, Wade Trim. The funding opportunity is from the Sustain Our Great Program and funds various different initiatives that are consistent with the visions and plans for the Mill Creek Park.

After reviewing the information and attending an application workshop I think that this funding opportunity may be one for the Village to apply to for additional funding for the Mill Creek Park Development and habitat or stream bank restoration project plans.

There are 2 funding opportunities available:

**Community Grants Program**  
Match 1:1 (more recommended)  
\$25,000 - \$150,000  
Due October 15, 2009

**Stewardship Grant Program**  
Match 1:1 (1.7:1 past match average)  
\$150,001 - \$1.5 million  
Pre proposal due October 1, 2009

Funding Goals for BOTH: restore, enhance and protect wetlands and tributaries and riparian corridors.

**ACTION REQUESTED**

Please provide direction to staff on submitting a funding application. Since a match is required for the project, Council’s funding commitment will determine the level of project that we can submit for funding for. Based on the past history of the funding awards and the required match a 1:1 match (at minimum) must be provided to be competitive. Funding deadlines vary from October 1<sup>st</sup> to October 15<sup>th</sup> depending on the funding you are submitting for.

I have included some cost estimate scenarios that were put together for the NOAA grant and more recent cost estimates for projects that would also qualify and meet the goals for funding under the Sustain Our Great Lakes Program.

- 1) Invasive Species Control (Phase 1- Downtown Area)  
Total Project Cost \$121,000  
Required Match \$60,500  
Grant Request \$60,500  
**Community Grant – Deadline October 15, 2009 (#1)**
  
- 2) Emergent Wetland Habitat (Phase 2 – Entire Area)  
Total Project Cost \$398,750  
Required Match \$199,375  
Grant Request \$199,375  
**Stewardship Grant – Deadline Pre Proposal October 1, 2009 (#2)**
  
- 3) Stream Channel/Habitat Restoration  
Total Project Cost \$264,100  
Required Match \$132,050  
Grant Request \$132,050  
**Stewardship Grant - Deadline Pre Proposal October 1, 2009 (#2)**
  
- 4) Emergent Wetland Habitat at Landmark Structure Site  
Total Project Cost \$161,950  
Required Match \$80,975  
Grant Request \$80,975  
**Community Grant – Deadline October 15, 2009 (#1)**

Funding deadlines are quickly approaching. There is approximately \$8 million available for projects. Please provide staff with the direction and level of funding that the Village would like to commit to an application. A resolution does not need to be passed at the meeting; however in order to complete the application a funding amount must be established to start the application.

It is recommended that the Village pursue this funding source because much of the application work was completed for the NOAA grant and it should not require a substantial amount of time or work to apply.

Please feel free to contact me if you have any questions.  
Thank you.

**Allison Bishop**

**From:** Keough, Shawn [SKEOUGH@WadeTrim.com]  
**Sent:** Wednesday, August 26, 2009 7:19 PM  
**To:** Allison Bishop  
**Subject:** Fw: Funding Flash: Sustain Our Great Lakes Grant Programs  
**Follow Up Flag:** Follow up  
**Due By:** Tuesday, September 01, 2009 12:00 AM  
**Flag Status:** Red

This may be worth discussing

**From:** Hofmann, Wayne  
**Sent:** Wed Aug 26 19:09:22 2009  
**Subject:** Funding Flash: Sustain Our Great Lakes Grant Programs



## Sustain Our Great Lakes Grant Programs

Sustain Our Great Lakes, a private-public partnership, is currently offering funding through its Community Grants Program and Stewardship Grants Program. These programs support habitat restoration, protection and enhancement projects, invasive species control, water quality improvements, and watershed planning and management within the Great Lakes basin. The two grant programs currently accepting proposals are described below.

### #1 Community Grants Program

The Community Grants Program supports community organizations, state and local governments, and others working at the local level to protect and improve watershed health in the Great Lakes basin while building local stewardship capacity. The program supports habitat restoration, water quality improvement, and watershed planning and management. Projects that include an education, training or community outreach component linked to restoration activities are encouraged. Nonprofit organizations, state and local governments, tribes, and educational institutions are eligible for funding. Grant awards range from \$25,000 to \$150,000. Full proposals due on October 15, 2009.

### Community Grants Program Request for Proposals

### #2 Stewardship Grants Program

The purpose of the Stewardship Grants Program is to support large-scale restoration, enhancement and

protection projects that will have significant positive impacts on the ecology and water quality of the Great Lakes basin. Nonprofit organizations, state and local governments, tribes, and educational institutions are eligible for funding. Grant awards range from \$150,001 to \$1,500,000, and there is a pre-proposal stage. Pre-proposals for the current funding cycle are due on **October 1, 2009**, and invited full proposals will be due on **December 15, 2009**.

**Stewardship Grants Program Request for Proposals**

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Version: 8.5.392 / Virus Database: 270.13.69/2328 - Release Date: 08/27/09 08:11:00

**CONSTRUCTION ANALYSIS- OPINION OF PROBABLE CONSTRUCTION COSTS**

Description	Quantity	Total Cost	Assumption
<b>Phase 1 Invasive Species Control</b>			
Invasive Plant Species Controls Initial Application - September, 2009	32 Acres	\$64,000	Herbicide spraying light-weight equipment @ \$2,000/Acre
Follow-up Applications Over 2010 Monthly for June, July, August and September, 2010	4 Times	\$43,000	Incrementally decreased each time. 30%, 20% 10% and spot spraying
Coordination Inspections with Village Design Engineer	12 Times	\$3,000	2 times per month during the growing season (4 hours per trip)
Contractor General Conditions	10%	\$11,000	Mobilization, demobilization project manager, vehicles
<b>Total Phase 1 Invasive Species Controls</b>		<b>\$121,000</b>	

<b>Phase 2 Stream Channel/Habitat Restoration</b>			
Earthwork	1,100 CYD	\$11,000	4,000 Linear feet of stream channel, incidental to placement of bank stabilization measures. Spread soil adjacent to excavations.
Bank Stabilization Measures	8,000 LFT	\$640,000	Measures vary based on location. 3' - 4' tall banks @ \$80/LFT
In-Stream Habitat Structures	50 Each	\$100,000	Structures vary based on location.
Buffer Plantings	8,000 LFT	\$100,000	Small trees, shrubs and seeding
Landscape Maintenance	1 Year	\$10,000	During Maintenance Period. 10% of Buffer Plantings
Contractor General Conditions	10%	\$85,100	Mobilization, demobilization project manager, vehicles
<b>Total Stream Channel/Habitat Restoration</b>		<b>\$935,100</b>	

<b>Phase 2 Emergent Wetland Habitat</b>			
Earthwork	13,000 CYD	\$325,000	Aesthetically grade 1,000 CY on site, transport 1,000 CYD to adjacent stormwater retention area and Off site disposal for remainder
Wetland Seeding	8 Acres	\$28,000	Wet meadow and Emergent seed mixes @ \$3,500/Acre
Seed Mix Maintenance	8 Acres	\$8,000	During the warranty period, \$1,000/Acre
Bird Nesting structures	3 Each	\$1,500	
Contractor General Conditions	10%	\$36,250	Mobilization, demobilization project manager, vehicles
<b>Total Emergent Wetland Habitat</b>		<b>\$398,750</b>	

<b>Phase 2 Stormwater Retention Area - Village Property</b>			
Clearing and Debris Removal	Allowance	\$10,000	Clearing in woodlot for intermittent stream
Earthwork	750 CYD	\$7,500	Reshaping creek banks and adjacencies, dispose surplus on site
Intermittent Stream Bank Stabilization	1,400 LFT	\$70,000	both banks - soft shore engineering 2'-3' tall banks @ \$50/LF
Perimeter Berming	1,000 CYD	\$10,000	250 LFT along north edge of Creek, Use soil from Emergent Wetland Habitat excavation.
Overflow Structure	1 Each	\$10,000	Simple, small concrete overflow structure
Wetland Seeding	5 Acres	\$17,500	Wet meadow seed mix @ \$3,500/Acre
Buffer Plantings	1,400LFT	\$25,000	Small trees, shrubs and seeding
Landscape Maintenance	1 Year	\$15,000	During Maintenance Period. 10% of Buffer Plantings and \$1,000/Acre seeding
Contractor General Conditions	10%	\$16,500	
<b>Phase 2 Total Stormwater Retention Area - Village Property</b>		<b>\$181,500</b>	

<b>Stormwater Retention Area - Outdoor Education Area</b>			
Earthwork	500 CYD	\$10,000	Plug holes in perimeter berm - use on-site soil
Overflow Structure	Each	\$5,000	Simple, small concrete overflow structure
Site Restoration - wetland seeding	12 Acres	\$42,000	Wet Meadow seed mix @ \$3,500/Acre
Seed Mix Maintenance	12	\$12,000	During the warranty period, \$1,000/Acre
Contractor General Conditions	10%	\$6,900	Mobilization, demobilization project manager, vehicles
<b>Total Stormwater Retention Area - Outdoor Education Area</b>		<b>\$75,900</b>	
<b>Total Phase 2 Construction Costs</b>		<b>\$1,591,250</b>	
<b>Total Construction Cost of Improvements</b>		<b>\$1,712,250</b>	

NOAA Coastal and Marine Habitat Restoration Project Grant under the American Recovery and Reinvestment Act of 2009

Mill Creek Park Recreation Master Plan  
 September 1, 2009  
 Construction Analysis- Opinion Of Probable Construction Costs

Description	Quantity	Total Cost	Assumption
<b>Phase 2 Paths, Boardwalk and Landmark Structure</b>			
<b>Shared Use Path</b>			
Clearing	1 Acre	\$10,000	Strip vegetation 20 feet wide x 4,000' long
Earthwork	2,000 CYD	\$12,000	12" wide x 1 foot average cut. Transport soil and place on steep bank of Phase 1 Village Waterfront area
Asphalt Path (12 feet wide)	3,600 LFT	\$129,600	3" depth on 6" gravel base/w geotextile fabric @\$36/LFT.
Wood Boardwalk (12 feet wide)	4,800 SFT	\$192,000	Budget 400 LFT for spanning wetland areas @ \$40/SFT.
Signage and Pavement Markings	Allowance	\$10,000	Striping and symbols and an occasional sign
Asphalt Areas with Railing and Benches	4 Each	\$20,000	Includes wood bench and litter receptacle
Restoration	0.75	\$2,625	Seed and Mulch @ \$3,500/Acre
Interpretive Signage	4 Each	\$8,000	Graphics developed under UM Student Project
Trail Head Signage	2 Each	\$6,000	Baker Road and Cemetery Area Kiosk
<b>Total Shared Use Path</b>		<b>\$382,225</b>	
<b>Secondary Trail @ Landmark Structure Site Only</b>			
Boardwalk (5 feet wide)	3,000 SFT	\$135,000	600 LFT with 50% Railing @\$45/SFT
<b>Total Secondary Trail</b>		<b>\$135,000</b>	
<b>Landmark Feature</b>			
Structure	625 SFT	\$187,500	25 x 25 with 2 levels, roof and partial enclosure @ \$300/SFT
Interpretive Signage	6 Each	\$12,000	inside and adjacent to structure. Graphics developed under UM Student Project
<b>Total Landmark Feature</b>		<b>\$199,500</b>	
<b>Total Phase 2 Paths, Boardwalk and Landmark Structure</b>		<b>\$716,725</b>	
<b>Phase 2 Stream Channel/Habitat Restoration</b>			
Earthwork	1,100 CYD	\$11,000	4,000 Linear feet of stream channel, incidental to placement of bank stabilization measures. Spread soil adjacent to excavations.
Bank Stabilization Measures	1,500 LFT	\$120,000	Measures vary based on location. 3' - 4' tall banks @\$80/LFT
In-Stream Habitat Structures	30 Each	\$60,000	Structures vary based on location.
Buffer Plantings	3,000 LFT	\$40,000	Small trees, shrubs and seeding
Landscape Maintenance	1 Year	\$10,000	During Maintenance Period. 10% of Buffer Plantings
Contractor General Conditions	10%	\$23,100	Mobilization, demobilization project manager, vehicles
<b>Total Stream Channel/Habitat Restoration</b>		<b>\$264,100</b>	
<b>Phase 2 Emergent Wetland Habitat @ Landmark Structure Site</b>			
Earthwork	13,000 CYD	\$104,000	Aesthetically grade 1,000 CY on site, transport 1,000 CYD to adjacent stormwater retention area and place remainder of soil on steep banks of phase 1 Village Waterfront area.
Wetland Plantings	2 Acres	\$10,000	Aquatic Plants at \$5,000/Acre
Wetland Seeding	6 Acres	\$21,000	Wet meadow and Emergent seed mixes @ \$3,500/Acre
Seed Mix Maintenance	8 Acres	\$8,000	During the warranty period, \$1,000/Acre
Interpretive Signage	2 Each	\$4,000	Graphics developed under UM Student Project



Bird Nesting structures	3 Each	\$1,500	
Contractor General Conditions	10%	\$13,450	Mobilization, demobilization project manager, vehicles
<b>Total Emergent Wetland Habitat</b>		<b>\$161,950</b>	
<b>Phase 2 Stormwater Retention Area - Village Property</b>			
Clearing and Debris Removal	Allowance	\$10,000	Clearing in woodlot for intermittent stream
Earthwork	750 CYD	\$7,500	Reshaping creek banks and adjacencies, dispose surplus on site
Intermittent Stream Bank Stabilization	1,400 LFT	\$70,000	both banks - soft shore engineering 2'-3' tall banks @\$50/LF
Overflow Structure	1 Each	\$10,000	Simple, small concrete overflow structure
Wetland Seeding	5 Acres	\$17,500	Wet meadow seed mix @ \$3,500/Acre
Interpretive signage	2 Each	\$4,000	Graphics developed under UM Student Project
Buffer Plantings	1,400LFT	\$15,000	Small trees, shrubs and seeding
Landscape Maintenance	1 Year	\$6,000	During Maintenance Period. 10% of Buffer Plantings and \$1,000/Acre seeding
Contractor General Conditions	10%	\$13,606	
<b>Phase 2 Total Stormwater Retention Area - Village Property</b>		<b>\$153,606</b>	
<b>Total Phase 2 Construction Costs</b>		<b>\$1,296,381</b>	
<b>Engineering, Survey And Permit</b>			
Floodplain Analysis	Allowance	\$15,000	
Site Survey	Allowance	\$27,000	
MDEQ Permitting	Allowance	\$8,000	
Engineering, bids (10% of Total Construction Costs)		\$129,638	
Construction Assistance to Village (4% of Total Construction Costs)		\$51,855	
<b>Total Phase 2 Engineering, Survey and Permit</b>		<b>\$179,638</b>	
<b>Total Phase 2 Project Costs</b>		<b>\$1,476,019</b>	



## VILLAGE OF DEXTER

[cnicholls@villageofdexter.org](mailto:cnicholls@villageofdexter.org)

8140 Main Street Dexter, MI 48130-1092

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

### MEMO

**To:** President Keough and Council Members  
**From:** Courtney Nicholls, Assistant Village Manager  
**Date:** September 14, 2009  
**Re:** Town Hall Meeting Update

In preparation for the walkability discussion at the Town Hall meeting we are compiling a list of the examples of walkability/connectivity improvements in the Village. Please let me know if you have any additions to the list. Our plan is to put together a PowerPoint presentation that both highlights the Village's efforts towards achieving walkability and discusses strategies that might be implemented in the future.

- Addition of sidewalk on Alpine including a crosswalk at the library
- Addition of sidewalk on Third Street
- Sidewalk replacement efforts throughout the Village
- Americans with Disability's Act sidewalk ramps with truncated domes
- Yellow curb in Downtown
- Improvements behind the bank / Broad Alley/Jeffords
- New sidewalk in front of the BP station leading to the bridge
- Sidewalk on and under the bridge
- Bike lanes on Dexter Ann Arbor
- Seating bench in the plaza near Busch's
- Traffic calming and crosswalk on Ryan Drive
- Central Street design - intersection & sidewalk improvements
- Crosswalk improvements on Baker at Grand
- Upgraded pedestrian signals at Baker/Main and Baker/Broad
- Traffic calming circles in Huron Farms
- Decorative lighting downtown / lighting standards in subdivisions and new developments

#### Areas for future improvement

- Connectivity to Westridge/Cedars of Dexter
- Enhance pedestrian crossings at railroad crossings (Broad, Central)
- Bike access
- Connectivity / walking access to schools
- Enhancing current crosswalks in the downtown
- Mill Creek Park / Riverwalk

