

- Pension liability will be changed June 30, 2015, and with a change to the GASB Pronouncements, the liability will be brought onto the books.
- Responded to the question as to whether the financials change now that we are a city (no change).

Consideration of: Acceptance of Fiscal Year 13-14 Audit

Motion Smith; support Fisher to accept the Audit for Fiscal Year 2013-2014 for the Village of Dexter.

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

E. APPROVAL OF THE AGENDA

Motion Fisher; support Smith to approve the agenda with the addition of one item - J-2, Application of Pete Potsos to the Board of Review.

Unanimous voice vote approval.

F. PUBLIC HEARINGS

None

G. NON-ARRANGED PARTICIPATION

Paul Cousins of 7648 Forest, Dexter spoke to Council regarding the following:

- Huron River Watershed Council (HRWC) held a meeting on Thursday, January 18 recognizing the 50th Anniversary of the HRWC. They will be looking at new goals, objectives, and mission statement.
- The Huron River Water Trail is now the 18th trail in the National Water Trail system with Dexter as one of the five Trail Towns on the trail.
- Board of Review – The three new members of the Board of Review will be going to a training workshop in February and will try to attend a session with the Scio Township Board of Review. The Board will officially begin with meetings in July and December.

H. COMMUNICATIONS:

1. Upcoming Meeting List
2. Sign Calendar
3. DTE Rate Public Hearing

Councilmember Smith noted that on the meeting calendar, the Dexter Historical Society meeting was changed from February 5 to February 12.

I. REPORTS

1. Public Services Superintendent – Dan Schlaff

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

- Question – Is the methane burner working? Working on getting the burner thawed and getting a heat blanket. Have a pressure switch problem in converting from methane gas. Now burning natural gas.
- Had a problem with the ferric chloride tank. Got a delivery and it was leaking again. Able to move the contents out but now need to have the contractor look at the tank to see what can be done.
- Question – When will the Christmas lights come down? They have been turned off and will come soon.

2. Finance Director/Treasurer – Marie Sherry

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

- Will be implementing a Comprehensive Financial Report in future reporting.
- Dexter has received the Distinguished Budget Award again.
- Will be assuming more work in Human Resources for the City.
- Most expenditures are pretty much at benchmark with the exception of insurance being higher but expect that will catch up.

3. Community Development Manager – Michelle Aniol

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

- NUBCo – have received an email verifying that they are looking to do product development and have a production kitchen at their facility. This would include a dining area. Will need to clarify what food service means in relationship to tasting room definition. Would like to work with Planning Commission to set guidelines. Discussion followed.
- The Dexter Crossings Commercial ZBA Zoning Request was withdrawn.
- Local investor training will be on February 28. Have sent information to Boards, Commissions and potential stakeholders.
- Mill Creek Sport Center – have had an inquiry about listing site for a residential development. Consensus of Council was that Scio and Webster Townships also be included in any discussion.
- Two new businesses have located at 2135 Bishop Circle East in the Industrial Park purchasing Unit 3 and Units 7 and 8.
- Huron River Watershed Council Trail Towns will meet January 27 in Dexter.
- Question asked in regards to 3441 Broad Street pre-app meeting. (Comments from that meeting included parking and architecture of buildings in that area.)
- Mayor Keough commented on Peter Allen’s presentation and that it is necessary that more of the DDA members and other Boards and Commission members need to hear Mr. Allen’s presentation. Discussion followed.

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

Dexter Area Fire Department – Shawn Keough

- Mayor Keough reported that the Board met and primarily discussed a process for advertising for a new fire chief. They will come back to the Board with a proposal to advertise in March with selection of a chief in April.
- Mayor Keough also reported being selected as the Secretary for the DAFD.

Washtenaw Area Transportation Study (WATS) Policy Rep. – Jim Carson

- Written report included in the packet.
- Mr. Carson reported on the January 13 meeting regarding federally funded roads and that WATS does have money for the 2015 and 2016 projects.
- In 2017 we will need to have a place maker for Baker Road and the Mill Creek trail south. Need to have ideas in place.
- Will want WATS to determine how federal monies are spent and a task force will be established. They want to eliminate substituting projects.

5. Subcommittee Reports

Facilities – Verbal Update from January 14th Meeting

- A presentation by Mr. Gassen took place at a Special Meeting prior to tonight's Council Meeting.

Road Plan – Joe Semifero

Information included in the packet. Councilmember Semifero gave the following updates:

- A large portion of the January 20 Roads meeting was spent on a discussion of cape sealing. The plan is to make a presentation to City Council and then hold public meetings about the proposed treatments.
- Bid for road work – will bring to this to Council in February and the bids will be broken out per treatment.
- Question regarding drainage work – (this will come with a proposal).

6. City Manager Report

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

- Have received two proposals for assessing. Both applicants do work in Washtenaw County and both proposals came in under \$40,000. Will be conducting interviews.
- Is there any conflict for holding the Border to Border Trail Race on May 2?
- Interviews to be scheduled for the DPW position.
- Looking to find a new health care agent.
- Received a call from a representative from the Dexter Knights of Columbus regarding the City installing additional poles for street banners.

- Question as to when the bidding will take place for finishing the Border to Border Trail and stormwater projects.

7. Mayor's Report

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

- Will bring back the workshop dates at the February 9 meeting for discussion.
- Had an opportunity to attend the State of State address in Lansing on January 20. It was a very ceremonial and a unique event.

A five minute break was taken at 9:10 PM with the meeting resuming at 9:15 PM.

J. CONSENT AGENDA

1. Consideration of: Bills and Payroll in the amount of \$163,168.64
2. Consideration of: Appointment of Paul Cousins, Pete Potsos and Carl Sperling to Board of Review

Motion Fisher; support Knight to approve items 1 & 2 of the Consent Agenda.

Unanimous voice vote approval.

K. OLD BUSINESS-Consideration and Discussion of:

None

L. NEW BUSINESS-Consideration of and Discussion of:

1. Consideration of Modification of Federal Aid Eligible Roadways

Motion Carson: support Semifero to request that Third Street from Broad to Central and Broad Street from Third to Main be reclassified as major collectors and have staff move forward with the required traffic counts.

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

Nays: None

Motion carries

2. Consideration of: Approval of Quote from Raymer to Repair a High Service Pump Not to Exceed \$7,717

Motion Fisher; support Carson to approve the quote from Raymer to repair a high service pump in an amount not to exceed \$7,717.

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

Nays: None
Motion carries

3. Consideration of: Fiscal Year 14-15 Second Quarter Budget Amendments

Motion Tell; support Smith to approve the 2014-2015 Second Quarter Budget amendments including changing the wording on 202-000-695-248 to Contribution from DDA and change from expenditures to revenue on 351-000-695-204.

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

4. Discussion of: Title VI Plan

Ms. Sherry explained the reason for adopting the Title VI Non-Discrimination Policy. It will require being submitted to MDOT approval before being passed by City Council.

M. COUNCIL COMMENTS

Carson	None
Knight	None
Smith	None
Jones	None
Semifero	At 7:30 PM Wednesday night (January 28) there will be an informative meeting at Mill Creek School on the Whitmore Lake annexation. For the Mill Creek Park Trust agreement, we began work two or more years in advance and are we on tract for Phase 2? When we went through OPEB, do we have a plan on the actuarial costs?
Fisher	None
Tell	None

N. NON-ARRANGED PARTICIPATION

None

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

Motion Fisher; support Smith to move into Closed Session for the purpose of discussing pending litigation and potential purchase of property in accordance with MCL 15.268 at 9:33 PM.

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

Motion Smith; support Knight to leave Closed Session at 9:56 PM.

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

Nays: None

Motion carries

P. ADJOURNMENT

Motion Knight; support Smith to adjourn at 9:57 PM.

Unanimous voice vote approval.

Respectfully submitted,

Carol J. Jones
Interim Clerk, City of Dexter

Approved for Filing: _____

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DEXTER VILLAGE COUNCIL
WORK SESSION – FACILITY NEEDS ASSESSMENT UPDATE
MONDAY, JANUARY 26, 2015

A. CALL TO ORDER

The meeting was called to order at 6:12 PM by President Keough at the Dexter Senior Center at 7720 Dexter Ann Arbor Street in Dexter, Michigan

B. ROLL CALL: Mayor Keough

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

Also attending: Courtney Nicholls, City Manager; Michelle Aniol, Community Development Manager; Marie Sherry, Finance Director/ Treasurer; Justin Breyer, Assistant to the City Manager; Carol Jones, Interim Clerk; Dan Schlaff, Public Services Superintendent; Scot Maurer, Assistant Public Service Superintendent, Scott Maurer; Capt. Dettling and Doug Armstrong, Dexter Area Fire Department; Paul Cousins and Fred Schmid, Facility Committee; and David Gassen, Partners in Architecture representative.

C. PRESENTATION FROM PARTNERS IN ARCHITECTURE

Mr. David Gassen presented a progress overview of facilities for the Dexter Area Fire Department, City of Dexter, and Washtenaw Sheriff’s Department sub-station. Included in the presentation were a background overview, concept schemes update, and budget options review. The next step will be a presentation to the community.

D. ADJOURNMENT

Adjourned at 7:20 PM

Respectfully submitted,
Carol J. Jones
Interim Clerk, Village of Dexter

Approved for Filing: _____

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2015 Meeting Calendar

Agenda: 2/9/15

Item: H-1

Board	Date	Time	Location	Website	City Representative
City Facility Committee	2/6/2015	9:00 a.m.	City Offices	http://www.dextermi.gov	
City Road Committee	2/9/2015	6:00 p.m.	Dexter Senior Center	http://www.dextermi.gov	
Dexter Community Schools Board of Education	2/9/2015	7:00 p.m.	Creekside Intermediate School	http://dexterschools.org/	
Dexter City Council	2/9/2015	7:30 p.m.	Dexter Senior Center	http://www.dextermi.gov	
5H - Dexter Coalition	2/10/2015	5:30 p.m.	Dexter Wellness Center		Becky Murillo
Dexter Area Chamber of Commerce	2/11/2015	8:15 a.m.	Copeland Board Room	http://www.dexterchamber.org/	Donna Fisher
Dexter Area Historical Society Board	2/12/2015	7:00 p.m.	Dexter Area Historical Museum	http://www.dextermuseum.org/	
Gateway Initiative (Big 400)	2/13/2015	9:30 a.m.	Waterloo Recreation Area		Paul Cousins, Carol Jones
Chelsea Area Planning Team/Dexter Area Regional Team	2/16/2015	7:00 p.m.	Sylvan Township	http://www.ewashtenaw.org/	Jim Carson
City Road Committee	2/17/2015	6:00 a.m.	City DPW	http://www.dextermi.gov	
Dexter City Parks & Recreation Commission	2/17/2015	7:00 p.m.	City Offices	http://www.dextermi.gov	Julie Knight
Washtenaw Area Transportation Study-Policy	2/18/2015	9:30 a.m.	Scio Township Hall	http://www.miwats.org/	Jim Carson
Dexter Area Fire Board	2/19/2015	6:00 p.m.	Dexter Township Hall	http://dexterareafire.org/	Shawn Keough/Jim Carson
Dexter Downtown Development Authority	2/19/2015	7:30 a.m.	Senior Center	http://www.dextermi.gov	Shawn Keough
Dexter Community Schools Board of Education	2/23/2015	7:00 p.m.	Creekside Intermediate School	http://dexterschools.org/	
Dexter City Council	2/23/2015	7:30 p.m.	Dexter Senior Center	http://www.dextermi.gov	
Western Washtenaw Area Value Express	2/24/2015	8:15 a.m.	Chelsea Community Hospital	http://www.ridethewavebus.org/	Jim Carson
Town Hall Meeting - City Facilities	2/28/2015	10:00 a.m.	Dexter District Library	http://www.dextermi.gov	

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

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	Name of Group	Dates	Number Approved	Approval Date	Locations		Name of Group	Dates	Number Approved	Approval Date	Locations
January	Dexter Senior Ctr-Winter Market	signs out week of 1/10 & 1/24	3-18X24 / 2-2'X4"	11/3/2014	1,2,4,5,44	July					
	Friends of the Dexter Library	1/10	5 X 18 X 24	6/25/2014	1,4,17,19,51						
	Dexter KofC Ladies Auxiliary	1/27-2/9	5 X 18 X 24	1/14/2015	1,2,4,5,10						
	Dexter KofC Quarter Mania	1/14-1/22	5 X 18 X 24	1/14/2015	1,2,4,5,44						
	DHS Drama Club-Grease	1/23-2/8	5 X 18 X 24	1/23/2015	1,2,4,5,44						
February	Dexter Senior Ctr-Winter Market	signs out week of 2/7 & 2/21	3-18X24 / 2-2'X4"	11/3/2014	1,2,4,5,44						
	Dexter Comm. Band-Concerts	2/20-3/2	2 - 2' X 3'	10/1/2001	5 & 10						
	Friends of the Dexter Library	2/7	5 X 18 X 24	6/25/2014	1,4,17,19,51						
	Dexter KofC Ladies Auxiliary	1/27-2/9	5 X 18 X 24	1/14/2015	1,2,4,5,10						
	DHS Drama Club-Grease	1/23-2/8	5 X 18 X 24	1/23/2015	1,2,4,5,44						
March	Dexter Senior Ctr-Winter Market	signs out week of 3/7 & 3/21	3-18X24 / 2-2'X4"	11/3/2014	1,2,4,5,44						
	Community Band - Concert	2/17-3/2	2-2 X 3	11/1/2013	5 & 9						
	Friends of the Dexter Library	3/7	5 X 18 X 24	6/25/2014	1,4,17,19,51	August	Friends of the Dexter Library	Dexter Daze 8/13, 8/14 and 8/15	5 X 18 X 24	6/25/2014	1,4,17,19,51
April	Dexter Senior Ctr-Winter Market	signs out week of 4/4 & 4/18	3-18X24 / 2-2'X4"	11/3/2014	1,2,4,5,44						
	Dexter Comm. Band-Concerts	4/24-5/4	2 - 2' X 3'	10/1/2014	5 & 9						
	Friends of the Dexter Library	4/4	5 X 18 X 24	6/25/2014	1,4,17,19,51						
						September					
						October	Friends of the Dexter Library	10/3	5 X 18 X 24	6/25/2014	1,4,17,19,51
May	Dexter Comm. Band-Concerts	4/24-5/4	2 - 2' X 3'	10/1/2014	5 & 9						
	Friends of the Dexter Library	5/2	5 X 18 X 24	6/25/2014	1,4,17,19,51						
						November	Friends of the Dexter Library	11/7	5 X 18 X 24	6/25/2014	1,4,17,19,51
June	Friends of the Dexter Library	6/6	5 X 18 X 24	6/25/2014	1,4,17,19,51						
						December	Friends of the Dexter Library	12/8	5 X 18 X 24	6/25/2014	1,4,17,19,51
Location Listing: 1 - Baker/Main, 2 - Central/Mill, 3 - Dexter Ann Arbor/Copeland, 4 - Main/Alpine, 5 - Baker/Cemetery, 6 - Monument Park, 7 - Creekside, 8 - 7610 Dexter Ann Arbor, 9 - Peace Park, 10 - Dexter Ann Arbor/Limits, 11 - Cornerstone, 12 - Bates, 13 - 3443 Inverness, 14 - 7720 Ann Arbor Street, 15 - S. Main/Broad, 16 - N. Main/Broad, 17 - Edison/Ann Arbor Street, 18 - Dover/Fifth, 19 - Central/Fifth, 20 - Broad/Fifth, 21 - Mill Creek Middle School, 22 - Fourth/Inverness, 23 - Dexter Bakery, 24 - Lighthouse, 25 - Dexter Pharmacy 2, 26-Warrior Creek Park Driveway, 27-Dexter Flowers, 28-Terry B's, 29-7795 Ann Arbor St, 30 - 7915 Fourth, 31 - 7651 Dan Hoey, 32 - Wylie, 33-Lions Park, 35-Dexter Crossing Entrance, 36 - Dan Hoey/Dexter Ann Arbor; 37 - Dover/Main, 38 - Fourth/Central, 39 - Baker/Hudson, 40 - Inverness/Ann Arbor, 41 - Main/Jeffords, 42 - Third/Broad; 43 - 3rd/Dover; 44 - Ryan/Dexter Ann Arbor, 45 - Meadowview/Dexter Ann Arbor, 46 - Ice Rink, 47-Dexter Mill/RR tracks, 48-7444 Dexter-Ann Arbor, 49-Park entrance @ Farmers Mkt and Library, 50-2810 Baker/Dexter Wellness											
** Dexter Farmers Market will place up to 5 signs on Friday, Saturday and Tuesday from May through October to advertise for the market											

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Agenda: 2/9/15
Item: H-3

18TH DISTRICT
415 FARNUM BUILDING
P.O. BOX 30036
LANSING, MI 48909-7536
PHONE: (517) 373-2406
FAX: (517) 373-5679
E-MAIL: senrwarren@senate.michigan.gov

REBEKAH WARREN

MICHIGAN STATE SENATOR

COMMITTEES:
HEALTH POLICY (MVC)
NATURAL RESOURCES,
ENVIRONMENT &
GREAT LAKES (MVC)
FINANCE
REFORMS, RESTRUCTURING
& REINVENTING
REGULATORY REFORM

January 14, 2015

Courtney Nicholls
City Manager, City of Dexter
8149 Main St.
Dexter, MI 48130

Dear Ms. Nicholls,

Congratulations on your recent grant award from the Michigan Council for Arts and Cultural Affairs (MCACA). I am confident this support will help your organization continue to achieve success and will enhance the creative nature of our community.

As State Senator from a district that countless artists and cultural leaders call home, I firmly believe that an active and vibrant creative class plays a vital role in sustaining the excellent quality of life we enjoy in Washtenaw County. While we will certainly continue to face the constraints of a tightening state budget for the foreseeable future, I have been consistently impressed by the resilience of our state's cultural organizations in the face of these cuts, and I am truly appreciative of all the hard work you do to enhance the experiences of our citizens.

I believe that investing in arts and culture is absolutely critical to both re-inventing Michigan's economy and ensuring a diverse and innovative state. Moving forward, please know that I will continue to advocate for MCACA funding increases and work to promote measures that develop and maintain our creative communities for years to come.

Once again, congratulations on receiving this well-deserved award. If I can be of assistance to your organization now or in the future, please do not hesitate to contact my office at (517) 373-2406 or senrwarren@senate.michigan.gov.

Sincerely,

Rebekah Warren
State Senator
18th District

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Agenda: 2/9/15
Item: I-1

Public Services Department

8140 Main Street Dexter, MI 48130-1092

dschlaff@dextermi.gov

Phone (734)426-4572

MEMO

To: Mayor Keough and Council
From: Dan Schlaff, Public Services Superintendent
Date: February 4, 2015
Re: Utility & DPW Progress Reports

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

1/19/15 to 1/23/15

1/26/15 to 2/1/15

Please contact me, if you have any questions.

DPW Progress Report	1/19/2015	1/23/2015	5-Days		
Patch Roads	2	8 hours.			
Salted WTP, Well, 5 TH well	1	3.5 hours.			
Salted streets	4	32 hours.			
Clean Downtown snow	4	10 hours.			
Miss Diggs	7	3.5 hours.			
Replace batteries MXU'S	1	3 hours.			
Final water reads/ beginning	5	1.5 hours.			
Maintenace GMC Truck	1	7 hours.			
Turned water on/off	1	1 hour.			
New water meters	1	1 hour.			
Bobcat maintenance	1	5 hours.			
Clean Office, Break Room	2	2.5 hours.			
Maintenance CL2 lines filter plant, 5 th well	1	3 hours.			
Plowed alley's	2	3 hours.			
Back washed filters WTP	2	3 hours. 54,500 gal			
Filled chlorine tank 5 th well	2	1 hour.			
Pre-inspection bucket truck	1	30 min			
Pre-inspection 1 ton trucks	1	30 min			
Pre-inspection GMC truck	1	30 min			
Pre-inspection International truck	1	30 min			

DPW Progress Report	1/19/2015	1/23/2015	5-Days		
Pre-inspection front end loader	1	30 min			
Pre-inspection Case backhoe	1	30 min			
Pre-inspection Bobcat	1	30 min			
Bucket truck Inspection		30 min			
Bills payroll	1	1 hours.			
NUBCO water read	2	Meter # 71756943 read.		4461	
		Meter # 71307627 read.		115	1 hour.
5 TH well	1	28' 9"	1 hour.		
Power washed equipment	1	4 hours.			
Trash down town	1	6 hours.			
Morning reads WTP	1	7.5 hours.			
Total Work Hours in the Week	132				
Total Hours Accounted For	112				
Total work orders	51				

DPW Progress Report	1/26/2015	1/31/2015	5-Days		
Patch Roads	2	6 hours.			
Sand Shoulder, pakring spots	1	7.5 hours.			
Trim Trees,Cut Down	1	1 hour.			
Salted WTP, Well, 5 TH well	1	4 hours.			
Salted streets	3	11.5 hour.			
Christmas decoration	4	22.5 hours.			
Miss Diggs	4	3 hours.			
Parks	1	6 hours. Salt, sand boardwalk, cleaned steps by library.			
Replace batteries MXU'S	1	9 hours.			
Maintenace GMC Truck	1	Loaded with sand for alleys. 1 hour.			
New water meters	3	2.5 hours.			
New MXU's, wire	3	1.5 hours.			
Bobcat maintenance	2	4 hours. New fuel pump.			
Change flouride tubing	2	30 min.			
Maintenance CL2 lines filter plant, 5 th well	1	1 hour.			
Arsenic testing	1	1 hour.			
Plowed alley's	2	Sand in alley's. 4 hours.			
Back washed filters WTP	1	2 hours. 52,500.			
Pre-inspection bucket truck	1	30 min			
Pre-inspection 1 ton trucks	1	30 min			
Pre-inspection GMC truck	1	30 min			

DPW Progress Report	1/26/2015	1/31/2015	5-Days		
Pre-inspection International truck	1	30 min			
Pre-inspection front end loader	1	30 min			
Pre-inspection Case backhoe	1	30 min			
Pre-inspection Bobcat	1	30 min			
Bucket truck Inspection		30 min			
Bills payroll	1	1 hours.			
Unloaded one salt truck	1	1.5 hours.			
NUBCO water read	2	Meter # 71756943 read.		4511	
		Meter # 71307627 read.		117	1 hour.
5 TH well	1	29' 2"	1 hour.		
Power washed equipment	1	4 hours.			
Trash down town	1	6 hours.			
Morning reads WTP	1	7.5 hours.			
Total Work Hours in the Week	132				
Total Hours Accounted For	113				
Total work orders	48				

utilities progress reports	1/19/2015	1/25/2015	7/Days		
sewer maintenance	3				
water maintenance	1				
Turned water on/off	1				
liftstations, Reads, Floats	4				
Snow removal	6				
Hosing WWTP	1				
Morning Rounds WTP	5				
Morning Rounds WWTP	5				
Activated sludge settling test	3				
Weekend Operation & Lab	2				
Flushed primary scum beaches	2				
Chem Cleaned sand filters	1				
Chlorine delivery	1				
Clear bar screen	1				
Grease insp forms	1				
Mixing primary digester for TAVA sample	3				
Pumped scum pit WWTP	2				
Open iron pond drain	2				
Water supply system event report.	1	Dexter fire department used hydrant for fire. Island lake rd 6000 gal.			
Activated sludge samples	5				
Sludge judge clarifiers	7				

utilities progress reports	1/19/2015	1/25/2015	7/Days		
Alternate outdoor, indoor screw pumps	2				
Cleaned lab	2				
Primary clairifier sludge samples	7				
UIS program change WWTP	2				
Equipment inventory	1				
DO reads activated sludge tank	7				
WATER DUTY SHEETS	DRINKING WATER LAB 7 DAYS PER WEEK.				
	1	Daily grab lab:			
	2	PH		7-Days Per Week	
	3	Iron		7-Days Per Week	
	4	Flouride		7-Days Per Week	
	5	Orthoposphate		7-Days Per Week	
	6	Free Chlorine		7-Days Per Week	
		WEEKLY LAB			
	1	Raw Flouride		One Per Week	
	2	Arsenic		One Per Week	
	3	Raw iron Ryan drive wells		One Per Week	
		WEEKLY NPDES WFP			
	1	PH		One Per Week	
	2	Iron		One Per Week	
	3	Suspended solids		One Per Week	
		DRINKING WATER REPORTING			
	1	Data entry for MORs			
				State Every Month.	
		DRINKING WATER OTHER:			
	1	Montly bacteriological testing			
WASTE WATER DUTY SHEETS	WASTE WATER LAB 7 DAYS PER WEEK.				
	1	Daily grab lab		7-Days Per Week	
	2	PH		7-Days Per Week	
	3	Temp		7-Days Per Week	
	4	DO		7-Days Per Week	

utilities progress reports	1/19/2015	1/25/2015	7/Days		
5	Fecal Coliform		7-Days Per Week		
6	Total Chlorine		7-Days Per Week		
7	Settlabilty		7-Days Per Week		
8	MSSS AT RAS		7-Days Per Week		
9	Wasting rates		7-Days Per Week		
	Daily Composite Lab:				
1	Dates:		1/19/2015	1/25/2015	
2	BOD		7-Days Per Week		
3	Suspended Solids		7-Days Per Week		
4	Phosphorous		7-Days Per Week		
5	Ammonia		7-Days Per Week		
	Sludge Lab:				
1	PH		7-Days Per Week		
2	Total Solids %		7-Days Per Week		
3	Alkalinity		7-Days Per Week		
	Paragon Sampling:				
1	Copper		1-Day Per Week		
2					
	WASTE WATER REPORTING:				
1	EDMR Submitted		State Every Month.		
	QA/QC:				
1	Log Sheets		One Per Week		
	ORDER SUPPLIES:				
1					
2					
	ORDER CHEMICALS:				
1					
2					
	IPP:				
1	Alpha Metal				
2	Reports				
3	Other	Called Brian about hexarelant chrome.			
	IPP:				
1	NUBC				
2	Reports	Worked on NUBC draft permit.			
3	Other:				

utilities progress reports	1/19/2015	1/25/2015	7/Days		
	Miscellenous:				
	1	Started IPP annual report.			
	2	Reviewed Bob's sampling doc.			
	3	Data entry.			
	4	Received historial files from Bob UIS.			
	5				
	6				
	7				
	8				
	9				
	10				
	Total Work Orders		236		

utilities progress reports	1/26/2015	2/1/2015	7/Days		
sewer maintenance	4				
liftstations, Reads, Floats	4				
Snow removal	2				
Worked with Kennedy repair valve	2				
Morning Rounds WTP	5				
Morning Rounds WWTP	5				
Activated sludge settling test	3				
Weekend Operation & Lab	2				
Bisulfite delivery	1				
Flushed primary scum beaches	2				
Chem Cleaned sand filters	1 #2				
Clear bar screen	1				
Grease insp forms	2				
Maintenance ferric pumps	2				
Pumped scum pit WWTP	2				
Open iron pond drain	2				
Add 3lb polymer aeration tank	2				
Maintenance RAS pumps	2				
Activated sludge samples	5				
Sludge judge clarifiers	7				
Alternate outdoor, indoor screw pumps	2				
Cleaned lab	2				

utilities progress reports	1/26/2015	2/1/2015	7/Days		
Primary clarifier sludge samples	7				
Drip drain maintenance	3				
UIS program change WWTP	2				
Cleaned chemical room	1				
DO reads activated sludge tank	7				
WATER DUTY SHEETS	DRINKING WATER LAB 7 DAYS PER WEEK.				
	1	Daily grab lab:			
	2	PH		7-Days Per Week	
	3	Iron		7-Days Per Week	
	4	Flouride		7-Days Per Week	
	5	Orthoposphate		7-Days Per Week	
	6	Free Chlorine		7-Days Per Week	
		WEEKLY LAB			
	1	Raw Flouride		One Per Week	
	2	Arsenic		One Per Week	
	3	Raw iron Ryan drive wells		One Per Week	
		WEEKLY NPDES WFP			
	1	PH		One Per Week	
	2	Iron		One Per Week	
	3	Suspended solids		One Per Week	
		DRINKING WATER REPORTING			
	1	Data entry for MORs		State Every Month.	
		DRINKING WATER OTHER:			
	1	Montly bacteriological testing			
WASTE WATER DUTY SHEETS	WASTE WATER LAB 7 DAYS PER WEEK.				
	1	Daily grab lab		7-Days Per Week	
	2	PH		7-Days Per Week	
	3	Temp		7-Days Per Week	
	4	DO		7-Days Per Week	
	5	Fecal Coliform		7-Days Per Week	

utilities progress reports	1/26/2015	2/1/2015	7/Days		
6	Total Chlorine		7-Days Per Week		
7	Settlabilty		7-Days Per Week		
8	MSSS AT RAS		7-Days Per Week		
9	Wasting rates		7-Days Per Week		
	Daily Composite Lab:				
1	Dates:		1/26/2015	2/1/2015	
2	BOD		7-Days Per Week		
3	Suspended Solids		7-Days Per Week		
4	Phosphorous		7-Days Per Week		
5	Ammonia		7-Days Per Week		
	Sludge Lab:				
1	PH		7-Days Per Week		
2	Total Solids %		7-Days Per Week		
3	Alkalinity		7-Days Per Week		
	Paragon Sampling:				
1	Copper		1-Day Per Week		
2					
	WASTE WATER REPORTING:				
1	EDMR Submitted		State Every Month.		
	QA/QC:				
1	Log Sheets		One Per Week		
	ORDER SUPPLIES:				
1					
2					
	ORDER CHEMICALS:				
1					
2					
	IPP:				
1	Alpha Metal				
2	Reports				
3	Other				
	IPP:				
1	NUBC				
2	Reports				
3	Other:	Delivered new permit to NUBC.			

utilities progress reports	1/26/2015	2/1/2015	7/Days		
	Miscellaneous:				
	1	Sent Michelle copy of baseline monitoring report.			
	2	Worked on WFP NPDES permit.			
	3				
	4				
	5				
	6				
	7				
	8				
	9				
	10				
	Total Work Orders		235		

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OFFICE OF COMMUNITY DEVELOPMENT

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

Memorandum

To: Mayor Keough and Councilmembers
Courtney Nicholls, City Manager

From: Michelle Aniol, Community Development Manager

Re: Report for February 9, 2015 City Council Meeting

Date: February 4, 2015

3045 Broad Street

- Staff met with Nathan Voght from Washtenaw County, Marilyn Crowley from MEDC and Jeff Hukill and Dan Hamel from the MDEQ (via phone) to review and obtain information regarding brownfield grant and loan programs. Pertinent points were:
 - Even though the City has done its own environmental assessments, any new owner (i.e. a developer) will need to conduct his/her own environmental assessments. The County's Brownfield Authority and Downriver Community Conference (DCC) have funding mechanisms to help offset costs associate with the developer's environmental assessment requirements.
 - Dexter is not a core community, so we aren't eligible for funds to help with non-environmental improvements (i.e. public infrastructure needed to serve new development site). However, if there is a job creation component to the redevelopment of 3045 Broad Street, MEDC has funds available to off-set cost City would incur for public infrastructure improvements.
 - Additional assistance from MEDC could be tapped to if the City is able to make the case that redevelopment of 3045 Broad Street won't happen without funds. For example, costs incurred to move the existing DTE building or possibly the overhead power lines.
 - MDEQ has grants and loans to deal with soil and water contamination for mixed-use projects. Thus, if 3045 Broad Street was a mix of residential and office, it may qualify for MDEQ assistance. Additional response activity is highly supported, especially when dealing with ground water.
 - MDEQ offers up to \$1,000,000 in loans and \$1,000,000 in grants, for a total of \$2,000,000 max in potential funding assistance on the 3045 Broad Street project. Term on loan is 15 years with the first 5 years no interest and no payment (i.e. a grace period to allow value to build before repayment starts). The process would be that once we have our RFP back, we need to do a one page summary to MDEQ, which Tom Wackerman could help with, and then if MDEQ finds the project favorable, we would be invited to apply for funding. Washtenaw County could help us manage the grants/loan.
- Staff met with Peter Allen and John Hess of O'Brien Construction/Foremost Development Company. Mr. Hess wanted a tour of the downtown, Mill Creek Park, Mill Creek Terrace (Schulz development) and 3045 Broad Street. We discussed the status of both the Mill Creek Terrace and the redevelopment of 3045 Broad Street. Mr. Hess indicated his company might be interested in receiving an RFP once the City/DDA is ready to release it.
- The listing agreement with Colliers has expired. Colliers has expressed an interest in an extension of the agreement. Peter Allen has also express on interest in representing the City/DDA. Staff anticipates this item will be on the DDA's February 19th agenda.

Business Update

- Staff met with Jack Savas, the new owner of 3441 Broad Street and his architect to review design and layout, parking and stormwater standards for developing a European style café before meeting with the pre-application committee again. A second meeting with the pre-application committee is currently being scheduled for either Thursday, Jan 19th or Fri, Jan 20th. For consistency, the committee for this meeting includes, the Mayor, Councilmen Tell and Carson and Planning Commissioners Schmid and Stewart. To accommodate member's schedules, a meeting after normal business hours may be necessary.

Planning Commission Update

- The Planning Commission considered CWA's revised Ordinance Update proposal to amend regulations for landscaping, exterior lighting, definitions and PUD Districts, and to reformat the Zoning Ordinance (enclosed) at its meeting on Monday, February 2, 2015. Following a review and discussion, the Planning Commission recommended that City Council approve the revised CWA proposal to in an amount not to exceed \$19,355.

As you'll recall, MEDC offers technical assistance grants to communities in it Redevelopment Ready Community (RRC), and Dexter is eligible to apply for funding to help off-set the cost of amending the Zoning Ordinance. CWA has a contractual relationship with MEDC to provide technical assistance to RRC communities. Therefore, the City could apply for a Technical Assistance Grant, with a 1:1 match from the City, to complete amendments to the zoning ordinance.

Attached for your review is the proposal from CWA in an amount not to exceed \$19,355. The proposal sets forth a detailed scope of work, which includes 12 meetings with staff, the Ordinance Committee and/or the Planning Commission; and it contains a provision for other sections of the Zoning Ordinance to be identified for review and analysis, upon a recommendation of the Ordinance Committee. Prior to any additional working commencing, CWA will provide a separate cost estimate for review and approval.

For FY 2014-15, \$8,000 was budgeted for Professional Services. Currently, \$6,700 remains unspent. A portion of the remaining budget could be used to fund this project, however, it may be necessary to tap into our reserves to complete the project, even with the funding assistance from MEDC.

- The Planning Commission scheduled the public hearing to consider the CIP for Monday, March 2nd.
- The Planning Commission was informed of Northern United Brewing Company's (NUBC) desire to expand its business operations by setting up a product development and production kitchen with a dining area at its facility at 2319 Bishop Cr E. This expansion would allow NUBC to produce all their fermented products, such as pickles, kimchi, etc., all of its pizza dough and other bakery products, including bread, curry potato chips, etc. In addition to on-site eating and drinking, NUBC would distribute these products to their other locations. The desired dining area would be separate, but connected to the current tasting room.

The following background and history was provided to the Planning Commission:

In spring 2012 NUBC announced it needed a larger facility to accommodate current and further growth plans. After considering its option and in consultation with the City, NUBC decided to relocate its manufacturing operations and headquarters from 3115 Broad Street to 2319 Bishop Circle E, in the Dexter Business and Research Park (DBRP). As part of its remodeling plans, NUBC indicated a desire to have a tasting/sampling room at its new location.

Property in DBRP is zoned RD Research Development District. Principal permitted uses in the RD District included manufacturing, compounding, processing, packaging or treatment of such

products as, but not limited to: bakery goods, candy, cosmetics, pharmaceuticals, toiletries, food products, non-animal agricultural products, hardware and cutlery, tools, die, gauge and machine shops. Uses such as, smelting or other similar processing of raw ores and metals, petroleum products and products with petroleum bases, from asphalt to perfume, and slaughtering and/or processing of animals and animal parts are not permitted.

NUBC's brewery operation is consistent with manufacturing of non-animal agricultural products, hence a principal permitted use. It could also be considered food product, another principal permitted use, since the State requires micro-breweries to obtain a food processors license before it will grant a liquor license.

The City (then Village) informed NUBC that a tasting/sampling room was not a use that was permitted in the RD District, and therefore the Planning Commission would need to determine the compatibility of the use (i.e. tasting/sampling room) and whether the use should be a permitted land use or a special land use, in accordance with Section 3.07 Uses Not Otherwise Included within a District.

On June 4 2012, the Planning Commission determined the tasting/sampling room was an accessory use, and as such, was similar to testing that would be associated with product manufacturing. The Planning Commission further determined a tasting/sampling room required special use approval.

On July 10, 2012 NUBC applied for an Interior Remodel/Change of Tenant or Use permit to relocate its brewery operations to 2319 Bishop Circle E. The Interior Remodel Permit was issued on July 30, 2012, but did not include a tasting/sampling room.

On August 6, 2012, the Planning Commission recommended special use approval of NUBC's tasting/sampling room to Council, upon determining the use was compatible in accordance with the provisions set forth in Section 8.03, General Review Standards for all Special Land Uses, with the following conditions:

1. Hours of operation are limited to 10 am to 10 pm;
2. A temporary use permit must be filed requesting an extension of hours of operations for special events;
3. Provide a detailed floor plan for the tasting room and retail sales to verify compliance with the Village Zoning Ordinance requirements; and
4. Payment of a tap fee as required by Village ordinance and resolution.

On August 22, 2012, City Council granted NUBC special use approval for the tasting/sampling room, subject to the conditions recommended by the Planning Commission and with an additional condition that such approval was contingent upon the proposed definition of a tasting room being passed by Planning Commission and Village Council.

On September 10, 2012 City Council adopted the following definition of a tasting room, as recommended by the Planning Commission:

A tasting room is an establishment that allows customers to taste samples of wine, beer or other alcoholic beverage manufactured on site or that has a State of Michigan issued liquor license as a tasting room. A tasting room may include wine, beer, or other alcoholic beverages and related item sales, marketing events, special events, entertainment, and/or food service. Establishments that are classified by the State Liquor Control Board as bars, nightclubs, taverns, restaurants or Class C liquor licenses are not included within this definition."

Following approval of the tasting room definition, NUBC received permits to construct a 2,790 square foot tasting/sampling room, and a 1,920 square foot addition to the tasting room.

Staff explained it's logical to conclude that product development is consistent with research, and a production kitchen consistent with manufacturing/food production; both are principal permitted uses in the RD District. The issue is not about the types of food products that can be made in the industrial park. The issue is post-production food service.

- What is it?
- How should it be regulated?
- How is it different from a restaurant?
- Etc.

As stated previously, the term, "food service" in our definition of a tasting room, is understood and/or interpreted differently. Therefore, staff developed a list of questions for the Planning Commission to consider:

- What does the term "food service" mean, in the definition of a tasting room?
- Since it was determined that a tasting room is not a tavern or a bar, but an accessory use to the principle use (i.e. brewery), could a dining area be an accessory use to product development and a production kitchen, which are also permitted uses?
- If so, would a dining area for eating and drinking be compatible within the RD District?
- What's the difference between a micro-brewery and a production brewery?

This is by no means an exhaustive list of questions. They were provided to get the conversation started.

Comments/questions from the Planning Commission included the following:

- What would be the impact of food production on public infrastructure (i.e. water and sewer)
- It's not NUBC fault we can't figure out the definition (of food service);
- PC was clear it didn't want a bar or restaurant when NUBC came in for special use approval of the tasting room.
- Would food products other than those manufactured on site be offered?
- Rezoning to PUD is an option.
- Industrial Park was not intended to have restaurants and/or bars.
- Food service isn't defined in the ordinance, so new Commissioners don't know what it means.
- Would like to explore options for uses in Research Park in the long term; go through process in Section 3.07 for dining area as an accessory use to production kitchen and product development.
- Would consider ordinance revisions, but it (the dining area) needs to be a special use.
- It's permitted; apply for zoning compliance.
- We may need to clean up ordinance and decide what uses we want in the industrial park.
- In favor of better definition.

Next Steps:

Consensus of the Planning Commission is to determine the compatibility of the use (i.e. dining area for eating and drinking) in the research park and whether the use should be a permitted land use or a special land use, in accordance with Section 3.07 Uses Not Otherwise Included within a District.

The Commission also asked staff if there were examples of regulations for microbreweries in industrial parks elsewhere in Michigan. At that time staff was not aware of any. Since then staff has discovered that Bell's Brewery has a brewhouse that is located in the Comstock Commerce Park in Comstock Township. The Brewhouse is a manufacturing facility. Tours of the brewhouse are offered, however samples of the beer or food are not. Staff will research examples from elsewhere across the country and provide results to the Planning Commission.

Side note: Staff was reading through the latest edition of APA's Planning magazine and came across the attached article regarding the rise of the craft beer industry. The article briefly touches on the issues surrounding tap rooms and restaurants, and the burden microbreweries impose on small town wastewater treatment facilities. Low and behold, Dexter/Jolly Pumpkin is the example cited for wastewater treatment issues. Ron Jeffries is quoted. The passage is highlighted for your convenience.

Miscellaneous

Just a quick reminder, I received a summons for jury duty at Federal District Court the week of February 9th -13th. Confirmation of service will not be known until Sunday, February 8th.

Village of Dexter
1st Quarter Report 2014-15
July 1, 2014 through September 30, 2014

Downtown Development Authority

ASTI Environmental, Inc. studied and analyzed 6 development scenarios for the 3045 Broad Street.

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

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

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

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

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

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

Scenario 5 would limit site usage to public parking or events. The assumption was made that the top layer of soil would be removed for the placement of a concrete surface. Due to a deed restriction on the property, the new concrete cover must replace existing cover in all areas of the site, including a temporary barrier to limit rain water infiltration. This scenario was not discussed in the Due Care Plan completed by the then Village. Consequently, the Due Care Plan must be updated.

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

Scenario 6 limits site usage to public parking or events too, but the existing concrete building foundation would be covered with clean fill and seeded. This scenario assumes the top layer of soil would be removed and new asphalt installed. Storm sewer is not included in this scenario. This scenario assumes the soil place over the concrete

foundations will be a sand/clay mixture to facilitate compacting and limit erosion. As is the case in Scenario 5, an update to the Due Care Plan would be necessary.

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

Redevelopment Ready Communities

- The MEDC Redevelopment Ready Communities (RRC) team submitted its draft Evaluation Report. The RRC team conducted research, observation and interviews, and obtained consulting advice and technical expertise from the RRC Advisory Council, in order to measure a community to the best practices. The team analyzed the city's development materials, including, but not limited to the following:

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

The evaluation report contained recommendation actions for Certification and provided an estimated timeline for completion. The Final RRC Evaluation Report will be presented to Council on February 23, 2015.

- MEDC informed the City that it had technical assistance grants to help offset the cost of updates to the City's Zoning Ordinance.

Planning Commission

- Updates to the CIP began in October, with sections of the CIP being distributed for individual department and staff assessment.
- The Planning Commission decided to undertake a systematic, step-by-step approach to amending and reformatting sign regulations in the Zoning Ordinance.

Business Development News

- Red Brick Kitchen purchased the former Bits N Pizza building and began an expansion of its restaurant.
- Dexter Riverview Café opened at 8128 Main Street; serving breakfast and lunch seven days a week.
- Mill Creek Sports closed and the property was put up for sale.
- Payroll Vault, as full-service payroll company grew from being a home occupation on Second Street to having an office at the Blue Water Building.
- Northern United Brewing Company announced plans to add a kitchen to its tasting room.

Miscellaneous News

- Project Tracking Software was installed and training provided to staff. The new software system tracks permits and planning and zoning processes.
- Dexter shared a display table at SEMCOG’s membership meeting in the Big House, with Huron River Watershed Council (HRWC) Trail Towns program. The HRWC produced video; *The Making of Mill Creek Park* was unveiled. The video highlighted this outstanding accomplishment, which was made possible through enduring partnerships, unwavering vision, strong leadership and community involvement. Not only does this video highlight the beauty of the Mill Creek and Mill Creek Park, but it carries with it the message that Dexter is truly a great place to live, work and play! The video has been posted on the City’s website.
- Washtenaw County Department of Economic Development launched **ventureLocal** with reconsider. **ventureLocal** was a local investing awareness, education and engagement campaign design to accelerate investment in locally-owned businesses across Washtenaw County.

The **ventureLocal** campaign included several elements that will rolled-out at the end of the year. Community Gatherings were planned in major Washtenaw County cities/villages. Dexter was been tapped for a Community Gathering took place in the large meeting room in the Dexter District Library. It was well attended.

- Dexter Schools submitted conceptual designs for 13 wayfinding signs that would be located at key intersections. School officials explained that the plan was the result of complaints and suggestions that have been received by visitors. The plan is currently being revised to demonstrate the signs satisfy the requirements of the Michigan Manual of Uniform Traffic Control Devices (MMUTCD).

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

VICTORIA CONDOMINIUMS

Preliminary Zoning Compliance	4 MF Bldgs with 15 units at Victoria Condos;
Final Zoning Compliance	0
Units Not Sold (Total Units)	44 (44)

DEXTER CROSSING SINGLE FAMILY RESIDENTIAL

Single Family Homes Preliminary Zoning Compliance	1
Single Family Homes Final Zoning Compliance	0

CONDOS

- Village Council granted conditional approval of the Combine Site Plan for Victoria Condominiums at Dexter Crossing on July 14, 2014.
- One building permit has been issued for Building A, the one with the existing foundations. Building A will have 6 units.
- Four building permits have been issued for Buildings B, C, I, and J.
 - Bldg B has 4 units
 - Bldg C has 4 Units
 - Bldg I has 4 units
 - Bldg J has 3 units

SINGLE FAMILY

- 26 units (lots) remaining.

COMMERCIAL

- Oxford Companies received approval to amend the Final Site Plan for Dexter Crossing Commercial, to add 6 parking spaces for the new clinic.
- Oxford Companies received approval for an extension of the Approved Area Plan for Dexter Crossing Commercial, which would allow a 15,000 sq. ft. retail building on an outlet.
- Oxford Companies received approval to complete an interior build-out of unit 7061 at Dexter Crossing for Mathnasium, a math tutoring and learning center. Permit closed out.

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

Preliminary Zoning Compliance	1
Final Zoning Compliance	0
Vacant Lots (<i>Total Lots Phases 6-8 = 76</i>)	26

West Ridge of Dexter – Peters Building Company, Norfolk Development, B & H Properties, Iconolast Homes, Jim Binder & Trowbridge Homes

Preliminary Zoning Compliance; Iconolast, Norfolk, Peters and others	1
Final Zoning Compliance	0
Units Remaining (sales house)	0
Vacant Lots	4

Plan Reviews/Approvals

- Land division finalized at 3616 Central Street to facilitate completion of the B-2-B Trail connection and DPS driveway.
- Area Plan Approval Extension granted for 7061 Dexter Ann Arbor Road, Dexter Crossing Commercial PUD.
- Site Plan Approval Extension granted 8140 Forest Street, Mill Creek Terrace.
- Zoning Ordinance text amendments to Section 8.11, Sub-section 19 regarding group day care homes, Section 11.02, to allow family day care homes and family foster care homes as principal permitted uses in the Village Residential District, and Section 11.03 to delete public and private day care center for children and add group day care homes in the Village Residential District.
- ZBA granted a 5-foot 6-inch variance from the 15-foot required rear yard setback set forth in Section 20.01 Schedule of Regulations for property at 3677 South Downs Drive.
- ZBA granted a conditional waiver of the requirements of Section 7.09 (3)A.4 to allow the re-erect a new non-conforming ground sign that would cost more than fifty percent (50%) of the replacement cost of the original non-conforming sign, for the property located at 2425 Dongara Drive (Walkabout Creek).

City of Dexter									
2nd Quarter Activity	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	14-15 YTD	13-14 YTD	12-13 YTD	11-12 YTD	10-11 YTD
October 1 - December 31, 2014	July-Sept	Oct-Dec	Jan-March	April-June	Total	Total	Total	Total	Total
Prelim. Zoning Compli. Permits	19	35	0	0	54	87	80	49	41
(New Construction)*	7	4			11	44	38	17	6
Condominium Units	6	15			21	0	0	0	18
(Commercial/Office)	1				1	5	2	6	8
(Additions/Remodels/Build outs)	1	13			14	6	15	2	9
(Accessory structure)	2				2	5	2	9	2
(Decks)	2	2			4	27	23	15	11
(Other)		1			1				
Final Zoning Compli. Permits	15	9	0	0	24	49	35	24	46
(New Construction)	10	4			14	31	23	11	7
(Additions/Remodels/Build Outs)		3			3	1	6	5	9
(Decks)	4	1			5	1	1	1	3
(Accessory structure)	1				1	1	3	0	1
(Commercial/Office)		1			1	4	2	2	11
(Condominium Units)					0	11	0	14	18
INTERIOR REMODEL (Prelim./Final)	17	8			25	36	29	31	
EXTERIOR REMODEL (Prelim./Final)	5	1			6				
FENCE PERMITS	1				1	6	9	12	
PERMITS/OTHER	34	61	0	0	95	175			
Temporary Uses/Structures					0	3	3	3	4
Land Division / Combination	1	1			2	1	1	1	0
Ordinance Amendments	1	3			4	0	2	8	9
Rezoning or Conditional Rezoning					0	0	0	0	0
Special Use Permits	1				1	2	2	0	0
Preliminary Site Plan Approvals					0	0	0	1	0
Final Site Plan Approvals					0	0	0	1	1
Combined Site Plan Approvals	1				1	1	2	1	2
Administrative Site Plan Approvals					0				
PUD Area Plan	2	1			3	1	1	0	0
PUD Amendment					0	2	1		
Sign Permits	13	19			32	19	16	13	11
Temporary Signs/Sandwich/Use		17			17	47	41	36	37
Outdoor Seating Permits					0	0	4	4	11
(ZBA Cases) Non-Residential	2	1			3	3	4	1	2
(ZBA Cases) Residential		2			2	1	1	1	1
Variances Granted	2	2			4	2	5	2	2
Demolition Permits		1			1	2	1	6	2
Right-of-way permits	7	10			17	31	5	10	2
Park Use		4			4	3	13	19	8
Home Occupation Permits	2				2	0	0	0	0
Freedom of Information Requests					0	0	0	2	0
Hawkers & Peddlers Permits	2				2	6	9	7	6
Requests for service/Correspondence					0	10	2	11	0
Resident/Merchant/Business Communic.					0	41	25	24	36
Enforcement	4	5			9	67	0	0	
Initial Notice	4	5			9	62	95	166	287
Second Notice	0				0	5	2	15	17

* General Code Amendment : None

* Zoning Ordinance Amendment Pending: None

* Zoning Ordinance Amendments: Articles 8, Special Land Use and 11, Village Residential

* Site Plans: Mill Creek Terrace

- * Sign Permits: Mathnasium, Edward Jones
- * Rezoning: None
- * Special Use Permits: None
- * Communication - None
- * Resolutions/Support : None
- * Enforcement : 1 Dogs, 2 Political Signs, 1 Property Maintenance/Nuisance, 1 Basketball Hoops in ROW
- * ZBA : 3677 S. Downs Dr./2425 Dongara Dr
- * PUD Amendment/Modification requests: Dexter Crossing Associates, LLC;

Revenue -

Through September 30, 2014	Zoning Compliance Permits:	\$950	<i>101.000.000.477.000</i>
	Site Plan Review Fees:	\$3,200	<i>101.000.000.608.000</i>
<hr/>			
Through December 31, 2014	Zoning Compliance Permits:	\$2,940	<i>101.000.000.477.000</i>
	Site Plan Review Fees:	\$4,175	<i>101.000.000.608.000</i>
<hr/>			
Through March 31, 2015	Zoning Compliance Permits:	\$0	<i>101.000.000.477.000</i>
	Site Plan Review Fees:	\$0	<i>101.000.000.608.000</i>
<hr/>			
Through June 30, 2015	Zoning Compliance Permits:	\$0	<i>101.000.000.477.000</i>
	Site Plan Review Fees:	\$0	<i>101.000.000.608.000</i>
<hr/>			
	Total ZCP:	\$3,890	<i>101.000.000.477.000</i>
	Total SPRF:	\$7,375	<i>101.000.000.608.000</i>



REVISED ORDINANCE UPDATE

CITY OF DEXTER



PROPOSAL
JANUARY 2015



Carlisle|Wortman Associates, Inc. has extensive experience in developing new and innovative ordinances including sign regulation language. We are well-versed in the latest and legally defensible zoning techniques.

As the City planning consultant, we are aware of the concerns and issues regarding the current sign, PUD, landscaping and exterior lighting ordinances. Through a collaborative effort of City officials, residents, and business owners, we believe we can come to a lasting solution resulting in a fair and enforceable ordinance.

We will work closely with the City through the development of the new regulations. Regular interaction and communication via telephone, e-mail, and face-to-face meetings will help facilitate updated regulations tailored to the City.

The following work program outlines the suggested approach our firm would undertake in revising the City's zoning regulations as outlined in the following sections.

TASK 1.0 EXISTING ASSESSMENT AND REPORT (MEETINGS 1 & 2)

- 1.1 Review existing ordinance with City staff including Community Development Director, Ordinance Officer, and others as needed. Purpose of the meeting is to identify problem areas of the following sections of the City Zoning Ordinance:
 - Article VII Sign Regulations
 - Article VI Landscaping Standards
 - Section 3.19 Exterior Lighting
 - Article XIX Planned Unit Development Districts
 - Article II Definitions (Revise and update as needed)
- 1.2 Review all aspects of the above regulations. Create report of findings based on task 1.1 above as well as our own review of these sections.
- 1.3 Present results of tasks 1.1 and 1.2 to City staff and Ordinance Committee. Results report will provide a clear picture of current issues and a direction moving forward. Determination of persons and groups to participate in the amendments. We anticipate this to include City stakeholders as identified by the Ordinance Committee.

TASK 2.0 SIGN PREFERENCING EXERCISE AND PRESENTATION (MEETING 3 & 4)

- 2.1 Review and revise sign regulations



- 2.1.1 Prepare sign preferencing presentation. Provide draft presentation to Community Development Director for comment and revision.
- 2.1.2 Complete sign preferencing exercise with Ordinance Committee, and others as determined in Task 1.3.
- 2.1.3 Compile results of exercise.
- 2.2 Review preferencing results - Broad recommendations (meeting 4). Meet with Ordinance Committee to discuss results and recommendations.
 - 2.2.1 Review/discuss results
 - 2.2.2 Regulatory preferences
 - 2.2.3 Enforcement preferences

TASK 3.0 REVIEW AND REVISE ARTICLE 6 LANDSCAPING STANDARDS (MEETING 5)

- 3.1 Review existing landscaping ordinance, as well as tree replacement standards.
- 3.2 Conduct landscaping exercise with subcommittee and other stakeholders as identified in task 1.1.
- 3.3 Compile results of exercise and provide for review of subcommittee meeting (5).

TASK 4.0 REVIEW AND REVISE SECTION 3.19 EXTERIOR LIGHTING

- 4.1 Review existing exterior lighting standards and prepare amendments and/or modifications as necessary.
- 4.2 Exterior lighting standards will be prepared in conjunction with landscape standards (see tasks above - 3.4 and 3.5) and presented as provided above.



TASK 5.0 REVIEW AND REVISE ARTICLE 19, PLANNED UNIT DEVELOPMENT REGULATIONS FOR PLANNED UNIT DEVELOPMENT DISTRICTS (MEETING 6)

- 5.1 Review existing PUD standards and procedures and prepare recommendations for modifications as necessary.
- 5.2 Present recommendations to subcommittee for review (meeting 6).

TASK 6.0 DRAFT LANGUAGE (MEETINGS 7 & 8)

Provide recommendations and receive comments on the following draft sections:

- 6.1 Sign Regulations
- 6.2 Landscape Standards
- 6.3 Exterior Lightings
- 6.4 Planned Unit Development Standards
- 6.5 Definitions (as needed for each section)
- 6.6 Zoning districts will be considered for each of the above.
- 6.7 Other sections as identified

TASK 7.0 DRAFT LANGUAGE (MEETING 9)

- 7.1 Full draft for review and comment (two (2) meetings).
- 7.2 Complete one (1) full revision of each section.

TASK 8.0 DRAFT LANGUAGE TO PLANNING COMMISSION (MEETING 10)

- 8.1 Provide full draft for review and comment (including other parts of the Ordinance that require amendment based upon proposed changes).



- 8.2 Complete one (1) full revision for public hearing of each section.

TASK 9.0 UPDATE ARTICLE 2 DEFINITIONS (WHERE NEEDED)

- 9.1 Review complete ordinance as well as update Article 7, Signs to provide current terminology and applicable definitions. Graphics will also be updated as required.

TASK 10.0 REFORMAT ZONING ORDINANCE (MEETING 11)

- 10.1 Reformat remaining Zoning Ordinance Articles in web-ready document with applicable hyperlinks. The existing Ordinance will have to be reformatted from the current Word document into an InDesign file in order to provide a web-ready document. A PDF version will be made available to the City in web-ready format. Present to Planning Commission.

TASK 11.0 REVISION TO OTHER SECTIONS

- 11.1 Upon direction of the subcommittee, other sections of the Zoning Ordinance may be identified for review and analysis. Upon indemnification, separate cost estimates will be provided for the completion of the sections.



Based on the work program, we propose the following cost estimate for your consideration.

Task	Principal Doug Lewan	Associate Laura Kreps	CAD/GIS	Support Staff
1.0	4	6		
2.0	5.5	18		
3.0	8	15	10	10
4.0	4	8	4	5
5.0	8	20	8	10
6.0	4	8	5	
7.0	8	10	5	5
8.0	4	10		5
9.0	8	10	8	5
10.0	--	10	--	50
11.0**				
Hours	53.5	115	40	90
Average Hourly Rate	\$80 per hour	\$75 per hour	\$60 per hour	\$45 per hour
Subtotal	\$4,280	\$8,625	\$2,400	\$4,050
TOTAL	\$19,355			

Any additional meetings will be billed at the above hourly rates.

** Costs for task 11.0 to be determined.



DOUG LEWAN, AICP, PRINCIPAL-IN-CHARGE received his Masters of Urban Planning from Wayne State University and a Bachelors Degree in Community Planning from Northern Michigan University. He acts as Managing Director of CWA, and was made a shareholder of the firm in 2002. Doug has more than twenty-five years of professional practice experience in the public and private sector, and has worked in site plan review, zoning ordinance amendments, corridor studies, land use planning, and recreation planning. He has also written zoning ordinances and master plans for numerous communities in Michigan. Additionally, he has acquired extensive experience with zoning questions and interpretations while working with the Zoning Board of Appeals in various communities. He leads the firm's Municipal Services Division, and is a Certified Zoning Administrator. Doug is a trainer and regular speaker for the Michigan Association of Planning and has taught several of the sections of the MSU Citizen Planner program.



EDUCATION

Masters of Urban Planning, Wayne State University

Bachelors of Science, Community Planning, Northern Michigan University

EXPERIENCE

Principal, Carlisle|Wortman Associates, Inc.
Ann Arbor, MI, 2002-Present

Community Planner, Carlisle/Wortman Associates Inc.,
Ann Arbor, MI, 1993 - 2002

Associate Planner, McKenna Associates., Farmington Hills, MI, 1992 - 1993

Planning and Economic Development Coordinator,
Charter Twp. of Springfield, Davisburg, MI, 1988 - 1992

CAD Operator/Construction Inspector, Hubbell, Roth and Clark,
Bloomfield Hills, MI, 1984 - 1988

PROFESSIONAL AFFILIATIONS AND CREDENTIALS

American Institute of Certified Planners License No. 013020

Professional Community Planner, State of Michigan, Registration No. 654

American Planning Association

Michigan Association of Planning

Certified Zoning Administrator
Planning & Zoning Center - MSU



LAURA K. KREPS, AICP is a community planner with over thirteen years of experience working as a professional planner both in municipal government and consulting. Mrs. Kreps has extensive experience in zoning, land use, site plan review, and comprehensive planning. Mrs. Kreps is also proficient in Tax Increment Financing, economic development, capital improvement project programming, downtown development, and grant writing/administration. Prior to joining Carlisle|Wortman Associates in 2007, Mrs. Kreps worked for the City of Monroe in the capacities of land use planner, grant writer/administrator, Downtown Development Authority staff planner, and assisted in program planning for CDBG.

In 2011, Mrs. Kreps completed the "Wayne County Housing Needs Assessment" in coordination with Wayne County EDGE and Hennessy Engineering. She currently serves as planner in numerous communities in Monroe, Wayne, and Washtenaw Counties. Mrs. Kreps is also a certified Main Street Manager.

EDUCATION

BS, Urban and Regional Planning | Michigan State University

EXPERIENCE

Community Planner, Carlisle|Wortman Associates, Inc.
Ann Arbor, MI, 2007-Present

Community Planner/Land Use Planner, City of Monroe
Michigan, 2000-2007

Site Acquisition Specialist, Prudential Dickson Hughes
Michigan, 1999-2000



PROFESSIONAL AFFILIATIONS

American Planning Association

Michigan Association of Planning

PROFESSIONAL CERTIFICATIONS

AICP Membership No. 120124

Certified Zoning Administrator
Planning & Zoning Center - MSU

Michigan Municipal League Parliamentary
Procedure Training

Certified Main Street Manager

Michigan Economic Development
Association Practitioners Certification



LUCIE FORTIN, LLA, AICP is both a Landscape Architect and Planner. She has been a practicing professional since 1985 and has extensive experience in planning and design. Ms. Fortin is involved in a wide range of projects focusing on recreation planning, site and land use planning, natural resource management, and on preserving and enhancing community character. Her experience includes master plans, recreation plans, park plans/designs, trail plans/designs, design guidelines, corridor plans, streetscape design plans, feasibility studies, and parking studies for both private and public sector clients. Her abilities span the areas of public engagement, oral presentation, report writing, graphics, and Geographic Information Systems.



EDUCATION

MSLA, Master of Science, Landscape Architecture | University of Wisconsin

BAP, Landscape Architecture | Université de Montréal

EXPERIENCE

Landscape Architect, Carlisle|Wortman Associates, Inc.
Ann Arbor, MI, 1991-Present

Landscape Architect, Atwell-Hicks, Inc.
Ann Arbor, MI, 1987-1991

Landscape Architect, Environment Canada-Parks
Ottawa, Canada, 1986

Landscape Architect, Poirier Cardinal
Montréal, Canada, 1985

Teaching Assistant, Department of Landscape Architecture
University of Wisconsin, 1983-1985

PROFESSIONAL ACTIVITIES

Historic District Commission, City of Monroe, 1999-2002

Secretary, Michigan Chapter, American Society of Landscape Architects, 1998

Adjunct Professor, University of Michigan, Department of Landscape Architecture, 1996

Adjunct Professor, Lawrence Technological University, 1995

CREDENTIALS

Registered Landscape Architect,
State of Michigan

American Institute of Certified Planners,
Membership No. 274319

HONORS

Michigan Society of Planning Officials,
Honor Awards: 1995

Outstanding Graduate Publication Award, 1988
(Department of Landscape Architecture, University of
Wisconsin-Madison)

Frederick Law Olmsted Scholarship, 1982 (Corporation
Première Québec)

PUBLICATIONS AND PRESENTATIONS

Co-author with Peter Jacobs, "L'histoire du paysage
urbain au Québec" | Habitat, Vol. 27 No. 3, 1984

Author, "The Evolution and Persistence of Three
Land Division Systems in the Green Bay Region of
Wisconsin" | Landscape Journal, Vol. 7 No. 1, 1988

Author, "Community Parks and Recreation Master
Planning" | Michigan Planner, Vol. 2 No. 10, 1998

Presenter, "How to Develop a Recreation Plan"
SEMCOG University, 2010



PLANNING

RETAINER SERVICES: Consulting support to local staff, officials, and planning commissions on a continuing basis. Such consultation includes attendance at meetings, interpretation of ordinances, training and education, and direction of staff on policies and procedures.

DEVELOPMENT REVIEW: Review of site plans, subdivisions, site condominiums, rezoning petitions, variance requests, and special use permits for conformance with ordinances and policies.

MASTER PLANNING: Preparation of community master plans, including demographic, land use, transportation, and environmental studies, as well as public visioning and input.

RECREATION PLANNING: Preparation of community recreation master plans, park master plans, greenway plans, and recreational facility design.

HISTORIC PRESERVATION: Preparation of historic district ordinances, historic district surveys and preservation strategies.

WIRELESS + TECHNOLOGICAL PLANNING: Communication tower and technology ordinance review, interpretation, and development. Objective review of tower proposals and plans. Master planning for wireless towers and technological infrastructure.

COMMUNITY INPUT/VISIONING: Coordination and facilitation of public input workshops, including visioning, goal setting and prioritization, data collection, and community buy-in.

GEOGRAPHIC INFORMATION: Land use analysis, mapping, presentation development, and computer-aided design services using GIS and CAD technology.

ZONING

ZONING + LAND USE: Preparation of comprehensive zoning regulation ordinances, single purpose land use ordinances, and environmental ordinances to fit within the context of a community's current regulations. Modification and updates to existing ordinances to meet current legal requirements. Development of model ordinance language.



ECONOMIC DEVELOPMENT

ECONOMIC DEVELOPMENT: Development of feasibility and market analysis. Preparation of industrial, commercial and waterfront development and redevelopment programs that consider labor characteristics, projected growth, and site and environmental characteristics, among others.

DOWNTOWN DEVELOPMENT: Preparation of downtown development and financing plans, streetscape plans, design guidelines, and other design improvements to enhance the economic and visual environment in downtowns and transportation corridors.

GREEN DEVELOPMENT

ENVIRONMENTAL CONSULTING: Site visits, preparation of site surveys, and analysis of natural resources. Consulting support to local staff, officials and planning commissions regarding environmental issues such as wetland, woodland, steep slope impacts, and construction site issues, such as soil erosion and stormwater.

ENVIRONMENTAL/OPEN SPACE PLANNING: Preparation of environmental preservation and open space plans, including identification and evaluation of ecosystems, community input and visioning, goal setting, and development of action plans. Preservation plans strive to integrate people into the natural environment while preserving/restoring connections between landscape features.

ENERGY PLANNING: Integration of energy efficiency and conservation into community master plans, ordinances and engineering/design standards. Preparation of ordinances to assimilate renewable and alternative energy systems into the community. CWA has three community planners who have earned the LEED AP credentials on staff.

WATERSHED PLANNING: Development of water quality planning tools, including watershed group facilitation, watershed management plan preparation, and water resource planning.

LOW IMPACT DEVELOPMENT: Assist with the integration of Low Impact Development (LID) approaches and techniques into local planning documents, ordinances, and engineering/design standards.

ENVIRONMENTAL ORDINANCES: Preparation of ecologically-based ordinances that allow for development while preserving the site's natural features and ecological functioning. Ordinances range from preserving open space links and ecosystems through clustering and open space developments, to feature-specific regulations such as wetlands protection, riparian buffers, and woodlands/tree preservation. Another area of expertise includes regulations pertaining to zoning design standards, such as setbacks, private roads, and parking areas.



OTHER COMMUNITY SERVICES

CAPITAL IMPROVEMENTS: Development of various capital planning tools, such as capital improvement plans and building feasibility studies. Facilitation of group meetings involving different municipal departments, elected officials and public leaders.

EMERGENCY MANAGEMENT: Research and preparation of hazard analysis and pre-and post-disaster mitigation plans. Risk assessment, mapping, and ordinance development.

PLANNING ADMINISTRATION: Provide administrative services including management of day-to-day planning, building and code enforcement activities.

ZONING + BUILDING CODE ENFORCEMENT: Field inspection and follow-up to resolve zoning code infractions. Review of construction documents for compliance with the construction codes related to building, plumbing, electrical, mechanical, and fire suppression. Resolution of non-compliance issues to create plans acceptable for permit issuance.

GRANT WRITING: Research for and preparation of grant applications for a wide array of activities, including transportation, recreation, brownfield redevelopment, environmental preservation, and downtown development projects.

EXPERT TESTIMONY: Research and testimony in land use and zoning disputes and condemnation.

MUNICIPAL SERVICE PARTNERS

CODE ENFORCEMENT SERVICES (CES): a division of Carlisle/Wortman Associates, Inc. assists communities through zoning ordinance and general code enforcement, construction plan review, consultation of construction code issues, and construction inspection services. CES also offers a full-service Building Department program.
www.cescode.com

Welcome to Beer Country

Small breweries are a **BIG DEAL**—and some cities are courting them. By ALLEN BEST





Raise a glass to Arrogant Bastard Ale or another of the cheekily named brews made by Stone Brewery in metro San Diego.

COURTESY STONE BREWERY

In



the old mining town of Butte, Montana, economic stability in the red-brick downtown comes one craftily brewed mug of beer at a time.

Downtown Butte is called Uptown—because it literally is. It was erected on Butte Hill, once called the “richest hill on Earth” because of its vast deposits of copper and other precious minerals. Early in the 20th century, Butte had a population of 60,000 and maybe more. Then, in 1982, the mine closed, followed by a nearby smelter. Soon after, a Superfund cleanup was ordered.

“The 1980s was a tough decade,” says Jon Sesso, Butte’s planning director. The mine reopened after a few years and Butte’s population has stabilized at 35,000. It’s an ongoing challenge, however, to draw travelers from Interstate 90, which is located a mile away and several hundred feet lower, to Uptown’s historic charms.

Quarry Brewing has been one of those draws. Opened in 2007, it occupies the street level of the five-story Grand Hotel. It was the first new brewery in a long time in a city that once had four major breweries. Another recent venture is Butte Brewing Company. Together the two microbreweries play into the city’s efforts to develop tourist-drawing festivals. “It’s just as much part of our economic development strategy right now as anything else,” says Sesso.

Butte is part of a still-growing national trend: the proliferation of craft breweries and their close cousins, craft distilleries and small wineries. Nationally, the craft brewery sector has added 5,000 jobs annually in recent years, according to the Brewers Association.

In defining craft breweries, the trade group emphasizes traditional ingredients and smaller production. Julia Herz, the association’s craft beer program director, says 94 percent of the nation’s 3,200 breweries produce fewer than 15,000 barrels a year. She also points to local or at least domestic ownership as a distinguishing characteristic.

While overall beer consumption declined two percent in 2013, craft beer production grew 18 percent. Craft brewers now are responsible for 10 percent of all beer production by volume, and the trade group aims to double that to 20 percent by 2020.

In remaking the food-and-beverage landscape, craft brewers have been making it fun. Beer titles and the art created to package them often reflect local themes. Colorado’s Avery Brewery has an Out-of-Bounds Stout, with an image of a skier launched over a cornice, but also the whimsical Hog Heaven, billed as the first installment of the “Holy Trinity of Ales” series.

The settings can be as interesting as the brews. Doing field research one evening at Epic Brewery in Denver, I was sloshing Big Bad Baptist in my jowls, wondering if I was drinking coffee grounds or beer, when our waiter pointed toward the floor. I was astonished to see a set of rails in the concrete, leftovers from Denver’s more blue-collar days, when the building housed a factory serviced by a narrow-gauge railroad. Homogeneity is not a problem in the craft sector.

Brewers (and drinkers) wanted

In 1975, there was just one microbrewery in the nation, San Francisco’s Anchor Steam. California continues to lead the way, with its small brewers responsible for nearly 20 percent of all craft beers sold in the U.S. Among the hotspots is San Diego, which as of December had 19 brewpubs and 24 breweries, with dozens more in the metropolitan area. Since 2010, the city’s economic development arm has actively promoted the breweries while serving as an



VAULT BREWING, in Yardley, Pennsylvania, is right at home in a former bank built in 1889. James Cain (right), who is Vault Brewing's co-owner with his brother John, says that the pair tried for six months to start up shop in an old golf ball factory but abandoned the plan because of significant zoning and other regulatory challenges.

"This was, of course, a blessing in disguise in that we were able to make our home in an historic bank building in the same town," Cain says, noting that new businesses such as his still face plenty of similar hurdles.

The brewery, launched in 2012, uses the old bank's 125-year-old vault to age, condition, and tap some of the beers that are created on the other side of the vault wall. "This wonderful piece of history has been integral in the creation of our brand as well as the operation of our business," Cain says.



COURTESY VAULT BREWING

intermediary between brewers and city planners in such issues as parking requirements and zoning districts.

Craft breweries have proliferated in San Diego because the entry-level costs can be relatively modest and the profit margins highest when beer is sold on-site, says Russ Gibbon, business development manager of the Mayor's Office of Economic Growth Services. "The profit level on the beer itself is highest when selling it by the glass at \$4 to \$6," he says. Most craft breweries start out this way, selling on-site in tasting rooms, where little or no food is served, or in conjunction with restaurants, called brewpubs.

Permits for craft breweries are relatively easy to come by in San Diego except downtown, says Gibbon. About 80 percent of craft breweries are in industrial zones, where brewing is a use by right. "Almost every city allows breweries, even with tasting rooms, by right, in industrial zones, whereas in commercial zones they may not be allowed because brewing is essentially manufacturing," says Gibbon, speaking of the San Diego metropolitan area.

Craft beer represents a chunk of San Diego's economy. A study conducted by the National University System Institute for Policy Research found that in 2011 craft breweries collectively generated \$300 million in economic activity in San Diego County. Part of this is the simple matter of locals quaffing their favorite brews. But there's icing on the cake or, if you will, froth on the brew: The breweries themselves have become tourist attractions.

Like wine connoisseurs at a vineyard, people who know beer will visit San Diego specifically because of the breweries' reputa-

tions, says Gibbon. Tour buses for years have shuttled visitors from brewpub to microbrewery to tasting room, giving them the opportunity to buy shirts, mugs, and growlers, the sealable containers that typically hold 64 ounces of fresh beer.

Metropolitan Los Angeles has half as many craft brewers as San Diego. Tom McCormick, executive director of the California Craft Brewers Association, attributes this anomaly, in part, to steeper regulatory challenges. In contrast, other California jurisdictions—Sacramento, Sonoma County, Rancho Cordova—have actually been soliciting craft brewers.

"Smaller breweries seem to stimulate economic development and revitalization and really create a vibrant economy around them," says McCormick.

A refreshing brew

This brewery-induced revitalization can be found in one-time parched Fort Collins, Colorado. A university town, Fort Collins banned alcohol in 1896, well before prohibition became U.S. law in 1920. But whereas prohibition ended in 1933, Fort Collins remained dry until 1969.

Since the late 1980s, Fort Collins has slaked its thirst with a spate of new breweries. First was Anheuser-Busch, with its giant bottling plant along Interstate 25, but in 1989 two home brewers established small facilities along the railroad tracks just north of downtown. It was a place of grain elevators, cheap rents, and sparse neighbors.

“When these guys first started to come out of the basement, we didn’t know what to call them,” says Ted Shepard, AICB, the chief planner in Fort Collins. “We just knew the beer was really good and we wouldn’t shut them down. We decided to call them light industrial, and they just happened to locate in those areas zoned light industrial.”

One of those first microbreweries was Odell Brewing Company, and soon after came New Belgium, the brewer of Fat Tire. New Belgium has expanded six times in Fort Collins and is now the nation’s eighth largest brewery, with a second brewery under construction in Asheville, North Carolina.

The emergence of the microbreweries didn’t transform Fort Collins’ old industrial section overnight. As before, Fort Collins continued to grow southward. But the old part of Fort Collins now has a whole-grained vitality absent in the franchise-dominated look-alike suburbs.

“They did not want to be in the subdivisions. They did not want to be in the strip centers and in the mall,” says Shepard. “They were hip, they were young, and they wanted to be where the action was and did not want to be confined by the folks who live under HOAs, surrounded by big-box retail with large evangelical churches. They wanted food with their drink, they wanted bluegrass bands, and they wanted a vibe that wasn’t south Fort Collins.”

In a fundamental way, brewpubs can serve as trailblazers, much as artists long have led the way in gentrifying decayed neighborhoods. At first, the breweries, their restaurants, and tasting rooms were quite basic. The breweries didn’t have money. With success, they became more polished. Of late, more have relocated to residential areas, such as west of the university campus.

Fort Collins now defines 15,000 barrels a year as the upper limit for microbreweries, 100,000 gallons a year for microwineries, and 15,000 gallons for microdistilleries.

“We don’t go out and count the gallons,” says Shepherd. “But our experience has been that they self-select when they get too big and will move to industrial zones. They want the loading dock, the fermentation tanks, and the 24/7 forklifts.”

Drinking problems

Can breweries create hassles, as conventional bars and taverns do? Alcohol consumption at craft breweries tends to be tempered. In Montana, tasting rooms have two-drink limits and earlier closings. “You rarely see somebody who is inebriated at a tap room, because you can only have a couple pints,” says Butte’s Sasso. Food served with beer dulls the effect of alcohol.

But in San Diego, Gibbon remains wary about the long-term effects of microbreweries. “I have my concerns that you won’t necessarily revitalize a com-

PORTLAND, OREGON, has

58

breweries, more than any other city in the world.

Craft brews make up

38%

of all beer consumed there.

OREGON BREWERS GUILD

TALKBACK

**THIS MONTH:
WHAT'S
THE BEST
(OR WORST)
THING
ABOUT
HAVING
A CRAFT
BREWERY
IN YOUR
CITY?**

#PlanMag

**FOLLOW
THE
CONVERSATION
IN
FUTURE ISSUES
OF
PLANNING**



**TWITTER.COM
/APA_PLANNING**

munity by pouring alcohol over it. It’s not a coffee shop. There’s still a possibility for people to get into fights and urinate and all the other things that come with alcohol.”

Another possible concern, especially in smaller towns, is whether a microbrewery imposes burdens on wastewater treatment facilities. In Michigan, for example, Jolly Pumpkin Artisan Ales outgrew its 10,000-square-foot quarters in an old warehouse in Dexter. It’s a village of 4,000 people near Ann Arbor. Jolly Pumpkin has added a second brewery in an industrial park. Rezoning was required, but more challenging were demands imposed upon the local wastewater treatment plant by microbrewery effluent.

“In that water, there is a lot of biochemical oxygen demand, a lot of suspended solids relative to other types of effluent,” explains Ron Jeffries, the brewery founder and co-owner. Bigger municipalities have larger sewage treatment facilities that are not as easily beleaguered by one type of effluent. To address the problem, Jeffries invested in the equipment needed to pretreat his brewery’s effluent.

Craft central

Some cities offer tax and other incentives to brewpubs, but not so Pendleton. It’s a city of nearly 17,000 in central Oregon and home to the rodeo called the Pendleton Stampede. Few people make a stampede to the downtown district during daylight, though. “I think it’s fair to say our downtown is busier after 5 p.m. rather than before,” says Evan MacKenzie, senior planner for the city of Pendleton.

One new face in Pendleton’s downtown is the Prodigal Son. Not surprisingly, the microbrewery is located in an old automobile showroom. Microbreweries need sturdy floors, which is one reason they are found so often in industrial areas.

In Pendleton, zoning was amended to allow microbreweries, plus wineries and distilleries. Now, brewpubs of less than 50,000 gallons a year are allowed by right in commercial areas, as long as a tasting room is included. Distilleries are capped at 12,000 gallons a year. “It does give us a little extra tourism,” says McKenzie.

To truly wet your whistle, he advises a 210-mile journey west on I-84 to Portland. There, on the banks of the Willamette River, is perhaps the densest congregation of craft breweries on the continent. Craft brews comprise 38 percent of the beer consumption in Portland, which has more breweries, 58 within the city proper, than any other city in the world, according to the Oregon Brewers Guild. Calculated as number of breweries per 100,000 people, Oregon leads the nation, according to the Brewers Association.

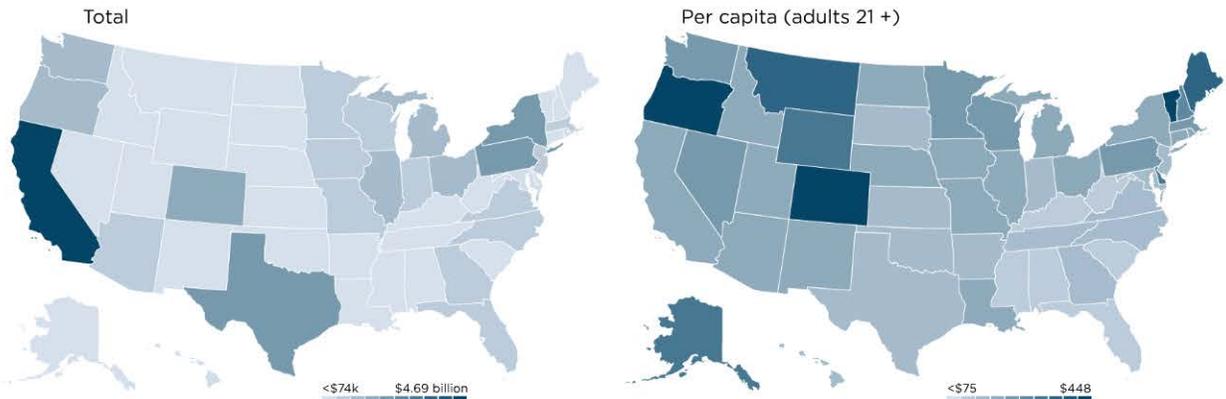
The development commission provides some assistance to craft breweries and other alcohol produc-

PHOTO BY ELAINE MELKO

Craft Beer By the Numbers



ECONOMIC IMPACT BY STATE (2012)



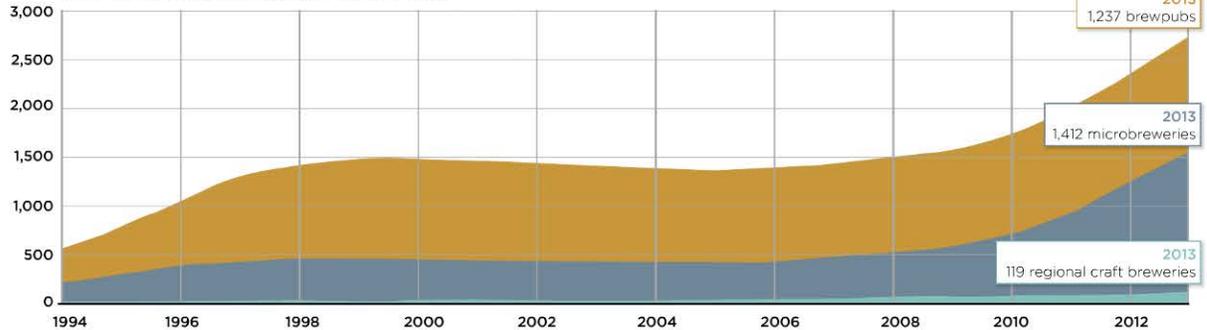
TOP 5 STATES

RANK	STATE	OUTPUT
1.	California	\$4.7 billion
2.	Texas	\$2.3 billion
3.	New York	\$2.2 billion
4.	Pennsylvania	\$2.0 billion
5.	Colorado	\$1.6 billion

TOP 5 STATES

RANK	STATE	OUTPUT
1.	Oregon	\$448.56
2.	Colorado	\$436.50
3.	Vermont	\$418.57
4.	Maine	\$324.36
5.	Montana	\$315.37

U.S. CRAFT BREWERIES BY CATEGORY



REGIONAL CRAFT BREWERY
An independent regional brewery with a majority of volume in "traditional" or "innovative" beers.

MICROBREWERY
A brewery that produces less than 15,000 barrels of beer per year with 75 percent or more of its beer sold off-site.

BREW PUB
A restaurant-brewery that sells 25 percent or more of its beer on-site. The beer is brewed primarily for sale in the restaurant and bar.

DATA SOURCE: BREWERSASSOCIATION.ORG

ers for building renovation. One area of Portland seeing a large number of both is called the Central Eastside. Originally settled in 1845, the district is located along the Willamette River, across from downtown Portland, and continues to house warehouses and industrial companies. But the area is also home to an increasing number of architects and other creative sorts, points out Shawn Uhlman, public affairs manager for the Portland Development Commission.

Park City, Utah, drew breweries by offering incentives. A one-time silver mining town, it was reborn into a shiny ski resort. But the reinvention of Main Street remained a steep challenge—literally. The street has a grade of seven percent, and so visitors stayed lower on the street, conveniently close to the ski lifts.

The local government owned land at the top of Main Street, and in 1987 it made an attractive offer to a former journalist named Greg Schirf for sale of the land. Schirf wanted to buy but still had a major hurdle. A native of Milwaukee, he had to persuade state legislators to legalize brewpubs. He jokes that legislators didn't know the difference between a brewpub and a tavern, but in the end they approved the businesses, and 1989 he opened the Wasatch Brew Pub in Park City. It helped draw visitors up Main Street and bolster tax collections.

Despite its domination by the Church of Latter-Day Saints, which does not condone alcohol, Salt Lake City has more breweries than you might expect. Even Provo, home to the church-sponsored Brigham Young University, twitters with rumors of a planned brewery. But then, Utah has always had lots of breweries, some owned by church members.

"It's funny how the more things change, the more they stay the same," says Del Vance, who wrote *Beer in the Beehive*, a book about brewing history in Utah. The state had many breweries in its early years because beer, like food, had to be produced locally. Transportation was limited and refrigeration even more so. "Every little city, town, or whatever had its own brewery close by, if not several," he says. "Most beer was chilled in beer cellars."

Non-ice refrigeration began about 1900, but it was expensive and bulky. Then came prohibition, and about 80 percent of breweries didn't return, says Vance. By the mid-20th century, only a handful of mass-produced, mass-marketed beers remained.

Today, craft brewers continue to grow even as the older, more successful breweries sell their original equipment to a new generation of beer makers. Paul Gatza, director of the Brewers Association, points to state laws that govern liquor production and distribution as important in deciding where brewers locate. Some states have more favorable climates to start a packaging brewery than others.

Craft brewing can be seen as parallel to the local food movement. In California, local food and local suds are coming together literally as a new law allows packaged craft beer to be sold at farmers markets. Too, says the Brewers Association's Herz, there's a feel-good element to the craft sector. "What they do is not just make beer, but they often enhance and help lift up the areas their breweries are based," she says. They celebrate passion and good causes.

Can this growth be sustained? With places like Asheville, North Carolina, and Richmond, Virginia, actively recruiting brewers, the economic landscape looks promising. The Brewers Association has knowledge of 2,000 new craft breweries planned on top of today's 3,200. Keep in mind that at the end of the 19th century, the U.S. had 4,000-some breweries but a much smaller population. As in so many things, the future looks an awful lot like the past. ■

Allen Best is based in metropolitan Denver, where he edits the e-zine *Mountain Town News*. He is a frequent contributor to *Planning*.

RESOURCES

FROM APA

"Zoning for Small-Scale Alcohol Production: Making Space for Brewpubs, Microbreweries, Microwineries, and Microdistilleries," *Zoning Practice*, March 2014.

GROWING THE RALEIGH FOOD CORRIDOR

By Sarah Barr

On the eastern edge of downtown Raleigh, a string of food-related community projects could help build a healthier city. The city's emerging "food corridor" is bookended by a hunger-relief organization's agriculture training center to the south and an urban farm two miles to the north. In between are restaurants, corner stores, farmers markets, and urban gardens.

It's a geography that a coalition of community groups sees as the backbone for a flourishing local food scene. "It's about energizing this two-mile stretch to bring the benefits of healthy food to these diverse communities," says Erin Sullivan White, the founder and principal of Community Food Lab, a design and consulting firm based in Raleigh that has led the corridor's development.

The corridor runs along Blount and Person streets, through communities with varying resources and needs. It touches Southeast Raleigh—where much of the neighborhood meets the federal government's definition of a food desert—but also passes by the governor's mansion and some of downtown's newest high-end development.

White sees the corridor's current and potential food projects as tools. Used collectively, the tools can help make interesting things happen in this and other neighborhoods, White says. A community garden could supply food to a restaurant, the chef could give a healthy cooking demonstration at the corner store, and a family shopping at the store could think about starting their own vegetable plot.

"If you cluster lots and lots of small- and medium-sized projects together in a city, then the connections are better," White says.

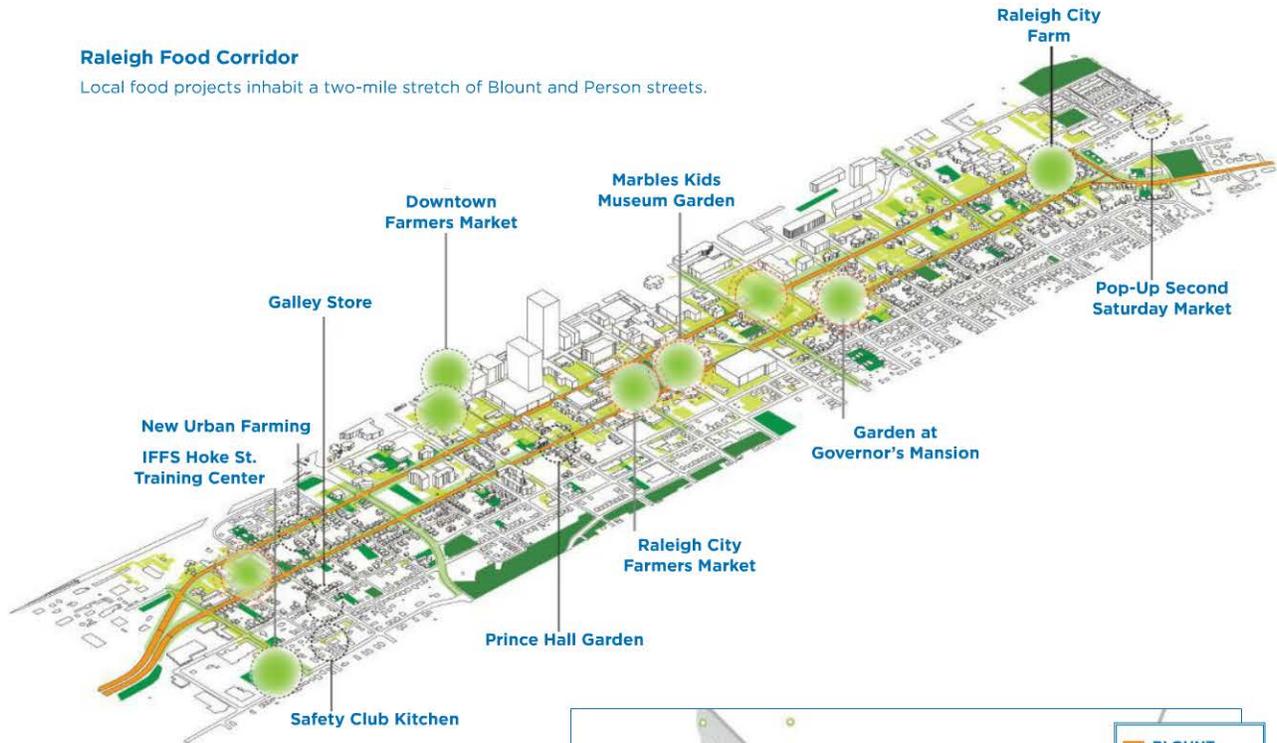
The food corridor idea grew out of early discussions about the city's plan for transportation improvements and economic development along the Blount-Person corridor, which was approved in July 2013.

White, who had previously worked on a minicorridor project along a single block in nearby Durham, and others interested in urban agriculture noticed how food defined the area. By the end of 2013, they had started gathering various stakeholders.

Then, last summer, the concept got another boost when the local Jamie Kirk Hahn Foundation became involved. The foundation collaborated with Community Food Lab to host a series of gatherings, such as tours of the corridor, that

Raleigh Food Corridor

Local food projects inhabit a two-mile stretch of Blount and Person streets.



brought the concept to a wider audience.

White says that the foundation has given about \$10,000 to help Community Food Lab run “Second Saturday” tours and other meetings. Next, the team is discussing how to fund a strategic plan for the corridor.

Planners’ role

City planners have remained at the edges of the discussion about the corridor, watching to see what becomes of the concept. “They have an idea of their own, and I think the worst thing planners can do is force it,” says Grant Meacci, planning and design manager at the city’s Urban Design Center.

Meacci said it seems best for the groups working on the food corridor to remain nimble until they’re sure of their vision and needs. That’s when a strong partnership with the city could come into play. Until then, planners are valuable guides, sharing their expertise and even physical spaces, like the Urban Design Center, where groups can gather to hash out their plans, he says. “I think planners are great at helping people build capacity,” Meacci adds.

The corridor has caught the attention of Advocates for Health in Action, a group that promotes healthy eating and physical activity in Raleigh and



GRAPHICS COURTESY COMMUNITY FOODLAB

Wake County. Director Sara Merz says that the corridor complements her group’s work not just by supporting local food but also by encouraging people to get out and about, visiting interesting local destinations. “If we can make public spaces feel good, it reinforces people’s desire to be in those places,” she adds.

White suggests that a successful food corridor could help inspire change across the city by encouraging an even larger local food system, one

with economic, social, and ecological benefits. “My hope is that it helps drive a bigger conversation about food in Raleigh,” he says.

Sarah Barr is a reporter in Raleigh, North Carolina.

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WASHTENAW COUNTY OFFICE OF THE SHERIFF



JERRY L. CLAYTON
SHERIFF

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

MARK A. PTASZEK
UNDERSHERIFF

To: Courtney Nicholls, Dexter City Manager
From: Keith Flores, Sergeant
Through: Michael Marocco, Lieutenant
Cc: Marlene Radzik, Police Services Commander
Date: February 6th, 2015
Re: January 1st through January 31st Police Services Monthly Report

Agenda: 2/9/15
Item: I-3

During the month of January there were 301 Calls for service (including traffic stops). Deputies conducted 194 traffic stops during which they wrote 36 citations.

All assigned personnel are working their regular shifts (no long term leaves). Deputies continue to attend training throughout the year in efforts to improve overall service. Recent training initiatives include:

- Dep. Harry Valentine retired after serving the Washtenaw County Sheriff's Office for 30 years. His services will be missed.
- Deputy Williams, Grim, Scafasci, Stuck, Ward, Webb and Zachariah all attended the yearly CPR recertification. In addition, they all attended SFST (standardized field sobriety test) training that is required every two years. The SFST training teaches each deputy a set series of field sobriety tests to use while conducting drunk driving investigations.

Several other projects and concerns have or are being addressed. They include:

- On January 4th at approx. 12:50am deputy was dispatched to 400blk of Preston Blvd for a malicious destruction of property complaint. The victim advised she was working on Saturday afternoon on Preston. When she entered the vehicle after getting out of work, she observed her rear window being broken. Unknown on why or how it happened. No evidence left on scene.
- On January 4th at approx. 11:30am a deputy was flagged down and advised that the garbage cans at the car wash were stolen sometime over night. This is the second occurrence where the victim has had the garbage cans stolen. Video on the property shows two dark colored vehicles approach the vacuum cleaners on the west side of the building. When they left, the cans were gone also. No further information obtained on the vehicles.
- On January 5th at approx. 4:30pm caller at Second and Hudson advised he observed a white male standing in the common area doorway with no clothes on. It was discovered that a registered sex offender recently moved into the location in question. However, the caller could not positively identify the male even though photographs were shown to him of the possible suspect. Further investigation revealed another tenant in the building admitting to walking around without clothes on. The tenant advised sometimes he prefers to be naked and is sometimes too lazy to put clothes on. He advised he doesn't act this way for gratification in anyway. When he was seen he must have looked out the peephole to make sure no one was around and then walked out to put the garbage out. At this time intent cannot be proven that this subject exposed himself for gratification in anyway. The residence has been placed on alert and will be monitored by deputies.
- On January 8th at approx. 12:30am security at Lafontaine security observed 3 black males pull up in a green Chevy Spark to possibly gain entry into the garage area. Once security approached the individuals, they fled toward Zeeb Rd. Security obtained a plate which returned out of

Detroit. Scio Twp deputies eventually located the vehicle at Lafontaine on Jackson Rd. Turned out to be the cleaning crew.

- On January 12th at approx. 1:45am deputy was traveling west on Ann Arbor near Inverness when a vehicle crossed over Ann Arbor without yielding to the deputy. A traffic stop was initiated. Upon contact with the driver it was discovered that he was driving without having a valid license. After running the driver through LEIN (law enforcement information network) it was discovered that he also had a valid warrant for domestic assault out of Northfield Twp. Subject was cited for two violations and arrested for his warrant.
- On January 17th at approx. 10:30am deputy was assigned to a larceny complaint. The caller made contact via telephone and advised on January 16th while in the 7000blk of Dexter Ann Arbor, someone stole her wallet from a shopping cart in the parking lot of that address. Video revealed that the victim did place her black wallet in the child seat of the shopping cart, but did not reveal anything out in the lot. Several businesses were checked along that same address line with negative results.
- On January 20th at approx. 1:45pm deputy responded to 7000blk of Wilson Dr. for a fraud complaint. It was discovered that a charge for \$100 was made at the Costco off of Ellsworth in Pittsfield on January 11th. Investigation ongoing.
- On January 21st at approx. 2:40pm deputies were dispatched to 300blk of Cambridge for a suspicious person complaint. The caller advised that a black van dropped off a white male that kept going door to door trying door handles. Deputy was able to locate the subject in the 3000blk of Lexington and discovered there were two subjects soliciting for Weatherguard windows. Upon contact with a supervisor, it was confirmed they were employed by Weatherguard, but were supposed to be in Chelsea not Dexter. They were advised of the local solicitation permit requirements and sent on their way.
- On January 29th the caller from 7000blk of Second reported that several charges were made on his credit account in the state of Maryland. The caller had his credit cards in his possession and has no idea how someone would have obtained his information. Two charges totaling over \$400 were made on his account.

CITY OF DEXTER**cnicholls@dextermi.gov**

8140 Main Street Dexter, MI 48130-1092 Phone (734)426-8303 ext. 11 Fax (734)426-5614

MEMO**To: Mayor Keough and Council Members****From: Courtney Nicholls, City Manager****Date: February 3, 2015****Re: City Manager/Assistant to the Manager Report - Meeting of February 9, 2015**

1. Meeting Review:

- January 21st – Ann Arbor/Central Street Project Review Meeting with OHM
- January 22nd – Qualified Voter File Training (Justin & Carol)
- January 23rd – Victoria Schon/Spike Hains, Paint Dexter Website
- January 26th – Council Meeting
- January 27th – Election Commission Meeting
- January 27th – Trail Towns Presentation
- January 27th – 29th – Michigan Local Government Manager's Association Winter Conference
- February 3rd – Arts, Culture & Heritage Committee

2. Upcoming Meetings:

- February 5th – DPW Interviews
- February 6th – Facility Committee
- February 6th – DPW Interviews
- February 9th – DPW Interviews
- February 9th – City Council Meeting
- February 10th – DPW Interviews
- February 17th – Parks & Recreation Commission
- February 17th – Assessor Interviews
- February 20th – Orchard, Hiltz & McCliment Project Update

3. **Assessing Request for Proposals.** We received proposals from WCA Assessing and Renius & Renius, both companies that are currently working for communities in Washtenaw County. Interviews are scheduled for February 17th and we hope to have a recommendation for the February 23rd Council Meeting.

4. **Michigan Recreation & Parks Association Award.** The award ceremony for the Michigan Recreation and Park Association will be Thursday, February 12th at 8 am in Lansing. Mayor Keough is planning to attend. If anyone else is interesting in attending please let me know.

5. **DPW Application Review.** We are in the process of interviewing 8 candidates for the position. The first interviews are being conducted by Dan Schlaff, Scott Maurer and either myself or Marie Sherry. Once the first interviews are complete we will bring back the top candidates for a second interview.
6. **Voter Registration Cards.** Now that we have taken over the responsibility of voter registration we need to send out new voter registration cards to our 3,000 registered voters. We are also planning to include a notification in each envelope that the City is now handling voter registration and that the next election will be May 5, 2015. These cards/notices will be printed and mailed by Printing Systems, which is the vendor we use for water bills that also specializes in election printing, and will go out by the end of February.
7. **Repairs at 3287 Broad.** As Council is aware we had a sewer back up at 3287 Broad back in December. We think that the line was mistakenly cut and capped during a storm water project in 2009. A comprehensive review of the sequence of events will be provided at the meeting. All of the receipts were submitted to our insurance company. We currently have a \$5,000 deductible for sewer claims. The homeowner is working with the insurance company to receive reimbursement for damaged items. The cost of the cleanup and reimbursement for damaged items is expected to exceed \$5,000 so our insurance company will be billing us for the cost of the deductible. The insurance company will not pay for the repairs that were necessary to the sewer line. A portion of the invoice received from Mastercraft is included in the bills & payroll for this meeting. This invoice covers the materials and vector that was used (\$3542.50), we are awaiting further itemization of the labor costs (\$12,950) before the rest of the invoice is paid. The invoice has been charged to the capital improvement line item. If it causes the department to go over budget, we do have \$15,000 in contingencies budgeted that could be used to offset the unexpected expense.
8. **Trail Towns Presentation.** On January 27, the Huron River Watershed Council hosted their quarterly Trail Towns Networking Group at the Dexter District Library. Michelle Aniol and Justin Breyer attended the meeting, where members of HRWC presented information related to Dexter's Trail Town designation, HRWC's branding guidelines, the Governor's Trail, and river-related placemaking opportunities.
9. **Arts, Culture & Heritage Committee.** The Arts, Culture & Heritage Committee met on Tuesday, February 3, 2015. The Committee discussed the draft 2015 Temporary Sculpture Display application which is attached for Council's review. The goal is to select four sculptures with a nature theme for placement in front of the former Huron Camera, LaFontaine, Mill Creek Park, and the Library. Funding for the project will come from the Plein Air revenue (\$4500) and the Arts, Culture & Heritage Committee line item (\$2700). The Committee also discussed the 2015 Paint Dexter Plein Air Festival. We will start soliciting sponsorships and getting the call for artists out in March.

10. **Border to Border Trail.** The bid document for the completion of the Border to Border Trail near the Department of Public Works has been posted to MITN. The bids are due back on February 26, 2015.

11. **Safe Routes to School.** We have received a proposal from Orchard, Hiltz & McCliment for construction engineering/inspection/staking services for the Safe Routes to School project. The amount in the proposal is \$42,000 which is above the original estimate of \$30,000 due to the contractors proposed schedule and Michigan Department of Transportation inspection requirements. There will also be an additional cost for materials testing. We will be receiving \$30,000 from the Chelsea Area Wellness Foundation to offset a portion of the costs. The Dexter Community Schools was also an original participant on this project, however they have not had any out of pocket cost. We will be bringing the proposal in front of Council for approval on February 23 after we have had a chance to talk to DCS about whether they will be a financial partner on this project.

12. **Ann Arbor/Central Street Review.** Dan Schlaff, Scott Maurer, Patrick Droze and I met to review the Ann Arbor/Central Street project. Meeting notes are in the process of being prepared. This was a great opportunity to talk through the project and review the things that went well and areas that we need to improve on for future projects. One topic that we did discuss was the bump on Central Street where the new asphalt meets the asphalt poured in phase one of the project. Correcting this bump is on the punch list for the contractor in the spring. OHM is investigating to determine what led to the bump occurring. It is not anticipated that there will be a cost to the City to correct this issue.

January 28, 2015
 Dexter Arts, Culture & Heritage Committee
 Contact: Victoria Schon, Chair
 734.358.1744



Proposal for Annual Outdoor Rotating Sculpture Exhibition

Scope of Project:

We are both delighted and excited to bring forward our fine art services to the City of Dexter. We thoroughly enjoyed our meeting and want to thank you for considering River Gallery. We also want to say how impressed we are with what you have already accomplished with the sculptures thus far. Your community has many dedicated volunteers that have already done a lot of work to create the arts and culture in Dexter. Great Job!

We talked about placing 4 sculptures outdoors annually, 3 of which are within walking distance of downtown. Our goal is to make the sculptures authentic to Dexter; ie, rural, community, connection and recreation. It was also suggested that the sculptures be more representational, as that is what the community, at this point, tends to be drawn to. We talked about a theme: nature... since Dexter sits right in the heart of it. Another possible addition to this project, included the garden exchange program with other local communities, creating gardens around each of the sculptures. A real possibility that we are willing to explore. Because that part is not yet defined, this proposal will not include fees to coordinate that part. Happy to chat further, and...the City of Dexter Garden Club may want to take this part of the project on. So...here is what we are proposing.

Project Management Fees:

- Design and oversee "call for entries"
 send out email broadcast announcements to art websites, arts organizations and electronic media
- Collect, organize, and jury submissions
- Assist in the selection of the 4 sites / Sites determined to date:
 Mill Creek ~~Pond~~ / Library / Huron Camera / La Fontaine
- Present 10 submissions to the "Arts, Culture & Heritage Committee", then along with the committee, select 4 *Art Selection Committee*
- Communicate and coordinate with artists "juried in" *for recommendation to City Council*
- Oversee installation of sculptures
- Coordinate with City of Dexter for installation and de-installation.
 City to donate installations services, which includes pouring and installing cement pads and installing the sculptures with secure bolts to the pad
- Photograph the 3 existing [if needed] and the 4 new sculptures for marketing purposes
- Coordinate with the City of Dexter for content on the City of Dexter's website
- Marketing
 - Design and oversee printing of self guided walking brochures
 - Create content for facebook
 - Press releases to the media
- Consult about community involvement / programming around the sculptures

Park

River Gallery + Exhibits Management fees:	\$4,200
• Artist Stipends: 4 @ \$750 [4 artists loan the work for 1 year]	\$3,000
Total	\$7,200

Additional costs tbd: signage for each sculpture, printing of the walking brochures.

inspired art sales & services 118 s main st, chelsea, mi 48118 734.433.0826 www.chelsearivergallery.com

Name ideas - Dexter Outdoors
Dexter Exhibits
Dexter Sculpture + Gardens
"Dexter Exhibits"

Sculptures From Nature / Gardens Around Town

2015 / 2016 Call for Outdoor Sculptures / Dexter, MI

Welcome to the City of Dexter

The City of Dexter is located in Southeast Michigan, along the banks of the Huron River and Mill Creek. Residents and visitors can enjoy a day on a river, walking along nature trails, or biking on the County Border-to-Border trail, stopping in our historic downtown for lunch and some shopping. Cultural activities include a sculpture display, local theater, historical museum, summer concerts, ice skating in the winter, festivals, and simply playing in the parks.

Project Description

"Dexter Exhibits" is an annual sculpture exhibit sponsored by the Dexter Arts, Culture & Heritage Committee. ⁴ New outdoor sculptures will be juried into the current, permanent collection and displayed for 1 year. The artworks will be installed on concrete pads in high profile locations in historic Dexter, Michigan, (located 7 miles west of Ann Arbor). These ⁴ new sculptures will also have complimentary garden displays designed by local garden enthusiasts to enhance the artwork. Online and print brochures will be provided to the public throughout the year to inspire self-guided walking tours of the exhibit. These brochures will also be distributed during the well known annual festival "Dexter Daze" and the "Paint Dexter Plein Air Festival". All work must be for sale and remain in the exhibit for the entire year (June 2015 - May 2016).

Each artist accepted will receive a \$750 stipend. The deadline for submissions is xxxxxx.

Selection Criteria

Sculptures must be realistic and have nature as a theme. Entries will be critiqued on artistic merit, originality and technical quality. There are 2 spots available for very large scale work. Finalists will have to meet standards of public safety and durability of design and materials. Freestanding sculptures only will be considered. Work must be original, created by the artist, for sale, and remain in the exhibit for one year. Artists selected will be notified by xxxxx. The artists selected will be contacted by phone and email. The list of finalists will be announced on xxx website and facebook.

Submission Procedure

"Dexter Exhibits" is open to all artists 18 years of age and older. Artists may submit up to three (3) original sculptures. Please download and print a copy of the application and complete it in its entirety. Artists are required to include a copy of their resume, and an artist statement. Each application must include a CD with digital images of the artwork and each image file must specify the entry number, title and artist's last name (ie #1-SportFish-Smith, #2 - Mable Moose - Smith). Each image submitted via cd must be a high resolution, 300 dpi, and measure 5" X 7". Email submissions will be accepted. File size should be 72 dpi at 8" x 10". Each submission must also include information about each sculpture which includes artist name, title, dimensions, media, and retail price.

Benefits to the Exhibiting Sculptor

- \$750 stipend
- High visibility sites in the heart of Dexter, a cultural destination city in Southeast Michigan
- A year long marketing campaign, including press releases and brochures distributed in Southeast Michigan.
- a facebook page, a page on the City of Dexter's website.

In order to be included in the selection process each application package (whether emailed or mailed) must contain the following:

1. Completed application
2. Resume
3. Artist statement
4. CD with high resolution images of each submitted piece and a detailed description of each piece **OR**
5. Email images of each submitted piece at 72 dpi (jpeg) with a detailed description of each piece
6. Artists that wish for return of materials must include a self addressed stamped envelope

Mail to: River Gallery + Exhibits
or email to: xxxxx
Attn: Patti Schwarz (project coordinator)
118 S. Main St., Suite B, Chelsea, MI 48118

Installation Dates: xxxxxxxxxxxxxx

Artists are responsible for delivery and pick up of their sculptures and are required to be present during installation by the City of Dexter. The City of Dexter will provide the equipment needed for unloading, placing, and securing of the sculptures to the assigned concrete pads. Artists are responsible for providing the bolts to secure the sculptures. Each artist will be contacted for an appointment date for installation. Free standing sculptures will need to be adaptable for installation on a cement pad.

Financials

Each artist that is accepted into the exhibition will be awarded a \$750 stipend. Artwork must be for sale during the exhibition, and if a piece is sold, a 60% commission of the sale price, will go to the artist.

Project End

"Dexter Exhibits" will release all works to the artists at the projects end. The City of Dexter will provide the equipment needed for detachment and loading of the sculptures from their assigned concrete pads by appointment from xxxxxx, 2016. Artists are required to make arrangements for the transportation of their sculptures.

Timeline

2015	
xxx	Call for sculptures postmark deadline - April 3
xxx	Artists notified of results of jurying process mid-may
xxx	Art installation appointments - week of June 8 th
xxx	Launch and reception for the artists????
2016	
xxx	Sculpture removal appointments

Contact Information

Questions? Call Patti Schwarz (project coordinator) @ 734.433.0826 or at xxxx
Please enter "Dexter Exhibits" in the subject line of all emails.
We look forward to your submissions!

APPLICATION

Up to three original sculptures per entry.
Please complete form in its entirety. Return to River Gallery with resume and artist statement, CD with high resolution images, and self addressed stamped envelope if return of materials is requested. The title of each sculpture must be included in the image file name.

Mail to: River Gallery or email to: xxxx
River Gallery (project coordinator)
Attn: Dexter Exhibits
118 S. Main Street, Suite B / Chelsea, MI 48118 / 734.433.0826
fax: 734.433.1930

Artist Name _____
Address _____
City _____ State _____ Zip _____
Phone: () _____
email: _____
Website _____
Facebook: _____

Sculpture #1
Title _____
Media _____
Dimensions (HxWxD) _____
Retail Price _____
Date Created _____

Sculpture #2
Title _____
Media _____
Dimensions (HxWxD) _____
Retail Price _____
Date Created _____

Sculpture #3
Title _____
Media _____
Dimensions (HxWxD) _____
Retail Price _____
Date Created _____

Where did you learn about the "Dexter Exhibits" Call for Entries?

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Hello Residents and Fellow Council Members,

Presented below is my report for the February 9, 2015 meeting. Please let me know if you have any questions.

City Transition Update

I am working on a State of the City message that will be presented using the City's next quarterly Newsletter. I plan to have it completed within the next 7 to 10 days.

Goal Setting and Budget Review Workshops

I will be contacting Council to confirm your availability for the various goal setting and budget review workshops. Please let me know if you can attend the dates that were suggested in early January.

Recent Meetings/Conversations

January 29, 2015 – Future Gordon Hall Renovations – I was contacted by representatives of the Dexter Historical Society to provide ideas and insights on their future efforts to raise money to restore the interior of Gordon Hall. I think this is a very important community project and gave them some ideas for fund raising. I also talked about the importance of getting the younger generations involved.

January 29, 2015 – Conference Participation and Attendance - I attended a portion of the Michigan Township Association Conference in Grand Rapids as part of my daily job as a civil engineer. I also attended an evening function on this same date in Novi for the Michigan Local Government Manager's Association. It is always fun to meet people at these type of events that have been to Dexter and that speak highly of Dexter. It is nice to hear compliments from people around the State of Michigan about our town. I am sharing this because these compliments are a reflection of the hard work and effort that all of our staff, boards and volunteers have invested in Dexter. It is further an opportunity for me to recognize all of this effort. Job well done!

February 4, 2015 – Meeting with DAFD Chair Harley Rider and Chief Yates to review a future Fire Chief Position Posting.

Future Activities

February 6, 2015 – Facility Committee meeting

February 9, 2015 – City Council meeting

February 12, 2015 – Michigan Recreation and Parks Association Conference – I will be attending the conference to accept the award for Mill Creek Park on behalf of all the residents of our City.

February 19, 2015 – Dexter Downtown Development Authority Meeting – Peter Allen will present his concept for 3045 Broad Street to the DDA members.

February 19, 2015 – Dexter Area Fire Department Meeting

As always, please let me know if you have any ideas or questions. I look forward to seeing you around our town.

Shawn Keough
Mayor of Dexter
skeough@DexterMI.gov
(313) 363-1434 (cell)

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SUMMARY OF BILLS AND PAYROLL			2/9/2015
Payroll Check Register	02/04/15	\$38,529.33	
Employer Retirement Contributions (paid via electronic transfer)	02/04/15	\$3,462.89	
Account Payable Check Register	02/05/15	\$88,389.82	
		\$130,382.04	TOTAL BILLS & PAYROLL EXPENDED ALL FUNDS
Summary Items from Bills & Payroll		Amount	Comments
The due date column on the accounts payable worksheets represents the date of the Council meeting			
ALL PAYABLES ARE WITHIN ACCEPTABLE BUDGET LIMITS			
DETAIL VENDOR LIST AND ACCOUNT SUMMARY PROVIDED			
<i>"This is the summary report that will be provided with each packet. Approval of the total bills and payroll expended, all funds will be necessary."</i>			

BANK CODE: POOL

Claimant	Amount Claimed	Amount Owed	Amount Rejected
1. ALLIED EAGLE SUPPLY CO	97.87		
2. BASIC CORPORATE	295.00		
3. BS&A SOFTWARE	7,125.00		
4. CARLISLE-WORTMAN ASSOCIATES	617.50		
5. CAROL JONES	23.72		
6. CHAMPION WATER TREATMENT	4.75		
7. CITY OF DEXTER	39.81		
8. COMCAST	90.34		
9. COMCAST	330.10		
10. CORRIGAN OIL COMPANY	883.30		
11. CORRIGAN OIL	222.77		
12. COURTNEY NICHOLLS	30.74		
13. DEPT. OF ENVIRN. QUALITY	75.00		
14. DETROIT SALT COMPANY	5,327.70		
15. DTE ENERGY-STREET LIGHTING	5,771.40		
16. ECONO	753.63		
17. ERIN M. AIKEN	113.42		
18. F&V OPERATIONS	4,714.00		
19. FIRST ADVANTAGE	41.00		
20. GOOGLE INC	104.16		
21. GRISSOM JANITORIAL	400.00		
22. INTERNATIONAL COUNCIL OF SHOPPING C	270.00		
23. JOHN'S SANITATION	210.00		
24. JUSTIN BREYER	221.15		
25. LESSORS WELDING SUPPLY	49.50		
26. MASTERCRAFT PLUMBING	3,542.50		
27. MICHIGAN ASSOCIATION OF MAYORS	85.00		
28. MML WORKERS COMPENSATION FUND	2,687.00		
29. PARTNERS IN ARCHITECTURE, PLC	2,432.50		
30. PITNEY BOWES GLOBAL	135.00		
31. PNC	439.65		
32. POSTMASTER	220.00		
33. PRINT-TECH, INC.	35.20		
34. RITE-TECH ENTERPRISES INC.	322.81		
35. THE PICTURE FRAME CO	16.99		
36. THOMAS J RYAN P.C	1,508.44		
37. VERIZON WIRELESS	408.20		
38. WASHTENAW COUNTY TREASURER	40,744.67		
39. WESTERN WASH. AREA VALUE EXP.	8,000.00		
TOTAL ALL CLAIMS	88,389.82		

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 101 CITY COUNCIL							
101-101-956.000	COUNCIL DISCRETIONARY EXP	COURTNEY NICHOLLS	RRC MEETING	02/03/15	02/09/15	30.74	
101-101-956.000	COUNCIL DISCRETIONARY EXP	PNC	WORK SESSION	02-03-15	02/09/15	74.65	
101-101-958.000	MEMBERSHIPS & DUES	MICHIGAN ASSOCIATION O	MEMBERSHIP	02-03-15	02/09/15	85.00	
101-101-959.000	ARTS, CULTURE & HERITAGE	PNC	PLEIN AIR	02-03-15	02/09/15	90.00	
Total For Dept 101 CITY COUNCIL						280.39	
Dept 172 CITY MANAGER							
101-172-960.000	EDUCATION & TRAINING	CAROL JONES	REIMBURSEMENT	02-03-15	02/09/15	23.72	
101-172-960.000	EDUCATION & TRAINING	ERIN M. AIKEN		02/03/15	02/09/15	113.42	
101-172-960.000	EDUCATION & TRAINING	JUSTIN BREYER	TRAINING	02-03-15	02/09/15	221.15	
101-172-960.000	EDUCATION & TRAINING	PNC	TRAINING	02-03-15	02/09/15	275.00	
Total For Dept 172 CITY MANAGER						633.29	
Dept 201 FINANCE DEPARTMENT							
101-201-802.000	PROFESSIONAL SERVICES	BASIC CORPORATE	NEW FLEX CARD PLAN	81740	02/09/15	295.00	
Total For Dept 201 FINANCE DEPARTMENT						295.00	
Dept 210 ATTORNEY							
101-210-810.000	ATTORNEY FEES	THOMAS J RYAN P.C	PROFESSIONAL SERVICED	10610	02/09/15	1,508.44	
Total For Dept 210 ATTORNEY						1,508.44	
Dept 265 BUILDINGS & GROUNDS							
101-265-727.000	OFFICE SUPPLIES	ECONO	SUPPLIES	55046	02/09/15	753.63	
101-265-727.000	OFFICE SUPPLIES	THE PICTURE FRAME CO	SUPPLIES	106332	02/09/15	16.99	
101-265-803.000	CONTRACTED SERVICES	GOOGLE INC	DEXTERMI.GOV	3127877765	02/09/15	104.16	
101-265-803.000	CONTRACTED SERVICES	POSTMASTER	PERMIT FEE	02-03-15	02/09/15	220.00	
101-265-843.000	PROPERTY TAXES	CITY OF DEXTER	DAN HOEY RD	02-04-15	02/09/15	39.81	
101-265-920.000	UTILITIES	COMCAST	OFFICE	02/02/15	02/09/15	330.10	
101-265-935.001		GRISSOM JANITORIAL	JANUARY SERVICE	101	02/09/15	400.00	
101-265-936.000	EQUIPMENT SERVICE CONTRAC	PITNEY BOWES GLOBAL	LEASE	02-03-15	02/09/15	135.00	
101-265-977.000	EQUIPMENT	BS&A SOFTWARE	SOFTWARE	099297	02/09/15	3,000.00	
Total For Dept 265 BUILDINGS & GROUNDS						4,999.69	
Dept 301 LAW ENFORCEMENT							
101-301-807.000		WASHTENAW COUNTY TREAS	ENFORCEMENT	25883	02/09/15	1,955.42	
101-301-807.000		WASHTENAW COUNTY TREAS	FEBUARY 2015	25910	02/09/15	38,789.25	
Total For Dept 301 LAW ENFORCEMENT						40,744.67	
Dept 400 PLANNING DEPARTMENT							
101-400-802.000	PROFESSIONAL SERVICES	CARLISLE-WORTMAN ASSOC	PLANNING	2134423/24/25	02/09/15	247.50	
101-400-802.000	PROFESSIONAL SERVICES	CARLISLE-WORTMAN ASSOC	PLANNING	2134423/24/25	02/09/15	330.00	
101-400-802.000	PROFESSIONAL SERVICES	CARLISLE-WORTMAN ASSOC	PLANNING	2134423/24/25	02/09/15	40.00	
101-400-958.000	MEMBERSHIPS & DUES	INTERNATIONAL COUNCIL	MEMBERSHIP	02-03-15	02/09/15	270.00	
101-400-977.000	EQUIPMENT	BS&A SOFTWARE	SOFTWARE	099297	02/09/15	2,000.00	
Total For Dept 400 PLANNING DEPARTMENT						2,887.50	
Dept 441 DEPARTMENT OF PUBLIC WORKS							
101-441-740.000	OPERATING SUPPLIES	ALLIED EAGLE SUPPLY CO	DPW	763865	02/09/15	97.87	
101-441-740.000	OPERATING SUPPLIES	CHAMPION WATER TREATME	DPW	02-02-15	02/09/15	4.75	
101-441-740.000	OPERATING SUPPLIES	LESSORS WELDING SUPPLY	RENTAL	274693	02/09/15	49.50	
101-441-751.000		CORRIGAN OIL COMPANY	DPW	6013821	02/09/15	759.86	
101-441-920.001	UTILITIES - TELEPHONES	VERIZON WIRELESS	CELLULAR	02-03-15	02/09/15	157.88	
101-441-960.000	EDUCATION & TRAINING	FIRST ADVANTAGE	DPW	02-03-15	02/09/15	44.00	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 441 DEPARTMENT OF PUBLIC WORKS							
			Total For Dept 441 DEPARTMENT OF PUBLIC WORKS			1,110.86	
Dept 448 MUNICIPAL STREET LIGHTS							
101-448-920.003	UTILITIES - STREET LIGHTS	DTE ENERGY-STREET LIGH	STREETLIGHTS	02-03-15	02/09/15	5,771.40	
			Total For Dept 448 MUNICIPAL STREET LIGHTS			5,771.40	
Dept 528 SOLID WASTE							
101-528-901.000	PRINTING & PUBLISHING	PRINT-TECH, INC.	BURST BILLS	224871	02/09/15	11.73	
			Total For Dept 528 SOLID WASTE			11.73	
Dept 751 PARKS & RECREATION							
101-751-944.000	PORTABLE TOILET RENTAL	JOHN'S SANITATION	PARKS	A-40750	02/09/15	210.00	
			Total For Dept 751 PARKS & RECREATION			210.00	
Dept 851 INSURANCE & BONDS							
101-851-910.000		MML WORKERS COMPENSATI	QUARTERLY PAYMENT	02-03-15	02/09/15	1,356.94	
			Total For Dept 851 INSURANCE & BONDS			1,356.94	
Dept 875 CONTRIBUTIONS							
101-875-965.001	CONTRIBUTION TO WAVE	WESTERN WASH. AREA VAL	WAVE	02-03-15	02/09/15	4,250.00	
101-875-965.004	CONT TO WAVE DOOR TO DOOR	WESTERN WASH. AREA VAL	WAVE	02-03-15	02/09/15	3,750.00	
			Total For Dept 875 CONTRIBUTIONS			8,000.00	
Dept 901 CAPITAL IMPROVEMENTS							
101-901-975.016	CAPITAL IMPROVEMENTS - FAC	PARTNERS IN ARCHITECTU	FACILITY STUDY	3149	02/09/15	2,432.50	
			Total For Dept 901 CAPITAL IMPROVEMENTS			2,432.50	
			Total For Fund 101 GENERAL FUND			70,242.41	
Fund 202 MAJOR STREETS FUND							
Dept 463 ROUTINE MAINTENANCE							
202-463-910.000		MML WORKERS COMPENSATI	QUARTERLY PAYMENT	02-03-15	02/09/15	123.60	
			Total For Dept 463 ROUTINE MAINTENANCE			123.60	
Dept 474 TRAFFIC SERVICES							
202-474-910.000		MML WORKERS COMPENSATI	QUARTERLY PAYMENT	02-03-15	02/09/15	42.99	
			Total For Dept 474 TRAFFIC SERVICES			42.99	
Dept 478 WINTER MAINTENANCE							
202-478-910.000		MML WORKERS COMPENSATI	QUARTERLY PAYMENT	02-03-15	02/09/15	63.14	
			Total For Dept 478 WINTER MAINTENANCE			63.14	
			Total For Fund 202 MAJOR STREETS FUND			229.73	
Fund 203 LOCAL STREETS FUND							
Dept 463 ROUTINE MAINTENANCE							
203-463-910.000		MML WORKERS COMPENSATI	QUARTERLY PAYMENT	02-03-15	02/09/15	37.62	
			Total For Dept 463 ROUTINE MAINTENANCE			37.62	
Dept 474 TRAFFIC SERVICES							
203-474-910.000		MML WORKERS COMPENSATI	QUARTERLY PAYMENT	02-03-15	02/09/15	13.44	
			Total For Dept 474 TRAFFIC SERVICES			13.44	
Dept 478 WINTER MAINTENANCE							
203-478-740.000	OPERATING SUPPLIES	DETROIT SALT COMPANY	DPW	02-03-15	02/09/15	5,847.00	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 203 LOCAL STREETS FUND							
Dept 478 WINTER MAINTENANCE							
203-478-910.000		MML WORKERS COMPENSATI	QUARTERLY PAYMENT	02-03-15	02/09/15	29.56	
			Total For Dept 478 WINTER MAINTENANCE			5,357.26	
			Total For Fund 203 LOCAL STREETS FUND			5,408.32	
Fund 402 EQUIPMENT REPLACEMENT FUND							
Dept 441 DEPARTMENT OF PUBLIC WORKS							
402-441-939.000	VEHICLE MAINTENANCE & REPAIR	RITE-TECH ENTERPRISES	DPW	9719	02/09/15	322.81	
			Total For Dept 441 DEPARTMENT OF PUBLIC WORKS			322.81	
			Total For Fund 402 EQUIPMENT REPLACEMENT FUND			322.81	
Fund 590 SEWER ENTERPRISE FUND							
Dept 548 SEWER UTILITIES DEPARTMENT							
590-548-751.000	GASOLINE & OIL	CORRIGAN OIL	WWTP	6013822	02/09/15	222.77	
590-548-802.000	PROFESSIONAL SERVICES	BS&A SOFTWARE	SOFTWARE	099297	02/09/15	1,062.50	
590-548-901.000	PRINTING & PUBLISHING	PRINT-TECH, INC.	BURST BILLS	224871	02/09/15	11.73	
590-548-910.000		MML WORKERS COMPENSATI	QUARTERLY PAYMENT	02-03-15	02/09/15	725.49	
590-548-920.000	UTILITIES	COMCAST	WWTP	02-03-15	02/09/15	45.17	
590-548-920.001	UTILITIES - TELEPHONES	VERIZON WIRELESS	CELLULAR	02-03-15	02/09/15	141.19	
590-548-960.000	EDUCATION & TRAINING	F&V OPERATIONS	HEALTH AND SAFETY PROGRAM	988	02/09/15	2,357.00	
			Total For Dept 548 SEWER UTILITIES DEPARTMENT			4,565.85	
Dept 901 CAPITAL IMPROVEMENTS							
590-901-974.000	CIP CAPITAL IMPROVEMENTS	MASTERCRAFT PLUMBING	3287 BROAD ST	16944	02/09/15	3,542.50	
			Total For Dept 901 CAPITAL IMPROVEMENTS			3,542.50	
			Total For Fund 590 SEWER ENTERPRISE FUND			8,108.35	
Fund 591 WATER ENTERPRISE FUND							
Dept 556 WATER UTILITIES DEPARTMENT							
591-556-751.000		CORRIGAN OIL COMPANY	WWTP	6010903	02/09/15	123.44	
591-556-802.000	PROFESSIONAL SERVICES	BS&A SOFTWARE	SOFTWARE	099297	02/09/15	1,062.50	
591-556-901.000	PRINTING & PUBLISHING	PRINT-TECH, INC.	BURST BILLS	224871	02/09/15	11.74	
591-556-910.000		MML WORKERS COMPENSATI	QUARTERLY PAYMENT	02-03-15	02/09/15	294.22	
591-556-920.000	UTILITIES	COMCAST	WWTP	02-03-15	02/09/15	45.17	
591-556-920.001	UTILITIES - TELEPHONES	VERIZON WIRELESS	CELLULAR	02-03-15	02/09/15	109.13	
591-556-957.004	STATE LICENSE/PERMIT FEES	DEPT. OF ENVIRN. QUALI	APPLICATION FEE	02-03-15	02/09/15	75.00	
591-556-960.000	EDUCATION & TRAINING	F&V OPERATIONS	HEALTH AND SAFETY PROGRAM	988	02/09/15	2,357.00	
			Total For Dept 556 WATER UTILITIES DEPARTMENT			4,078.20	
			Total For Fund 591 WATER ENTERPRISE FUND			4,078.20	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund Totals:			Fund 101 GENERAL FUND			70,242.41	
			Fund 202 MAJOR STREETS FUND			229.73	
			Fund 203 LOCAL STREETS FUND			5,408.32	
			Fund 402 EQUIPMENT REPLACEMENT FUND			322.81	
			Fund 590 SEWER ENTERPRISE FUND			8,108.35	
			Fund 591 WATER ENTERPRISE FUND			4,078.20	
			Total For All Funds:			<u>88,389.82</u>	

CITY OF DEXTER**cnicholls@dextermi.gov**

8140 Main Street Dexter, MI 48130-1092

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

MEMO

To: Mayor Keough and City Council
From: Courtney Nicholls, City Manager
Date: February 2, 2015
Re: Border to Border Trail Signage

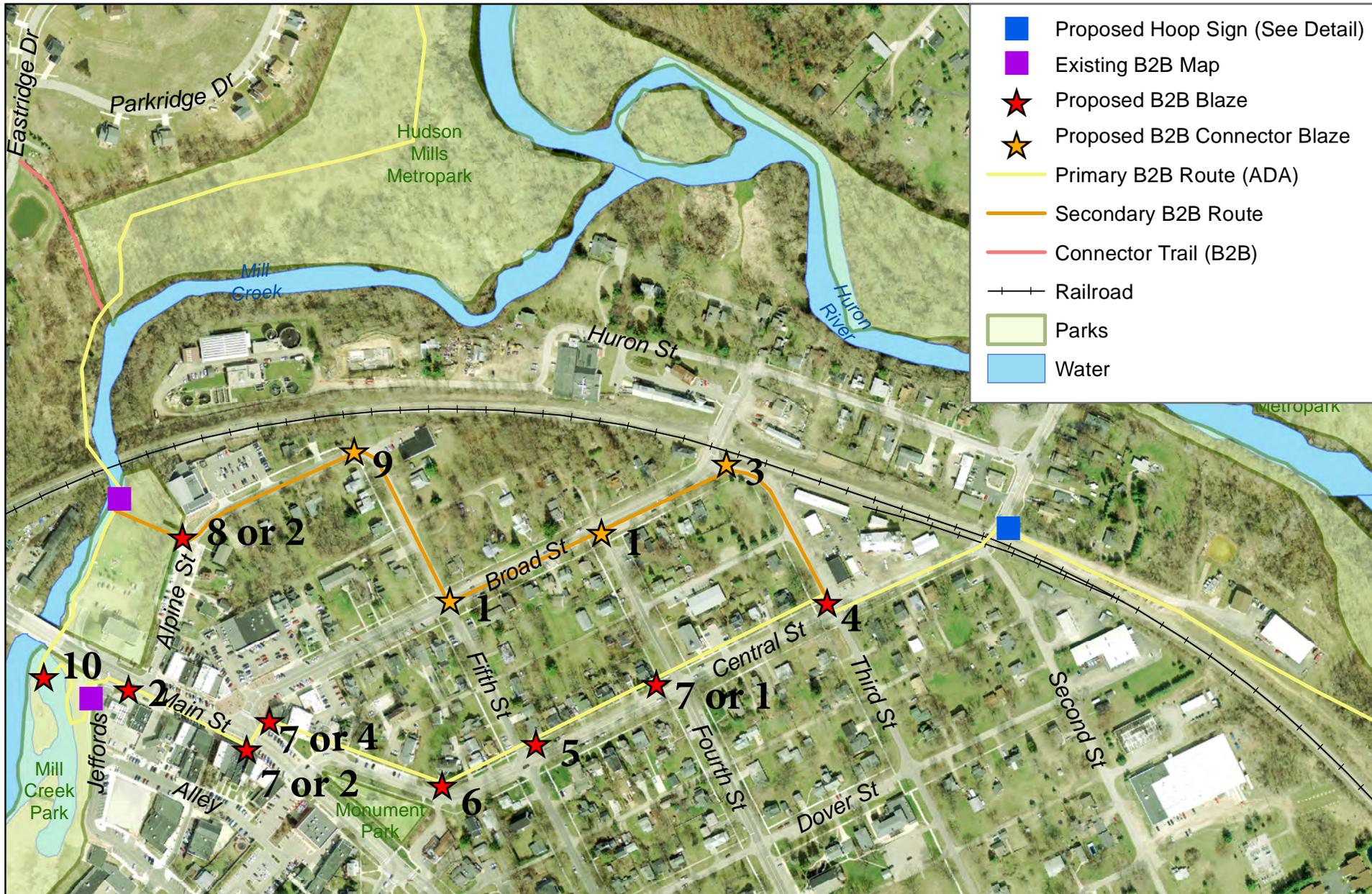
Provided for the Council's review is a signage plan from Washtenaw County Parks for wayfinding signage to guide people between the two Border to Border Trail connections in our community. One route is handicap accessible, while the other is a more direct route that utilizes the stairway from Alpine to Mill Creek Park North. The signage is 12" by 6" and will be placed on existing poles.

The Parks & Recreation Commission discussed the plan and requested that the County place handicap accessibility stickers on the signs along the "downtown" route. City Engineer OHM is verifying that "downtown" route is handicap accessible. The Commission also requested that the signage include "downtown route" or "historical route". Due to the small size of the signage, the County suggested that these designations be placed on the map that will be a part of the kiosk sign at the start of the path to Dexter Huron, instead of being included on the individual wayfinding signs.

The Planning Commission reviewed the signage plan and approved it on January 5, 2015.

Below is a list of the types of poles the signs will be included on (corresponds to the numbering on the map):

- 1 – Parallel Parking Only
- 2 – Light Pole
- 3 – Truck Route
- 4 – No Trucks
- 5 – Curve Ahead
- 6 – No Parking
- 7 – Street Sign
- 8 – Fence
- 9 – Left Arrow
- 10 – Black Railing



Prepared by:
Washtenaw County Parks
& Recreation Commission
October 2014

Data Source:
Washtenaw County GIS
2010 Aerial Image

B2B Route Through Dexter and Proposed Signage



B2B Connector Blaze
12" x 6" (stock size)
.080 aluminum

ARROW:
Right

Holes: 2 @ 3/8" dia. , centered left to right, center of hole 1" from top & bottom edge

Match Colors to:



Pantone 376C



Pantone 2975C



B2B Wayfinding Blaze
12" x 6" (stock size)
.080 aluminum

ARROW:
Straight Ahead

Holes: 2 @ 3/8" dia. , centered left to right, center of hole 1" from top & bottom edge

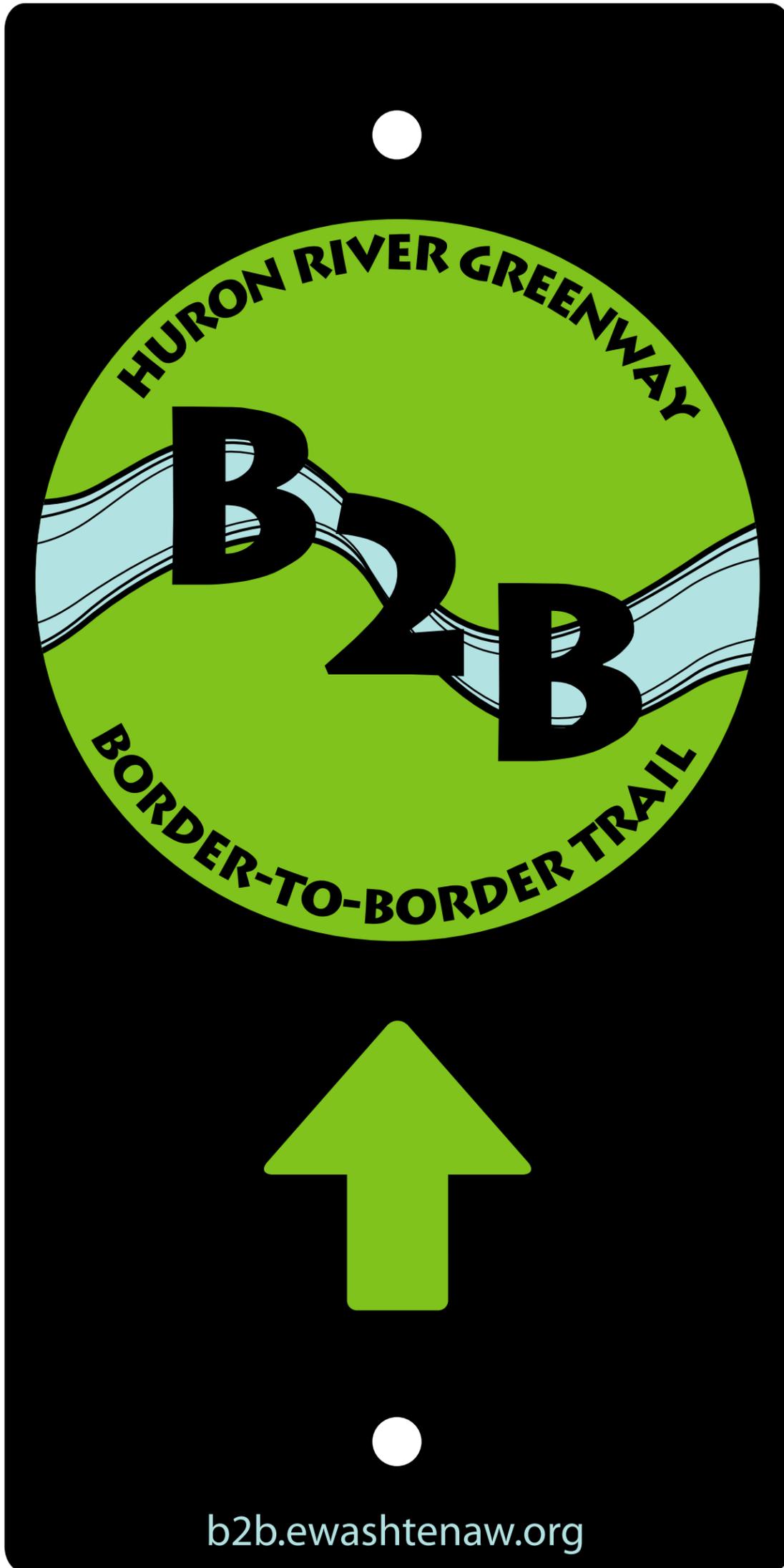
Match Colors to:



Pantone 376C



Pantone 2975C



CITY OF DEXTER

cnicholls@dextermi.gov

8140 Main Street Dexter, MI 48130-1092

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

MEMO

To: Mayor Keough and City Council
From: Courtney Nicholls, City Manager
Date: February 3, 2015
Re: Engineering Services for 2015 Street Project

Provided for Council's review is a proposal from Orchard, Hiltz & McCliment in the amount of \$9,200 to provide engineering services for the 2015 Street Project. The scope of work includes assistance with drainage improvements in the Grand/Hudson area, developing the bid documents, participating in public meetings regarding the project, and attendance at the pre-construction meeting and up to four Road Committee meetings.

Funds for the work will come from professional services in major and local streets. Depending on the timing of the completion of the tasks, a budget amendment may be necessary.

February 5, 2015

CITY OF DEXTER
8140 Main Street
Dexter, MI 48130

Attention: Courtney Nicholls
City Manager

Subject: Proposal for Engineering Services
As Needed Assistance for 2015 Road Program

Dear Ms. Nicholls:

In anticipation of improvements related to the 2015 road improvement program, we have prepared this proposal for your consideration. OHM will work with staff and the City Council's Street Committee to develop bidding documents for the City's use for securing contractors as we did in 2014. As part of this, OHM will also provide several services related to public engagement.

SCOPE OF SERVICES

Drainage Design Assistance – 2015 Asphalt Program

1. Perform a hydrologic analysis for the drainage area upstream of the existing storm sewer at the corner of Baker and Grand Street. Determine the actual drainage area, percent impervious as well as the time of concentration to assess existing runoff rates.
2. Perform hydraulic pipe computations for storm sewer runs starting at Mill Creek upstream through storm sewer at the intersection of Grand Street and Hudson Street.
3. Develop a preliminary drainage design and grading plan for the intersection of Grand Street and Hudson Street which captures all road runoff via curbs and catch basins.
4. Perform a hydraulic analysis for the proposed condition which will consider all proposed paving improvements and storm sewer upgrades. Determine proper pipe sizes to convey the 10-year event within existing and proposed pipes. Pipe upgrades will be confined to areas east of Baker Road.
5. Prepare an engineer's opinion of probable cost for proposed storm sewer improvements.
6. Prepare a technical memorandum for staff summarizing the findings and recommendations.

Bidding Assistance

1. Prepare a memorandum summarizing findings and recommendations from the 2015 streets committee program. Specific recommendations will be provided for the proposed work on Grand Street from Inverness to Baker Road. This will include the development of a typical section as well as right of way drainage considerations.
2. Coordinate with the City DPW Staff to obtain project quantities for the 2015 proposed program. This will include pavement areas, structure adjustments, driveway removal/replacement and restoration.
3. Develop an engineer's opinion of probable cost based on average unit prices.
4. Prepare two (2) sets of bidding documents for the following contracts
 - a. 2015 Asphalt Paving (Crush and Shape and Mill and Overlay Contracts)



- b. 2015 Asphalt Maintenance (Cape Seal / Microsurfacing Contracts)
- 5. Review documents with staff and attend Streets Committee meeting.

Public Engagement

- 1. Prepare a 10 to 15 minute PowerPoint presentation with the objective of establishing expectations related to road maintenance techniques, resident impacts and proposed mitigation strategies.
- 2. Attend and present at up to three (3) public meetings with residents. The meetings are envisioned to include an oral presentation with media (either PowerPoint or matted presentation boards) as well as question and answer dialogue.

Post Bid Assistance

- 1. Provide as-needed assistance in performing Contactor reference checks, material submittal processing and contract execution.
- 2. Convene and attend a preconstruction meeting with the Contractor and prepare meeting minutes for distribution to attendees.
- 3. Attend periodic road committee meetings throughout the construction season. Four (4) meetings have been assumed at this time.

FEE

The City will be invoiced monthly for services rendered on an hourly basis, with a not to exceed amount. Compensation due will be based on the actual hours worked during each phase of the project. The following budgets are presented for your consideration:

<u>Task</u>	<u>Anticipated Fee</u>
Task 1 – Drainage Design.....	\$3,000.00
Task 2 – Contract Document Development	\$3,000.00
Task 3 – Public Engagement.....	\$1,200.00
Task 4 – Post Bid Assistance.....	\$2,000.00
TOTAL FEE.....	\$9,200.00

SCHEDULE

Work will begin on this project immediately upon authorization. Key milestone dates are summarized below:

<u>Milestone</u>	<u>Date</u>
Drainage Findings and Recommendations Memorandum.....	February 24, 2015
Prepare Bidding Documents (asphalt program).....	February 27, 2015
Develop Materials for Public Meetings.....	April 2015
Prepare Bidding Documents (asphalt maintenance).....	August 2015

CONTRACT TERMS AND CONDITIONS

OHM’s Standard Terms and Conditions, dated March 2003, are incorporated into this proposal by reference. Section No. 7 is omitted per request of the City.



We thank you for this opportunity to provide professional engineering services. Please do not hesitate to contact us if you have questions. Should you find our proposal acceptable, please execute both copies of the attached agreement and return one copy to us for our files.

If you have any questions, do not hesitate to contact me at 734-522-6711.

Sincerely,
OHM Advisors

Patrick M. Droze, P.E.
Project Engineer

cc: File

**City of Dexter
2015 Road Program
Engineering Services**

Accepted By:

Printed Name:

Title:

Date: