



Unanimous voice vote approval with Council Member Knight absent.

## **F. PUBLIC HEARINGS**

None

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

None

## **H. COMMUNICATIONS:**

1. Upcoming Meeting List
2. Sign Calendar

Ms. Nicholls mentioned a communication from Scio Township regarding a Zoning Board of Appeals for the Dexter A&W which she will send out on Tuesday.

## **I. REPORTS**

1. Public Services Superintendent – Dan Schlaff

Mr. Schlaff provided the following verbal updates:

- Still working on preparing BS&A work orders.
- Biotech was here today (May 11) to set up sludge hauling. Have some things to fix on the second digester.
- Working on the budget.
- Have been checking manholes for any issues.
- Received an upgrade on meter reading with the hopes that it will speed up the process.
- Have been sweeping the streets with the new sweeper. We have found that it works better when streets are wet.
- Staff has been doing shoulder repairs.
- We have two summer interns and they are working on mowing.
- Have noticed twice as much solids coming from NUBCo as their tank had filled and they were unaware of this. We are working with them. Question - What does this do to the City? (It means we will have to haul sludge sooner.)
- Question – Are we burning methane? (Yes)

2. Community Development Manager – Michelle Aniol

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

- Strawberry Alarm Clock Café – the property is zoned VR (Village Residential) and can have a restaurant on the property. Planning Commission will be looking at a special use permit on June 1 and ZBA will hold a hearing on May 18 for a rear yard setback request.

- It looks like there is some momentum for downtown development with a proposal for mixed use residential at Baker and Grand Streets. Discussion followed.
- Planning Commission began the kick off for the Master Plan amendment on oil and gas drilling operations. Ms. Aniol explained the concerns the Planning Commission has in regards to drilling radii. They have asked for maps of the area.
- Planning Commission did discuss how other communities regulate food service in an Industrial Park.
- Riverview Café has asked for a permit for outside seating. Question – Are they expanding their hours? (Unknown)

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

*Washtenaw County Sheriff – April 2015 Written Report*

### 4. Subcommittee Reports

#### *Facilities*

- Reviewed comments received at the Town Hall Meeting.
- Have further refined the costs per square foot.
- Committee will meet again on June 12.

#### *Road Plan – Joe Semifero*

- Information will be discussed under item L-2 of New Business.

### 5. City Manager Report

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

- Safe Routes to School Project – looking to get an easement to tie in the existing sidewalk on Dan Hoey to the new sidewalk. Questions – Why can’t we just remove the old sidewalk and plant grass? Is anyone willing to pay for an easement for having sidewalk on this property? Discussion followed,
- Proposing that non-profit sales within the community be granted by a Hawker and Peddlers Permit and not be listed on the Consent Agenda. Discussion followed.
- Question – Any update on the Border to Border Trail? (Still waiting for review from the railroad.)

### 6. Mayor’s Report

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

- The second budget workshop will be on Wednesday at 6:00 PM at Copeland,
- The Dexter Area Fire Department selection committee is continuing to meet. One of the Chief candidates has taken another job leaving only one candidate at this time.
- Had a meeting with the builder regarding the concrete issue at Dexter Crossings.

- Met on May 7 with the employee union reps regarding health care and other issues on their coverage.
- Next week Paul Evanoff and I will be giving a tour of Mill Creek Park to Professor Hoffman and others from the University of Michigan School of Natural Resources.
- Will be participating in the Memorial Day festivities.
- A response letter to Chelsea Wellness regarding being a fiduciary was discussed.

## **J. CONSENT AGENDA**

1. Consideration of: Bills and Payroll in the amount of \$122,493.00
2. Consideration of: Closure of Central Street from Main to Fifth from June 13, 2015 at 7 am to June 12, 2015 at 1 am for Relay for Life
3. Consideration of: Closure of Central Street from Main to Fifth from August 12, 2015 at 9 am to August 16, 2015 at noon for Dexter Daze
4. Consideration of: Appointments to Farmer Market/Community Garden Oversight Committee
5. Consideration of: Setting Public Hearing for June 8, 2015 for Mill Rate, Water/Sewer/Refuse Rates and Budget

Motion Fisher; support Smith to approve items 1, 2, 3, 4 and 5 of the Consent Agenda.

Unanimous voice vote approval with Council Member Knight absent.

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

1. Discussion of: Request for Qualifications for Marketing of 3045 Broad

Ms. Aniol presented the updated Request For Qualifications document.  
Discussion followed.

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

1. Consideration of: Easement Request from the Parachek Family

Motion Semifero; support Carson to modify the easement request over City owned property on Ryan Drive to the Parachek family for a natural gas line.

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

Nays: None

Absent: Knight

Motion carries

2. Consideration of: 2015 Road Project Contract Awards
  - Cadillac Asphalt in an amount not to exceed \$205,000
  - Orchard. Hiltz & McCliment in an amount not to exceed \$24,500
  - Increase in the Highway Maintenance cape seal contract in the amount of \$50,000

Motion Semifero; support Fisher to postpone the 2015 Road Project Contract awards.

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

Nays: None

Absent: Knight

Motion carries

3. Consideration of: Pavement Marking Bid Award to M&M Pavement Markings in an amount not to exceed \$18,000

Motion Fisher; support Semifero to award the Pavement Marking Bid to M&M Pavement Markings in an amount not to exceed \$18,000.

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

Nays: None

Absent: Knight

Motion carries

4. Discussion of: Proposed Zoning Ordinance Amendments

Ms. Aniol reviewed the Planning Commission's recommendation to proceed with Zoning Ordinance amendment updates. Numerous examples of areas that need to be considered were included in the packet. Discussion followed.

## **M. COUNCIL COMMENTS**

Carson	Mr. Murphy gave me a note when he left the meeting stating that Mr. Tell and Mr. Carson are the only Council Members he can hear.
Smith	None
Jones	None
Semifero	None
Fisher	This year will be the fifth and last of the Sesquicentennial of the Civil War. Please consider attending the dinner on Saturday.
Tell	None
Knight	Absent

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

Ted Tear of 8090 Huron Street, Dexter stated that he is very confused about the restaurant looking to go into property next to the railroad station. First he was

told that the property was commercial and then told that it was residential. Tonight at the meeting it was described as Village Residential. Residents in the area do not want it. It is not the place for a restaurant.

In regards to the discussion about ordinance changes, does the public know about this?

**O. ADJOURNMENT**

Motion Smith; support Carson to adjourn at 9:13 PM.

Unanimous voice vote approval with Council Member Knight absent.

Respectfully submitted,

Carol J. Jones  
Interim Clerk, City of Dexter

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

**THE CITY OF DEXTER  
CITY COUNCIL  
WORK SESSION  
WEDNESDAY, MAY 13, 2015**

**A. CALL TO ORDER**

The meeting was called to order at 6:16 PM by Mayor Keough at the Copeland Board Room at 7714 Ann Arbor Street in Dexter, Michigan

**B. ROLL CALL:** Mayor Keough

J. Carson	D. Fisher-ab
J. Knight-ab	J. Semifero
J. Smith	R. Tell

Also attending: Courtney Nicholls, City Manager; Marie Sherry, Finance Director/Treasurer; Carol Jones, Interim City Clerk; Dan Schlaff, Public Services Superintendent; and Justin Breyer, Assistant to the City Manager.

**C. BUDGET REVIEW** - The goal of this work session is to review and comment on the draft 2015-2016 and 2016-2017 Budget documents.

This is a Special Council work session meeting; action will NOT be taken.

1. Major /Local/Municipal Streets
  - Revenues have increased.
  - Will receive County money this year. Estimated at \$104,000. Council Member Semifero and the Roads Committee provided information on how this money can be used in relation to the planned projects. Looking for feedback and direction. Discussion followed.
2. Sewer Fund
  - Revenues were explained based on a 3% increase.
3. Water Fund
  - Proposing a 4% increase. Have expenses and projects to consider such as the water main, hydrants and sixth well.
4. All Other Funds
  - Solid Waste contract up in February 2016. Look at options. Discussion followed.
  - Also discussed employee salaries.

**D. ADJOURNMENT**

Adjourned at 8:30 PM  
Respectfully submitted,

Carol J. Jones  
Interim Clerk, City of Dexter

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

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## Meeting Calendar

Board	Date	Time	Location	Website	City Representative
Dexter Area Fire Board	5/21/2015	6:00 p.m.	Dexter Township Hall	<a href="http://dexterareafire.org/">http://dexterareafire.org/</a>	Shawn Keough/Jim Carson
Dexter Downtown Development Authority	5/21/2015	7:30 a.m.	Senior Center	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	Shawn Keough
Healthy Community Steering Committee	5/21/2015	9:00 a.m.	Chelsea Hospital - White Oak Room		Julie Knight
Dexter City Council	5/26/2015	7:30 p.m.	Dexter Senior Center	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	
Western Washtenaw Area Value Express	5/26/2015	8:15 a.m.	Chelsea Community Hospital	<a href="http://www.ridethewavebus.org/">http://www.ridethewavebus.org/</a>	Jim Carson
Dexter Community Schools Board of Education	6/1/2015	7:00 p.m.	Creekside Intermediate School	<a href="http://dexterschools.org/">http://dexterschools.org/</a>	
Dexter District Library Board	6/1/2015	7:00 p.m.	Dexter District Library	<a href="http://www.dexter.lib.mi.us/">http://www.dexter.lib.mi.us/</a>	Pat Cousins
Dexter City Planning Commission	6/1/2015	7:00 p.m.	Senior Center	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	Jim Smith
Dexter City Arts, Culture & Heritage Committee	6/2/2015	7:00 p.m.	Dexter Senior Center	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	Donna Fisher
Washtenaw Area Transportation Study-Technical	6/3/2015	9:30 a.m.	Road Commission Offices	<a href="http://www.miwats.org/">http://www.miwats.org/</a>	Rhett Gronewelt
Dexter Area Historical Society Board	6/4/2015	7:00 p.m.	Dexter Area Historical Museum	<a href="http://www.dextermuseum.org/">http://www.dextermuseum.org/</a>	
City Facility Committee	6/5/2015	9:00 a.m.	City Offices	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	
Dexter City Council	6/8/2015	7:30 p.m.	Dexter Senior Center	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	
5H - Dexter Coalition	6/9/2015	5:30 p.m.	Dexter Wellness Center		Becky Murillo
Dexter Area Chamber of Commerce	6/10/2015	8:15 a.m.	Copeland Board Room	<a href="http://www.dexterchamber.org/">http://www.dexterchamber.org/</a>	Donna Fisher

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

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2015 Sign Requests

Agenda: 5/26/15  
Item: H-2

	Name of Group	Dates	Number Approved	Approval Date	Locations		Name of Group	Dates	Number Approved	Approval Date	Locations
<b>January</b>	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	<b>July</b>	St Andrews-Blood Drive	7/13-7/20	1-2'X3'	4/1/2015	8 , 22
	Friends of the Dexter Library	1/10	5 X 18 X 24	6/25/2014	1,4,17,19,51		St. Joseph-Flea Market	7/2-7/11	5 X 18 X 24	4/23/2015	1,2,4,5,44
	Dexter KofC Ladies Auxiliary	1/27-2/9	5 X 18 X 24	1/14/2015	1,2,4,5,10		St. Joseph-Festival	7/12-7/19	5 - 18 X 24	4/23/2015	1,2,4,5,44
	Dexter KofC Quarter Mania	1/14-1/22	5 X 18 X 24	1/14/2015	1,2,4,5,44		Dexter Daze festival	8/1-8/16	5- 18 X 24	4/30/2015	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						
	St Andrews-Monthly dinner	1/30-2/5	1-2' X 3'	1/27/2015	8						
<b>February</b>	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						
	St Andrews-Monthly dinner	2/27-3/5	1-2' X 3'	1/27/2015	8						
	Dexter Comm. Orchestra	1/28-2/8	2- 2' X 3'	1/26/2015	5 & 9						
<b>March</b>	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	<b>August</b>	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
	St Andrews-Monthly dinner	2/27-3/5	1-2' X 3'	1/27/2015	8						
	Dexter Comm. Orchestra	3/4-3/16	2- 2' X 3'	1/26/2015	5 & 9						
	Peace Lutheran-Easter Egg	3/17-3/28	1-2' X 3'	3/16/2015	1						
	K of C-Quarter Mania	3/18-3/26	5-18 X 24	3/18/2015	1,2,4,5,44						
<b>April</b>	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						
	St Andrews-Monthly dinner	4/3-4/9	1-2' X 3'	1/27/2015	8	<b>September</b>					
	St Andrews-Blood Drive	4/10-4/20	1-2'X3'	4/1/2015	8 , 22						
	Dexter Lacrosse-Spring season	4/1-4/12	5-18 X 24	4/1/2015	1,2,5,44,10						
	DUMC-Rummage Sale	4/10-4/26	2-18" X 24"	4/1/2015	5 and 44						
	Dexter Drama-Sleeping Beauty	4/11-4/26	3-18" X 24" & 1-2.5' X 4' & 4' x 8	4/1/2015	2,4,5,44,3	<b>October</b>	Friends of the Dexter Library	10/3	5 X 18 X 24	6/25/2014	1,4,17,19,51
	Hudson Mills-B2B 10K Race	4/24-5/2	5 - 18 X 24	4/23/2015	1,2,4,5,44						
<b>May</b>	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						
	St Andrews-Monthly dinner	4/30-5/7	1-2' X 3'	1/27/2015	8						
	Dexter Comm. Orchestra	5/6-5/18	2- 2' X 3'	1/26/2015	5 & 9						
	Dexter Garden Club Plant Sale	5/4-5/17	5 - 18 X 24	5/4/2015	2,4,5,44,10						
	St. Joseph-Plant Sale	5/2-5/17	5 - 18 X 24	4/16/2015	1,2,4,5,44	<b>November</b>	Friends of the Dexter Library	11/7	5 X 18 X 24	6/25/2014	1,4,17,19,51
	Dexter K of C-Chicken Broil	5/15-5/26	5 - 18 X 24	5/15/2015	1,2,4,5,10						
<b>June</b>	Friends of the Dexter Library	6/6	5 X 18 X 24	6/25/2014	1,4,17,19,51						
	Dexter Comm. Orchestra	6/3-6/13	2- 2' X 3'	1/26/2015	5 & 9						
	Dexter Boy Scouts-Rummage Sale	6/17-6/20	2 - 4' X 4' X 5'	4/20/2015	1 & 44	<b>December</b>	Friends of the Dexter Library	12/8	5 X 18 X 24	6/25/2014	1,4,17,19,51
	American Diabetes-bike race	6/5-6/7	5 - 18 X 24	4/28/2015	15, 19, 20						
	Relay for Life	6/2-6/14	5 - 18 X 24	5/12/2015	1,2,4,5, 44						
	Dexter Wellness-Yoga in Park	6/1-6/14	5 - 18 X 24	5/6/2015	1,2,4,5,44						
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 entrance, 51-5/4/15 Lions Club, White Cane Days Fundraiser: 7 signs 2 x 3, Post office, BP Gas Station, Hackney, Bakery, TCF, DQ,Busch's											
** 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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DEXTER AREA HISTORICAL SOCIETY AND MUSEUM

3443 INVERNESS ST.  
DEXTER MI 48130  
PHONE: 734-426-2519

May 6, 2015

City of Dexter  
Courtney Nicholls, Manager  
8140 Main St.  
Dexter, MI 48130

Dear Donna,

The Dexter Area Historical Society and Museum would like to thank the Village of Dexter for the years of support you have given us in the past.

The Dexter Area Museum provides for the preservation and study of memorabilia, books, pictures, and historical items from the Village of Dexter and the four surrounding townships: Dexter, Lima, Scio and Webster. The Society provides tours for many residents and school children. The Museum is also a research resource for those seeking to learn more about their ancestors.

It takes money to maintain our Museum; therefore, we would welcome the continuance of the Village's annual donation of \$250.

We look forward to continue working with you in the future.

Sincerely,



Sharon L. Wheeler, Secretary

Thanks to the village/city of Dexter for all the support they have given us for many years.

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Dexter Senior Center  
7720 Ann Arbor Street  
Dexter, MI 48130  
May 11<sup>th</sup>, 2015

Dear City of Dexter:

On behalf of myself, the Dexter Senior Center Board of Trustees and our members I would like to thank the City of Dexter for the contribution towards our funding in the amount of \$1,000.00.

As you know, the Dexter Senior Center provides services to seniors age 55 and older within the Dexter community and surrounding areas.

With the generous support of people like you, we will be able to provide educational courses, opportunities for physical fitness and healthy lifestyle choices as well as a location for friendship and social well-being. All of these activities are essential to our community and we couldn't have done it without your help.

For more information on how your donation is helping to make a difference in the lives of so many in our community, we invite you to visit us at any time. You can also find information on our events and daily programming online at [www.dexterseniors.org](http://www.dexterseniors.org).

Thank you again, and we look forward to your continued support.

Sincerely,

Katelyn Stirling  
Director  
Dexter Senior Center

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**OFFICE OF COMMUNITY DEVELOPMENT**

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

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**Memorandum**

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

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

**Re:** Report for May 26, 2015 City Council Meeting

**Date:** May 20, 2015

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**Business/Development Updates**

- Strawberry Alarm Clock Update (3441 Broad Street) – The ZBA postponed action on the request for a rear yard setback variance, to give the applicant time to look at alternatives that would lessen the need for a variance. Staff received a call from Jack Savas, the property owner and he indicated he would be revising his plans to reduce the building foot print, thus eliminating the need for the variance. As a reminder, the Planning Commission is scheduled to conduct a public hearing to consider the special land use request at its June 1, 2015 meeting. The Combined Site Plan will be considered at the same meeting.

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**CITY OF DEXTER**

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

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

**MEMO**

**To: Mayor Keough and Council Members**  
**From: Courtney Nicholls, City Manager**  
**Date: May 20, 2015**  
**Re: City Manager/Assistant to the Manager Report - Meeting of  
May 26, 2015**

1. Meeting Review:
  - May 12<sup>th</sup> – 5 Healthy Towns Coalition
  - May 12<sup>th</sup> – Arts, Culture & Heritage Committee
  - May 13<sup>th</sup> – City Council Work Session – Budget Review
  - May 14<sup>th</sup> – MMRMA Insurance Renewal
  - May 19<sup>th</sup> – Parks & Recreation Commission
  - May 21<sup>st</sup> – Downtown Development Authority
2. Upcoming Meetings:
  - May 25<sup>th</sup> – Memorial Day Parade
  - May 30<sup>th</sup> – Dexter Trout Day
  - June 2<sup>nd</sup> – Arts, Culture & Heritage Committee
  - June 12<sup>th</sup> – Start of Civil War Days
  - June 13<sup>th</sup> – Relay for Life
3. **Deer Complaint.** I received a phone call from a resident of Fourth Street who is concerned with the increasing deer population within the City. She has counted approximately 16 deer that have been eating her landscaping and defecating on her lawn. This is the first complaint that I have received on this issue. I would like to know if Council has heard other complaints and would like staff to research possible interventions.
4. **Insurance Renewal.** Justin and I met with MMRMA to review our insurance renewal. Our premium went down 7% and we will be receiving a return of net assets check for \$31,730 which is equivalent to 65% of our premium cost. The check will be received by June 30 and will be distributed to each fund proportionate to the amount of insurance premium the fund pays.
5. **MLive About Town Newspaper.** Justin met with Bill Lyon, District Manager of Circulation for the MLive About Town newspaper. Council's concerns regarding the newspaper being left in driveways and becoming litter were conveyed to Mr. Lyon. Mr. Lyon has indicated that the issue will be addressed and the paper will be delivered to residents' doorsteps. Mr. Lyon indicated that if anyone has any concerns, or would no longer like to receive the paper, they can call him directly at 734-478-9702.

6. **State Tax Commission.** Marie Sherry, Finance Director/Treasurer, will provide a verbal update at the City Council meeting on May 26, 2015 regarding the State Tax Commission and the City's assessing roll.

7. **Parks and Recreation Commission Meeting Summary.**

On Tuesday, May 19<sup>th</sup>, members of the Parks and Recreation Commission, Mayor Keough, Paul Evanoff, and Justin Breyer walked the proposed Mill Creek Phase 2 trail, which extends from the southern edge of the boardwalk south towards the high school. At the following meeting, the Commission discussed the need for planning, including preliminary engineering, soil boring, and topographical mapping. The group also discussed the type of material of which the trail could be comprised (boardwalk, asphalt, concrete, woodchips).

Hello Residents and Fellow Council Members,

Presented below is my report for the May 26, 2015 meeting.

#### Budget Review Workshops

Our last budget review workshop is planned for Wednesday, June 3, 2015 (tentatively 6 pm). I am hoping that we can have a full council at this workshop. Please try to reserve this date.

#### Recent Meetings/Conversations

April and May 2015 – Dexter Area Fire Board - Fire Chief Search Committee – As part of my role on the Dexter Area Fire Board, I am participating on the Fire Chief Selection Committee. We interviewed 11 candidates in early April and recommended background checks and continued due diligence with the top 2 based on the interviews. We discovered and confirmed in late April that one of our top candidates accepted a similar position with another municipality. Our second top candidate withdrew from consideration on May 18<sup>th</sup>, so we will be continuing our search following discussion with the Fire Board on May 21<sup>st</sup> (DAFD Monthly Meeting).

May 13, 2015 – DDA Budget Review Session – Finance Director Marie Sherry, DDA Treasurer Tom Covert and I are discussing ways to refund and refinance the DDA taxable bond.

May 13, 2015 – Budget Review Session #2 – Council and staff reviewed the Street Funds, Water Fund and Sewer Fund at our second budget review workshop. We also reviewed several of our smaller funds.

May 19, 2015 – Mill Creek Phase 2 – At the invitation of our Parks Committee, I walked the potential route of Phase 2 of our park pathway system. We walked south from the boardwalk at Grand Street all the way to the school property behind Creekside School. There is a great amount of opportunity to provide even more access to our natural areas. It is very peaceful and very scenic in this area. Our Parks Committee discussed different types of pathways (i.e. boardwalk, asphalt and woodchip).

May 20, 2015 - Mill Creek Park Tour – The City has been contacted by Professor Andy Hoffman from the University of Michigan. Professor Hoffman works in the School of Natural Resources and Environment and would like to tour the park along with a few other professors. Our City Manager arranged for Paul Evanoff and me to serve as tour guides.

May 2015 – Following our meeting on May 7<sup>th</sup> with our union representatives, I spoke with our former health care agent about several misunderstandings that our employees had regarding the way the new health care plans worked, particularly the deductible period vs. the coverage period vs. the plan period. These terms all created confusion in one way or another for several of our employees who choose the Health Saving Account Health Care plan. City Manager Nicholls and I are working on a letter to our former agent requesting their assistance to remedy these misunderstandings for these employees. It is my opinion that a shared approach to solving this problem should be brought before Council in a few weeks.

#### Future Activities

May 21, 2015 – Downtown Development Authority meeting – the DDA is expected to pass its budget for 2015/2016 and review the draft RFQ for the 3045 Broad Street property.

May 21, 2015 – Dexter Area Fire Department Board meeting

May 25, 2015 – Memorial Day Activities – the Rotary Club of Dexter has invited me to participate in the Memorial Day activities again this year. This is a really special event in Dexter each year and it is truly an honor to participate.

May 26, 2015 – City Council Meeting – please note that our 2<sup>nd</sup> Council meeting of May is on the Tuesday following Memorial Day due to the Holiday on Monday.

Please remember that the Trout Fest is taking place on May 30<sup>th</sup> in Mill Creek Park. It should be a fun event. I look forward to seeing you around our town.

Shawn Keough  
Mayor of Dexter

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

(313) 363-1434 (cell)



BANK CODE: POOL

Claimant	Amount Claimed	Amount Owed	Amount Rejected
1. ABSOLUTE COMPUTER SERVICES	93.60		
2. ALEXANDER CHEMICAL CORPORATION	1,345.49		
3. ANN ARBOR LANDSCAPING INC.	2,555.00		
4. ANN ARBOR WELL DRILLING, INC.	300.00		
5. ARBOR SPRINGS WATER CO.INC	3.00		
6. AT&T	129.99		
7. BATTERIES PLUS BULBS #389	242.35		
8. BELL EQUIPMENT CO	159.77		
9. BEST BLOCK COMPANY	227.42		
10. BOULLION SALES	18.85		
11. BS&A SOFTWARE	3,512.00		
12. CADILLAC ASPHALT, LLC	108.00		
13. CARLISLE-WORTMAN ASSOCIATES	1,390.00		
14. CHAMPION WATER TREATMENT	14.25		
15. CHEMCO PRODUCTS INC	1,306.36		
16. CINTAS CORPORATION	1,294.74		
17. COMCAST - DPW	151.90		
18. CORRIGAN OIL COMPANY	205.03		
19. DAPPRICH ENTERPRISES INC.	390.00		
20. DISPLAY SALES	369.00		
21. DIUBLE EQUIPMENT INCORPORATED	20.52		
22. DTE ENERGY	12,752.65		
23. ELECTION SOURCE	40.46		
24. ELHORN ENGINEERING CO	1,784.00		
25. ERIC HARTMAN	69.58		
26. FANCY STITCH	98.00		
27. G2 CONSULTING GROUP, LLC	4,395.00		
28. GRACIELA DEMERATH	275.00		
29. GRAINGER	415.50		
30. HACKNEY HARDWARE	502.44		
31. HALEY MECHANICAL	185.00		
32. I.T. RIGHT INC.	888.00		
33. JOHN'S SANITATION	210.00		
34. KLAPPERICH WELDING	2,760.00		
35. KURT AUGUSTINE	66.60		
36. LOWE'S BUSINESS ACCOUNT	191.46		
37. MASTERCRAFT PLUMBING	6,191.50		
38. METRO ENVIROMENTAL SERVICES	857.50		
39. MICHIGAN ASSOC OF PLANNING	800.00		
40. MICHIGAN PIPE & VALVE	1,536.60		
41. MWEA	65.00		
42. NORTH CENTRAL LABORATORIES	781.08		
43. PARAGON LABORATORIES INC	140.00		
44. PARTS PEDDLER AUTO SUPPLY	320.38		
45. PAUL COUSINS	126.86		
46. PNC	161.78		
47. RENIUS & RENIUS	2,496.00		
48. RICHARD BROTHERS PAINTING	305.00		
49. RICOH AMERICAS CORPORATION	2,193.26		
50. SCOTT E. MUNZEL, PC	2,276.85		

Claimant	Amount Claimed	Amount Owed	Amount Rejected
51. SPEARS FIRE & SAFETY SERVICES	194.70		
52. THE SUN TIMES	258.19		
53. TIM STEWART	72.45		
54. UTILITIES INSTRUMENTATION SERV	1,768.17		
55. VARNUM, RIDDERING, SCHMIDT	50.71		
56. VIEBAHN, TODD	94.30		
57. WASHTENAW COUNTY TREASURER	2,475.00		
58. WASTE MANAGEMENT OF MICHIGAN	41,233.71		
***TOTAL ALL CLAIMS***	102,870.00		

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	PNC	COUNCIL WORK SESSION	05-19-15	05/25/15	59.78	
101-101-958.000	MEMBERSHIPS & DUES	MICHIGAN ASSOC OF PLAN	MEMBERSHIP	05-19-15	05/25/15	50.00	
101-101-959.000	ARTS, CULTURE & HERITAGE	GRACIELA DEMERATH	PAINT DEXTER	185	05/25/15	275.00	
101-101-959.000	ARTS, CULTURE & HERITAGE	PNC	MAILING	05-19-15	05/25/15	102.00	
Total For Dept 101 CITY COUNCIL						486.78	
Dept 172 CITY MANAGER							
101-172-958.000	MEMBERSHIPS & DUES	MICHIGAN ASSOC OF PLAN	MEMBERSHIP	05-19-15	05/25/15	50.00	
Total For Dept 172 CITY MANAGER						50.00	
Dept 201 FINANCE DEPARTMENT							
101-201-802.000	PROFESSIONAL SERVICES	BS&A SOFTWARE	SOFTWARE SUPPORT	100686	05/25/15	780.00	
Total For Dept 201 FINANCE DEPARTMENT						780.00	
Dept 210 ATTORNEY							
101-210-810.000	ATTORNEY FEES	SCOTT E. MUNZEL, PC	LEGAL SERVICES	1542	05/25/15	2,157.85	
101-210-810.000	ATTORNEY FEES	SCOTT E. MUNZEL, PC	LEGAL	1540	05/25/15	119.00	
Total For Dept 210 ATTORNEY						2,276.85	
Dept 215 CITY CLERK							
101-215-901.000	PRINTING & PUBLISHING	THE SUN TIMES	PUBLIC NOTICE	44881	05/25/15	167.07	
101-215-901.000	PRINTING & PUBLISHING	THE SUN TIMES	PUBLIC NOTICE	44805	05/25/15	9.11	
101-215-901.000	PRINTING & PUBLISHING	THE SUN TIMES	PUBLIC NOTICE	45014	05/25/15	45.56	
Total For Dept 215 CITY CLERK						221.74	
Dept 253 TREASURER							
101-253-902.000	TAX BILL PRINTING & SERVI	BS&A SOFTWARE	SOFTWARE SUPPORT	100686	05/25/15	2,307.00	
Total For Dept 253 TREASURER						2,307.00	
Dept 257 ASSESSING DEPARTMENT							
101-257-803.000	CONTRACTED SERVICES	RENIUS & RENIUS	MAY 2015 SERVICE	05-19-15	05/25/15	2,496.00	
Total For Dept 257 ASSESSING DEPARTMENT						2,496.00	
Dept 262 ELECTIONS							
101-262-977.000	EQUIPMENT	ELECTION SOURCE	ELECTION	27583	05/25/15	40.46	
Total For Dept 262 ELECTIONS						40.46	
Dept 265 BUILDINGS & GROUNDS							
101-265-727.000	OFFICE SUPPLIES	ARBOR SPRINGS WATER CO	OFFICE	1555870	05/25/15	3.00	
101-265-727.000		HACKNEY HARDWARE	ACCT 6430	05-19-15	05/25/15	51.76	
101-265-920.000	UTILITIES	DTE ENERGY	APRIL 2015	05/20/15	05/25/15	654.26	
101-265-920.001		AT&T	734 424 1790	05-20-15	05/25/15	75.99	
101-265-935.000	BUILDING MAINTENANCE & RE	CINTAS CORPORATION	OFFICE	05-19-15	05/25/15	123.56	
101-265-935.000	BUILDING MAINTENANCE & RE	MASTERCRAFT PLUMBING	DPW	17379	05/25/15	796.00	
101-265-936.000		RICOH AMERICAS CORPORA	LEASE	94683855	05/25/15	2,193.26	
101-265-962.000	COMMUNITY GARDEN	KURT AUGUSTINE	COMPOST	05-20-15	05/25/15	66.60	
101-265-962.000	COMMUNITY GARDEN	PAUL COUSINS	COMMUNITY GARDENS	05-19-15	05/25/15	126.86	
Total For Dept 265 BUILDINGS & GROUNDS						4,091.29	
Dept 285 CITY TREE PROGRAM							
101-285-731.000	LANDSCAPE SUPPLIES	ANN ARBOR LANDSCAPING	TREES	05-19-15	05/25/15	2,555.00	
Total For Dept 285 CITY TREE PROGRAM						2,555.00	
Dept 301 LAW ENFORCEMENT							

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 301 LAW ENFORCEMENT							
101-301-807.000		WASHTENAW COUNTY TREAS	LOCAL UNIT 2015	26465	05/25/15	1,023.00	
101-301-807.000		WASHTENAW COUNTY TREAS	LOCAL UNIT OT	26305	05/25/15	1,452.00	
101-301-920.000	UTILITIES	DTE ENERGY	APRIL 2015	05/20/15	05/25/15	349.65	
						2,824.65	
Dept 336 FIRE DEPARTMENT							
101-336-920.000	UTILITIES	DTE ENERGY	APRIL 2015	05/20/15	05/25/15	349.65	
						349.65	
Dept 400 PLANNING DEPARTMENT							
101-400-958.000	MEMBERSHIPS & DUES	MICHIGAN ASSOC OF PLAN	MEMBERSHIP	05-19-15	05/25/15	700.00	
						700.00	
Dept 410 ZONING BOARD OF APPEALS							
101-410-901.000	PRINTING & PUBLISHING	THE SUN TIMES	PUBLIC NOTICE	44965	05/25/15	36.45	
						36.45	
Dept 441 DEPARTMENT OF PUBLIC WORKS							
101-441-740.000	OPERATING SUPPLIES	ABSOLUTE COMPUTER SERV	DPW	1090	05/25/15	93.60	
101-441-740.000	OPERATING SUPPLIES	CHAMPION WATER TREATME	DPW	05-19-15	05/25/15	14.25	
101-441-740.000		HACKNEY HARDWARE	ACCT 6431	05-19-15	05/25/15	68.32	
101-441-740.000	OPERATING SUPPLIES	LOWE'S BUSINESS ACCOUN	DPW	05-19-15	05/25/15	13.27	
101-441-740.000	OPERATING SUPPLIES	LOWE'S BUSINESS ACCOUN	DPW	05-19-15	05/25/15	47.87	
101-441-740.000	OPERATING SUPPLIES	SPEARS FIRE & SAFETY S	DPW	143995	05/25/15	139.70	
101-441-745.000		CINTAS CORPORATION	APRIL 2015	05-19-15	05/25/15	627.48	
101-441-861.000	TRAVEL & MILEAGE	VIEBAHN, TODD	MILEAGE	05-20-15	05/25/15	94.30	
101-441-920.000		COMCAST - DPW	DPW	05-19-15	05/25/15	151.90	
101-441-920.000	UTILITIES	DTE ENERGY	APRIL 2015	05/20/15	05/25/15	1,972.70	
101-441-935.000	BUILDING MAINTENANCE & RE	LOWE'S BUSINESS ACCOUN	DPW	05-19-15	05/25/15	75.94	
101-441-935.000	BUILDING MAINTENANCE & RE	LOWE'S BUSINESS ACCOUN	DPW	05-19-15	05/25/15	26.00	
101-441-977.000	EQUIPMENT	BS&A SOFTWARE	REVISED INVOICE	100353	05/25/15	425.00	
						3,750.33	
Dept 442 DOWNTOWN PUBLIC WORKS							
101-442-731.000	LANDSCAPE SUPPLIES	HACKNEY HARDWARE	ACCT 6431	05-19-15	05/25/15	249.19	
101-442-740.000	OPERATING SUPPLIES	DISPLAY SALES	DPW	001112	05/25/15	369.00	
101-442-740.000	OPERATING SUPPLIES	HACKNEY HARDWARE	ACCT 6430	05-19-15	05/25/15	8.99	
101-442-802.000	PROFESSIONAL SERVICES	ANN ARBOR WELL DRILLIN	DPW	122140000	05/25/15	300.00	
101-442-802.000	PROFESSIONAL SERVICES	KLAPPERICH WELDING	BANNER POLES	1460	05/25/15	2,760.00	
101-442-802.000	PROFESSIONAL SERVICES	RICHARD BROTHERS PAINT	DPW	20805	05/25/15	190.00	
101-442-802.000	PROFESSIONAL SERVICES	RICHARD BROTHERS PAINT	DPW	20770	05/25/15	115.00	
101-442-920.000	UTILITIES	DTE ENERGY	APRIL 2015	05/20/15	05/25/15	540.06	
						4,532.24	
Dept 751 PARKS & RECREATION							
101-751-803.000	CONTRACTED SERVICES	CARLISLE-WORTMAN ASSOC	2015 PARKS & REC	2135654	05/25/15	1,390.00	
101-751-944.000	PORTABLE TOILET RENTAL	JOHN'S SANITATION	PARKS	A-41452	05/25/15	210.00	
101-751-977.000	EQUIPMENT	GRAINGER	DPW	9720389759	05/25/15	415.50	
						2,015.50	
						29,513.94	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 202 MAJOR STREETS FUND							
Dept 445 STORMWATER							
202-445-740.000	OPERATING SUPPLIES	LOWE'S BUSINESS ACCOUN	DPW	05-19-15	05/25/15	28.38	
202-445-740.000	OPERATING SUPPLIES	MICHIGAN PIPE & VALVE	DPW	J98638	05/25/15	768.30	
Total For Dept 445 STORMWATER						796.68	
Dept 451 CONTRACTED ROAD CONSTRUCTION							
202-451-975.017	CAPITAL IMP - SAFE ROUTES	DAPPRICH ENTERPRISES I	DPW	2015-9	05/25/15	390.00	
202-451-975.017	CAPITAL IMP - SAFE ROUTES	G2 CONSULTING GROUP, L	SAFE ROUTES	150721	05/25/15	4,395.00	
Total For Dept 451 CONTRACTED ROAD CONSTRUCTION						4,785.00	
Dept 463 ROUTINE MAINTENANCE							
202-463-740.000	OPERATING SUPPLIES	CADILLAC ASPHALT, LLC	DPW	271015	05/25/15	108.00	
Total For Dept 463 ROUTINE MAINTENANCE						108.00	
Total For Fund 202 MAJOR STREETS FUND						5,689.68	
Fund 203 LOCAL STREETS FUND							
Dept 445 STORMWATER							
203-445-740.000	OPERATING SUPPLIES	BEST BLOCK COMPANY	DPW	0536093	05/25/15	171.75	
203-445-740.000	OPERATING SUPPLIES	BEST BLOCK COMPANY	DPW	0535020	05/25/15	10.67	
203-445-740.000	OPERATING SUPPLIES	BEST BLOCK COMPANY	DPW	0536059	05/25/15	45.00	
203-445-740.000	OPERATING SUPPLIES	MICHIGAN PIPE & VALVE	DPW	J98638	05/25/15	768.30	
Total For Dept 445 STORMWATER						995.72	
Total For Fund 203 LOCAL STREETS FUND						995.72	
Fund 226 SOLID WASTE COLLECTION FUND							
Dept 528 SOLID WASTE							
226-528-805.000	CONTRACTED SOLID WASTE	SEFWASTE MANAGEMENT OF MI	COMMERCIAL & RESIDENTIAL	8372224	05/25/15	40,670.22	
226-528-806.000	CONTRACTED COMPOSTING	WASTE MANAGEMENT OF MI	COMMERCIAL & RESIDENTIAL	8372224	05/25/15	563.49	
Total For Dept 528 SOLID WASTE						41,233.71	
Total For Fund 226 SOLID WASTE COLLECTION FUND						41,233.71	
Fund 402 EQUIPMENT REPLACEMENT FUND							
Dept 441 DEPARTMENT OF PUBLIC WORKS							
402-441-939.000	VEHICLE MAINTENANCE & REP	BELL EQUIPMENT CO	DPW	0109645	05/25/15	159.77	
402-441-939.000	VEHICLE MAINTENANCE & REP	BOULLION SALES	DPW	267283	05/25/15	18.85	
402-441-939.000	VEHICLE MAINTENANCE & REP	DIUBLE EQUIPMENT INCOR	DPW	30719	05/25/15	20.52	
402-441-939.000		PARTS PEDDLER AUTO SUP	MAINTENANCE	05-20-15	05/25/15	203.23	
Total For Dept 441 DEPARTMENT OF PUBLIC WORKS						402.37	
Total For Fund 402 EQUIPMENT REPLACEMENT FUND						402.37	
Fund 590 SEWER ENTERPRISE FUND							
Dept 248 ADMINISTRATION							
590-248-811.000	ATTORNEY FEES - MISCELLANE	VARNUM, RIDDERING, SCH	LEGAL	947412	05/25/15	50.71	
Total For Dept 248 ADMINISTRATION						50.71	
Dept 548 SEWER UTILITIES DEPARTMENT							
590-548-740.000		HACKNEY HARDWARE	ACCT 3432	05-19-15	05/25/15	32.69	
590-548-740.000		HACKNEY HARDWARE	ACCT 6433	05-19-15	05/25/15	33.99	
590-548-740.000	OPERATING SUPPLIES	HALEY MECHANICAL	WWTP	27958	05/25/15	185.00	
590-548-740.000	OPERATING SUPPLIES	SPEARS FIRE & SAFETY S	WWTP	143994	05/25/15	55.00	
590-548-742.000	CHEMICAL SUPPLIES - PLANT	ALEXANDER CHEMICAL COR	WWTP	10031426	05/25/15	670.29	

INVOICE GL DISTRIBUTION REPORT FOR CITY OF DEXTER  
EXP CHECK RUN DATES 05/21/2015 - 05/21/2015  
JOURNALIZED OPEN AND PAID  
BANK CODE: POOL

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 590 SEWER ENTERPRISE FUND							
Dept 548 SEWER UTILITIES DEPARTMENT							
590-548-745.000		CINTAS CORPORATION	APRIL 2015	05-19-15	05/25/15	124.22	
590-548-751.000		CORRIGAN OIL COMPANY	WWTP	6055241	05/25/15	205.03	
590-548-803.005	SEWER LINE MAINTENANCE	METRO ENVIROMENTAL SER	WWTP	53892	05/25/15	857.50	
590-548-920.000	UTILITIES	DTE ENERGY	APRIL 2015	05/20/15	05/25/15	6,340.33	
590-548-920.001		AT&T	U-VERSE	05-19-15	05/25/15	27.00	
590-548-938.001	SCADA MAINTENANCE	UTILITIES INSTRUMENTAT	WWTP	530345451	05/25/15	1,768.17	
590-548-960.000	EDUCATION & TRAINING	MWEA	WWTP	10271	05/25/15	65.00	
Total For Dept 548 SEWER UTILITIES DEPARTMENT						10,364.22	
Dept 901 CAPITAL IMPROVEMENTS							
590-901-974.000	CIP CAPITAL IMPROVEMENTS	MASTERCRAFT PLUMBING	3287 BROAD	05-19-15	05/25/15	5,395.50	
Total For Dept 901 CAPITAL IMPROVEMENTS						5,395.50	
Total For Fund 590 SEWER ENTERPRISE FUND						15,810.43	
Fund 591 WATER ENTERPRISE FUND							
Dept 556 WATER UTILITIES DEPARTMENT							
591-556-740.000		HACKNEY HARDWARE	ACCT 3432	05-19-15	05/25/15	5.57	
591-556-740.000		HACKNEY HARDWARE	ACCT 6433	05-19-15	05/25/15	51.93	
591-556-740.000	OPERATING SUPPLIES	NORTH CENTRAL LABORATO	WWTP	354884	05/25/15	98.73	
591-556-745.000		CINTAS CORPORATION	APRIL 2015	05-19-15	05/25/15	419.48	
591-556-745.000	UNIFORM ALLOWANCE	FANCY STITCH	WWTP	1744	05/25/15	98.00	
591-556-920.000	UTILITIES	DTE ENERGY	APRIL 2015	05/20/15	05/25/15	2,546.00	
591-556-920.001		AT&T	U-VERSE	05-19-15	05/25/15	27.00	
591-556-937.000	EQUIPMENT MAINTENANCE & RE	BATTERIES PLUS BULBS #	WWTP	389-306591	05/25/15	109.40	
591-556-937.000	EQUIPMENT MAINTENANCE & RE	BATTERIES PLUS BULBS #	WWTP	389-307389	05/25/15	132.95	
591-556-938.000	LAB EQUIPMENT MAINTENANCE	I.T. RIGHT INC.	WWTP	20144606	05/25/15	888.00	
591-556-939.000	VEHICLE MAINTENANCE & REP	PARTS PEDDLER AUTO SUP	MAINTENANCE	05-20-15	05/25/15	117.15	
591-556-960.000	EDUCATION & TRAINING	ERIC HARTMAN	MILEAGE	05-19-15	05/25/15	69.58	
591-556-960.000	EDUCATION & TRAINING	TIM STEWART	MILEAGE	05-19-15	05/25/15	72.45	
591-556-977.000	EQUIPMENT	ALEXANDER CHEMICAL COR	WWTP	10031427	05/25/15	675.20	
591-556-977.000	EQUIPMENT	CHEMCO PRODUCTS INC	WWTP	104425	05/25/15	1,306.36	
591-556-977.000	EQUIPMENT	ELHORN ENGINEERING CO	WWTP	260199	05/25/15	1,784.00	
591-556-977.000	EQUIPMENT	NORTH CENTRAL LABORATO	WWTP	355012	05/25/15	682.35	
591-556-977.000	EQUIPMENT	PARAGON LABORATORIES I	WWTP	42155-85750	05/25/15	140.00	
Total For Dept 556 WATER UTILITIES DEPARTMENT						9,224.15	
Total For Fund 591 WATER ENTERPRISE FUND						9,224.15	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund Totals:							
			Fund 101 GENERAL FUND			29,513.94	
			Fund 202 MAJOR STREETS FUND			5,689.68	
			Fund 203 LOCAL STREETS FUND			995.72	
			Fund 226 SOLID WASTE COLLECTION FUND			41,233.71	
			Fund 402 EQUIPMENT REPLACEMENT FUND			402.37	
			Fund 590 SEWER ENTERPRISE FUND			15,810.43	
			Fund 591 WATER ENTERPRISE FUND			9,224.15	
Total For All Funds:						<u>102,870.00</u>	

**OFFICE OF THE CITY MANAGER**8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

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**Memorandum**

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

**From:** Justin Breyer, Assistant to the City Manager

**Re:** Consideration of: Resolution Recognizing the Dexter Community Orchestra as a 503(c)(3) Charitable Organization

**Date:** May 11, 2015

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The City has been contacted by Judy Barnes Dooley on behalf of the Dexter Community Orchestra. The Dexter Community Orchestra is interested in hosting a raffle at the Musical Taste of Dexter in September in order to raise funds for their organization. The event will be held on September 20, 2015 at the Knights of Columbus Hall from 2 – 6 pm. The raffle is considered a charitable gaming event, which requires a permit through the State of Michigan. In order to receive the State permit, the State requires that the local governing body with jurisdiction over the organization pass a resolution that recognizes the hosting organization as a 501(c)(3) charity. The Dexter Community Orchestra was incorporated at 7676 Grand Street, which gives City Council the authority to consider the resolution.



# VILLAGE OF DEXTER

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

## REQUEST FOR SERVICE

### Requester's information:

Name: Judy Barnes Dooley on behalf of Dexter Community Orchestra

Address: PO Box 331, Dexter, MI 48130

Phone: 734-353-7690

### Description of the request for service and/or complaint:

The DCO needs a resolution from the City Council that recognizes the DCO as a local community charity. The Federal Government and the State of Michigan already recognize DCO as a 503(c)(3) charity, but in order to hold a raffle at the Musical Taste of Dexter in September, the State requires this resolution (attached). Thank you!

### Location and contact information for subject property (if applicable):

Name of Owner/Occupant: \_\_\_\_\_

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

Owner/Occupant Phone: \_\_\_\_\_

*I've enclosed a self-addressed, stamped envelope.*

Staff Review: Date Received: \_\_\_\_\_ Date Completed: \_\_\_\_\_

Referred to:  Manager  Council  Zoning  DPW  Utilities

Action Taken: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



Charitable Gaming Division  
 Box 30023, Lansing, MI 48909  
 OVERNIGHT DELIVERY:  
 101 E. Hillsdale, Lansing MI 48933  
 (517) 335-5780  
 www.michigan.gov/cg

**LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES**  
 (Required by MCL.432.103(K)(ii))

At a \_\_\_\_\_ meeting of the \_\_\_\_\_  
REGULAR OR SPECIAL TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD

called to order by \_\_\_\_\_ on \_\_\_\_\_  
DATE

at \_\_\_\_\_ a.m./p.m. the following resolution was offered:  
TIME

Moved by \_\_\_\_\_ and supported by \_\_\_\_\_

that the request from \_\_\_\_\_ of \_\_\_\_\_,  
NAME OF ORGANIZATION CITY

county of \_\_\_\_\_, asking that they be recognized as a  
COUNTY NAME

nonprofit organization operating in the community for the purpose of obtaining charitable

gaming licenses, be considered for \_\_\_\_\_.  
APPROVAL/DISAPPROVAL

APPROVAL	DISAPPROVAL
Yeas: _____	Yeas: _____
Nays: _____	Nays: _____
Absent: _____	Absent: _____

I hereby certify that the foregoing is a true and complete copy of a resolution offered and

adopted by the \_\_\_\_\_ at a \_\_\_\_\_  
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL

meeting held on \_\_\_\_\_  
DATE

SIGNED: \_\_\_\_\_  
TOWNSHIP, CITY, OR VILLAGE CLERK

\_\_\_\_\_  
PRINTED NAME AND TITLE

\_\_\_\_\_  
ADDRESS

COMPLETION: Required.  
 PENALTY: Possible denial of application.  
 BSL-CG-1153(R6/09)

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**OFFICE OF THE CITY MANAGER**8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

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**Memorandum**

**To:** Mayor Keough and City Council

**From:** Courtney Nicholls, City Manager  
Justin Breyer, Assistant to the City Manager

**Re:** Consideration of: 2015 Road Project Contract Awards

**Date:** May 11, 2015

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On April 27, 2015, City Council approved a crack seal contract in the amount of \$20,000 to K & B and a cape seal contract to Highway Maintenance in the amount of \$362,050. On the May 11<sup>th</sup> agenda, Council discussed and postponed additions and amendments to the road program, including \$205,000 to Cadillac Asphalt for mill and overlay; \$24,500 to OHM for engineering and oversight; and an additional \$50,000 to Highway Maintenance for cape sealing Dexter-Ann Arbor St.

The items for consideration on the current agenda are: award of the mill and overlay contract (potentially with alterations); the addition of Dexter-Ann Arbor St. cape seal in the amount of \$50,000; and rearranging project segments to meet County guidelines in order to receive \$104,000 in previously allocated grant dollars.

The Road Committee met on Tuesday, May 20, 2015, to discuss the road program for the upcoming season, and develop options and recommendations for improvements. Notes from this meeting are included in this packet along with a spreadsheet detailing the cape seal and mill and overlay segments. As Council discusses and reviews these options, please note that staff recommends avoiding the use of reserves for this years' projects.

## Notes from Road Committee Meeting - May 19, 2015

Submitted by: Joe Semifero

Attendees: Dan Schlaff, Kurt Augustine, Jim Carson, Joe Semifero

Purpose: To determine recommendations on options for road projects for 2015

- \* Reviewed the file sent by Patrick itemizing the prices per road segment for 2015 treatments.
- \* Noted actual costs for Samuel Dr and Huron view Court were higher than previously estimated, meaning we would need to find less of an offset after removing these road segments from the 2015 program.

### Status of County Grant Allocation

- \* \$104,000 must be allocated to Forest St and Grand St, per County guidelines.
- \* \$30,000 is already allocated to Forest to the west of Baker. \$74,000 must be further removed from the plan and allocated to Forest and Grand.
- \* Per Patrick's estimates, removing Samuel Dr from the plan addresses \$11,778, and removing Huron View Court addresses another \$33,920 of the \$74,000. This leaves \$28,302 in offsets to be found.

### Actions of Committee

- \* Discussed what road segments could be removed from 2015 plan with least impact.
- \* Determined recommendations to make to Council for decision on bid approval for the Council meeting on Monday, May 26, 2015.

### Recommendations

After consideration of the overall plan, the Road Committee recommends the following prioritized list of options for the 2015 Road Projects:

- 1) Use \$28,302 from reserves / contingency to complete all planned projects for 2015.
  - The plan is meant to minimize impact to different areas. With the plan, Huron Farms will be completed this year. With the plan, the downtown area will be complete for cape seal and mill and overlay.
  - We have had good luck with the roads previously repaired, such as 4th and Broad. These roads have had their repairs minimized over the last 6 years. We are at the point where these should be cape sealed again to maintain the minimal repair status of these roads, "keeping the good roads good."
  - The \$28,302 will be spent, if not this year, then next year. We are simply pulling ahead work from next year. The reserves should be at the same point at the end of next year as they would have been had we waited. This amount represents 4% of the projects for 2015 and arguably, this is why we have reserves.
  - We did see a high mill and overlay price this year, while other communities saw numbers stay very much the same. We are attributing this to the more "chopped up" nature of the work this year. Last year we had a number of very long roads which minimized stop / start for contractor, re-staging, etc. The more we delay small projects, the more these smaller chopped up projects may cost in the future.
- 2) Remove Broad cape seal from the program for 2015 for a savings of \$35,997.
  - Advantages - saves amount needed to still do program, may reduce line painting costs slightly for this year
  - Disadvantages - Broad has truck traffic, so the road will have higher usage than other roads for next year (risk of damaging), also will have to come back into downtown area again for cape seal. May need additional crack seal on Broad in place of cape seal.
- 3) Remove Fourth St cape seal from the program for 2015 for a savings of \$34,412.
  - Advantages - less truck traffic than Broad St
  - Disadvantage - Cuts from water main and other work are more significant and cape seal would seal those areas best. May need additional crack seal on Fourth in place of cape seal.

### Other Project Considerations

The committee considered some other areas. Roads in Huron Farms close to Dexter Ann Arbor Rd are heavily used and need to be addressed. Roads further into the Huron Farms neighborhood may have less use, but the residents would have to deal with road work two years in a row, even after the major amounts of work to be done this year. Reducing the mill and overlay in Huron Farms would severely reduce the overall bid for M&O and potentially impact pricing.

2015 Asphalt Paving and Maintenance  
City of Dexter

Road Name	Length, Ft	From	To	Width, Ft	Area, Syd	Cape Seal Cost, \$4.10/Syd	M&O Cost, \$10.60/Syd*	Notes
Ryan Dr	431							
Wilson Dr	183	3579 Wilson	Wilson Cts	27	849	\$ 3,481	-	Added extra 100' length due to short GIS segment. Also, Carto and Road Names had to be entered; fix in GIS?
5th St	518	Central St	Dover St	24	1,380	\$ 5,660	-	
5th St	517	Broad St	Central St	23	1,320	\$ 5,414	-	Does not include Fifth Street Dental Care's parking stalls.
5th St	530	Alpine St	Broad St	24	1,414	\$ 5,798	-	
Alpine St	739	3200 Alpine	5th St	27	2,891	\$ 11,854	-	Added extra 225' length due to short GIS segment. Does not include concrete parking stalls at Farmers' Market, nor the couple of HMA stalls near Main St.
Broad St	611	Main St	5th St	63	4,275	\$ 17,526	-	Includes parking stalls, both EB & WB.
Broad St	497	5th St	4th St	27	1,491	\$ 6,112	-	
Broad St	341	4th St	3rd St	40	1,517	\$ 6,220	-	Includes EB shoulder, full length.
Broad St	337	3rd St	Huron St	40	1,497	\$ 6,139	-	Width varies.
Central St	507							
Central St	498							
Fourth St	470	Hudson St	Iverness St	27	1,410	\$ 5,780	-	
Fourth St	515	Edison St	Hudson St	27	1,544	\$ 6,329	-	
Fourth St	537	Dover St	Edison St	27	1,610	\$ 6,602	-	St. Joseph Catholic Church's parking not included at present.
Fourth St	509	Central St	Dover St	40	2,263	\$ 9,276	-	Includes NB shoulder.
Fourth St	522	Broad St	Central St	27	1,567	\$ 6,424	-	
Huron View Ct	1200	Dexter-Ann Arbor Rd	End	24	3,200	-	\$ 33,920	Added (not in GIS file).
Samuel Dr	500	Dexter-Pinckney Rd	End	20	1,111	-	\$ 11,778	Added (not in GIS file).
Ulrich St	507	7035 Ulrich	Wilson Dr	27	1,521	\$ 6,236	-	
Ulrich St	612	Ryan St	7035 Ulrich	27	1,836	\$ 7,526	-	
Wilson Dr	525	Ulrich St	nd of cul-de-sa	27	1,575	\$ 6,457	-	
Wilson Dr	962	Wilson Cts	Ulrich St	27	2,885	\$ 11,828	-	

Subtotals = \$ 135,000 \$ 45,698  
**Total = \$180,697.78**

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# Memo

To: City Council and City Manager  
From: Marie Sherry, Treasurer  
Date: 5/20/2015  
Re: Proposed Ordinance Setting the Tax Payment Schedule, Collection Charges, Penalties and Interest to be Added to Taxes, Charges and Assessments on the City Tax Roll

---

Section 10.19 of the City Charter requires that the City Council adopt an ordinance regarding the collection of taxes by the City Treasurer, specifically for timing, interest, and penalties. The attached proposed ordinance needs to be set for public hearing and adopted prior to July 1<sup>st</sup> in order to take affect for the 2015 tax year. I am requesting that Council set this for public hearing on June 8<sup>th</sup>, with adoption at the June 22<sup>nd</sup> meeting. The proposed ordinance contains the following:

Tax Collection Dates: This is set forth in the Charter. While not necessary for this Ordinance, I thought including it fit in well with the rest of the ordinance.

Schedule of Payment of Collected Taxes to Other Taxing Jurisdictions: We can negotiate with the intermediate school district and community college for the dates that they get paid their taxes if we want it to be different than everyone else, which is 10 business days after the 1<sup>st</sup> and 15<sup>th</sup> of each month, but I didn't think that made much sense.

Property Tax Collection Charges: I didn't want to set the amount in the ordinance, so I left it to be set in the same manner as millage rates ie each year by Council.

Delinquent Tax Monthly Interest Charges: From reading the Act, it appears that if your charter was adopted after 1982, then the Council has to set these, even though the 1% is specifically spelled out in the Act, so I included it in the proposed ordinance.

Delinquent Tax Penalties: This is the penalty for people who pay between February 15<sup>th</sup> and the end of the tax year (~February 28<sup>th</sup>). We had adopted this several years ago for the Village, so it is simply continuing the procedure.

Applicability to Special Assessments: Based on an article published by the Michigan Townships Association and promulgated on the Michigan Municipal Treasurers Listserv, I added this section to state that the administration fee and penalties do not apply to special assessments such as delinquent utility bills.

Effective Date: This is the day after publication by one of the three manners listed in the Charter (newspaper, website, posting).

**CITY OF DEXTER**  
**ORDINANCE NO. \_\_\_\_-2015**

AN ORDINANCE SETTING THE TAX PAYMENT SCHEDULE, COLLECTION CHARGES,  
PENALTIES AND INTEREST TO BE ADDED TO TAXES, CHARGES AND ASSESSMENTS ON  
THE CITY TAX ROLL.

**The City of Dexter Ordains:**

**Section 1: Tax Collection Dates**

City and other property taxes as permitted by state law are due and payable on the dates set forth in Section 10.17 of the City of Dexter Charter.

**Section 2: Schedule for Payment of Collected Taxes to Other Taxing Jurisdictions**

Instead of negotiating individual payment schedules with other taxing jurisdictions, the City Treasurer shall account for and deliver to them their tax collections as set forth in MCL 211.43(3).

**Section 3: Property Tax Collection Charges**

Pursuant to MCL 211.44(3), the City of Dexter shall add a property tax administration fee of not more than 1% of the total tax bill per parcel, this fee to be determined at the same time and in the same manner in which the City's annual millage rate is set.

**Section 4: Delinquent Tax Monthly Interest Charges**

Interest will be charged on all taxes not paid by the due date at a rate of 1% per month, as set forth in MCL 211.44(3).

**Section 5: Delinquent Tax Penalties**

On all taxes paid between February 14<sup>th</sup> and the time taxes are returned as delinquent to the County Treasurer, a late penalty will be charged that is equal to 3% of the taxes due, as set forth by MCL 211.44(3). The City of Dexter will not charge the late penalty upon parcels where the taxpayer a filed valid tax deferment request under MCL 211.51(2).

**Section 6: Applicability to Special Assessments**

The administration fee under Section 3 of this ordinance does not apply to special assessments, including delinquent utility bills and other charges allowed by City Ordinances.

**Section 7: Effective Date**

This Ordinance shall take effect upon publication as required by Section 15.12 of the City of Dexter Charter.

Roll Call Vote:

YEAS:

NAYS:

ABSENT:

I, Carol Jones, City Clerk for the City of Dexter, State of Michigan, do hereby certify that the foregoing is a true and correct copy of an ordinance adopted at a regular meeting of the City of Dexter City Council held on June 22, 2015.

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Carol Jones, City Clerk