



## **F. PUBLIC HEARINGS**

### 1. 2015-2016 Budget and Millage Rates

Mayor Keough opened the Public Hearing at 7:34 PM. Mayor Keough reported that the overall Millage Rate for the City will stay the same at 14.0562 mills with the breakdown as follows: General Operating – 9.8807 mills, Streets – 3.4380 mills and General Obligation Debt – 0.7375 mills. There were no comments from the audience. Mayor Keough closed the Public Hearing at 7:35 PM.

### 2. 2015-2016 Water/Sewer/Refuse Rates

Mayor Keough opened the Public Hearing at 7:35 PM. Mayor Keough summarized the rates for 2015-2016. Water rates will increase 4%, sewer rates will increase 3% and refuse rates will remain the same at \$17.50 per month. There were no comments from the audience. Mayor Keough closed the Public Hearing at 7:37 PM.

All above items will be voted on at the June 22, 2015 meeting

### 3. 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.

Mayor Keough opened the Public Hearing at 7:37 PM. Mayor Keough explained that the setting of the ordinance came from a requirement of the City Charter and the various assessments and charges were explained. There were no comments from the audience. Mayor Keough closed the Public Hearing at 7:40 PM.

Consideration of: 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.

Motion Smith; support Carson to move the Ordinance setting the Tax Payment Schedule, Collection Charges, Penalties and Interest to be added to Taxes, Charges and Assessments on the City Tax Roll.

Ayes: Carson, Fisher, Smith, Tell and Keough

Nays: Knight

Absent: Semifero

Motion carries 5 to 1

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

None

## **H. COMMUNICATIONS:**

1. Upcoming Meeting List
2. Sign Calendar
3. SEMCOG Letter to Mayor Keough

## I. REPORTS

### 1. Public Services Superintendent – Dan Schlaff

Mr. Schlaff provided the following verbal updates:

- Four City employees tested for water licenses: Robert Mester for his D4, Eric Hartman for D1 (both received the highest score in the class). Do not have the scores yet from the other two.
- Have been doing cleanup in the City – lot of “helicopters” this year.
- There were two storm drain issues and they have been repaired.
- Will be putting chloride on the alleys.
- Continuing sewer manhole inspection. Did find an issue on Dan Hoey Road which was corrected.
- Took two clarifiers down for inspection.
- Distributed reminders regarding odd/even days for watering.
- Question – How are the wells doing? (Good, there hasn’t been an issue this spring.)

### 2. Community Development Manager – Michelle Aniol

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

- Sent out a Request for Qualification (RFQ) for the DDA. It is due back by July 1 and questions were due today (June 8).
- Request for Proposal (RFP) for the Retail Market Study has been sent out. Questions were due by June 5 and received four. The RFP’s are due by June 30.
- Planning Commission recommended a special land use at 3441 Broad Street for the Strawberry Alarm Clock. They postponed a vote on the site plan to the July meeting.
- Planning Commission did approve a site plan for an addition to Variety Die and Stamping.
- On Thursday June 25, the SEMCOG General Assembly will meet at the Detroit Zoo.
- Question – Why did Variety Die not go with the three loading docks per the ordinance? (The applicant did not feel they needed a third dock.)
- Question – How many residents were at the Public Hearing on the Strawberry Alarm Clock? (About a dozen and provided varied favorable or non-favorable opinions on the project.)

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

*Washtenaw County Sheriff – May 2015 Written Report*  
Report included in the packet.

### 4. Subcommittee Reports

None

## 5. City Manager Report

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

- Truck weights – should this be a permit process and/or by ordinance. Discussion followed.
- A hawker/peddler permit for a food truck has been issued and they will begin on June 20 at the Farmer's Market. They will expand operation to the downtown on Wednesdays, Thursdays, and Fridays. Staff will recommend a moratorium on additional food trucks for the June 22 meeting.
- On the next meeting agenda, a Council representative will need to be appointed to the Art Selection Committee.
- The City should be closed out on the Sludge Project.
- Council will meet on June 10 for additional discussion on the Budget. An agenda was distributed.
- Before July 1, the City needs to adopt new FOIA requirements.
- Question asked about the recent Tax Tribunal action on Dexter Crossings. Discussion followed.

## 6. Mayor's Report

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

- Recommendations for reappointments to Commissions and Committees are included in the Consent Agenda.
- In regards to the misunderstanding that three employees had on their health care, we have reached an agreeable settlement and staff will take care of this.
- Ms. Nicholls, Mr. Schlaff and I met with the builder at Dexter Crossings and some corrective procedures will be done.
- Sat for eleven hours of deposition regarding Chelsea Wellness Foundation and the Dexter Wellness Center. Will have another session coming up.
- OK with holding the next Facility meeting on June 12.
- Was contacted by John Evans over the weekend about the Schulz Building.
- Question asked about the Fire Chief Selection. (The selection committee will be meeting soon.)

## **J. CONSENT AGENDA**

1. Consideration of: Bills and Payroll in the amount of \$139,187.54
2. Consideration of: Commission/Committee Reappointments

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

Unanimous voice vote approval.

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

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

Motion Tell; support Semifero to approve the 2015 Road Project Contract Award as follows: Cadillac Asphalt in an amount not to exceed \$285,300; Highway Maintenance cape seal contract in an amount of \$412,100; and Orchard, Hiltz & McCliment in an amount not to exceed \$24,500.

Ayes: Fisher, Semifero, Smith, Tell and Carson  
Nays: Knight and Keough  
Motion carries 5 to 2

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

1. Consideration of: Bid Award to Landuse USA for Completion of the Target Market Analysis

Motion Smith; support Carson to award the contract to Landuse USA, in an amount not to exceed a total budget of \$30,000. The grant match for Dexter will be \$3,750 - \$1,875 from the General Fund and \$1,875 from the Downtown Development Authority.

Ayes: Knight, Smith, Tell, Carson, Fisher and Keough  
Nays: Semifero  
Motion carries 6 to 1

A five minute break was taken at 8:47 PM with the meeting resuming at 8:52 PM

2. Consideration of: Recommendation from Planning Commission to Approve the Proposal from Carlisle Wortman for Ordinance Updates in an Amount not to exceed \$25,000

Motion Carson; support Carson to accept the recommendation from Planning Commission to approve the proposal from Carlisle Wortman for the Ordinance update in an amount not to exceed \$25,000.

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

3. Consideration of: Road Closure on Dan Hoey from 9 AM to 3 PM on June 24, 2015 for SWAT Team Training at 7651 Dan Hoey

Motion Fisher; support Smith to approve the road closure of Dan Hoey Road from 9 AM to 3 PM on June 24, 2015 for SWAT Team Training at 7651 Dan Hoey.

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

Nays: None

Motion carries

4. Consideration of: Setting a Public Hearing on June 22, 2015 for Water and Sewer Rate Ordinance

Motion Fisher; support Tell to set a Public Hearing on June 22, 2015 for a Water and Sewer Rate Ordinance.

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

Nays: None

Motion carries

5. Consideration of: Alternate Dates for July and December Board of Review

Motion Tell; support Fisher to set alternate meeting dates in July and December for the purpose of Board of Review meetings.

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

Nays: None

Motion carries

6. Discussion of: Request from Timmermans Environmental Services for the City to Sign a Right of Way Alternative Institutional Control Form

Ms. Aniol gave an explanation of the process involved in signing the Right of Way Alternative Institutional Control Form and what responsibilities that the City of Dexter may incur by signing. Ms. Aniol stated that she does not see any compelling reason to sign this form. Discussion followed.

**M. COUNCIL COMMENTS**

Tell	None
Fisher	Reminder not to forget that this coming weekend is Civil War Days.
Semifero	None
Jones	Have learned a new word, “ruburbia”. This is an area of suburbia very close to a rural area. Once Dexter was considered a rural farming community, but now we are ruburbia.
Smith	Please enjoy the cupcakes treats from the Dexter Alumni Banquet.
Knigh	Have heard comments recently about what is/isn’t being done to preserve the historic district of Dexter. We need to be aware of this. Discussion followed.
Carson	Have had residents ask why we have so many closed sessions on the agenda and explain that we don’t always hold them.

**N. NON-ARRANGED PARTICIPATION**

None

**O. ADJOURNMENT**

Motion Smith; support Fisher to adjourn at 9:35 PM.

Unanimous voice vote approval.

Respectfully submitted,

Carol J. Jones  
Interim Clerk, City of Dexter

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

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**THE CITY OF DEXTER  
CITY COUNCIL  
WORK SESSION  
WEDNESDAY, JUNE 10, 2015**

**A. CALL TO ORDER**

The meeting was called to order at 6:11 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
J. Knight	J. Semifero-arr 6:15 PM
J. Smith	R. Tell

Also attending: Courtney Nicholls, City Manager; Michelle Aniol, Community Development Manager; Carol Jones, Interim City Clerk; Dan Schlaff, Public Services Superintendent; and Justin Breyer, Assistant to the City Manager.

**C. REVIEW OF DRAFT DOCUMENT**

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

1. Where to use surplus – identify priorities
  - Retiree Health Care – have made strides with balance deficit.
  - Improve Office space – discussion followed on possible facility options and locations. Would like to have a recommendation from the Facility Committee for the needed facilities, location and cost break down in order to determine the viability of such a project and a possible public safety millage.
  - DTE decommission – The DDA would, at present, have difficulty handling the decommissioning and will need assistance.
  
2. Also Discussed
  - Projected Cash Flow/Sewer System and projected Cash Flow/Water System.
  - New phone system for offices with the direction to leasing of services versus buying a system.
  - Down one person in the DPW due to an injury.
  - Meeting on July 7 (10 AM-12 PM) with Huron River Watershed Council and others regarding access to the River at the Mast Road Bridge,

**D. ADJOURNMENT**

Adjourned at 8:20 PM  
Respectfully submitted,

Carol J. Jones  
Interim Clerk, City of Dexter

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

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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 17 Fax (734)426-5614

**MEMO**

**To: Mayor Keough and Council Members**  
**From: Courtney Nicholls, City Manager**  
**Date: June 1, 2015**  
**Re: Public Hearing on Water and Sewer Rates**

The City Charter requires that rates for our public utilities be set via ordinance. The public hearing is scheduled for June 22, 2015, after which Council is asked to consider the following ordinance:

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

AN ORDINANCE SETTING THE WATER AND SEWER RATES EFFECTIVE JULY 1, 2015

**The City of Dexter Ordains:**

**Section 1: SEWER RATES**

Ready to Serve Monthly Fee	\$7.12
Per 1,000 Gallons	\$8.76

**Section 2: WATER RATES**

Ready To Serve Monthly Fee	\$7.63
First Meter Per 1,000 Gallons	\$3.44
Second Meter Per 1,000 Gallons	\$4.65

**Section 3: OTHER CHARGES AND PENALTIES**

Penalties on Late Charges	2% Cumulative
Turn-on and Turn-off Charges	\$35
Meter Calibration Charge	\$35
Water Only Meter 1 inch	\$350

**Section 4: EXTRA STRENGTH SURCHARGES/INDUSTRIAL COST RECOVERY**

Extra Strength Surcharges:

BOD in excess of 300 mg/l	\$0.68/pound
Suspended solids in excess of 275 mg/l	\$0.23/pound
Phosphorous as P in excess of 12 mg/l	\$4.99/pound

Industrial Cost Recovery:

Water usage in excess of 22 gpepd	\$0.31 per 1,000 gal.
BOD in excess of 300 mg/l	\$0.68/pound
Suspended solids in excess of 275 mg/l	\$0.23/pound
Phosphorous as P in excess of 12 mg/l	\$4.99/pound

**Section 5: Effective Date**

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

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 \_\_\_\_\_, 2015.

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Carol Jones, City Clerk

## Meeting Calendar

Board	Date	Time	Location	Website	City Representative
Dexter City Council	6/22/2015	7:30 p.m.	Dexter Senior Center	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	
Western Washtenaw Area Value Express	6/23/2015	8:15 a.m.	Chelsea Community Hospital	<a href="http://www.ridethewavebus.org/">http://www.ridethewavebus.org/</a>	Jim Carson
Washtenaw Area Transportation Study-Technical	7/1/2015	9:30 a.m.	Road Commission Offices	<a href="http://www.miwats.org/">http://www.miwats.org/</a>	Rhett Gronevelt
Dexter District Library Board	7/6/2015	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	7/6/2015	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	7/7/2015	7:00 p.m.	Dexter Senior Center	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	Donna Fisher
Dexter Area Chamber of Commerce	7/8/2015	8:15 a.m.	Copeland Board Room	<a href="http://www.dexterchamber.org/">http://www.dexterchamber.org/</a>	Donna Fisher
City Facility Committee	7/10/2015	9:00 a.m.	City Offices	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	
Gateway Initiative (Big 400)	7/10/2015	9:30 a.m.	Waterloo Recreation Area		Paul Cousins, Carol Jones
Dexter City Council	7/13/2015	7:30 p.m.	Dexter Senior Center	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	
5H - Dexter Coalition	7/14/2015	5:30 p.m.	Dexter Wellness Center		Becky Murillo
Washtenaw Area Transportation Study-Policy	7/15/2015	9:30 a.m.	Scio Township Hall	<a href="http://www.miwats.org/">http://www.miwats.org/</a>	Jim Carson
Dexter Area Fire Board	7/16/2015	6:00 p.m.	Dexter Township Hall	<a href="http://dexterareafire.org/">http://dexterareafire.org/</a>	Shawn Keough/Jim Carson
Dexter Downtown Development Authority	7/16/2015	7:30 a.m.	Senior Center	<a href="http://www.dextermi.gov">http://www.dextermi.gov</a>	Shawn Keough
Healthy Community Steering Committee	7/16/2015	9:00 a.m.	Chelsea Hospital - White Oak Room		Julie Knight

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

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	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		Dexter Wellness-Well walks	7/4-7/12	5 - 18 X 24	5/14/2015	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 Wellness-Well walks	8/1-8/9	5 X 18 X 24	5/14/2015	1,2,4,5,44
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	<b>September</b>	Dexter Wellness-Well walks	9/5-9/13	5 - 18 X 24	5/14/2015	1,2,4,5,4
	St Andrews-Monthly dinner	4/3-4/9	1-2' X 3'	1/27/2015	8						
	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		Dexter Wellness-Well walks	10/3-10/11	5 - 18 X 24	5/14/2015	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		Dexter Wellness-Well walks	11/7-11/15	5 - 18 X 24	5/14/2015	1,2,4,5,44
	St. Andrew's-Rummage sale	5/31-6/6	5 - 18 X 24	5/18/2015	1,2,3,4,10						
<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						
<b>December</b>	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		Dexter Wellness-Well walks	12/5-12/13	5 - 18 X 24		
	Relay for Life	6/2-6/14	5 - 18 X 24	5/12/2015	1,2,4,5, 44						
	Dexter Soccer Club-Tryouts	6/6-6/15	5 - 18 X 24	6/2/2015	1,2,4,5,44						
	Dexter Wellness-Wellness walks	6/6-6/14	5 - 18 X 24	5/14/2015							
	St. Andrew's-Rummage sale	5/31-6/6	5 - 18 X 24	5/18/2015	1,2,3,4,10						
	Dexter Wellness-Yoga in Park	6/1-6/14	5 - 18 X 24	5/6/2015	1,2,4,5,44						
	Family Fun Day	6/28-7/12	5 - 18 X 24	6/8/2015	1,2,3,4,10						

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

\*\* 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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PROGRESS REPORT- 6.17.2015 (DPW, Waste-Water & Water)

**DPW:**

Todd Viebahn earned his S5 and D5 Water Licenses. He is the FIRST Dexter DPW Employee to ever obtain these licenses. Congratulations go to Todd on his achievement!

Storm Catch Basin Inspections have been completed. Next week we will begin the Vactor Truck cleaning of the Catch Basins.

General Maintenance has been ongoing i.e. sweeping streets, chipping brush, mowing grass, banners, etc.

Staff and OHM have been working with Concord to coordinate the storm water improvements that were included in their bid. Work is planned for Second and Dover, 3550 & 3580 Edison, 3435 Edison and 3510 & 3530 Edison. Homeowners will be contacted before work begins.

The DPW is currently down one employee due to a non-work related injury. Currently there are two part time summer employees; an additional two are expected to start by July 1. The four summer employees are budgeted for and used in both DPW and water/wastewater.

**WATER:**

2014 Drinking Water Quality Report is done. Distribution will happen the week of June 22<sup>nd</sup>.

Water Service Repair has been completed at 3355 Dover.

General services continue.

**WASTE WATER:**

Drying Bed #3 cleaning and disposal will begin on June 18, 2015.

Sewer Manhole inspection are ongoing.

Sewer back-up at 2930 Baker Rd. (Mugg & Bopps) on Sunday, June 14, has been repaired. Staff is working with the owners to determine the total cost of the damage. The sewer line will be televised to determine whether there is an issue in the line that needs to be corrected to prevent a backup from occurring again.

Currently working with Alpha Metal to do a dye test on their Sewer Discharge Line. The purpose of the dye testing is to determine how long it takes for their sewer water to reach the plant. Alpha Metal is considered a "Significant Industrial User" (like Northern United Brewing). This information is useful in case a diversion of their flow becomes necessary.

Despite all the recent rain, we have discharged only 10,000-15,000 gallons into the EQ Basin.

The utilities department is currently down one employee and has a temporary employee filling a second position due to an employee's inability to work for health reasons. The Municipal Employees Retirement System of Michigan (MERS) has not yet made a determination on the employees request for a disability retirement. This decision is expected in July.

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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 June 22, 2015 City Council Meeting

**Date:** June 15, 2015

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### DDA Updates

1. **Downtown Development Opportunity Request for Qualifications (RFQ).** Eight written questions related to the Downtown Development RFQ were submitted by the June 8<sup>th</sup> deadline. The questions, along with the answers have been posted on the City's website (<http://www.dextermi.gov/doing-business-village-2>). Respondent submittals are due by 2:00 PM, July 1, 2015.
2. **City/Chamber Retail Market Study Request for Proposals (RFP).** Four written questions related to the Retail Market Analysis RFP were received by the June 5<sup>th</sup> deadline. The questions, along with the answers have been posted on the City's website (<http://www.dextermi.gov/doing-business-village-2>). Proposals are due by 10:00 AM, June 30, 2015.

### Development News

- A preliminary site plan has been submitted for a professional office (i.e. dentist) at the southwest corner of Dan Hoey and Lexington Drive. The site is part of the Dexter Crossing PUD and has an underlying zoning of PB Professional Business. The Planning Commission will consider the site plan at its July 6<sup>th</sup> meeting.
- Staff met with a representative from the Beer Grotto to discuss the process for establishing outdoor seating.

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**Courtney Nicholls**

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**From:** Joe Semifero <jrsemifero@yahoo.com>  
**Sent:** Thursday, June 11, 2015 1:35 PM  
**To:** Jim Carson; Courtney Nicholls; 'Droze, Patrick'; 'Kurt Augustine'; dschlaff@dextermi.gov  
**Cc:** 'Shawn Keough'; jbreyer@dextermi.gov  
**Subject:** Re: Streets Committee

I agree the suggestions are good. I will be out of town from June 27 to July 4, but I think the team can go through this without me if we can get it going before July.

I think the postcards are a great idea. How about if we discuss at Council on the 22nd to get proposed dates? Or will that be too late to do the 30th as one of the meetings?

I would think 1 meeting possible at a central location like the Senior Center, and then 4 to 6 "on the road" iterations in the neighborhoods. We could easily do 1 or 2 in Westridge (Parkridge is a long road) and probably 3 to 4 in Huron Farms. Those would have to be without a projector, but I would think pictures, possibly some 2-3 page handouts, and easels would be sufficient.

Patrick - I am not certain we will need you at every meeting. The most important will be the first so the team can get a feel for all the material with your leadership.

I'm throwing these items out for consideration, brainstorming, and feedback. Please let me know what you think and what possibilities we might want to consider for dates for presentations.

Some thoughts on potential dates:

- Tuesday, July 7 - Presentation at the Senior Center or Library (maybe move this up to the 30th?)
- Wednesday, July 8 - 1st presentation in Huron Farms or Westridge (possible to do these the week before the 4th)
- Thursday, July 9 - 1st presentation in Huron Farms or Westridge (possible to do these the week before the 4th)
- Tuesday, July 14 - 2nd presentation in Huron Farms or Westridge (possible to do these the week **after** the 4th)
- Wednesday, July 15 - 2nd presentation in Huron Farms or Westridge (possible to do these the week **after** the 4th)
- Thursday, July 16 - 3rd presentation in Huron Farms (possible to do these the week **after** the 4th)

I figure we can make sure to hit different days in the two weeks to hold meetings in the neighborhoods. We can pick areas close to a couple of intersections in the areas to be addressed.

Thoughts? Feedback?

Joe Semifero

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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: June 16, 2015****Re: City Manager/Assistant to the Manager Report - Meeting of  
June 22, 2015**

1. Meeting Review:
  - June 5<sup>th</sup> – Jim Haeussler re: Dexter Crossing Concrete
  - June 8<sup>th</sup> – City Council Meeting
  - June 9<sup>th</sup> – Pre-construction meeting with Concord Excavating for Border to Border Trail/Community Park Path/Stormwater Project
  - June 10<sup>th</sup> – Budget Work Session
  - June 12<sup>th</sup> – Facility Committee
  - June 16<sup>th</sup> – Parks & Recreation Commission
  
2. Upcoming Meetings:
  - June 18<sup>th</sup> – Downtown Development Authority
  - June 19<sup>th</sup> – Start of Dexter Summer Music Series
  - June 22<sup>nd</sup> – City Council Meeting
  - June 25<sup>th</sup> – Land Development Council Lunch Meeting
  - June 25<sup>th</sup> – Road Commission re: Consultant Review for Baker/Shield Traffic Study
  - July 7<sup>th</sup> – Arts, Culture & Heritage Committee
  
3. **November Filing Deadline.** The filing deadline to be on the November 3, 2015 ballot is 4:00 pm on July 21. Three City Council positions will be up for election on the ballot. The withdrawal deadline elapses at 4:00 pm on July 24.
  
4. **HRWC Meeting Regarding River Access.** The City has been contacted by the Huron River Watershed Council to set a meeting date to discuss river access in and around Dexter, specifically the congestion at Mast Rd. and Central St. A variety of stakeholders have been invited to attend the meeting, which is planned for July 7 from 10 am – 12pm at the Dexter District Library.
  
5. **SWAT Training Reminder.** The Washtenaw County Sheriff's Office will conduct a SWAT training exercise on Wednesday, June 24, 2015 at the Dan Hoey Road Farmhouse (7651 Dan Hoey) from 9 am to 3 pm. Dan Hoey will be closed in this area. Detour signage will be posted.
  
6. **Variety Die IFT.** Variety Die has indicated that they will file a request for an Industrial Facilities Tax Exemption for the project on the agenda for approval at this

meeting. If the project is approved the request to set the public hearing will be on the July 13, 2015 agenda.

7. **Treasurer/Finance Director Appointment.** Each year in June, Village Council considered the Treasurer/Finance Director's employment agreement. According to the City Charter the Treasurer/Finance Director is appointed by the City Manager with advice and consent of Council. Since Marie's employment has been established, I don't see a reason to continue to have her employment agreement approved by Council on an annual basis.

**Mayor Report  
Shawn Keough  
June 22, 2015**

Hello Residents and Fellow Council Members,

Presented below is my report for the June 22, 2015 meeting.

Budget Review Workshops

City Council met on June 10<sup>th</sup> for our final budget review workshop. All 7 Council members were present and we were able to review the proposed budget one more time for the new fiscal year that begins on July 1, 2015. We spent time as a Council discussing the reserve budgets for our water and sewer funds, our street fund and our general fund. We also spent time discussing the potential use of our general fund reserves and a projected general fund surplus on things like facility improvements (City offices and fire station).

Recent Meetings/Conversations

June 4<sup>th</sup> and June 9<sup>th</sup> 2015 – At the request of our legal counsel, I attended and listened to the second and third sessions of Amy Heydlauff's (Executive Director of Chelsea Wellness Foundation) deposition related to the DWC Tax Tribunal case. Her deposition will continue on Friday, June 19, 2015.

June 5, 2015 – Dexter Crossing Concrete meeting – City Manager Courtney Nicholls, DPW Superintendent Dan Schlaff and I met with one of the builders to discuss concrete repairs to sidewalk and drive approaches in Dexter Crossing.

June 9, 2015 – Meeting with John Evans (Swisher Commercial) – I met with John Evans at City offices to review our City Hall space needs. I shared the projected space needs analysis that has been developed by our facility committee over the past 9 months. Mr. Evans plans to meet with Joe Schulz, the property owner of the undeveloped property behind the PNC Bank building. This undeveloped property has an approved site plan for a 3 story mixed use building. The property owner is looking for an anchor tenant to occupy the first floor and I believe this is a good opportunity for the City to consider as a possible office upgrade of our existing space above the PNC Bank building. I expressed to Mr. Evans that I was interested in knowing what the cost of purchasing and owning the first floor (approximately 3,500 square feet) would be. In addition, I asked what the cost of purchasing additional space on the second floor would be if the City wanted a total of 5,000 or so square feet. Mr. Evans indicated that he would help get me these estimates to share with Council.

June 12, 2015 – Facility Committee Meeting – the facility committee met to continue its discussion of how to improve our current City offices and fire station. Both spaces need to be upgraded. Regarding the fire station, the committee decided to analyze run data for the past few years to review the impact of response times for the current station vs. other proposed sites. Response time is the generally accepted metric for measuring emergency/fire response. This data will be important as we evaluate the pro's and con's of various sites. It doesn't make any sense to move the fire station to an area that increases response times within our regional service area. The committee is focused on gathering as much data as possible (i.e. in addition to square footage required and cost) so that a report can be presented to council.

Future Activities

June 18, 2015 – Dexter Downtown Development Authority meeting – the DDA will be adopting the budget for the 2015/2016 fiscal year that begins on July 1, 2015.

June 18, 2015 – Dexter Area Fire Department Board meeting

June 22, 2015 – City Council meeting

June 23, 2015 – Meeting with Jim Haeussler, Peters Building Company

June 25, 2015 – Land Development Council – City Manager Courtney Nicholls, Community Development Manager Michelle Aniol and I were invited to speak to the Council about the Village’s transition to a City.

June 25, 2015 – Washtenaw County Road Commission – Consultant selection for Baker/Dan Hoey/Shield intersection traffic study.

June 30, 2015 – Dexter Wellness Center Tax Tribunal – I will be deposed again as a part of this case in front of the tax tribunal. My first deposition occurred on January 15, 2015.

July 13, 2015 – City Council meeting

I hope everyone has a great start to their summer. I look forward to seeing you around our town.

Shawn Keough

Mayor, City of Dexter

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

(313) 363-1434 (cell)

<b>SUMMARY OF BILLS AND PAYROLL</b>			<b>6/22/2015</b>
Payroll Check Register	06/10/15	\$38,297.23	
Employer Costs (paid via electronic transfer)	06/10/15	\$3,379.99	
Account Payable Check Register	06/17/15	\$248,257.95	
		<b>\$289,935.17</b>	<b>TOTAL BILLS &amp; PAYROLL EXPENDED ALL FUNDS</b>
<p><b>The due date column on the accounts payable worksheets represents the date of the Council meeting</b></p>			
<p><b>ALL PAYABLES ARE WITHIN ACCEPTABLE BUDGET LIMITS DETAIL VENDOR LIST AND ACCOUNT SUMMARY PROVIDED</b></p>			
<p><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></p>			

BANK CODE: POOL

Claimant	Amount Claimed	Amount Owed	Amount Rejected
1. A.Z SHMINA & PLATINUM MECHANICAL	10,000.00		
2. A.Z.SHMINA	10,000.00		
3. ALEXANDER CHEMICAL CORPORATION	2,280.99		
4. ALLIED EAGLE SUPPLY CO	627.03		
5. ANN ARBOR TECHNICAL SERVICES	2,375.00		
6. ASTI ENVIRONMENTAL SERVICES	367.00		
7. AT&T	74.67		
8. BARCO PRODUCTS COMPANY	463.06		
9. BIOTECH	18,012.90		
10. BRIGHTON ANALYTICAL LLC	126.00		
11. CARLSON COMMUNICATION	97.99		
12. CHAMPION WATER TREATMENT	4.75		
13. CIESA DESIGN	198.00		
14. CINTAS CORPORATION	959.53		
15. CORRIGAN OIL COMPANY	1,741.67		
16. DANIEL SCHLAFF	1,703.31		
17. DETROIT EDISON CO	17,286.52		
18. DEXTER GARDEN CLUB	136.00		
19. DEXTER MILL	1,566.69		
20. DIUBLE EQUIPMENT INCORPORATED	96.48		
21. DONALD RESTAURI	14.00		
22. ERIN M. AIKEN	1,644.39		
23. EVOQUA WATER TECHNOLOGIES	900.00		
24. G2 CONSULTING GROUP, LLC	4,262.15		
25. HURON RIVER WATERSHED COUNCIL	406.70		
26. I.T. RIGHT INC.	190.00		
27. JOHN'S SANITATION	210.00		
28. KCI	538.17		
29. KEVIN ERNST	186.00		
30. MCNAUGHTON-MCKAY	1,168.99		
31. MEDA	95.00		
32. METRO ENVIROMENTAL SERVICES	1,205.00		
33. MICHIGAN MINERAL RESOURCES, LL	1,807.00		
34. MICHIGAN MUNICIPAL RISK	5,000.00		
35. MICHIGAN MUNICIPLE LEAGUE MEMBERSHI	1,473.00		
36. NORTH CENTRAL LABORATORIES	126.93		
37. OLGA AUSTIN	420.00		
38. ORCHARD, HILTZ & MCCLIMENT INC	47,116.50		
39. PARAGON LABORATORIES INC	65.00		
40. PARTS PEDDLER AUTO SUPPLY	35.99		
41. PITNEY BOWES INC	61.19		
42. PM TECHNOLOGIES	36.55		
43. PNC	412.44		
44. PRINTING SYSTEMS	32.06		
45. PRINT-TECH, INC.	173.01		
46. RENIUS & RENIUS	2,496.00		
47. RICHARD BROTHERS PAINTING	190.00		
48. SCOTT E. MUNZEL, PC	544.00		
49. SMALL BUSINESS ASSOC OF MICH	23,319.64		
50. STAPLES BUSINESS ADVANTAGE	916.23		

Claimant	Amount Claimed	Amount Owed	Amount Rejected
51. THE SUN TIMES	154.92		
52. TIM STEWART	272.79		
53. UNUM LIFE INSURANCE	1,483.96		
54. US BANK CORPORATE TRUST	300.00		
55. WASHTENAW COUNTY PARKS AND RECREATI	500.00		
56. WASHTENAW COUNTY TREASURER	40,417.25		
57. WASTE MANAGEMENT OF MICHIGAN	41,965.50		
***TOTAL ALL CLAIMS***	248,257.95		

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 EXPE	PNC	CREDIT CARD	06-15-15	06/22/15	89.48	
101-101-958.000	MEMBERSHIPS & DUES	HURON RIVER WATERSHED	ANNUAL COUNCIL DUES	1930	06/22/15	406.70	
101-101-958.000	MEMBERSHIPS & DUES	MICHIGAN MUNICIPLE LEA	DUES	130	06/22/15	1,473.00	
Total For Dept 101 CITY COUNCIL						1,969.18	
Dept 172 CITY MANAGER							
101-172-721.000	HEALTH & DENTAL INSURANCE	ERIN M. AIKEN	HSA	06-16-15	06/22/15	1,644.39	
101-172-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	JULY 2015	06-17/15	06/22/15	6,377.24	
101-172-722.000	LIFE & DISABILITY INSURANC	UNUM LIFE INSURANCE	JUNE AND JULY 2015	06/17/15	06/22/15	239.72	
101-172-960.000	EDUCATION & TRAINING	PNC	SEMINAR	06/16/15	06/22/15	54.00	
Total For Dept 172 CITY MANAGER						8,315.35	
Dept 210 ATTORNEY							
101-210-810.000	ATTORNEY FEES	SCOTT E. MUNZEL, PC	LEGAL SERVCIE	1561	06/22/15	357.00	
101-210-810.000	ATTORNEY FEES	SCOTT E. MUNZEL, PC	LEGAL SERVICE	1562	06/22/15	187.00	
Total For Dept 210 ATTORNEY						544.00	
Dept 215 CITY CLERK							
101-215-901.000	PRINTING & PUBLISHING	THE SUN TIMES	PUBLIC NOTICE	45154	06/22/15	124.54	
Total For Dept 215 CITY CLERK						124.54	
Dept 253 TREASURER							
101-253-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	JULY 2015	06-17/15	06/22/15	1,565.36	
101-253-722.000	LIFE & DISABILITY INSURANC	UNUM LIFE INSURANCE	JUNE AND JULY 2015	06/17/15	06/22/15	73.00	
Total For Dept 253 TREASURER						1,638.36	
Dept 257 ASSESSING DEPARTMENT							
101-257-803.000	CONTRACTED SERVICES	RENIUS & RENIUS	JUNE 2015	06/15/15	06/22/15	2,496.00	
101-257-902.001	ASSESSING NOTICE PRINTING	KCI	ASSESSMENT NOTICES	245071	06/22/15	538.17	
101-257-977.000	EQUIPMENT	STAPLES BUSINESS ADVAN	SUPPLIES	8034258414	06/22/15	50.78	
101-257-977.000	EQUIPMENT	STAPLES BUSINESS ADVAN	SUPPLIES	8034613287	06/22/15	71.40	
Total For Dept 257 ASSESSING DEPARTMENT						3,156.35	
Dept 262 ELECTIONS							
101-262-727.001	ELECTION SUPPLIES	PRINTING SYSTEMS	ELECTION	90593	06/22/15	32.06	
101-262-955.000	MISCELLANEOUS	PNC	CREDIT CARD	06-15-15	06/22/15	180.68	
Total For Dept 262 ELECTIONS						212.74	
Dept 265 BUILDINGS & GROUNDS							
101-265-727.000	OFFICE SUPPLIES	CINTAS CORPORATION	OFFICE	06-15-15	06/22/15	123.56	
101-265-727.000	OFFICE SUPPLIES	PITNEY BOWES INC	SUPPLIES	5502729534	06/22/15	61.19	
101-265-727.000	OFFICE SUPPLIES	STAPLES BUSINESS ADVAN	SUPPLIES	8034258414	06/22/15	209.69	
101-265-727.000	OFFICE SUPPLIES	STAPLES BUSINESS ADVAN	SUPPLIES	8034613287	06/22/15	159.89	
101-265-803.000	CONTRACTED SERVICES	CARLSON COMMUNICATION	HANDSET	8654	06/22/15	97.99	
101-265-803.000	CONTRACTED SERVICES	CIESA DESIGN	WEBSITE	12236	06/22/15	198.00	
101-265-920.000	1103.74	DETROIT EDISON CO	MAY 2015	06-15-15	06/22/15	1,103.74	
101-265-920.001		AT&T	424 1790	06/17/15	06/22/15	74.67	
101-265-962.000	COMMUNITY GARDEN	DEXTER MILL	MAY 2015	06/15/15	06/22/15	663.80	
101-265-962.000	COMMUNITY GARDEN	KEVIN ERNST	DEXTER COMMUNITY GARDEN	06/16/15	06/22/15	186.00	
101-265-962.000	COMMUNITY GARDEN	OLGA AUSTIN	COMMUNITY GARDEN	06/15/15	06/22/15	420.00	
101-265-977.000	EQUIPMENT	STAPLES BUSINESS ADVAN	SUPPLIES	8034258414	06/22/15	224.50	
Total For Dept 265 BUILDINGS & GROUNDS						3,523.03	

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	26578	06/22/15	1,628.00	
101-301-807.000		WASHTENAW COUNTY TREAS	PSU MAY 2015	26387	06/22/15	38,789.25	
101-301-920.000	UTILITIES	DETROIT EDISON CO	MAY 2015	06-15-15	06/22/15	699.30	
Total For Dept 301 LAW ENFORCEMENT						41,116.55	
Dept 336 FIRE DEPARTMENT							
101-336-920.000	UTILITIES	DETROIT EDISON CO	MAY 2015	06-15-15	06/22/15	699.30	
Total For Dept 336 FIRE DEPARTMENT						699.30	
Dept 400 PLANNING DEPARTMENT							
101-400-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	JULY 2015	06-17/15	06/22/15	1,584.68	
101-400-722.000	LIFE & DISABILITY INSURANCE	UNUM LIFE INSURANCE	JUNE AND JULY 2015	06/17/15	06/22/15	60.98	
101-400-901.000	PRINTING & PUBLISHING	THE SUN TIMES	PUBLIC NOTICE	45086	06/22/15	30.38	
101-400-955.000	MISCELLANEOUS	PNC	CREDIT CARD	06-15-15	06/22/15	88.28	
101-400-960.000	EDUCATION & TRAINING	MEDA	2015 TOOLBOX PROGRAM	10036	06/22/15	95.00	
Total For Dept 400 PLANNING DEPARTMENT						1,859.32	
Dept 441 DEPARTMENT OF PUBLIC WORKS							
101-441-721.000	HEALTH & DENTAL INSURANCE	DANIEL SCHLAFF	HSA	06-16-15	06/22/15	567.77	
101-441-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	JULY 2015	06-17/15	06/22/15	1,875.80	
101-441-722.000	LIFE & DISABILITY INSURANCE	UNUM LIFE INSURANCE	JUNE AND JULY 2015	06/17/15	06/22/15	70.58	
101-441-740.000	OPERATING SUPPLIES	ALLIED EAGLE SUPPLY CO	DPW	787801	06/22/15	167.32	
101-441-740.000	OPERATING SUPPLIES	CINTAS CORPORATION	DPW & WWTP	06-15-15	06/22/15	43.06	
101-441-740.000	OPERATING SUPPLIES	STAPLES BUSINESS ADVAN	SUPPLIES	8034258414	06/22/15	28.00	
101-441-740.000	OPERATING SUPPLIES	STAPLES BUSINESS ADVAN	SUPPLIES	8034613287	06/22/15	41.99	
101-441-745.000		CINTAS CORPORATION	DPW & WWTP	06-15-15	06/22/15	373.43	
101-441-745.000	UNIFORM ALLOWANCE	DEXTER MILL	MAY 2015	06/15/15	06/22/15	28.95	
101-441-751.000		CORRIGAN OIL COMPANY	DPW	6059366	06/22/15	429.93	
101-441-751.000		CORRIGAN OIL COMPANY	DPW	6072031	06/22/15	479.93	
101-441-920.000	UTILITIES	DETROIT EDISON CO	MAY 2015	06-15-15	06/22/15	3,945.40	
Total For Dept 441 DEPARTMENT OF PUBLIC WORKS						8,052.16	
Dept 442 DOWNTOWN PUBLIC WORKS							
101-442-730.000	FARMERS MARKET SUPPLIES	DEXTER MILL	MAY 2015	06/15/15	06/22/15	36.10	
101-442-731.000	LANDSCAPE SUPPLIES	DEXTER GARDEN CLUB	ANNUALS	1	06/22/15	136.00	
101-442-740.000	OPERATING SUPPLIES	ALLIED EAGLE SUPPLY CO	DPW	787801	06/22/15	459.71	
101-442-802.000	PROFESSIONAL SERVICES	RICHARD BROTHERS PAINT	DPW	20900	06/22/15	190.00	
101-442-920.000	UTILITIES	DETROIT EDISON CO	MAY 2015	06-15-15	06/22/15	1,061.19	
Total For Dept 442 DOWNTOWN PUBLIC WORKS						1,883.00	
Dept 447 ENGINEERING							
101-447-830.000	ENGINEERING CONSULTING	ORCHARD, HILTZ & MCCLI	SERVICES THRU 05-09-15	06/17/15	06/22/15	2,163.00	
Total For Dept 447 ENGINEERING						2,163.00	
Dept 751 PARKS & RECREATION							
101-751-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	JULY 2015	06-17/15	06/22/15	302.55	
101-751-722.000	LIFE & DISABILITY INSURANCE	UNUM LIFE INSURANCE	JUNE AND JULY 2015	06/17/15	06/22/15	11.38	
101-751-731.000	LANDSCAPE SUPPLIES	DEXTER MILL	MAY 2015	06/15/15	06/22/15	658.19	
101-751-740.000	OPERATING SUPPLIES	BARCO PRODUCTS COMPANY	DPW	051501276	06/22/15	463.06	
101-751-740.000	OPERATING SUPPLIES	MCNAUGHTON-MCKAY	DPW	13952927-01	06/22/15	384.00	
101-751-740.000	OPERATING SUPPLIES	MCNAUGHTON-MCKAY	DPW	13952927-00	06/22/15	370.00	
101-751-901.000	PRINTING & PUBLISHING	WASHTENAW COUNTY PARKS	BIKE MAPS	CBM 2015-3	06/22/15	500.00	
101-751-944.000	PORTABLE TOILET RENTAL	JOHN'S SANITATION	PARKS	A-41725	06/22/15	200.00	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 751 PARKS & RECREATION							
						Total For Dept 751 PARKS & RECREATION	2,899.18
Dept 851 INSURANCE & BONDS							
101-851-721.001	RETIREE HEALTH INSURANCE	SMALL BUSINESS ASSOC O	JULY 2015	06-17/15	06/22/15	795.27	
						Total For Dept 851 INSURANCE & BONDS	795.27
Dept 901 CAPITAL IMPROVEMENTS							
101-901-970.000	CONTRACTED CAPITAL IMPROVE	ORCHARD, HILTZ & MCCLI	SERVICES THRU 05-09-15	06/17/15	06/22/15	3,762.50	
						Total For Dept 901 CAPITAL IMPROVEMENTS	3,762.50
						Total For Fund 101 GENERAL FUND	82,713.83
Fund 202 MAJOR STREETS FUND							
Dept 451 CONTRACTED ROAD CONSTRUCTION							
202-451-974.009	CENTRAL STREET PROJECT	ORCHARD, HILTZ & MCCLI	SERVICES THRU 05-09-15	06/17/15	06/22/15	1,341.94	
202-451-975.015	ANN ARBOR STREET PROJECT	ORCHARD, HILTZ & MCCLI	SERVICES THRU 05-09-15	06/17/15	06/22/15	591.56	
202-451-975.017	CAPITAL IMP - SAFE ROUTES	G2 CONSULTING GROUP, L	QUALITY CONTROL	150985	06/22/15	4,262.15	
202-451-975.017	CAPITAL IMP - SAFE ROUTES	ORCHARD, HILTZ & MCCLI	SERVICES THRU 05-09-15	06/17/15	06/22/15	36,179.75	
						Total For Dept 451 CONTRACTED ROAD CONSTRUCTION	42,375.40
Dept 463 ROUTINE MAINTENANCE							
202-463-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	JULY 2015	06-17/15	06/22/15	1,573.26	
202-463-722.000	LIFE & DISABILITY INSURANC	UNUM LIFE INSURANCE	JUNE AND JULY 2015	06/17/15	06/22/15	59.20	
202-463-740.000	OPERATING SUPPLIES	MICHIGAN MINERAL RESOU	DPW	014582	06/22/15	903.50	
202-463-802.000	PROFESSIONAL SERVICES	ORCHARD, HILTZ & MCCLI	SERVICES THRU 05-09-15	06/17/15	06/22/15	2,197.75	
						Total For Dept 463 ROUTINE MAINTENANCE	4,733.71
Dept 474 TRAFFIC SERVICES							
202-474-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	JULY 2015	06-17/15	06/22/15	484.08	
202-474-722.000	LIFE & DISABILITY INSURANC	UNUM LIFE INSURANCE	JUNE AND JULY 2015	06/17/15	06/22/15	18.21	
						Total For Dept 474 TRAFFIC SERVICES	502.29
Dept 478 WINTER MAINTENANCE							
202-478-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	JULY 2015	06-17/15	06/22/15	968.16	
202-478-722.000	LIFE & DISABILITY INSURANC	UNUM LIFE INSURANCE	JUNE AND JULY 2015	06/17/15	06/22/15	36.43	
						Total For Dept 478 WINTER MAINTENANCE	1,004.59
						Total For Fund 202 MAJOR STREETS FUND	48,615.99
Fund 203 LOCAL STREETS FUND							
Dept 463 ROUTINE MAINTENANCE							
203-463-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	JULY 2015	06-17/15	06/22/15	484.07	
203-463-722.000	LIFE & DISABILITY INSURANC	UNUM LIFE INSURANCE	JUNE AND JULY 2015	06/17/15	06/22/15	18.21	
203-463-740.000	OPERATING SUPPLIES	MICHIGAN MINERAL RESOU	DPW	014582	06/22/15	903.50	
203-463-802.000	PROFESSIONAL SERVICES	ORCHARD, HILTZ & MCCLI	SERVICES THRU 05-09-15	06/17/15	06/22/15	375.00	
						Total For Dept 463 ROUTINE MAINTENANCE	1,780.78
Dept 474 TRAFFIC SERVICES							
203-474-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	JULY 2015	06-17/15	06/22/15	121.02	
203-474-722.000	LIFE & DISABILITY INSURANC	UNUM LIFE INSURANCE	JUNE AND JULY 2015	06/17/15	06/22/15	4.55	
						Total For Dept 474 TRAFFIC SERVICES	125.57
Dept 478 WINTER MAINTENANCE							
203-478-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	JULY 2015	06-17/15	06/22/15	242.04	
203-478-722.000	LIFE & DISABILITY INSURANC	UNUM LIFE INSURANCE	JUNE AND JULY 2015	06/17/15	06/22/15	9.11	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 203 LOCAL STREETS FUND							
Dept 478 WINTER MAINTENANCE							
Total For Dept 478 WINTER MAINTENANCE						251.15	
Total For Fund 203 LOCAL STREETS FUND						2,157.50	
Fund 204 MUNICIPAL STREETS							
Dept 248 ADMINISTRATION							
204-248-721.001	RETIREE HEALTH INSURANCE	SMALL BUSINESS ASSOC O	JULY 2015	06-17/15	06/22/15	1,025.83	
Total For Dept 248 ADMINISTRATION						1,025.83	
Total For Fund 204 MUNICIPAL STREETS						1,025.83	
Fund 226 SOLID WASTE COLLECTION FUND							
Dept 528 SOLID WASTE							
226-528-805.000	CONTRACTED SOLID WASTE SEF	WASTE MANAGEMENT OF MI	MAY 2015	8372763	06/22/15	41,965.50	
Total For Dept 528 SOLID WASTE						41,965.50	
Total For Fund 226 SOLID WASTE COLLECTION FUND						41,965.50	
Fund 303 GENERAL DEBT SERVICE FUND (VOTED BONDS)							
Dept 570 STREETSCAPE							
303-570-992.000	BOND FEES	US BANK CORPORATE TRUS	REFUNDING BONDS	3987387	06/22/15	300.00	
Total For Dept 570 STREETSCAPE						300.00	
Total For Fund 303 GENERAL DEBT SERVICE FUND (VOT)						300.00	
Fund 402 EQUIPMENT REPLACEMENT FUND							
Dept 441 DEPARTMENT OF PUBLIC WORKS							
402-441-939.000	VEHICLE MAINTENANCE & REPAIR	DIABLE EQUIPMENT INCOR DPW		32215	06/22/15	96.48	
402-441-939.000		PARTS PEDDLER AUTO SUP MAY		06-15-15	06/22/15	35.99	
Total For Dept 441 DEPARTMENT OF PUBLIC WORKS						132.47	
Total For Fund 402 EQUIPMENT REPLACEMENT FUND						132.47	
Fund 590 SEWER ENTERPRISE FUND							
Dept 548 SEWER UTILITIES DEPARTMENT							
590-548-720.000	SOCIAL SECURITY & MEDICARE	UNUM LIFE INSURANCE	JUNE AND JULY 2015	06/17/15	06/22/15	525.11	
590-548-721.000	HEALTH & DENTAL INSURANCE	DANIEL SCHLAFF	HSA	06-16-15	06/22/15	567.77	
590-548-721.000	HEALTH & DENTAL INSURANCE	DONALD RESTAURI	PATIENT: ERIC HARTMAN	06/17/15	06/22/15	14.00	
590-548-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	JULY 2015	06-17/15	06/22/15	2,429.61	
590-548-721.001	RETIREE HEALTH INSURANCE	SMALL BUSINESS ASSOC O	JULY 2015	06-17/15	06/22/15	1,401.55	
590-548-722.000	LIFE & DISABILITY INSURANCE	UNUM LIFE INSURANCE	JUNE AND JULY 2015	06/17/15	06/22/15	214.49	
590-548-740.000	OPERATING SUPPLIES	DEXTER MILL	MAY 2015	06/15/15	06/22/15	179.65	
590-548-740.000	OPERATING SUPPLIES	STAPLES BUSINESS ADVAN	SUPPLIES	8034613287	06/22/15	70.54	
590-548-742.000	CHEMICAL SUPPLIES - PLANT	ALEXANDER CHEMICAL COR	WWTP	10033062	06/22/15	990.40	
590-548-743.000		NORTH CENTRAL LABORATO	WWTP	356397	06/22/15	126.93	
590-548-745.000		CINTAS CORPORATION	DPW & WWTP	06-15-15	06/22/15	248.44	
590-548-751.000		CORRIGAN OIL COMPANY	WWTP	6075303	06/22/15	353.92	
590-548-751.000		CORRIGAN OIL COMPANY	WWTP	6072032	06/22/15	477.89	
590-548-802.000	PROFESSIONAL SERVICES	ORCHARD, HILTZ & MCCLI	SERVICES THRU 05-09-15	06/17/15	06/22/15	125.00	
590-548-803.003	SLUDGE HAULING	BIOTECH	WWTP	1309	06/22/15	18,012.90	
590-548-803.004	SEWER INVESTIGATION & REPAIR	METRO ENVIROMENTAL SER	WWTP	54129	06/22/15	490.00	
590-548-803.005	SEWER LINE MAINTENANCE	METRO ENVIROMENTAL SER	WWTP	54184	06/22/15	715.00	
590-548-824.000	TESTING & ANALYSIS	ANN ARBOR TECHNICAL SE		4272	06/22/15	665.00	
590-548-824.000	TESTING & ANALYSIS	ANN ARBOR TECHNICAL SE	WWTP	4271	06/22/15	249.00	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 590 SEWER ENTERPRISE FUND							
Dept 548 SEWER UTILITIES DEPARTMENT							
590-548-824.000	TESTING & ANALYSIS	BRIGHTON ANALYTICAL LL	WWTP	0615-89205	06/22/15	126.00	
590-548-920.000	UTILITIES	DETROIT EDISON CO	MAY 2015	06-15-15	06/22/15	4,814.59	
590-548-937.000	EQUIPMENT MAINTENANCE & RE	EVOQUA WATER TECHNOLOG	WWTP	902185102	06/22/15	900.00	
590-548-938.000	LAB EQUIPMENT MAINTENANCE	I.T. RIGHT INC.	WWTP	20145050	06/22/15	95.00	
590-548-955.000	MISCELLANEOUS	MICHIGAN MUNICIPAL RIS	INSTALLMENT	06/15/15	06/22/15	5,000.00	
Total For Dept 548 SEWER UTILITIES DEPARTMENT						40,253.79	
Dept 901 CAPITAL IMPROVEMENTS							
590-901-970.005	CAPITAL IMPROVEMENTS - SLU	A.Z SHMINA & PLATINUM	FINAL PAYMENT	06/17/15	06/22/15	10,000.00	
590-901-970.005	CAPITAL IMPROVEMENTS - SLU	A.Z.SHMINA	FINAL PAYMENT	06/17/15	06/22/15	10,000.00	
Total For Dept 901 CAPITAL IMPROVEMENTS						20,000.00	
Total For Fund 590 SEWER ENTERPRISE FUND						60,253.79	
Fund 591 WATER ENTERPRISE FUND							
Dept 556 WATER UTILITIES DEPARTMENT							
591-556-721.000	HEALTH & DENTAL INSURANCE	DANIEL SCHLAFF	HSA	06-16-15	06/22/15	567.77	
591-556-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	JULY 2015	06-17/15	06/22/15	1,471.12	
591-556-721.000	HEALTH & DENTAL INSURANCE	TIM STEWART	HSA	06-16-15	06/22/15	272.79	
591-556-721.001	RETIREE HEALTH INSURANCE	SMALL BUSINESS ASSOC O	JULY 2015	06-17/15	06/22/15	618.00	
591-556-722.000	LIFE & DISABILITY INSURANC	UNUM LIFE INSURANCE	JUNE AND JULY 2015	06/17/15	06/22/15	142.99	
591-556-728.000	POSTAGE	PRINT-TECH, INC.		226908	06/22/15	173.01	
591-556-740.000	OPERATING SUPPLIES	CHAMPION WATER TREATME	WWTP	06-15-15	06/22/15	4.75	
591-556-740.000	OPERATING SUPPLIES	MCNAUGHTON-MCKAY	WWTP	13947170-00	06/22/15	414.99	
591-556-740.000	OPERATING SUPPLIES	PM TECHNOLOGIES	WWTP	83214	06/22/15	36.55	
591-556-740.000	OPERATING SUPPLIES	STAPLES BUSINESS ADVAN	SUPPLIES	8034613287	06/22/15	59.44	
591-556-745.000		CINTAS CORPORATION	DPW & WWTP	06-15-15	06/22/15	171.04	
591-556-802.000	PROFESSIONAL SERVICES	ORCHARD, HILTZ & MCCLI	SERVICES THRU 05-09-15	06/17/15	06/22/15	255.00	
591-556-824.000	TESTING & ANALYSIS	PARAGON LABORATORIES I	WWTP	42155-86214	06/22/15	65.00	
591-556-920.000	UTILITIES	DETROIT EDISON CO	MAY 2015	06-15-15	06/22/15	4,963.00	
591-556-938.000	LAB EQUIPMENT MAINTENANCE	I.T. RIGHT INC.	WWTP	20145050	06/22/15	95.00	
591-556-977.000	EQUIPMENT	ALEXANDER CHEMICAL COR	WWTP	10032625	06/22/15	1,290.59	
Total For Dept 556 WATER UTILITIES DEPARTMENT						10,601.04	
Total For Fund 591 WATER ENTERPRISE FUND						10,601.04	
Fund 701 TRUST & AGENCY FUND							
Dept 000 ASSETS, LIABILITIES & REVENUE							
701-000-254.000	SITE PLAN REVIEW DEPOSITS	ASTI ENVIRONMENTAL SER	MAIN & JEFFORDS	26618H	06/22/15	367.00	
701-000-254.000-STRAWB	SPR - STRAWBERRY ALARM CLC	ORCHARD, HILTZ & MCCLI	STORMWATER MANAGEMENT	170253	06/22/15	125.00	
Total For Dept 000 ASSETS, LIABILITIES & REVENUE						492.00	
Total For Fund 701 TRUST & AGENCY FUND						492.00	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund Totals:							
			Fund 101 GENERAL FUND			82,713.83	
			Fund 202 MAJOR STREETS FUND			48,615.99	
			Fund 203 LOCAL STREETS FUND			2,157.50	
			Fund 204 MUNICIPAL STREETS			1,025.83	
			Fund 226 SOLID WASTE COLLECTION FUND			41,965.50	
			Fund 303 GENERAL DEBT SERVICE FUND (V			300.00	
			Fund 402 EQUIPMENT REPLACEMENT FUND			132.47	
			Fund 590 SEWER ENTERPRISE FUND			60,253.79	
			Fund 591 WATER ENTERPRISE FUND			10,601.04	
			Fund 701 TRUST & AGENCY FUND			492.00	
Total For All Funds:						<u>248,257.95</u>	

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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: June 22, 2015**  
**Re: Public Art Selection Committee Appointments**

The following are the appointments/reappointments to the Public Art Selection Committee. They will serve a one year term from June 2015 to June 2016

Downtown Development Authority Representative  
Parks & Recreation Commission Representative  
Planning Commission Representative  
Arts, Culture & Heritage Committee Representative  
Arts, Culture & Heritage Committee Representative  
Arts, Culture & Heritage Committee Representative  
City Council Member  
Resident At-Large  
Resident At-Large

Rich Bellas  
Randy Hermann  
Marni Schmid  
Victoria Schon  
Tom Rosenbaum  
Phil Arbour  
Donna Fisher  
Mary Ellen Miller  
Vacant\*\*

\*\*We will be advertising to fill this position.

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

**MEMO**

**To: Mayor Keough and Council Members**  
**From: Courtney Nicholls, City Manager**  
**Date: June 17, 2015**  
**Re: Budget Adoption**

Provided for Council's review are two resolutions to adopt the 2015-2016 budget, millage rates, refuse rates and administration fee. The presentation for these adoptions is different than in previous years. In accordance with the Uniform Budgeting & Accounting Act, we are presenting the budget approval in the form of a General Appropriations Act resolution. Prior to adopting the resolution, Council will separately adopt a resolution approving the millage rate and administration fee. In future years, the millage rate and administration fee resolution will be presented at the first meeting in June, with the General Appropriations Act presented at the second meeting in June.

Provided as an attachment to the General Appropriations Act are the City budgets in line item format, the Downtown Development Authority budget in line item format and the explanatory memo that was included as part of the Council work sessions on the budget.

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**RESOLUTION # \_\_\_-2015**

**CITY OF DEXTER FISCAL YEAR 2015-2016  
MILLAGE RATE AND ADMINISTRATION FEE**

**City of Dexter**  
County of Washtenaw  
State of Michigan

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At a regular meeting of the City Council of the City of Dexter, County of Washtenaw, State of Michigan, held on the 22nd day of June, 2015, at 7:30 p.m. Eastern Time,

PRESENT:

ABSENT:

The following preamble and resolution were offered by Council Member \_\_\_\_\_ and supported by Council Member \_\_\_\_\_:

**Public Hearing on the Millage Rate:** A notice of public hearing on the proposed millage rates was published in the City of Dexter's official newspaper on May 20, 2015, and a public hearing on the millage rates was held on June 8, 2015.

**Millage Levy and Administrative Fees:** The following millage rates shall be levied upon the real and personal property in the current tax and assessment roll:

General Operating:	9.9906
Streets:	3.4380
<u>GO Bond:</u>	<u>0.6276</u>
Total:	14.0562

In addition, an administration fee of 0.8% shall be added to all amounts collected on behalf of the City and all other taxing jurisdictions within the City.

**NOW, THEREFORE, BE IT RESOLVED** that the City of Dexter Fiscal Year 2015-2016 Millage Rates and Administrative Fee be adopted.

AYES:

NAYS:

ABSENT:

**RESOLUTION DECLARED ADOPTED THIS 22<sup>nd</sup> DAY OF JUNE, 2015.**

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Mayor – Shawn W. Keough

**CERTIFICATION**

I hereby certify that the attached is a true and complete copy of a resolution adopted by the City Council of the City of Dexter, County of Washtenaw, State of Michigan, at a special meeting held on the 22<sup>nd</sup> day of June, 2015.

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City Clerk – Carol J. Jones

**RESOLUTION # \_\_\_-2015**

**CITY OF DEXTER  
GENERAL APPROPRIATIONS ACT TO ADOPT THE  
FISCAL YEAR 2015-2016 BUDGET**

**City of Dexter**  
County of Washtenaw  
State of Michigan

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At a regular meeting of the City Council of the City of Dexter, County of Washtenaw, State of Michigan, held on the 22nd day of June, 2015, at 7:30 p.m. Eastern Time,

PRESENT:

ABSENT:

The following preamble and resolution were offered by Council Member \_\_\_\_\_ and supported by Council Member \_\_\_\_\_:

**Section 1 – Title:** This resolution shall be known as the City of Dexter General Appropriations Act to Adopt the Fiscal Year 2015-2016 Budget.

**Section 2 – Public Hearing on the Budget:** A notice of public hearing on the proposed budget and proposed millage rates was published in the City of Dexter’s official newspaper on May 20, 2015, and a public hearing on the proposed budget and millage rates was held on June 8, 2015.

**Section 3 – Millage Levy and Administrative Fees:** The following millage rates shall be levied upon the real and personal property in the current tax and assessment roll:

General Operating:	9.9906
Streets:	3.4380
<u>GO Bond:</u>	<u>0.6276</u>
Total:	14.0562

In addition, an administration fee of 0.8% shall be added to all amounts collected on behalf of the City and all other taxing jurisdictions within the City.

**Section 4 – Utility Rates:** Sewer and water rates shall be applied as set forth in the Water and Sewer Rate Ordinance.

**Section 5 – Solid Waste Collection Fee:** The Solid Waste Collection fee shall be \$17.50 per month for residential customers. Commercial customers shall pay the actual cost of the service plus a 3% administration fee.

**Section 5 – Adoption of the Budget by Department:** The City Council adopts the Fiscal Year 2015-2016 budget for the various funds by department. City officials responsible for the expenditures authorized in the budget may expend city funds up to, but not exceeding, the total appropriation authorized for each department in accordance with an adopted purchasing policy.

**Section 6 – Payment of Bills:** All claims (bills) against the City shall be approved by the Dexter City Council prior to being paid. The City Manager may authorize payment of salaries, wages and other payroll items prior to approval of City Council. The City Council shall receive a total of payroll expense, at their next regular meeting after payment.

**Section 7 – Fund Revenue and Expenditures:** Following are the budgets for the General Fund, for the City’s Special Revenue Funds, and for the Enterprise Funds. Budgets are presented in United States Dollars (\$). The line item budget for each fund and an explanatory memo of significant changes is provided as an attachment to this document.

<b>Fund 101 - GENERAL FUND</b>		
		<b>FY 2015-2016</b>
		<b>BUDGET</b>
	<b>TOTAL REVENUE</b>	<b>2,894,900</b>
	APPROPRIATIONS	
Dept 101	CITY COUNCIL	61,200
Dept 172	CITY MANAGER	284,600
Dept 201	FINANCE DEPARTMENT	16,600
Dept 210	ATTORNEY	40,000
Dept 215	CITY CLERK	8,000
Dept 253	TREASURER	103,700
Dept 257	ASSESSING DEPARTMENT	32,700
Dept 262	ELECTIONS	8,500
Dept 265	BUILDINGS & GROUNDS	76,300
Dept 285	CITY TREE PROGRAM	23,000
Dept 301	LAW ENFORCEMENT	574,800
Dept 336	FIRE DEPARTMENT	519,300
Dept 400	PLANNING DEPARTMENT	133,400
Dept 410	ZONING BOARD OF APPEALS	1,100
Dept 441	DEPARTMENT OF PUBLIC WORKS	171,900
Dept 442	DOWNTOWN PUBLIC WORKS	70,700
Dept 447	ENGINEERING	11,000
Dept 448	MUNICIPAL STREET LIGHTS	72,000
Dept 728	ECONOMIC DEVELOPMENT	4,000
Dept 751	PARKS & RECREATION	120,200
Dept 851	INSURANCE & BONDS	185,400
Dept 875	CONTRIBUTIONS	62,300
Dept 890	CONTINGENCIES	20,000
Dept 901	CAPITAL IMPROVEMENTS	82,000
Dept 965	TRANSFERS OUT - CONTROL	127,000
	<b>TOTAL APPROPRIATIONS</b>	<b>2,809,700</b>
	<b>NET OF REVENUES/APPROPRIATIONS - FUND 101</b>	<b>85,200</b>
	<b>BEGINNING FUND BALANCE</b>	<b>1,183,388</b>
	<b>ENDING FUND BALANCE</b>	<b>1,268,588</b>

<b>Fund 202 - MAJOR STREETS FUND</b>		
		<b>FY 2015-2016</b>
		<b>BUDGET</b>
	<b>TOTAL REVENUE</b>	<b>521,400</b>
	<b>APPROPRIATIONS</b>	
Dept 248	ADMINISTRATION	4,600
Dept 445	STORMWATER	22,200
Dept 451	CONTRACTED ROAD CONSTRUCTION	285,000
Dept 463	ROUTINE MAINTENANCE	71,900
Dept 474	TRAFFIC SERVICES	52,500
Dept 478	WINTER MAINTENANCE	75,200
Dept 890	CONTINGENCIES	10,000
	<b>TOTAL APPROPRIATIONS</b>	<b>521,400</b>
	<b>NET OF REVENUES/APPROPRIATIONS - FUND 202</b>	<b>0</b>
	<b>BEGINNING FUND BALANCE</b>	<b>118,155</b>
	<b>ENDING FUND BALANCE</b>	<b>118,115</b>

<b>Fund 203 - LOCAL STREETS FUND</b>		
		<b>FY 2015-2016</b>
		<b>BUDGET</b>
	<b>TOTAL REVENUE</b>	<b>707,800</b>
	<b>APPROPRIATIONS</b>	
Dept 248	ADMINISTRATION	4,600
Dept 445	STORMWATER	23,500
Dept 451	CONTRACTED ROAD CONSTRUCTION	499,000
Dept 463	ROUTINE MAINTENANCE	77,400
Dept 474	TRAFFIC SERVICES	32,300
Dept 478	WINTER MAINTENANCE	61,000
Dept 890	CONTINGENCIES	10,000
	<b>TOTAL APPROPRIATIONS</b>	<b>707,800</b>
	<b>NET OF REVENUES/APPROPRIATIONS - FUND 203</b>	<b>0</b>
	<b>BEGINNING FUND BALANCE</b>	<b>22,882</b>
	<b>ENDING FUND BALANCE</b>	<b>22,882</b>

<b>Fund 204 - MUNICIPAL STREETS</b>		
		<b>FY 2015-2016</b>
		<b>BUDGET</b>
	<b>TOTAL REVENUE</b>	<b>725,600</b>
	<b>APPROPRIATIONS</b>	
Dept 248	ADMINISTRATION	80,700
Dept 965	TRANSFERS OUT - CONTROL	778,000
	<b>TOTAL APPROPRIATIONS</b>	<b>858,700</b>
	<b>NET OF REVENUES/APPROPRIATIONS - FUND 204</b>	<b>(133,100)</b>
	<b>BEGINNING FUND BALANCE</b>	<b>172,357</b>
	<b>ENDING FUND BALANCE</b>	<b>39,257</b>

<b>Fund 226 - SOLID WASTE COLLECTION FUND</b>		
		<b>FY 2015-2016</b>
		<b>BUDGET</b>
	<b>TOTAL REVENUE</b>	<b>575,400</b>
	<b>APPROPRIATIONS</b>	
Dept 248	ADMINISTRATION	100
Dept 528	SOLID WASTE	567,700
	<b>TOTAL APPROPRIATIONS</b>	<b>567,800</b>
	<b>NET OF REVENUES/APPROPRIATIONS - FUND 226</b>	<b>7,600</b>
	<b>BEGINNING FUND BALANCE</b>	<b>103,626</b>
	<b>ENDING FUND BALANCE</b>	<b>111,226</b>

<b>Fund 275 - TREE REPLACEMENT FUND</b>		
		<b>FY 2015-2016</b>
		<b>BUDGET</b>
	<b>TOTAL REVENUE</b>	<b>1,800</b>
	<b>APPROPRIATIONS</b>	
Dept 965	TRANSFERS OUT - CONTROL	8,000
	<b>TOTAL APPROPRIATIONS</b>	<b>8,000</b>
	<b>NET OF REVENUES/APPROPRIATIONS - FUND 275</b>	<b>(6,200)</b>
	<b>BEGINNING FUND BALANCE</b>	<b>148,460</b>
	<b>ENDING FUND BALANCE</b>	<b>142,260</b>

<b>Fund 303 - GENERAL DEBT SERVICE FUND (VOTED BONDS)</b>		
		<b>FY 2015-2016</b>
		<b>BUDGET</b>
	<b>TOTAL REVENUE</b>	144,900
	<b>APPROPRIATIONS</b>	
Dept 248	ADMINISTRATION	1,100
Dept 570	STREETSCAPE	145,900
	<b>TOTAL APPROPRIATIONS</b>	<b>147,000</b>
	<b>NET OF REVENUES/APPROPRIATIONS - FUND 303</b>	<b>(2,100)</b>
	<b>BEGINNING FUND BALANCE</b>	<b>8,191</b>
	<b>ENDING FUND BALANCE</b>	<b>6,091</b>

<b>Fund 351 - GENERAL DEBT SERVICE (NON-VOTED BONDS)</b>		
		<b>FY 2015-2016</b>
		<b>BUDGET</b>
	<b>TOTAL REVENUE</b>	<b>210,800</b>
		210,800
	<b>APPROPRIATIONS</b>	
Dept 248	ADMINISTRATION	100
Dept 850	LONG-TERM DEBT	210,000
Dept 965	TRANSFERS OUT - CONTROL	146,400
	<b>TOTAL APPROPRIATIONS</b>	<b>356,500</b>
	<b>NET OF REVENUES/APPROPRIATIONS - FUND 351</b>	<b>(145,700)</b>
	<b>BEGINNING FUND BALANCE</b>	<b>146,438</b>
	<b>ENDING FUND BALANCE</b>	<b>738</b>

<b>Fund 402 - EQUIPMENT REPLACEMENT FUND</b>		
		<b>FY 2015-2016</b>
		<b>BUDGET</b>
	<b>TOTAL REVENUE</b>	<b>81,600</b>
	<b>APPROPRIATIONS</b>	
Dept 248	ADMINISTRATION	400
Dept 441	DEPARTMENT OF PUBLIC WORKS	35,000
Dept 903	CAPITAL IMPROVEMENTS-VEHICLES	45,000
	<b>TOTAL APPROPRIATIONS</b>	<b>80,400</b>
	<b>NET OF REVENUES/APPROPRIATIONS - FUND 402</b>	<b>1,200</b>
	<b>BEGINNING FUND BALANCE</b>	<b>74,716</b>
	<b>ENDING FUND BALANCE</b>	<b>75,916</b>

<b>Fund 590 - SEWER ENTERPRISE FUND</b>		
		<b>FY 2015-2016</b>
		<b>BUDGET</b>
	<b>TOTAL REVENUE</b>	<b>1,329,500</b>
	<b>APPROPRIATIONS</b>	
Dept 248	ADMINISTRATION	83,700
Dept 548	SEWER UTILITIES DEPARTMENT	633,000
Dept 850	LONG-TERM DEBT	463,300
Dept 890	CONTINGENCIES	15,000
Dept 901	CAPITAL IMPROVEMENTS	55,000
	<b>TOTAL APPROPRIATIONS</b>	<b>1,250,000</b>
	<b>NET OF REVENUES/APPROPRIATIONS - FUND 590</b>	<b>79,500</b>
	<b>BEGINNING FUND BALANCE AND NET ASSETS</b>	<b>3,463,130</b>
	<b>ENDING FUND BALANCE AND NET ASSETS</b>	<b>3,542,630</b>
	<b>PROJECTED YEAR END CASH</b>	<b>938,601</b>

<b>Fund 591 - WATER ENTERPRISE FUND</b>		
		<b>FY 2015-2016</b>
		<b>BUDGET</b>
	<b>TOTAL REVENUE</b>	<b>798,000</b>
	<b>APPROPRIATIONS</b>	
Dept 248	ADMINISTRATION	77,700
Dept 556	WATER UTILITIES DEPARTMENT	408,400
Dept 850	LONG-TERM DEBT	257,500
Dept 890	CONTINGENCIES	15,000
Dept 901	CAPITAL IMPROVEMENTS	10,000
	<b>TOTAL APPROPRIATIONS</b>	<b>768,600</b>
	<b>NET OF REVENUES/APPROPRIATIONS - FUND 591</b>	<b>29,400</b>
	<b>BEGINNING FUND BALANCE AND NET ASSETS</b>	<b>3,026,891</b>
	<b>ENDING FUND BALANCE AND NET ASSETS</b>	<b>3,056,291</b>
	<b>PROJECTED YEAR END CASH</b>	<b>288,556</b>

<b>Fund 736 - RETIREE HEALTH CARE FUND</b>		
		<b>FY 2015-2016</b>
		<b>BUDGET</b>
	<b>TOTAL REVENUE</b>	<b>115,000</b>
	<b>NET OF REVENUES/APPROPRIATIONS - FUND 736</b>	<b>115,000</b>
	<b>BEGINNING FUND BALANCE</b>	<b>756,358</b>
	<b>ENDING FUND BALANCE</b>	<b>871,358</b>

**Section 8 – Downtown Development Authority:** The Dexter Downtown Development Authority's budget was adopted by their Board on June 18, 2015 and is incorporated herein. The line item budget is provided as an attachment.

<b>Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY</b>		
		<b>FY 2015-2016</b>
		<b>BUDGET</b>
	<b>TOTAL REVENUE</b>	<b>479,800</b>
	<b>APPROPRIATIONS</b>	
Dept 248	ADMINISTRATION	22,700
Dept 442	DOWNTOWN PUBLIC WORKS	20,900
Dept 901	CAPTIAL IMPROVEMENTS	70,000
Dept 965	TRANSFERS OUT - CONTROL	282,200
	<b>TOTAL APPROPRIATIONS</b>	<b>395,800</b>
	<b>NET OF REVENUES/APPROPRIATIONS - FUND 591</b>	<b>84,000</b>
	<b>BEGINNING FUND BALANCE</b>	<b>157,407</b>
	<b>ENDING FUND BALANCE</b>	<b>241,407</b>

<b>Fund 394 - DDA DEBT FUND</b>		
		<b>FY 2015-2016</b>
		<b>BUDGET</b>
	<b>TOTAL REVENUE</b>	<b>282,200</b>
	<b>APPROPRIATIONS</b>	
Dept 850	LONG-TERM DEBT	282,200
	<b>TOTAL APPROPRIATIONS</b>	<b>282,200</b>
	<b>NET OF REVENUES/APPROPRIATIONS - FUND 591</b>	<b>0</b>
	<b>BEGINNING FUND BALANCE</b>	<b>1</b>
	<b>ENDING FUND BALANCE</b>	<b>1</b>

<b>Fund 494 - PROJECT FUND</b>		
		<b>FY 2015-2016</b>
		<b>BUDGET</b>
	<b>TOTAL REVENUE</b>	<b>0</b>
	<b>APPROPRIATIONS</b>	
Dept 965	TRANSFERS OUT - CONTROL	186,500
	<b>TOTAL APPROPRIATIONS</b>	<b>186,500</b>
	<b>NET OF REVENUES/APPROPRIATIONS - FUND 591</b>	<b>(186,500)</b>
	<b>BEGINNING FUND BALANCE</b>	<b>206,024</b>
	<b>ENDING FUND BALANCE</b>	<b>19,524</b>

**Section 9 – Budget Reports and Amendments:** Budget reports shall be given to City Council by City Management as set forth in the City Charter, and amendments to this Budget will be presented to Council as needed.

**Section 10 – Attachments:**

- A) Line Item Budget for All City Funds
- B) Line Item Budget for Downtown Development Authority Funds
- C) Explanatory Memo of Significant Changes

**NOW, THEREFORE, BE IT RESOLVED** that the City of Dexter Fiscal Year 2015-2016 General Appropriations Act be adopted.

AYES:

NAYS:

ABSENT:

**RESOLUTION DECLARED ADOPTED THIS 22<sup>nd</sup> DAY OF JUNE, 2015.**

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Mayor – Shawn W. Keough

**CERTIFICATION**

I hereby certify that the attached is a true and complete copy of a resolution adopted by the City Council of the City of Dexter, County of Washtenaw, State of Michigan, at a special meeting held on the 22<sup>nd</sup> day of June, 2015.

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City Clerk – Carol J. Jones

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GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2014-15 AMENDED BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 RECOMMENDED BUDGET	2016-17 FUTURE PROJECTED BUDGET
<b>ESTIMATED REVENUES</b>							
Dept 000-ASSETS, LIABILITIES & REVENUE							
101-000-402.000	TAXES - REAL PROPERTY	1,520,300	1,988,400	1,988,400	1,623,700	2,102,000	2,133,000
	ACTUAL TAXABLE VALUE TIMES THE CURRENT MILLAGE RATE, LESS THE DDA CAPTURE						
	2016-2017 ASSUMED 1.5% INCREASE						
101-000-410.000	TAXES - PERSONAL PROPERTY	302,600			291,100		
	ZERO FOR BUDGET PURPOSES, NUMBER IS INCLUDED IN 402.000						
101-000-412.000	DELINQUENT TAXES - REAL PROP	52,300			36,800		
	ZERO FOR BUDGET PURPOSES, NUMBER IS INCLUDED IN 402,000						
101-000-420.000	DELINQUENT TAX - PERSONAL PROP	800			200		
101-000-445.000	TAXES - PENALTIES & INTEREST	5,200	5,000	5,000	5,000	5,000	5,000
	PENALTIES DUE TO DELINQUENT TAX PAYMENTS						
101-000-447.000	PROPERTY TAX ADMINISTRATION FEE					92,900	94,300
	0.8% ADMINISTRATION FEE						
101-000-452.000	CABLE TV FRANCHISE FEES	67,800	67,000	67,000	72,900	73,000	73,000
	QUARTERLY PAYMENTS AVERAGE - \$18,000						
101-000-476.000	BANNER PERMITS	3,000	3,000	3,000	2,400	3,000	3,000
	MAIN STREET BANNER PERMITS						
101-000-477.000	ZONING COMPLIANCE PERMITS	8,000	7,000	7,000	4,500	5,000	5,000
	ZONING COMPLIANCE, DEMO, FENCE/DECK						
101-000-478.000	PARK USE PERMITS	100	200	200	200	200	200
101-000-574.000	STATE SHARED REVENUE	305,600	320,000	320,000	324,000	326,000	330,000
	CONSTITUTIONAL REVENUE SHARING AND EVIP - BASED ON SALES TAX REVENUE						
101-000-575.000	STATE SHARED - LIQUOR LICENSES	3,100	3,000	3,000	3,800	3,000	3,000
	LOCAL PORTION OF LIQUOR LICENSE TRANSFERS						
101-000-580.000	STATE GRANTS			3,000	5,000	5,000	
	REIMBURSEMENT FOR ELECTIONS FROM STATE OF MICHIGAN						
101-000-582.000	SCHOOL FIRE RUN REIMBURSEMENT	6,400	5,000	5,000	5,000	5,000	5,000
101-000-590.000	ENTERPRISE FUND ADMIN FEES	144,500	150,000	150,000	146,000	140,000	142,000
101-000-590.001	ACT 51 ADMIN FEES	29,400	32,200	32,200	28,100	26,500	26,500
101-000-590.002	ADMIN FEES - DOWNTOWN DEVELOPMENT	10,000	5,000	5,000	5,000	5,000	5,000
	REVENUE FROM DDA TO OFFSET COST OF DOWNTOWN MAINTENANCE						
101-000-608.000	SITE PLAN REVIEW FEES	6,500	5,000	5,000	6,600	5,000	5,000
101-000-609.000	ZBA APPLICATION FEES	1,600			1,700	1,000	1,000
101-000-611.000	MISCELLANEOUS FEES	1,000			1,000	500	500
101-000-612.000	IFT APPLICATION FEE	800			400		
101-000-628.000	SOLID WASTE COLLECTION FEE	559,000					
	MOVED TO FUND 226						
101-000-634.000	UTILITY BILL PENALTIES	1,400					
101-000-645.000	SALES - RECYCLING PROGRAM	400					
	MOVED TO FUND 226						
101-000-657.000	PARKING VIOLATIONS		200	200	100	100	100
101-000-658.000	DISTRICT COURT FINES	5,600	5,000	5,000	8,000	7,000	7,000
101-000-665.000	INTEREST EARNED	7,400	7,000	7,000	8,500	7,000	7,000
101-000-667.000	RENTS (GENERAL)	7,500	7,500	7,500	7,500	7,500	7,500
	12 MONTHS - \$625 PER MONTH FROM HOTEL HICKMAN						
101-000-667.001	LEASE INCOME - DAFD	11,500	11,000	11,000	11,000	11,000	11,000
	RENT PAYMENT IN ACCORDANCE WITH INTERLOCAL AGREEMENT						
101-000-667.002	FARMERS MARKET	6,400	4,000	4,000	3,500	3,500	3,500
	VENDOR FEES						
101-000-667.004	COMMUNITY GARDEN PLOT RENTAL	1,300	1,400	1,400	1,400	1,400	1,400
101-000-671.000	OTHER REVENUE	24,500	5,000	5,000	6,700	5,000	5,000
101-000-675.001	CONTRIBUTIONS - PARK	1,500	1,200	1,200	200	10,300	300
	DONATION TO EDISON STREET PARK FROM LIONS, EASTER EGG HUNT REVENUE						
101-000-675.004	CONTRIBUTIONS-ARTS COMMITTEE	7,900	3,000	5,800	10,200	11,000	11,000
	DONATION, REVENUE FROM PLEIN AIR FESTIVAL						
101-000-675.006	CONTRIBUTIONS - ICE RINK	500	500	500			
101-000-679.000	MISCELLANEOUS GRANTS	9,700	4,000	4,000	12,000	5,000	

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2014-15 AMENDED BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 RECOMMENDED BUDGET	2016-17 FUTURE PROJECTED BUDGET
<b>ESTIMATED REVENUES</b>							
Dept 000-ASSETS, LIABILITIES & REVENUE							
101-000-695.000	TRANSFERS IN	600					
101-000-695.248	TRANSFER IN FROM DDA FUND 248	105,000			20,000	20,000	20,000
	REPAYMENT FOR PURCHASE OF FOREST STREET HOUSES						
101-000-695.275	TRANSFER IN FROM TREE FUND	8,000	8,000	8,000	8,000	8,000	8,000
	OFFSETS TREE PURCHASE EXPENSE IN 101-285-731-001						
Totals for dept 000-ASSETS, LIABILITIES & REVENUE		3,227,200	2,648,600	2,654,400	2,660,500	2,894,900	2,913,300
<b>TOTAL ESTIMATED REVENUES</b>		<b>3,227,200</b>	<b>2,648,600</b>	<b>2,654,400</b>	<b>2,660,500</b>	<b>2,894,900</b>	<b>2,913,300</b>
<b>APPROPRIATIONS</b>							
Dept 101-CITY COUNCIL							
101-101-702.000	SALARIES - ELECTED OFFICIALS	18,500	18,000	18,000	17,500	18,000	18,000
	6 COUNCIL MEMBERS X \$80 X 24 MEETINGS; 1 MAYOR X \$275 X 24 MEETINGS						
101-101-720.000	SOCIAL SECURITY & MEDICARE	1,400	1,400	1,400	1,300	1,400	1,400
	7.65% OF WAGES						
101-101-727.000	OFFICE SUPPLIES		100	100	400	200	100
101-101-802.000	PROFESSIONAL SERVICES	400	2,000	2,000		2,000	2,000
101-101-861.000	TRAVEL & MILEAGE		500	500		500	500
101-101-901.000	PRINTING & PUBLISHING	8,400	8,500	8,500	8,500	9,000	9,000
	NEWSLETTER; POSTCARDS						
101-101-943.000	COUNCIL CHAMBERS LEASE	2,400	4,500	4,500	4,500	4,500	4,500
	\$375 PER MONTH FOR DEXTER SENIOR CENTER						
101-101-955.000	MISCELLANEOUS	400	500	500	100	100	100
101-101-956.000	COUNCIL DISCRETIONARY EXPENSES	1,400	1,500	1,500	2,100	1,500	1,500
101-101-958.000	MEMBERSHIPS & DUES	4,100	3,500	3,500	3,500	3,500	3,500
	MML, DEXTER CHAMBER, SEMCOG, MEDA, HRWC						
101-101-959.000	ARTS, CULTURE & HERITAGE	22,800	16,000	18,800	20,000	20,000	20,000
	PLEIN AIR, TEMPORARY ART DISPLAY, \$15,000 OFFSET BY REVENUE AND GRANTS						
101-101-960.000	EDUCATION & TRAINING	700	500	500	400	500	500
Totals for dept 101-CITY COUNCIL		60,500	57,000	59,800	58,300	61,200	61,100
Dept 172-CITY MANAGER							
101-172-703.000	SALARIES - NON UNION	131,100	136,000	126,000	102,300	121,000	124,000
	100% OF COURTNEY AND JUSTIN						
101-172-703.001	SALARIES - PART TIME	600	3,000	3,000	5,000	5,000	5,000
	INTERN FOR OFFICE ASSISTANCE						
101-172-704.000	SALARIES - UNION	67,400	69,400	69,400	69,800	71,700	72,900
	100% OF ERIN, 54% OF BRENDA						
101-172-710.000	CAR ALLOWANCE	4,800	4,800	4,800	800		
101-172-712.000	VACATION/SICK TIME CASH OUT	700	700	700	2,900	700	700
101-172-720.000	SOCIAL SECURITY & MEDICARE	15,600	16,600	16,600	13,500	14,900	15,500
	7.65% OF WAGES						
101-172-721.000	HEALTH & DENTAL INSURANCE	46,400	57,500	57,500	60,500	59,900	65,300
101-172-721.002	PAY IN LIEU OF MEDICAL INSURANCE	4,000	3,000	3,000	2,100		
101-172-722.000	LIFE & DISABILITY INSURANCE	1,300	1,400	1,400	1,300	1,200	1,200
	100% OF COURTNEY, JUSTIN, BRENDA, ERIN						
101-172-723.000	DEFINED BENEFIT PLAN	8,100					
101-172-723.003	DEFINED CONTRIBUTION PLAN	1,400	2,400	2,400	3,700	3,100	3,100
	4% OF WAGES FOR COURTNEY & JUSTIN						
101-172-723.004	ICMA CONTRIBUTION	3,700	3,700	3,700	1,200	800	700
	1% OF WAGES FOR COURTNEY						
101-172-727.000	OFFICE SUPPLIES	1,300	700	700	900	700	700
101-172-745.000	UNIFORM ALLOWANCE	100	200	200	200	200	200
	\$100 FOR TWO EMPLOYEES						
101-172-802.000	PROFESSIONAL SERVICES	1,200	2,000		9,400		2,000

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2014-15 AMENDED BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 RECOMMENDED BUDGET	2016-17 FUTURE PROJECTED BUDGET
<b>APPROPRIATIONS</b>							
<b>Dept 172-CITY MANAGER</b>							
101-172-861.000	TRAVEL & MILEAGE	100	500	500	500	500	500
101-172-901.000	PRINTING & PUBLISHING				100	100	100
101-172-955.000	MISCELLANEOUS	700	500	500	400	500	500
101-172-958.000	MEMBERSHIPS & DUES MLGMA MEMBERSHIP	100	300	300	200	300	300
101-172-960.000	EDUCATION & TRAINING	700	1,500	1,500	3,300	2,000	2,000
Totals for dept 172-CITY MANAGER		289,300	304,200	292,200	278,100	284,600	294,700
<b>Dept 201-FINANCE DEPARTMENT</b>							
101-201-802.000	PROFESSIONAL SERVICES ANNUAL DISCLOSURE STATEMENT, BS&A MAINTENACE FEES, OPEB ACTUARIAL	2,900	8,000	8,000	5,200	9,000	5,000
101-201-802.001	FINANCIAL AUDIT GENERAL FUND SHARE OF ANNUAL AUDIT	6,000	6,000	6,000	6,000	6,000	6,000
101-201-840.000	BANK SERVICE CHARGES	1,300	1,600	1,600	1,900	1,600	1,600
Totals for dept 201-FINANCE DEPARTMENT		10,200	15,600	15,600	13,100	16,600	12,600
<b>Dept 210-ATTORNEY</b>							
101-210-810.000	ATTORNEY FEES	47,000	25,000	50,000	55,000	40,000	40,000
Totals for dept 210-ATTORNEY		47,000	25,000	50,000	55,000	40,000	40,000
<b>Dept 215-CITY CLERK</b>							
101-215-702.000	SALARIES - ELECTED OFFICIALS 24 MEETING X \$80 PER MEETING	2,100	2,000	2,000	2,000	2,000	2,000
101-215-703.001	SALARIES - PART TIME				400	500	500
101-215-720.000	SOCIAL SECURITY & MEDICARE 7.65% OF GROSS WAGES	200	200	200	200	300	200
101-215-802.000	PROFESSIONAL SERVICES	2,600					
101-215-815.000	ORDINANCE CODIFICATION YEARLY ACCESS FEE	2,600	700	700	700	1,700	700
101-215-901.000	PRINTING & PUBLISHING PUBLICATION OF MINUTES, PUBLIC HEARING NOTICES	2,600	5,000	7,000	8,600	3,500	3,500
Totals for dept 215-CITY CLERK		10,100	7,900	9,900	11,900	8,000	6,900
<b>Dept 253-TREASURER</b>							
101-253-703.000	SALARIES - NON UNION 100% OF MARIE	67,400	69,400	69,400	69,400	71,200	73,000
101-253-720.000	SOCIAL SECURITY & MEDICARE 7.65% OF WAGES	5,100	5,300	5,300	5,000	5,300	5,600
101-253-721.000	HEALTH & DENTAL INSURANCE 9.5% INCREASE	17,200	14,200	14,200	15,000	16,000	17,100
101-253-722.000	LIFE & DISABILITY INSURANCE	400	500	500	400	500	500
101-253-723.000	DEFINED BENEFIT PLAN	7,500					
101-253-727.000	OFFICE SUPPLIES	900	700	700	700	700	700
101-253-861.000	TRAVEL & MILEAGE	900	1,000	1,000	900	1,000	1,000
101-253-902.000	TAX BILL PRINTING & SERVICES TAX SOFTWARE WEB HOSTING, 2 TAX BILL MAILINGS, SOFTWARE SUPPORT	4,500	3,700	3,700	3,700	6,500	6,500
101-253-955.000	MISCELLANEOUS		500	500	100	500	500
101-253-958.000	MEMBERSHIPS & DUES	500	500	500	500	500	500
101-253-960.000	EDUCATION & TRAINING	700	1,000	1,000	800	1,000	1,000
101-253-977.000	EQUIPMENT		500	500		500	500
Totals for dept 253-TREASURER		105,100	97,300	97,300	96,500	103,700	106,900
<b>Dept 257-ASSESSING DEPARTMENT</b>							
101-257-803.000	CONTRACTED SERVICES ASSESSOR CONTRACT			8,000	7,500	30,000	30,000

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2014-15 AMENDED BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 RECOMMENDED BUDGET	2016-17 FUTURE PROJECTED BUDGET
<b>APPROPRIATIONS</b>							
Dept 257-ASSESSING DEPARTMENT							
101-257-960.000	EDUCATION & TRAINING			700	600	700	700
101-257-977.000	EQUIPMENT			7,500	10,800	1,000	500
	SOFTWARE SUPPORT						
Totals for dept 257-ASSESSING DEPARTMENT				16,200	18,900	31,700	31,200
Dept 262-ELECTIONS							
101-262-708.000	SALARIES - ELECTION WORKERS			3,000	2,400	6,000	6,000
	SALARY FOR NOVEMBER 2014 ELECTION AND PRESIDENTIAL PRIMARY						
	2016-2017: WORKER SALARY FOR AUGUST AND NOVEMBER 2016						
101-262-727.000	OFFICE SUPPLIES				900	1,000	1,000
101-262-727.001	ELECTION SUPPLIES					1,000	1,000
101-262-728.000	POSTAGE			1,100	1,100		
101-262-802.000	PROFESSIONAL SERVICES			1,600	1,600		
101-262-901.000	PRINTING & PUBLISHING					500	500
101-262-977.000	EQUIPMENT			6,500	7,500		
Totals for dept 262-ELECTIONS				12,200	13,500	8,500	8,500
Dept 265-BUILDINGS & GROUNDS							
101-265-727.000	OFFICE SUPPLIES	5,300	3,700	3,700	4,300	4,000	4,000
101-265-728.000	POSTAGE	3,000	3,200	3,200	2,700	3,200	3,200
101-265-802.003	DOCUMENT MANAGEMENT SYSTEM					10,000	10,000
	PURCHASE OF SOFTWARE LICENSES AND SCANNING OF DOCUMENTS						
	2016-2017: CONTINUED SCANNING OF DOCUMENTS						
101-265-803.000	CONTRACTED SERVICES	4,200	5,000	5,000	3,300	5,000	5,000
	COMPUTER REPAIRS, E-MAIL UPDATE LIST MANAGEMENT, BS&A SOFTWARE SUPPORT, GOOGLE, CIESA						
101-265-843.000	PROPERTY TAXES	1,800	2,000	2,000	2,000	2,100	2,200
	8050 MAIN						
101-265-920.000	UTILITIES	8,900	11,000	11,000	10,100	11,000	11,000
	COMCAST, DTE						
101-265-920.001	UTILITIES - TELEPHONES	300	400	400	1,000	1,000	1,000
101-265-935.000	BUILDING MAINTENANCE & REPAIR	13,300	3,000	3,000	3,300	3,000	3,000
	CINTAS, CMR						
101-265-935.001	OFFICE CLEANING	4,200	4,200	4,200	4,200	4,200	4,200
	\$80 PER WEEK						
101-265-936.000	EQUIPMENT SERVICE CONTRACTS	6,100	7,000	7,000	11,100	10,000	10,000
	COPY MACHINE LEASE AND COPIES, POSTAGE MACHINE LEASE						
101-265-937.000	EQUIPMENT MAINTENANCE & REPAIR	200	500	500	300	500	500
101-265-943.001	OFFICE SPACE RENT	10,800	10,800	10,800	10,800	10,800	10,800
	PNC RENT - \$900 PER MONTH						
101-265-955.000	MISCELLANEOUS		500	500		500	500
101-265-962.000	COMMUNITY GARDEN	1,700	1,000	1,000	1,000	1,000	1,000
101-265-977.000	EQUIPMENT	9,000	17,500	17,500	12,700	10,000	5,000
	PHONE SYSTEM						
Totals for dept 265-BUILDINGS & GROUNDS		68,800	69,800	69,800	66,800	76,300	71,400
Dept 285-CITY TREE PROGRAM							
101-285-731.000	LANDSCAPE SUPPLIES	1,100	1,000	1,000	2,700		
101-285-731.001	LANDSCAPE SUPPLIES - TREES	9,700	8,000	8,000	6,600	8,000	8,000
	PURCHASE OF TREES AS RECOMMENDED BY TREE BOARD - OFFSET BY RESTRICTED TREE FUND						
101-285-803.000	CONTRACTED SERVICES	3,200	15,000	15,000	14,200	15,000	15,000
Totals for dept 285-CITY TREE PROGRAM		14,000	24,000	24,000	23,500	23,000	23,000
Dept 301-LAW ENFORCEMENT							
101-301-807.000	CONTRACTED PUBLIC SAFETY	470,700	481,000	481,000	479,500	485,800	490,700
	CURRENT RATE - \$155,158, NEW RATE IN 2016 - \$156,709 PLUS OVERTIME COSTS						

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2014-15 AMENDED BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 RECOMMENDED BUDGET	2016-17 FUTURE PROJECTED BUDGET
APPROPRIATIONS							
Dept 301-LAW ENFORCEMENT							
101-301-807.001	DCS OFFICER & CROSSING GUARDS	80,400	80,300	80,300	82,100	83,000	84,000
	50% OF SCHOOL OFFICER, \$5,000 FOR CROSSING GUARD						
101-301-920.000	UTILITIES	4,500	4,800	4,800	5,100	5,000	5,000
	DTE AND WATER FOR PORTION OF 8140 MAIN						
101-301-935.000	BUILDING MAINTENANCE & REPAIR	1,300	1,000	1,000	300	1,000	1,000
	BUILDING REPAIR NEEDS						
Totals for dept 301-LAW ENFORCEMENT		556,900	567,100	567,100	567,000	574,800	580,700
Dept 336-FIRE DEPARTMENT							
101-336-807.000	CONTRACTED PUBLIC SAFETY	465,800	486,000	486,000	485,000	510,300	535,800
	2015 QUARTERLY PAYMENT - \$122,623, ESTIMATED 5% INCREASE FOR FY 16 AND FY 17						
101-336-920.000	UTILITIES	4,800	5,700	5,700	6,300	6,000	6,000
	PORTION OF DTE AND WATER FOR 8140 MAIN						
101-336-935.000	BUILDING MAINTENANCE & REPAIR	2,600	2,000	2,000	3,000	2,000	2,000
	OUTDOOR WARNING SIREN PM, HVAC, PEST CONTROL						
101-336-970.000	CONTRACTED CAPITAL IMPROVEMENTS		1,000	1,000		1,000	1,000
Totals for dept 336-FIRE DEPARTMENT		473,200	494,700	494,700	494,300	519,300	544,800
Dept 400-PLANNING DEPARTMENT							
101-400-703.000	SALARIES - NON UNION	31,400	50,500	50,500	50,500	51,800	53,100
	100% OF MICHELLE						
101-400-704.000	SALARIES - UNION	10,700	11,000	11,000	11,300	11,600	11,900
	30% OF BRENDA						
101-400-705.000	SALARIES - OVERTIME	500	500	500	200		
101-400-706.000	SALARIES - PLANNING COMMISSION	2,800	3,000	3,000		3,000	3,000
101-400-712.000	VACATION/SICK TIME CASH OUT	2,600			1,400	1,000	1,000
101-400-720.000	SOCIAL SECURITY & MEDICARE	3,500	4,700	4,700	4,700	5,100	5,300
	7.65% OF WAGES						
101-400-721.000	HEALTH & DENTAL INSURANCE	5,900	18,400	18,400	14,200	16,000	17,500
	9.5% INCREASE						
101-400-722.000	LIFE & DISABILITY INSURANCE	200	400	400	400	400	400
101-400-723.000	DEFINED BENEFIT PLAN	6,700					
101-400-723.003	DEFINED CONTRIBUTION PLAN	500	2,100	2,100	2,000	2,000	2,000
101-400-727.000	OFFICE SUPPLIES	600	500	500	500	500	500
101-400-802.000	PROFESSIONAL SERVICES	28,900	8,000	8,000	8,000	33,000	8,000
	PLANNING CONSULTANT - CARLISLE WORTMAN, ORDINANCE UPDATE						
101-400-861.000	TRAVEL & MILEAGE		500	500	1,400	1,500	1,500
101-400-901.000	PRINTING & PUBLISHING	500	500	500	300	500	500
	PLANNING COMMISSION REQUIRED NOTICES						
101-400-955.000	MISCELLANEOUS	700	500	500	400	500	500
101-400-958.000	MEMBERSHIPS & DUES	1,400	2,000	2,000	1,800	1,500	1,500
101-400-960.000	EDUCATION & TRAINING	900	3,500	3,500	3,200	3,500	3,500
101-400-977.000	EQUIPMENT		13,000	13,000	11,100	1,500	1,000
	BS&A SOFTWARE SUPPORT						
Totals for dept 400-PLANNING DEPARTMENT		97,800	119,100	119,100	111,400	133,400	111,200
Dept 410-ZONING BOARD OF APPEALS							
101-410-802.000	PROFESSIONAL SERVICES		500	500	200	500	500
	CARLISLE WORTMAN REVIEW OF REQUESTS						
101-410-901.000	PRINTING & PUBLISHING	200	500	500	200	500	500
	PUBLIC HEARING NOTICES						
101-410-955.000	MISCELLANEOUS		100	100		100	100
Totals for dept 410-ZONING BOARD OF APPEALS		200	1,100	1,100	400	1,100	1,100
Dept 441-DEPARTMENT OF PUBLIC WORKS							

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2014-15 AMENDED BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 RECOMMENDED BUDGET	2016-17 FUTURE PROJECTED BUDGET
<b>APPROPRIATIONS</b>							
Dept 441-DEPARTMENT OF PUBLIC WORKS							
101-441-703.000	SALARIES - NON UNION	5,100	10,100	10,100	8,800	8,800	9,100
	10% OF DAN						
101-441-703.001	SALARIES - PART TIME	600	1,000	1,000	1,500	1,500	1,500
101-441-704.000	SALARIES - UNION	33,200	49,000	46,700	36,600	43,000	44,100
	PORTION OF FOUR DPW EMPLOYEES						
101-441-705.000	SALARIES - OVERTIME	2,500	1,000	1,000	2,700	1,500	1,500
101-441-712.000	VACATION/SICK TIME CASH OUT	3,000	1,600	22,600	22,600	15,000	2,000
101-441-720.000	SOCIAL SECURITY & MEDICARE	3,000	4,800	4,800	5,900	5,400	4,500
	7.65% OF WAGES						
101-441-721.000	HEALTH & DENTAL INSURANCE	36,700	21,600	21,600	21,900	22,400	24,400
	9.5% INCREASE						
101-441-722.000	LIFE & DISABILITY INSURANCE	400	500	500	400	500	500
	PORTION OF BENEFITS FOR FOUR UNION EMPLOYEES						
101-441-723.000	DEFINED BENEFIT PLAN	7,300					
101-441-723.003	DEFINED CONTRIBUTION		200	200	200	1,300	1,200
101-441-740.000	OPERATING SUPPLIES	4,700	6,000	6,000	6,100	5,000	5,000
	TOOLS, WELDING SUPPLIES, SMALL ENGINE PARTS, CLEANING SUPPLIES						
101-441-745.000	UNIFORM ALLOWANCE	5,000	4,500	4,500	6,600	5,000	5,000
101-441-751.000	GASOLINE & OIL	15,100	14,000	14,000	17,400	15,000	15,000
101-441-802.000	PROFESSIONAL SERVICES		2,000	2,000	800	2,000	2,000
101-441-861.000	TRAVEL & MILEAGE		500	500		500	500
101-441-920.000	UTILITIES	20,500	19,000	19,000	26,900	25,000	25,000
	DTE (3600 CENTRAL AND A PORTION OF 8140 MAIN), WATER, COMCAST						
101-441-920.001	UTILITIES - TELEPHONES	2,200	2,300	2,300	2,400	3,000	3,000
	VERIZON, INCREASED DUE TO MOBILE INTERNET UNITS FOR TABLETS						
101-441-935.000	BUILDING MAINTENANCE & REPAIR	1,400	2,000	2,000	1,900	2,000	2,000
101-441-937.000	EQUIPMENT MAINTENANCE & REPAIR	300	1,000	1,000	400	1,000	1,000
101-441-941.000	EQUIPMENT RENTALS	3,800	3,500	3,500	3,000	3,500	3,500
	INTERNAL EQUIPMENT RENTAL (TRANSFER TO FUND 402)						
101-441-955.000	MISCELLANEOUS	1,900	500	500		500	500
101-441-957.000	MISCELLANEOUS FEES	100	100	100			
101-441-958.000	MEMBERSHIPS & DUES	400	500	500	800	1,000	1,000
101-441-960.000	EDUCATION & TRAINING	700	4,000	4,000	4,000	4,000	4,000
101-441-963.000	MEDICAL EXPENSES	300	400	400			
101-441-977.000	EQUIPMENT		5,000	5,000	4,300	5,000	5,000
Totals for dept 441-DEPARTMENT OF PUBLIC WORKS		148,200	155,100	173,800	175,200	171,900	161,300
Dept 442-DOWNTOWN PUBLIC WORKS							
101-442-703.001	SALARIES - PART TIME	13,200	13,500	13,500	16,000	15,000	15,000
101-442-704.000	SALARIES - UNION	25,700	27,500	27,500	23,000	25,000	25,700
	DPW TIME WORKING DOWNTOWN						
101-442-705.000	SALARIES - OVERTIME	2,600	2,000	2,000	1,900	1,500	1,500
	UNION STAFF WORKING AT FARMERS MARKET						
101-442-720.000	SOCIAL SECURITY & MEDICARE	3,200	3,300	3,300	2,900	3,100	3,300
	7.65% OF WAGES						
101-442-723.000	DEFINED BENEFIT PLAN	3,400					
101-442-723.003	DEFINED CONTRIBUTION PLAN					100	100
101-442-730.000	FARMERS MARKET SUPPLIES	5,000	2,000	2,000	2,000	3,000	3,000
101-442-731.000	LANDSCAPE SUPPLIES	1,100	2,000	2,000	2,000	2,000	2,000
	PLANT MATERIAL FOR DOWNTOWN LANDSCAPING						
101-442-740.000	OPERATING SUPPLIES	3,900	2,500	2,500	1,300	2,500	2,500
101-442-744.000	HOLIDAY DISPLAY SUPPLIES	4,200	5,000	5,000	4,600	5,000	5,000
101-442-802.000	PROFESSIONAL SERVICES	3,700	5,500	5,500	5,500	5,500	5,500
	PM ON CLOCK, SENIOR CENTER RENT FOR DDA, LIGHT POLE/TRASH CAN PAINTING						
101-442-920.000	UTILITIES	7,600	9,000	9,000	7,500		8,000
	METERED STREET LIGHTS						

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2014-15 AMENDED BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 RECOMMENDED BUDGET	2016-17 FUTURE PROJECTED BUDGET
<b>APPROPRIATIONS</b>							
Dept 442-DOWNTOWN PUBLIC WORKS							
101-442-977.000	EQUIPMENT		1,000	1,000			
Totals for dept 442-DOWNTOWN PUBLIC WORKS		73,600	73,300	73,300	66,700	70,700	71,600
Dept 447-ENGINEERING							
101-447-830.000	ENGINEERING CONSULTING	11,000	11,000	11,000	11,000	11,000	11,000
	GENERAL ENGINEERING CONSULTING						
Totals for dept 447-ENGINEERING		11,000	11,000	11,000	11,000	11,000	11,000
Dept 448-MUNICIPAL STREET LIGHTS							
101-448-920.003	UTILITIES - STREET LIGHTS	72,300	73,000	73,000	69,800	72,000	73,000
	UNMETERED STREET LIGHTS						
Totals for dept 448-MUNICIPAL STREET LIGHTS		72,300	73,000	73,000	69,800	72,000	73,000
Dept 528-SOLID WASTE							
101-528-703.000	SALARIES - NON UNION	1,700					
101-528-703.001	SALARIES - PART TIME	1,500					
101-528-704.000	SALARIES - UNION	34,200					
101-528-705.000	SALARIES - OVERTIME	900					
101-528-720.000	SOCIAL SECURITY & MEDICARE	2,900					
101-528-723.000	DEFINED BENEFIT PLAN	3,500					
101-528-740.000	OPERATING SUPPLIES	500					
101-528-805.000	CONTRACTED SOLID WASTE SERVICE	477,900					
101-528-806.000	CONTRACTED COMPOSTING	9,200					
101-528-901.000	PRINTING & PUBLISHING	200					
101-528-941.000	EQUIPMENT RENTALS	13,800					
Totals for dept 528-SOLID WASTE		546,300					
Dept 728-ECONOMIC DEVELOPMENT							
101-728-802.000	PROFESSIONAL SERVICES		2,000	2,000	2,400	2,500	2,500
	SPARK MEMBERSHIP						
101-728-901.000	PRINTING & PUBLISHING	900	1,000	1,000	700	1,000	1,000
	MARKETING MATERIALS/ADS						
101-728-960.000	EDUCATION & TRAINING		700	700	200	500	500
Totals for dept 728-ECONOMIC DEVELOPMENT		900	3,700	3,700	3,300	4,000	4,000
Dept 751-PARKS & RECREATION							
101-751-703.000	SALARIES - NON UNION	1,700	3,000	3,000	2,600	1,800	1,900
	2% OF DAN						
101-751-703.001	SALARIES - PART TIME	11,600	11,000	11,000	12,200	12,000	12,000
	PORTION OF SUMMER HELP, LANDSCAPING FOR MILL CREEK PARK						
101-751-704.000	SALARIES - UNION	21,500	22,000	22,000	17,000	17,000	17,500
	PORTION OF FOUR UNION EMPLOYEES						
101-751-705.000	SALARIES - OVERTIME	1,200	500	500	100	200	200
101-751-709.000	SALARIES - PARK COMMISSIONERS	1,000	1,000	1,000		1,000	1,000
101-751-720.000	SOCIAL SECURITY & MEDICARE	2,800	2,900	2,900	2,800	2,500	2,500
	7.65% OF WAGES						
101-751-721.000	HEALTH & DENTAL INSURANCE	3,200	3,400	3,400	3,000	3,500	3,800
	9.5% INCREASE						
101-751-722.000	LIFE & DISABILITY INSURANCE	100	100	100	100	100	100
	PORTION OF FOUR UNION EMPLOYEES						
101-751-723.000	DEFINED BENEFIT PLAN	2,300					
101-751-723.003	DEFINED CONTRIBUTION PLAN		100	100	100	100	100
101-751-731.000	LANDSCAPE SUPPLIES	3,900	4,000	4,000	4,000	4,000	4,000
	LANDSCAPING BED MAINTENANCE, WOOD CHIPS						
101-751-732.000	ICE RINK SUPPLIES	4,200	4,000	4,000	2,800		3,000

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2014-15 AMENDED BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 RECOMMENDED BUDGET	2016-17 FUTURE PROJECTED BUDGET
<b>APPROPRIATIONS</b>							
<b>Dept 751-PARKS &amp; RECREATION</b>							
	INSTALLATION, MAINTENANCE, LINER						
101-751-740.000	OPERATING SUPPLIES	1,100	1,000	1,000	200	1,000	1,000
101-751-802.000	PROFESSIONAL SERVICES	12,000	30,000	30,000	33,900	6,000	6,000
	JJR FOR ASSISTANCE WITH GRANT APPLICATIONS AND REQUIRED STREAM MONITORING						
101-751-803.000	CONTRACTED SERVICES		5,000	5,000	6,300	6,500	6,500
	PLANT WISE FOR INVASIVE SPECIES CONTROL; MAINTENANCE OF RAIN GARDENS						
101-751-901.000	PRINTING & PUBLISHING	3,100	1,000	1,000	1,800	1,000	1,000
101-751-937.000	EQUIPMENT MAINTENANCE & REPAIR	4,200	6,000	6,000	300	5,000	5,000
	REPAIR OF EQUIPMENT AND BENCHES						
101-751-941.000	EQUIPMENT RENTALS	12,600	7,500	7,500	13,100	13,000	13,000
	INTERNAL EQUIPMENT RENTALS (TRANSFER TO FUND 402)						
101-751-944.000	PORTABLE TOILET RENTAL	5,100	3,700	3,700	4,200	5,000	5,000
101-751-955.000	MISCELLANEOUS	1,900	2,000	2,000	2,000	2,000	2,000
	LUMINARY SUPPORT, EASTER EGG HUNT						
101-751-958.000	MEMBERSHIPS & DUES	100	200	200	500	500	500
101-751-970.000	CONTRACTED CAPITAL IMPROVEMENTS		5,000	5,000	5,000	30,000	5,000
	EDISON STREET PARK						
101-751-977.000	EQUIPMENT	7,300	7,000	7,000	2,200	5,000	5,000
	NEW TRASH CANS, BENCHES						
<b>Totals for dept 751-PARKS &amp; RECREATION</b>		<b>100,900</b>	<b>120,400</b>	<b>120,400</b>	<b>114,200</b>	<b>120,200</b>	<b>96,100</b>
<b>Dept 850-LONG-TERM DEBT</b>							
101-850-990.005	06 FACILITIES BOND PRINCIPAL	70,000					
101-850-992.000	BOND FEES	300					
101-850-996.004	06 FACILITIES BOND INTEREST	57,400					
<b>Totals for dept 850-LONG-TERM DEBT</b>		<b>127,700</b>					
<b>Dept 851-INSURANCE &amp; BONDS</b>							
101-851-719.000	UNEMPLOYMENT COMPENSATION	500	500	2,800	2,700	2,700	2,700
101-851-721.001	RETIREE HEALTH INSURANCE	7,500	8,800	8,800	8,800	9,000	9,800
	9.5% INCREASE						
101-851-723.000	DEFINED BENEFIT PLAN		62,000	62,000	62,000	65,700	65,700
	ALL GENERAL FUND DEFINED BENEFIT PAYMENTS ACCOUNTED FOR IN THIS LINE						
101-851-723.001	OTHER POST EMPLOYMENT BENEFITS	75,000	75,000	112,000	112,000	75,000	75,000
101-851-723.002	ADDITIONAL MERS CONTRIBUTION			74,000	74,000		
101-851-726.001	VACATION/SICK ACCRUAL	2,200					
101-851-910.000	WORKERS COMPENSATION	6,900	8,000	8,000	7,000	8,000	8,000
101-851-911.000	LIABILITY INSURANCE	23,400	25,000	25,000	22,600	25,000	25,000
<b>Totals for dept 851-INSURANCE &amp; BONDS</b>		<b>115,500</b>	<b>179,300</b>	<b>292,600</b>	<b>289,100</b>	<b>185,400</b>	<b>186,200</b>
<b>Dept 875-CONTRIBUTIONS</b>							
101-875-965.001	CONTRIBUTION TO WAVE	17,000	17,000	17,000	16,500	17,600	17,600
101-875-965.002	CONTRIBUTION TO COMMUNITY SERV	200	300	300	300	300	300
101-875-965.003	CONTRIBUTION TO SENIOR CENTER	1,000	1,000	1,000	1,000	1,000	1,000
101-875-965.004	CONT TO WAVE DOOR TO DOOR	15,000	15,000	15,000	15,500	17,400	17,400
101-875-965.006	WEBSTER TWP 425 AGREEMENT					26,000	26,500
<b>Totals for dept 875-CONTRIBUTIONS</b>		<b>33,200</b>	<b>33,300</b>	<b>33,300</b>	<b>33,300</b>	<b>62,300</b>	<b>62,800</b>
<b>Dept 890-CONTINGENCIES</b>							
101-890-955.000	MISCELLANEOUS					15,000	15,000
101-890-955.001	CONTINGENCY FOR CITYHOOD COSTS		30,000	4,600			
101-890-957.001	PROPERTY TAX REFUNDS	13,800	2,000	12,000	11,700	5,000	5,000
<b>Totals for dept 890-CONTINGENCIES</b>		<b>13,800</b>	<b>32,000</b>	<b>16,600</b>	<b>11,700</b>	<b>20,000</b>	<b>20,000</b>
<b>Dept 901-CAPITAL IMPROVEMENTS</b>							

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2014-15 AMENDED BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 RECOMMENDED BUDGET	FUTURE PROJECTED BUDGET	2016-17 PROJECTED BUDGET
APPROPRIATIONS								
Dept 901-CAPITAL IMPROVEMENTS								
101-901-970.000	CONTRACTED CAPITAL IMPROVEMENTS	14,600	85,000	85,000	85,000	52,000		
	COMPLETION OF BORDER TO BORDER TRAIL AT THE DPW							
101-901-975.011	PROPERTY ACQUISITION	3,400				20,000		
	DEMOLITION OF FARMHOUSE							
101-901-975.016	CAPITAL IMPROVEMENTS - FACILITIES		20,000	20,000	15,000	10,000		
Totals for dept 901-CAPITAL IMPROVEMENTS		18,000	105,000	105,000	100,000	82,000		
Dept 965-TRANSFERS OUT - CONTROL								
101-965-999.202	TRANSFER OUT TO MAJOR STREETS			10,100	10,000			
101-965-999.351	TRANSFER OUT - BOND FUND (NON-VOTE)		129,900	129,900	129,900	127,000		129,000
Totals for dept 965-TRANSFERS OUT - CONTROL			129,900	140,000	139,900	127,000		129,000
TOTAL APPROPRIATIONS		2,994,500	2,698,800	2,871,700	2,822,900	2,808,700		2,709,100
NET OF REVENUES/APPROPRIATIONS - FUND 101		232,700	(50,200)	(217,300)	(162,400)	86,200		204,200

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2014-15 AMENDED BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 RECOMMENDED BUDGET	2016-17 FUTURE PROJECTED BUDGET
<b>ESTIMATED REVENUES</b>							
Dept 000-ASSETS, LIABILITIES & REVENUE							
202-000-576.000	STATE SHARED REV-GAS & WEIGHT ACT 51	174,500	175,000	175,000	184,900	183,000	183,000
202-000-577.000	STATE SHARED REV-LOCAL ROADS ACT 51	6,100	6,500	6,500	6,100	6,500	6,500
202-000-665.000	INTEREST EARNED		100	100	100	100	100
202-000-671.000	OTHER REVENUE	18,300			5,100		
202-000-679.000	MISCELLANEOUS GRANTS		30,000	30,000			
202-000-695.101	TRANSFER IN FROM GENERAL FUND			10,100	10,000		
202-000-695.204	TRANS IN - MUNICIPAL STREETS	200,000	572,300	580,000	563,000	331,800	41,300
FUNDS TRANSFERRED IN FROM MUNICIPAL STREETS							
202-000-695.248	TRANSFER IN FROM DDA FUND 248			108,000	111,100		
202-000-695.351	TRANS IN - DEBT FUND (NON-VOTED)			128,500	102,000		
Totals for dept 000-ASSETS, LIABILITIES & REVENUE		398,900	783,900	1,038,200	982,300	521,400	230,900
TOTAL ESTIMATED REVENUES		398,900	783,900	1,038,200	982,300	521,400	230,900
<b>APPROPRIATIONS</b>							
Dept 248-ADMINISTRATION							
202-248-723.001	OTHER POST EMPLOYMENT BENEFITS	4,500	4,500	4,500	4,500	4,500	4,500
CONTRIBUTION TO RETIREE HEALTH CARE							
202-248-840.000	BANK SERVICE CHARGES	100	100	100	100	100	100
Totals for dept 248-ADMINISTRATION		4,600	4,600	4,600	4,600	4,600	4,600
Dept 445-STORMWATER							
202-445-703.001	SALARIES - PART TIME	300			400		
202-445-704.000	SALARIES - UNION	7,300	7,000	7,000	6,400	8,000	8,200
PORTION OF FOUR UNION EMPLOYEES							
202-445-720.000	SOCIAL SECURITY & MEDICARE 7.65% OF WAGES	600	400	400	500	600	700
202-445-723.000	DEFINED BENEFIT PLAN	900					
202-445-723.003	DEFINED CONTRIBUTION PLAN				100	100	100
202-445-740.000	OPERATING SUPPLIES	900	3,000	3,000	1,000	2,000	2,000
CULVERTS, BLOCKS, MORTAR BASIN LIDS							
202-445-802.000	PROFESSIONAL SERVICES	3,700	10,000	10,000	10,000	5,000	5,000
HRWC MIDDLE HURON PARTNERSHIP, OHM							
202-445-803.000	CONTRACTED SERVICES	3,500	5,000	5,000	5,000	5,000	5,000
CATCH BASIN VACTORING, CATCH BASIN REPAIR							
202-445-957.004	STATE LICENSE/PERMIT FEES	1,000	1,000	1,000	1,000	1,000	1,000
202-445-960.000	EDUCATION & TRAINING	200	500	500	100	500	500
Totals for dept 445-STORMWATER		18,400	26,900	26,900	24,500	22,200	22,500
Dept 451-CONTRACTED ROAD CONSTRUCTION							
202-451-803.000	CONTRACTED SERVICES	2,800					
202-451-932.000	SIDEWALKS			7,700	7,700		
202-451-974.000	CIP CAPITAL IMPROVEMENTS	9,000		125,000	107,000	285,000	
202-451-974.009	CENTRAL STREET PROJECT	57,500	272,000	272,000	282,600		
202-451-974.010	MAIN STREET RESURFACING		36,000	36,000			
202-451-975.015	ANN ARBOR STREET PROJECT	79,400	200,600	308,600	318,500		
202-451-975.017	CAPITAL IMP - SAFE ROUTES TO SCHOOLS	35,000	30,000	30,000	40,000		
202-451-976.000	NON-CONTRACTED CAPITAL IMPROVEMENTS			3,500			
Totals for dept 451-CONTRACTED ROAD CONSTRUCTION		183,700	538,600	782,800	755,800	285,000	
Dept 463-ROUTINE MAINTENANCE							
202-463-703.000	SALARIES - NON UNION 6% OF DAN	4,200	8,500	8,500	8,600	5,300	5,500

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2014-15 AMENDED BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 RECOMMENDED BUDGET	2016-17 FUTURE PROJECTED BUDGET
<b>APPROPRIATIONS</b>							
Dept 463-ROUTINE MAINTENANCE							
202-463-703.001	SALARIES - PART TIME	200	1,000	1,000	200	1,000	1,000
	PORTION OF SUMMER HELP						
202-463-704.000	SALARIES - UNION	18,500	24,900	24,900	12,800	12,800	13,200
	PORTION OF FOUR UNION EMPLOYEES						
202-463-705.000	SALARIES - OVERTIME	1,500	500	500	2,100		
202-463-720.000	SOCIAL SECURITY & MEDICARE	1,900	1,600	1,600	1,800	1,500	1,600
	7.65% OF WAGES						
202-463-721.000	HEALTH & DENTAL INSURANCE	16,800	17,300	17,300	16,000	18,000	19,600
	9.5% INCREASE						
202-463-722.000	LIFE & DISABILITY INSURANCE	300	400	400	300	400	400
	PORTION OF FOUR UNION EMPLOYEES						
202-463-723.000	DEFINED BENEFIT PLAN	2,300					
202-463-723.003	DEFINED CONTRIBUTION PLAN		200	200	200	300	300
202-463-740.000	OPERATING SUPPLIES	4,400	3,000	3,000	2,300	3,000	3,000
	ASPHALT, GRAVEL, SAND, SOIL, CONCRETE						
202-463-802.000	PROFESSIONAL SERVICES	6,500	11,000	11,000	11,500	11,000	11,000
	OHM ATTENDANCE AT WATS, COST ESTIMATING						
202-463-803.002	PAVEMENT MANAGEMENT	6,900	10,000	10,000	10,500	5,000	5,000
	CRACK SEALING						
202-463-910.000	WORKERS COMPENSATION	600	700	700	600	700	700
202-463-911.000	LIABILITY INSURANCE	4,900	4,900	4,900	4,700	4,900	4,900
202-463-941.000	EQUIPMENT RENTALS	12,200	9,000	9,000	10,500	8,000	8,000
	INTERNAL EQUIPMENT RENTAL - TRANSFER TO FUND 402						
Totals for dept 463-ROUTINE MAINTENANCE		81,200	93,000	93,000	82,100	71,900	74,200
Dept 474-TRAFFIC SERVICES							
202-474-703.000	SALARIES - NON UNION	4,200	8,500	8,500	7,500	5,300	5,300
	6% OF DAN						
202-474-703.001	SALARIES - PART TIME	200	200	200	300	300	300
202-474-704.000	SALARIES - UNION	8,700	10,000	10,000	9,100	11,000	11,000
	PORTION OF FOUR UNION EMPLOYEES						
202-474-705.000	SALARIES - OVERTIME	2,000	800	800	1,800	800	800
202-474-720.000	SOCIAL SECURITY & MEDICARE	1,200	1,100	1,100	1,400	1,400	1,400
	7.65% OF WAGES						
202-474-721.000	HEALTH & DENTAL INSURANCE	5,200	5,400	5,400	4,800	5,600	5,600
	9.5% INCREASE						
202-474-722.000	LIFE & DISABILITY INSURANCE	100	200	200	100	200	200
	PORTION OF FOUR UNION EMPLOYEES						
202-474-723.000	DEFINED BENEFIT PLAN	1,500					
202-474-723.003	DEFINED CONTRIBUTION PLAN		200	200	200	300	300
202-474-740.000	OPERATING SUPPLIES	2,300	3,000	3,000	3,600	7,000	3,000
	BULBS, SIGNS, POSTS - INCREASED REPLACEMENT OF TRAFFIC SIGNAL BULBS WITH LED						
202-474-802.000	PROFESSIONAL SERVICES	10,600	10,000	10,000	10,000	12,000	12,000
	SIGNAL REPAIR, CONTRACTED PAVEMENT MARKINGS						
202-474-910.000	WORKERS COMPENSATION	200	300	300	200	300	300
202-474-911.000	LIABILITY INSURANCE	700	800	800	600	800	800
202-474-941.000	EQUIPMENT RENTALS	1,700	2,000	2,000	2,500	2,500	2,500
202-474-970.000	CONTRACTED CAPITAL IMPROVEMENTS					5,000	
	NEW DETECTION FOR MEADOWVIEW-ANN ARBOR ST LIGHT						
Totals for dept 474-TRAFFIC SERVICES		38,600	42,500	42,500	42,100	52,500	43,500
Dept 478-WINTER MAINTENANCE							
202-478-703.000	SALARIES - NON UNION	4,200	8,500	8,500	7,500	5,300	5,500
	6% OF DAN						
202-478-704.000	SALARIES - UNION	14,100	10,000	10,000	10,400		11,300

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2014-15 AMENDED BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 RECOMMENDED BUDGET	2016-17 FUTURE PROJECTED BUDGET
APPROPRIATIONS							
Dept 478-WINTER MAINTENANCE							
PORTION OF FOUR UNION EMPLOYEES							
202-478-705.000	SALARIES - OVERTIME	11,600	5,000	5,000	7,000	5,000	5,000
202-478-705.001	SALARIES - CALL IN PAY		3,000	3,000	3,500	3,500	3,500
202-478-720.000	SOCIAL SECURITY & MEDICARE 7.65% OF WAGES	2,300	1,600	1,600	2,100	2,000	2,100
202-478-721.000	HEALTH & DENTAL INSURANCE 9.5% INCREASE	10,300	10,700	10,700	9,500	11,100	11,400
202-478-722.000	LIFE & DISABILITY INSURANCE	200	300	300	200	300	300
PORTION OF FOUR UNION EMPLOYEES							
202-478-723.000	DEFINED BENEFIT PLAN	2,300					
202-478-723.003	DEFINED CONTRIBUTION PLAN		200	200	200	300	300
202-478-740.000	OPERATING SUPPLIES	12,700	14,500	24,500	22,500	22,000	22,000
SALT							
202-478-802.000	PROFESSIONAL SERVICES	500	500	500		500	500
202-478-901.000	PRINTING & PUBLISHING	500	500	500	700	700	700
202-478-910.000	WORKERS COMPENSATION	300	500	500	300	500	500
202-478-911.000	LIABILITY INSURANCE	1,000	1,000	1,000	800	1,000	1,000
202-478-941.000	EQUIPMENT RENTALS	21,100	12,000	12,000	8,500	12,000	12,000
INTERNAL EQUIPMENT RENTAL - TRANSFER TO FUND 402							
Totals for dept 478-WINTER MAINTENANCE		81,100	68,300	78,300	73,200	75,200	76,100
Dept 890-CONTINGENCIES							
202-890-955.000	MISCELLANEOUS		10,000			10,000	10,000
Totals for dept 890-CONTINGENCIES			10,000			10,000	10,000
TOTAL APPROPRIATIONS		407,600	783,900	1,028,100	982,300	521,400	230,900
NET OF REVENUES/APPROPRIATIONS - FUND 202		(8,700)		10,100			

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2014-15 AMENDED BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 RECOMMENDED BUDGET	2016-17 FUTURE PROJECTED BUDGET
<b>ESTIMATED REVENUES</b>							
Dept 000-ASSETS, LIABILITIES & REVENUE							
203-000-573.000	ROW REVENUE	18,000	10,000	10,000	15,500	10,000	10,000
	ROW PERMIT & METRO ACT FEES - RESTRICTED FOR ROW ACTIVITIES						
203-000-576.000	STATE SHARED REV-GAS & WEIGHT ACT 51	69,500	73,000	73,000	78,200	75,700	75,700
203-000-577.000	STATE SHARED REV-LOCAL ROADS ACT 51	2,400	2,500	2,500	2,500	2,500	2,500
203-000-665.000	INTEREST EARNED		100	100	100	100	100
203-000-671.000	OTHER REVENUE	7,800			13,400	100,000	
	COUNTYWIDE ROAD MILLAGE						
203-000-675.008	CONTRIBUTIONS - DEXTER CROSSINGS F				10,000	10,000	
203-000-695.204	TRANS IN - MUNICIPAL STREETS	320,000	171,300	199,600	165,100	363,100	455,800
	TRANSFER IN FROM MUNICIPAL STREETS FUND 204						
203-000-695.351	TRANS IN - DEBT FUND (NON-VOTED)		450,000	572,000	551,600	146,400	
	Totals for dept 000-ASSETS, LIABILITIES & REVENUE	417,700	706,900	857,200	836,400	707,800	544,100
<b>TOTAL ESTIMATED REVENUES</b>		417,700	706,900	857,200	836,400	707,800	544,100
<b>APPROPRIATIONS</b>							
Dept 248-ADMINISTRATION							
203-248-723.001	OTHER POST EMPLOYMENT BENEFITS	4,500	4,500	4,500	4,500	4,500	4,500
	CONTRIBUTION TO RETIREE HEALTH CARE FUND						
203-248-840.000	BANK SERVICE CHARGES	100	100	100	100	100	100
	Totals for dept 248-ADMINISTRATION	4,600	4,600	4,600	4,600	4,600	4,600
Dept 445-STORMWATER							
203-445-703.001	SALARIES - PART TIME	100			500		
203-445-704.000	SALARIES - UNION	7,600	7,000	7,000	7,800	8,000	8,200
	PORTION OF FOUR UNION EMPLOYEES						
203-445-720.000	SOCIAL SECURITY & MEDICARE	600	500	500	600	700	700
	7.65% OF WAGES						
203-445-723.000	DEFINED BENEFIT PLAN	700					
203-445-723.003	DEFINED CONTRIBUTION PLAN				100	300	300
203-445-740.000	OPERATING SUPPLIES	600	1,000	1,000	1,400	1,000	1,000
	CULVERTS, BLOCK, MORTAR BASIN LIDS						
203-445-802.000	PROFESSIONAL SERVICES	2,500	2,000	2,000	2,300	2,000	2,000
	MIDDLE HURON INITIATIVE						
203-445-803.000	CONTRACTED SERVICES	7,600	10,000	10,000	10,000	10,000	10,000
	CATCH BASIN VACTORING, CATCH BASIN REPAIR						
203-445-957.004	STATE LICENSE/PERMIT FEES	1,000	1,000	1,000	1,000	1,000	1,000
203-445-960.000	EDUCATION & TRAINING		500	500	100	500	500
	Totals for dept 445-STORMWATER	20,700	22,000	22,000	23,800	23,500	23,700
Dept 451-CONTRACTED ROAD CONSTRUCTION							
203-451-803.000	CONTRACTED SERVICES	218,300			200	2,000	2,000
	ALLEY MAINTENANCE						
203-451-932.000	SIDEWALKS	3,000	20,000	37,300	36,700	20,000	30,000
	SIDEWALK REPAIR						
203-451-970.000	CONTRACTED CAPITAL IMPROVEMENTS		450,000	539,300	512,600	452,000	300,000
	CADILLAC, HIGHWAY MAINTENANCE, OHM, CONCORD						
	ESTIMATE FROM ROAD PLAN						
203-451-974.001	OTHER CAPITAL IMPROVEMENTS		30,000	30,000	27,000	25,000	
	THIRD STREET DRAINAGE						
203-451-976.000	NON-CONTRACTED CAPITAL IMPROVEMENTS			32,700	45,500		
	Totals for dept 451-CONTRACTED ROAD CONSTRUCTION	221,300	500,000	639,300	622,000	489,000	332,000

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2014-15 AMENDED BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 RECOMMENDED BUDGET	FUTURE	2016-17 PROJECTED BUDGET
APPROPRIATIONS								
Dept 463-ROUTINE MAINTENANCE								
203-463-703.000	SALARIES - NON UNION 6% OF DAN	4,200	8,500	8,500	7,500	5,300		5,500
203-463-703.001	SALARIES - PART TIME PORTION OF SUMMER HELP	100	1,700	1,700	1,600	1,700		1,700
203-463-704.000	SALARIES - UNION	16,900	26,500	26,500	24,000	25,000		25,700
203-463-705.000	SALARIES - OVERTIME	1,200	200	200	3,100	500		500
203-463-720.000	SOCIAL SECURITY & MEDICARE 7.65% WAGES	1,700	2,500	2,500	2,600	2,500		2,600
203-463-721.000	HEALTH & DENTAL INSURANCE 9.5% INCREASE	5,200	5,300	5,300	4,300	5,600		6,100
203-463-722.000	LIFE & DISABILITY INSURANCE PORTION OF FIVE UNION EMPLOYEES	100	100	100	100	100		100
203-463-723.000	DEFINED BENEFIT PLAN	2,600						
203-463-723.003	DEFINED CONTRIBUTION PLAN		200	200	300	400		400
203-463-740.000	OPERATING SUPPLIES ASPHALT, GRAVEL, SOIL, SAND, CONCRETE	3,300	3,000	3,000	4,500	3,000		3,000
203-463-802.000	PROFESSIONAL SERVICES COST ESTIMATING,	4,800	8,000	8,000	5,100	8,000		8,000
203-463-803.002	PAVEMENT MANAGEMENT CRACK SEAL, PAVEMENT REPAIRS	6,000	10,000	21,000	24,600	15,000		15,000
203-463-910.000	WORKERS COMPENSATION	200	300	300	200	300		300
203-463-911.000	LIABILITY INSURANCE	1,000	1,000	1,000	1,200	1,000		1,000
203-463-941.000	EQUIPMENT RENTALS INTERNAL EQUIPMENT RENTALS - TRANSFER TO FUND 402	9,500	8,000	8,000	10,400	9,000		9,000
Totals for dept 463-ROUTINE MAINTENANCE		56,800	75,300	86,300	89,500	77,400		78,900
Dept 474-TRAFFIC SERVICES								
203-474-703.000	SALARIES - NON UNION 6% OF DAN	4,200	8,500	8,500	8,500	5,300		5,500
203-474-703.001	SALARIES - PART TIME	200	100	100	200	500		500
203-474-704.000	SALARIES - UNION PORTION OF FOUR UNION EMPLOYEES	6,300	8,000	8,000	6,600	8,000		8,200
203-474-705.000	SALARIES - OVERTIME	100	200	200	300	300		300
203-474-720.000	SOCIAL SECURITY & MEDICARE 7.65% OF WAGES	800	900	900	1,200	1,000		1,100
203-474-721.000	HEALTH & DENTAL INSURANCE 9.5% INCREASE	1,300	1,400	1,400	1,200	1,400		1,600
203-474-722.000	LIFE & DISABILITY INSURANCE PORTION OF FOUR UNION EMPLOYEES		100	100	100	100		100
203-474-723.000	DEFINED BENEFIT PLAN	1,400						
203-474-723.003	DEFINED CONTRIBUTION PLAN		200	200	200	300		300
203-474-740.000	OPERATING SUPPLIES SIGNS, POSTS, BULBS	600	3,000	3,000	1,000	3,000		3,000
203-474-802.000	PROFESSIONAL SERVICES SIGNAL REPAIR AND CONTRACTED STREET PAINTING	11,700	10,000	10,000	10,000	10,000		10,000
203-474-910.000	WORKERS COMPENSATION	100	100	100	100	100		100
203-474-911.000	LIABILITY INSURANCE	700	800	800	600	800		800
203-474-941.000	EQUIPMENT RENTALS INTERNAL EQUIPMENT RENTAL - TRANSFER TO FUND 402	1,000	2,000	2,000	1,300	1,500		1,500
Totals for dept 474-TRAFFIC SERVICES		28,400	35,300	35,300	31,300	32,300		33,000
Dept 478-WINTER MAINTENANCE								
203-478-703.000	SALARIES - NON UNION 6% OF DAN	4,200	8,500	8,500	7,500	5,300		5,500
203-478-704.000	SALARIES - UNION	14,100	10,000	10,000	8,000			10,300

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2014-15 AMENDED BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 RECOMMENDED BUDGET	2016-17 FUTURE PROJECTED BUDGET
<b>APPROPRIATIONS</b>							
Dept 478-WINTER MAINTENANCE							
PORTION OF FOUR UNION EMPLOYEES							
203-478-705.000	SALARIES - OVERTIME	9,900	5,000	5,000	9,100	5,000	5,000
203-478-705.001	SALARIES - CALL IN PAY		3,000	3,000	3,500	3,500	3,500
203-478-720.000	SOCIAL SECURITY & MEDICARE 7.65% OF WAGES	2,200	2,100	2,100	2,100	2,100	2,200
203-478-721.000	HEALTH & DENTAL INSURANCE 9.5% INCREASE	2,600	2,700	2,700	2,400	2,800	3,100
203-478-722.000	LIFE & DISABILITY INSURANCE	100	100	100	100	100	100
PORTION OF FOUR UNION EMPLOYEES							
203-478-723.000	DEFINED BENEFIT PLAN	2,300					
203-478-723.003	DEFINED CONTRIBUTION PLAN		200	200	300	400	400
203-478-740.000	OPERATING SUPPLIES	12,700	14,500	20,000	22,300	20,000	20,000
SALT							
203-478-901.000	PRINTING & PUBLISHING	500	500	500	700	700	700
203-478-910.000	WORKERS COMPENSATION	100	200	200	100	200	200
203-478-911.000	LIABILITY INSURANCE	700	900	900	800	900	900
203-478-941.000	EQUIPMENT RENTALS	23,000	12,000	12,000	8,300	10,000	10,000
INTERNAL EQUIPMENT RENTAL - TRANSFER TO FUND 402							
Totals for dept 478-WINTER MAINTENANCE		72,400	59,700	65,200	65,200	61,000	61,900
Dept 890-CONTINGENCIES							
203-890-955.000	MISCELLANEOUS		10,000			10,000	10,000
Totals for dept 890-CONTINGENCIES			10,000			10,000	10,000
TOTAL APPROPRIATIONS		404,200	706,900	852,700	836,400	707,800	544,100
NET OF REVENUES/APPROPRIATIONS - FUND 203		13,500		4,500			

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2014-15 AMENDED BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 RECOMMENDED BUDGET	FUTURE PROJECTED	2016-17 PROJECTED BUDGET
<b>ESTIMATED REVENUES</b>								
Dept 000-ASSETS, LIABILITIES & REVENUE								
204-000-403.000	TAXES - STREETS (REAL)	444,600	691,800	691,800	565,000	723,300		745,000
204-000-410.000	TAXES - PERSONAL PROPERTY	89,000			101,300			
204-000-412.000	DELINQUENT TAXES - REAL PROP	15,300			12,700			
204-000-420.000	DELINQUENT TAX - PERSONAL PROP	200						
204-000-445.000	TAXES - PENALTIES & INTEREST	1,600			1,300	1,300		1,300
204-000-665.000	INTEREST EARNED	600			700	1,000		1,000
Totals for dept 000-ASSETS, LIABILITIES & REVENUE		551,300	691,800	691,800	681,000	725,600		747,300
<b>TOTAL ESTIMATED REVENUES</b>		551,300	691,800	691,800	681,000	725,600		747,300
<b>APPROPRIATIONS</b>								
Dept 248-ADMINISTRATION								
204-248-712.000	VACATION/SICK TIME CASH OUT			17,100	17,100	11,300		
204-248-720.000	SECOND INSTALLMENT OF RETIREE HEALTH CARE CASH OUT					900		
204-248-721.001	SOCIAL SECURITY & MEDICARE			1,300	1,300			
204-248-721.001	RETIREE HEALTH INSURANCE	7,700	9,500	9,500	11,200	11,000		12,000
204-248-723.000	DEFINED BENEFIT PLAN		23,200	23,200	23,200	24,500		24,500
204-248-802.001	FINANCIAL AUDIT	2,000	2,000	2,000	2,000	2,000		2,000
204-248-840.000	BANK SERVICE CHARGES	1,100	1,000	1,000	1,000	1,000		1,000
204-248-841.000	CITY ADMINISTRATIVE COSTS	29,400	32,200	32,200	28,000	26,500		26,500
204-248-957.001	PROPERTY TAX REFUNDS	4,000	2,000	3,500	3,400	3,500		3,500
Totals for dept 248-ADMINISTRATION		44,200	69,900	89,800	87,200	80,700		69,500
Dept 965-TRANSFERS OUT - CONTROL								
204-965-999.007	TRANSFER OUT - BRIDGE PROJECT		105,500					
204-965-999.202	TRANSFER OUT TO MAJOR STREETS	200,000	572,300	580,000	563,000	331,800		41,300
204-965-999.203	TRANSFER OUT TO LOCAL STREETS	320,000	171,300	199,600	165,100	363,100		455,800
204-965-999.351	TRANSFER OUT - BOND FUND (NON-VOTE)			123,700	97,000	83,100		87,700
Totals for dept 965-TRANSFERS OUT - CONTROL		520,000	849,100	903,300	825,100	778,000		584,800
<b>TOTAL APPROPRIATIONS</b>		564,200	919,000	993,100	912,300	858,700		654,300
<b>NET OF REVENUES/APPROPRIATIONS - FUND 204</b>		(12,900)	(227,200)	(301,300)	(231,300)	(133,100)		93,000

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2014-15 AMENDED BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 RECOMMENDED BUDGET	FUTURE	2016-17 PROJECTED BUDGET
ESTIMATED REVENUES								
Dept 000-ASSETS, LIABILITIES & REVENUE								
226-000-425.000	DELINQUENT UTILITY BILLS (TAX)				300			
226-000-628.000	SOLID WASTE COLLECTION FEE		559,000	559,000	567,900	574,000		580,000
226-000-634.000	UTILITY BILL PENALTIES		1,000	1,000	1,300	1,000		1,000
226-000-645.000	SALES - RECYCLING PROGRAM		400	400	400	400		400
226-000-695.101	TRANSFER IN FROM GENERAL FUND			100,000	98,100			
Totals for dept 000-ASSETS, LIABILITIES & REVENUE			560,400	660,400	668,000	575,400		581,400
TOTAL ESTIMATED REVENUES			560,400	660,400	668,000	575,400		581,400
APPROPRIATIONS								
Dept 248-ADMINISTRATION								
226-248-840.000	BANK SERVICE CHARGES		100	100		100		100
Totals for dept 248-ADMINISTRATION			100	100		100		100
Dept 528-SOLID WASTE								
226-528-703.000	SALARIES - NON UNION		2,900	2,900	2,600	1,800		1,800
226-528-703.001	SALARIES - PART TIME		1,300	1,300	6,100	5,700		5,700
226-528-704.000	SALARIES - UNION		37,000	37,000	34,000	35,000		36,000
226-528-705.000	SALARIES - OVERTIME		500	500	500	500		500
226-528-720.000	SOCIAL SECURITY & MEDICARE		3,000	3,000	3,000	3,300		3,400
226-528-723.003	DEFINED CONTRIBUTION PLAN		200	200	200	300		300
226-528-740.000	OPERATING SUPPLIES		1,000	1,000	1,000	1,000		1,000
226-528-805.000	CONTRACTED SOLID WASTE SERVICE		480,000	480,000	480,000	490,000		490,000
1% INCREASE EFFECTIVE MARCH 2015, CONTRACT EXPIRES MARCH 2016								
226-528-806.000	CONTRACTED COMPOSTING		8,000	8,000	8,500	8,000		8,000
PAYMENT FOR COMPOST SITE, USE OF SPECIAL WASTE DUMPSTERS FOR STREET SWEEPING								
226-528-901.000	PRINTING & PUBLISHING		300	300	300			300
226-528-941.000	EQUIPMENT RENTALS		14,000	14,000	22,000	22,000		22,000
INTERNAL EQUIPMENT RENTAL FOR LEAF PICKUP/BRUSH CHIPPING - TRANSFER TO FUND 402								
226-528-958.000	MEMBERSHIPS & DUES				100	100		100
Totals for dept 528-SOLID WASTE			548,200	548,200	558,300	567,700		569,100
TOTAL APPROPRIATIONS			548,300	548,300	558,300	567,800		569,200
NET OF REVENUES/APPROPRIATIONS - FUND 226			12,100	112,100	109,700	7,600		12,200

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2014-15 AMENDED BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 RECOMMENDED BUDGET	FUTURE	2016-17 PROJECTED BUDGET
<b>ESTIMATED REVENUES</b>								
Dept 000-ASSETS, LIABILITIES & REVENUE								
275-000-665.000	INTEREST EARNED	1,600	1,300	1,300	1,900	1,800		1,800
Totals for dept 000-ASSETS, LIABILITIES & REVENUE		1,600	1,300	1,300	1,900	1,800		1,800
<b>TOTAL ESTIMATED REVENUES</b>		1,600	1,300	1,300	1,900	1,800		1,800
<b>APPROPRIATIONS</b>								
Dept 965-TRANSFERS OUT - CONTROL								
275-965-999.101	TRANSFER OUT TO GENERAL FUND	8,000	8,000	8,000	8,000	8,000		8,000
Totals for dept 965-TRANSFERS OUT - CONTROL		8,000	8,000	8,000	8,000	8,000		8,000
<b>TOTAL APPROPRIATIONS</b>		8,000	8,000	8,000	8,000	8,000		8,000
<b>NET OF REVENUES/APPROPRIATIONS - FUND 275</b>		(6,400)	(6,700)	(6,700)	(6,100)	(6,200)		(6,200)

Fund: 303 GENERAL DEBT SERVICE FUND (VOTED BONDS)

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2014-15 AMENDED BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 RECOMMENDED BUDGET	FUTURE	2016-17 PROJECTED BUDGET
<b>ESTIMATED REVENUES</b>								
Dept 000-ASSETS, LIABILITIES & REVENUE								
303-000-402.000	TAXES - REAL PROPERTY	137,700	150,000	150,000	135,600	124,700		125,900
303-000-410.000	TAXES - PERSONAL PROPERTY	24,100			21,700	20,100		20,000
303-000-412.000	DELINQUENT TAXES - REAL PROP	4,200			2,700			
303-000-420.000	DELINQUENT TAX - PERSONAL PROP	100						
303-000-445.000	TAXES - PENALTIES & INTEREST	400			300			
303-000-665.000	INTEREST EARNED	100	100	100	100	100		100
Totals for dept 000-ASSETS, LIABILITIES & REVENUE		166,600	150,100	150,100	160,400	144,900		146,000
<b>TOTAL ESTIMATED REVENUES</b>		166,600	150,100	150,100	160,400	144,900		146,000
<b>APPROPRIATIONS</b>								
Dept 248-ADMINISTRATION								
303-248-840.000	BANK SERVICE CHARGES	100	100	100	100	100		100
303-248-957.001	PROPERTY TAX REFUNDS	1,100	500	1,000	900	1,000		1,000
Totals for dept 248-ADMINISTRATION		1,200	600	1,100	1,000	1,100		1,100
Dept 570-STREETSCAPE								
303-570-990.003	02 GO BOND REFUNDING PRINCIPAL	140,000	140,000	140,000	140,000	140,000		140,000
303-570-991.003	02 GO BOND REFUNDING INTEREST	22,500	5,700	17,300	17,300	5,700		5,900
303-570-992.000	BOND FEES	200	200	200	200	200		200
Totals for dept 570-STREETSCAPE		162,700	145,900	157,500	157,500	145,900		146,100
<b>TOTAL APPROPRIATIONS</b>		163,900	146,500	158,600	158,500	147,000		147,200
<b>NET OF REVENUES/APPROPRIATIONS - FUND 303</b>		2,700	3,600	(8,500)	1,900	(2,100)		(1,200)

Fund: 351 GENERAL DEBT SERVICE ( NON-VOTED BONDS)

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2014-15 AMENDED BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 RECOMMENDED BUDGET	FUTURE	2016-17 PROJECTED BUDGET
ESTIMATED REVENUES								
Dept 000-ASSETS, LIABILITIES & REVENUE								
351-000-695.101	TRANSFER IN FROM GENERAL FUND		129,900	129,900	129,900	127,700		129,000
351-000-695.204	TRANS IN - MUNICIPAL STREETS		105,500	123,700	97,000	83,100		87,700
351-000-698.000	BOND PROCEEDS		800,000	800,000	800,000			
Totals for dept 000-ASSETS, LIABILITIES & REVENUE			1,035,400	1,053,600	1,026,900	210,800		216,700
TOTAL ESTIMATED REVENUES			1,035,400	1,053,600	1,026,900	210,800		216,700
APPROPRIATIONS								
Dept 248-ADMINISTRATION								
351-248-840.000	BANK SERVICE CHARGES			100	100	100		100
351-248-842.001	BOND ISSUANCE COSTS			18,200	18,200			
Totals for dept 248-ADMINISTRATION				18,300	18,300	100		100
Dept 850-LONG-TERM DEBT								
351-850-990.005	'06 FACILITIES BOND PRINCIPAL		75,000	75,000	75,000	75,000		80,000
351-850-990.011	'14 ROAD BOND PRINCIPAL		60,000	60,000	70,000	70,000		75,000
351-850-992.000	BOND FEES		800	800	300	300		300
351-850-996.004	'06 FACILITIES BOND INTEREST		55,000	55,000	54,600	51,600		48,600
351-850-996.011	'14 ROAD BOND INTEREST		45,000	45,000	8,100	13,100		12,700
Totals for dept 850-LONG-TERM DEBT			235,800	235,800	208,000	210,000		216,600
Dept 965-ASSETS, LIABILITIES & REVENUE								
351-965-999.202	TRANSFER OUT - MAJOR STREETS			128,500	102,000			
351-965-999.203	TRANSFER OUT TO LOCAL STREETS		450,000	572,000	551,600	146,400		
Totals for dept 965-TRANSFERS OUT - CONTROL			450,000	700,500	653,600	146,400		
TOTAL APPROPRIATIONS			685,800	954,600	879,900	356,500		216,700
NET OF REVENUES/APPROPRIATIONS - FUND 351			349,600	99,000	147,000	(145,700)		

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2014-15 AMENDED BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 RECOMMENDED BUDGET	FUTURE	2016-17 PROJECTED BUDGET
ESTIMATED REVENUES								
Dept 000-ASSETS, LIABILITIES & REVENUE								
402-000-665.000	INTEREST EARNED	100	200	200	100	100		100
402-000-667.003	EQUIPMENT RENTAL	98,900	70,000	70,000	79,600	81,500		81,500
	INTERNAL EQUIPMENT RENTALS FROM FUNDS 101, 202, 203, AND 226							
	Totals for dept 000-ASSETS, LIABILITIES & REVENUE	99,000	70,200	70,200	79,700	81,600		81,600
TOTAL ESTIMATED REVENUES		99,000	70,200	70,200	79,700	81,600		81,600
APPROPRIATIONS								
Dept 248-ADMINISTRATION								
402-248-840.000	BANK SERVICE CHARGES	300		500	300	400		500
	Totals for dept 248-ADMINISTRATION	300		500	300	400		500
Dept 441-DEPARTMENT OF PUBLIC WORKS								
402-441-939.000	VEHICLE MAINTENANCE & REPAIRS	33,500	35,000	35,000	34,000	35,000		35,000
	MAINTENACE AND REPAIR OF CITY VEHICLES AND EQUIPMENT							
	Totals for dept 441-DEPARTMENT OF PUBLIC WORKS	33,500	35,000	35,000	34,000	35,000		35,000
Dept 903-CAPITAL IMPROVEMENTS-VEHICLES								
402-903-981.000	VEHICLES	40,800	30,000	81,500	81,400	45,000		
	SNOW PUSHER FOR BACKHOE, NEW BOBCAT FOR SNOW REMOVAL/ROAD REPAIR							
	Totals for dept 903-CAPITAL IMPROVEMENTS-VEHICLES	40,800	30,000	81,500	81,400	45,000		
TOTAL APPROPRIATIONS		74,600	65,000	117,000	115,700	80,400		35,500
NET OF REVENUES/APPROPRIATIONS - FUND 402		24,400	5,200	(46,800)	(36,000)	1,200		46,100

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2014-15 AMENDED BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 RECOMMENDED BUDGET	2016-17 FUTURE PROJECTED BUDGET
<b>ESTIMATED REVENUES</b>							
Dept 000-ASSETS, LIABILITIES & REVENUE							
590-000-425.000	DELINQUENT UTILITY BILLS (TAX)				600		
590-000-633.002	UTILITY BILLS - SEWER	996,100	1,074,800	1,074,800	1,050,000	1,081,500	1,111,000
	3% INCREASE ON ESTIMATED 14-15 YEAR END PROJECTION						
	3% INCREASE ON 15-16 BUDGET AMOUNT						
590-000-634.000	UTILITY BILL PENALTIES	3,400	3,000	3,000	3,900	3,000	3,000
590-000-635.000	SEWER SURCHARGE	48,800	36,000	36,000	72,000	50,000	20,000
590-000-636.001	SEWER TAP IN FEES	241,400	175,000	175,000	185,000	185,000	200,000
	DEX TECH INSTALLMENT (\$25,000), 20 UNITS AT VICTORIA CONDOS, 15 RESIDENTIAL UNITS						
590-000-665.000	INTEREST EARNED	1,200	1,000	1,000	900	1,000	1,000
590-000-671.000	OTHER REVENUE	10,500	1,000	1,000	10,600	1,000	1,000
590-000-672.000	REIMBURSEMENT FOR GASOLINE	7,900	7,500	7,500	8,000	8,000	8,000
	FUEL REIMBURSEMENT FROM WAVE						
590-000-695.403	TRANSFER IN FROM SRF PROJECT FUND	17,600					
	Totals for dept 000-ASSETS, LIABILITIES & REVENUE	1,326,900	1,298,300	1,298,300	1,331,000	1,329,500	1,344,000
<b>TOTAL ESTIMATED REVENUES</b>		1,326,900	1,298,300	1,298,300	1,331,000	1,329,500	1,344,000
<b>APPROPRIATIONS</b>							
Dept 248-ADMINISTRATION							
590-248-723.001	OTHER POST EMPLOYMENT BENEFITS	6,000	6,000	6,000	6,000	6,000	6,000
	CONTRIBUTION TO RETIREE HEALTH CARE						
590-248-802.001	FINANCIAL AUDIT	7,500	3,000	3,000	2,500	2,500	2,500
590-248-811.000	ATTORNEY FEES - MISCELLANEOUS	11,400	5,000	5,000	5,600	5,000	5,000
	CONTESTED NPDES PERMIT REGARDING PHOSPHOROUS LEVELS						
590-248-840.000	BANK SERVICE CHARGES	100	200	200	100	200	200
590-248-841.000	CITY ADMINISTRATIVE COSTS	72,300	75,000	75,000	69,800	70,000	71,000
	PAYMENT TO GENERAL FUND FOR ADMINISTRATIVE STAFF SUPPORT						
590-248-843.000	PROPERTY TAXES	3,500	3,600	3,600	3,700		
	Totals for dept 248-ADMINISTRATION	100,800	92,800	92,800	87,700	83,700	84,700
Dept 548-SEWER UTILITIES DEPARTMENT							
590-548-703.000	SALARIES - NON UNION	33,300	41,300	41,300	39,000	26,500	26,500
	PORTION OF SUPERINTENDENT SALARY						
590-548-703.001	SALARIES - PART TIME	1,200	4,000	4,000	4,000	4,000	4,000
	PORTION OF SUMMER HELP						
590-548-704.000	SALARIES - UNION	138,500	125,900	125,900	137,100	165,000	170,000
	75% ANDREA, 75% DOUG, 50% NEW HIRE, 75% ERIC, 100% BOB						
590-548-705.000	SALARIES - OVERTIME	21,600	10,000	10,000	16,900	10,000	10,000
590-548-705.001	SALARIES - CALL IN PAY		3,900	3,900	4,500	4,500	4,500
590-548-712.000	VACATION/SICK TIME CASH OUT	4,100	3,000	3,000	3,000	1,000	1,000
590-548-720.000	SOCIAL SECURITY & MEDICARE	15,400	14,400	14,400	15,400	15,300	15,700
	7.65% OF WAGES						
590-548-721.000	HEALTH & DENTAL INSURANCE	41,100	25,000	25,000	22,900	25,000	27,300
	9.5% INCREASE						
590-548-721.001	RETIREE HEALTH INSURANCE	10,300	15,400	15,400	15,500	17,000	19,000
	9.5% INCREASE						
590-548-721.002	PAY IN LIEU OF MEDICAL INSURANCE	1,500	4,400	4,400	2,600	1,500	1,500
	HEALTH CARE CASH OUT FOR ONE EMPLOYEE						
590-548-722.000	LIFE & DISABILITY INSURANCE	1,100	1,200	1,200	1,200	1,200	1,200
	PORTION OF WATER/SEWER EMPLOYEES						
590-548-723.000	DEFINED BENEFIT PLAN	18,300	23,500	23,500	23,500	27,000	27,000
	FLAT AMOUNT						
590-548-723.003	DEFINED CONTRIBUTION PLAN	2,000	2,400	2,400	3,300	4,000	4,500
590-548-728.000	POSTAGE	1,500	1,300	1,300	1,000	1,000	1,000
	PORTION OF UTILITY BILLING POSTAGE						

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2014-15 AMENDED BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 RECOMMENDED BUDGET	2016-17 FUTURE PROJECTED BUDGET
APPROPRIATIONS							
Dept 548-SEWER UTILITIES DEPARTMENT							
590-548-740.000	OPERATING SUPPLIES	7,000	7,000	7,000	8,000	8,000	8,000
590-548-741.000	ROAD REPAIR SUPPLIES	1,800	4,000	4,000	500	1,000	1,000
ROAD REPAIR DUE TO MAIN BREAKS							
590-548-742.000	CHEMICAL SUPPLIES - PLANT	39,300	33,000	33,000	38,100	38,000	38,000
WASTEWATER TREATMENT PLANT CHEMICALS							
590-548-743.000	CHEMICAL SUPPLIES - LAB	11,900	11,000	11,000	11,300	11,000	11,000
590-548-745.000	UNIFORM ALLOWANCE	4,100	3,500	3,500	4,100	4,000	3,500
590-548-751.000	GASOLINE & OIL	23,100	24,000	24,000	16,100	17,000	18,000
590-548-802.000	PROFESSIONAL SERVICES	45,900	30,000	30,000	20,000	25,000	25,000
OHM, F & V, BS&A SOFTWARE							
590-548-803.003	SLUDGE HAULING	99,600	64,000	64,000	55,000	50,000	50,000
REMOVAL OF SLUDGE							
590-548-803.004	SEWER INVESTIGATION & REPAIR	8,000	5,000	5,000	10,800	5,000	5,000
INVESTIGATION AND REPAIR OF SEWER LINE ISSUES							
590-548-803.005	SEWER LINE MAINTENANCE	9,300	13,000	13,000	13,000	15,000	15,000
ROUTINE MAINTENANCE OF SEWER LINES							
590-548-824.000	TESTING & ANALYSIS	3,300	3,500	3,500	5,000	5,000	5,000
590-548-861.000	TRAVEL & MILEAGE	200	500	500		500	500
590-548-901.000	PRINTING & PUBLISHING	400	500	500	300	500	500
590-548-910.000	WORKERS COMPENSATION	3,700	4,000	4,000	3,700	4,000	4,000
590-548-911.000	LIABILITY INSURANCE	16,300	16,500	16,500	15,800	16,500	16,500
590-548-920.000	UTILITIES	72,600	60,000	60,000	64,000	60,000	60,000
DTE, WATER, COMCAST							
590-548-920.001	UTILITIES - TELEPHONES	4,800	4,600	4,600	3,000	4,000	4,000
AT&T, VERIZON							
590-548-935.000	BUILDING MAINTENANCE & REPAIR	9,000	10,000	10,000	4,900	5,000	5,000
PREVENTATIVE MAINTENANCE/BUILDING REPAIR							
590-548-937.000	EQUIPMENT MAINTENANCE & REPAIR	15,600	15,000	15,000	18,700	20,000	10,000
MAINTENANCE WORK ON EQUIPMENT, CLEANING OF MUD WELL							
590-548-938.000	LAB EQUIPMENT MAINTENANCE & REPAIR	4,900	11,000	11,000	9,800	5,000	5,000
REPLACEMENT OF LAB EQUIPMENT							
590-548-938.001	SCADA MAINTENANCE	4,000	12,000	12,000	12,800	12,000	10,000
INCLUDES \$7000 FOR RAP GRANT MATCH							
590-548-939.000	VEHICLE MAINTENANCE & REPAIRS	2,900	1,500	1,500	3,000	3,000	3,000
590-548-955.000	MISCELLANEOUS	8,500	500	500	5,200	500	500
590-548-957.004	STATE LICENSE/PERMIT FEES	5,300	5,000	5,000	3,100	3,500	3,500
590-548-958.000	MEMBERSHIPS & DUES	100	500	500	1,200	1,500	1,500
590-548-960.000	EDUCATION & TRAINING	2,800	9,800	9,800	9,000	5,000	5,000
590-548-977.000	EQUIPMENT	7,000	5,000	5,000	9,400	10,000	10,000
PURCHASE OF NON CAPITAL EQUIPMENT							
Totals for dept 548-SEWER UTILITIES DEPARTMENT		701,300	630,100	630,100	632,700	633,000	631,700
Dept 850-LONG-TERM DEBT							
590-850-995.005	SRF #1 (2009) BOND PRINCIPAL	70,000	70,000	70,000	70,000	70,000	75,000
FINAL PAYMENT IN 2032							
590-850-995.006	SRF #2 (2012) BOND PRINCIPAL		130,000	130,000	130,000	130,000	135,000
FINAL PAYMENT IN 2033							
590-850-995.007	2012 SEWER BOND PRINCIPAL (RD REF)	90,000	90,000	90,000	90,000	90,000	100,000
FINAL PAYMENT IN 2031							
590-850-996.005	SRF #1 (2009) BOND INTEREST	37,800	36,100	36,100	36,000	36,000	32,500
FINAL PAYMENT IN 2032							
590-850-996.006	SRF #2 (2012) BOND INTEREST	59,900	80,900	81,600	81,600	81,600	74,300
FINAL PAYMENT IN 2033							
590-850-996.007	2012 SEWER BOND INTEREST (RD REF)	57,500	55,700	55,700	55,700	55,700	52,000
FINAL PAYMENT IN 2031							

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2014-15 AMENDED BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 RECOMMENDED BUDGET	FUTURE PROJECTED BUDGET	2016-17 PROJECTED BUDGET
APPROPRIATIONS								
Dept 850-LONG-TERM DEBT								
	Totals for dept 850-LONG-TERM DEBT	315,200	462,700	463,400	463,300	463,300		468,800
Dept 890-CONTINGENCIES								
590-890-955.000	MISCELLANEOUS		15,000	15,000		15,000		15,000
	Totals for dept 890-CONTINGENCIES		15,000	15,000		15,000		15,000
Dept 901-CAPITAL IMPROVEMENTS								
590-901-970.005	CAPITAL IMPROVEMENTS - SLUDGE PRO	15,100	340,000	340,000	315,000			
590-901-974.000	CIP CAPITAL IMPROVEMENTS	40,300	50,000	50,000	44,200	30,000		50,000
	REPLACEMENT OF TANK FOR BULK STORAGE OF FERRIC							
	REPAIR/REPLACEMENT OF SCREW PUMPS							
590-901-975.011	PROPERTY ACQUISITION					10,000		
	DEMOLITION OF 8258 HURON							
590-901-978.000	CAPITAL EQUIPMENT	26,100	43,000	43,000	24,600	15,000		
	EQUIPMENT REPLACEMENT IN AERATION TANK							
590-901-981.000	VEHICLES		15,000	15,000	17,500			17,500
	REPLACEMENT VAN							
	Totals for dept 901-CAPITAL IMPROVEMENTS	81,500	448,000	448,000	401,300	55,000		67,500
Dept 965-TRANSFERS OUT - CONTROL								
590-965-999.403	TRANSFER OUT TO SRF FUND	132,900						
	Totals for dept 965-TRANSFERS OUT - CONTROL	132,900						
TOTAL APPROPRIATIONS		1,331,700	1,648,600	1,649,300	1,585,000	1,250,000		1,267,700
NET OF REVENUES/APPROPRIATIONS - FUND 590		(4,800)	(350,300)	(351,000)	(254,000)	79,500		76,300

## Fund: 591 WATER ENTERPRISE FUND

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2014-15 AMENDED BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 RECOMMENDED BUDGET	2016-17 FUTURE PROJECTED BUDGET
<b>ESTIMATED REVENUES</b>							
Dept 000-ASSETS, LIABILITIES & REVENUE							
591-000-579.000	MDOT WELL GRANT	600				5,000	
	WELLHEAD PROTECTION GRANT						
591-000-633.003	UTILITY BILLS - WATER	656,400	711,800	711,800	648,100	673,000	693,000
	4% INCREASE ON 2014-2015 ESTIMATED YEAR END PROJECTION						
	3% INCREASE ON ESTIMATED 2015-2016 PROJECTION						
591-000-634.000	UTILITY BILL PENALTIES	2,000	2,000	2,000	1,500	2,000	2,000
591-000-636.002	WATER TAP IN FEES	145,700	105,000	105,000	105,500	111,000	120,000
	INSTALLMENT FROM DEXTER FASTENER (\$15,000), 12 UNITS AT VICTORIA CONDOS, 20 RESIDENTIAL UNITS						
	INSTALLMENT FROM DEX TECH, 20 VICTORIA CONDOS, 15 RESIDENTIAL LOTS						
591-000-646.000	SALES-2ND WATER METERS	10,100	3,000	3,000	7,100	5,000	5,000
591-000-665.000	INTEREST EARNED	2,400	2,000	2,000	800	1,000	1,000
591-000-671.000	OTHER REVENUE	3,300	1,000	1,000	13,900	1,000	1,000
	Totals for dept 000-ASSETS, LIABILITIES & REVENUE	820,500	824,800	824,800	776,900	798,000	822,000
TOTAL ESTIMATED REVENUES		820,500	824,800	824,800	776,900	798,000	822,000
<b>APPROPRIATIONS</b>							
Dept 248-ADMINISTRATION							
591-248-723.001	OTHER POST EMPLOYMENT BENEFITS	5,000	5,000	5,000	5,000	5,000	5,000
	CONTRIBUTION TO RETIREE HEALTH CARE FUND						
591-248-802.001	FINANCIAL AUDIT	1,500	1,500	1,500	1,500	1,500	1,500
591-248-811.000	ATTORNEY FEES - MISCELLANEOUS	1,100	1,000	1,000	900	1,000	1,000
591-248-840.000	BANK SERVICE CHARGES	100	200	200	200	200	200
591-248-841.000	CITY ADMINISTRATIVE COSTS	72,300	75,000	75,000	69,800	70,000	71,000
	PAYMENT TO GENERAL FUND FOR ADMINSTRATIVE STAFF SUPPORT						
	Totals for dept 248-ADMINISTRATION	80,000	82,700	82,700	77,400	77,700	78,700
Dept 556-WATER UTILITIES DEPARTMENT							
591-556-703.000	SALARIES - NON UNION	24,800	38,400	38,400	34,300	17,500	17,500
	PORTION OF SUPERINTENDENT SALARY						
591-556-703.001	SALARIES - PART TIME	1,200	4,000	4,000	4,000	4,000	4,000
	PORTION OF SUMMER HELP						
591-556-704.000	SALARIES - UNION	88,800	76,400	76,400	87,700	112,000	115,000
	25% OF ANDREA, 25% OF DOUG, 25% OF ERIC, 50% OF NEW HIRE, 75% OF TIM						
591-556-705.000	SALARIES - OVERTIME	20,700	10,000	10,000	6,600	7,000	7,000
591-556-705.001	SALARIES - CALL IN PAY		3,900	3,900	3,100	3,900	3,900
591-556-712.000	VACATION/SICK TIME CASH OUT	4,300	4,000	4,000		2,000	2,000
591-556-720.000	SOCIAL SECURITY & MEDICARE	10,700	10,600	10,600	10,200	11,200	11,500
	7.65% OF WAGES						
591-556-721.000	HEALTH & DENTAL INSURANCE	23,800	16,000	16,000	15,000	16,500	18,000
	9.5% INCREASE						
591-556-721.001	RETIREE HEALTH INSURANCE	5,100	7,000	7,000	7,800	8,000	8,000
	9.5% INCREASE						
591-556-721.002	PAY IN LIEU OF MEDICAL INSURANCE	1,500	2,700	2,700	2,600	1,500	1,500
	EMPLOYEE HEALTH CARE CASH OUT						
591-556-722.000	LIFE & DISABILITY INSURANCE	700	800	800	800	900	900
	PORTION OF WATER/SEWER EMPLOYEES						
591-556-723.000	DEFINED BENEFIT PLAN	9,400	10,600	10,600	10,600	11,600	11,600
	FLAT AMOUNT						
591-556-723.003	DEFINED CONTRIBUTION PLAN	2,000	2,700	2,700	3,000	3,500	3,700
591-556-728.000	POSTAGE	1,000	1,000	1,000	1,000	1,000	1,000
591-556-740.000	OPERATING SUPPLIES	6,800	8,000	8,000	6,000	8,000	8,000
591-556-741.000	ROAD REPAIR SUPPLIES	18,300	4,000	4,000	15,700	5,000	5,000
	ROAD REPAIR DUE TO MAIN BREAKS						
591-556-743.000	CHEMICAL SUPPLIES - LAB	26,300	29,000	29,000	24,700		25,000

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2014-15 AMENDED BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 RECOMMENDED BUDGET	FUTURE	2016-17 PROJECTED BUDGET
<b>APPROPRIATIONS</b>								
Dept 556-WATER UTILITIES DEPARTMENT								
FLUORIDE, ORTHOPHOSPHATE, POLYPHOSPHATE								
591-556-745.000	UNIFORM ALLOWANCE	2,600	2,500	2,500	2,900	3,000		3,000
591-556-751.000	GASOLINE & OIL	7,700	7,500	7,500	10,100	8,000		9,000
591-556-802.000	PROFESSIONAL SERVICES	10,500	15,000	15,000	17,200	20,000		15,000
TEST WELLS FOR 6TH WELL SEARCH, OHM, UIS, WILLIAMS & WORKS, BS&A SOFTWARE								
591-556-824.000	TESTING & ANALYSIS	1,500	2,000	2,000	2,800	4,000		4,000
591-556-861.000	TRAVEL & MILEAGE	200	500	500		500		500
591-556-901.000	PRINTING & PUBLISHING	1,000	500	500	700	700		700
591-556-910.000	WORKERS COMPENSATION	1,500	1,700	1,700	1,500	1,500		1,500
591-556-911.000	LIABILITY INSURANCE	5,600	5,600	5,600	5,400	5,600		5,600
591-556-920.000	UTILITIES	52,400	57,000	57,000	36,500	37,000		38,000
DTE, WATER, COMCAST								
591-556-920.001	UTILITIES - TELEPHONES	4,200	4,000	4,000	2,100	3,000		3,000
VERIZON, AT&T								
591-556-935.000	BUILDING MAINTENANCE & REPAIR	1,100	1,000	1,000	1,200	1,000		1,000
REPAIRS AND UPKEEP OF BUILDINGS								
591-556-937.000	EQUIPMENT MAINTENANCE & REPAIR	28,000	15,000	15,000	17,600	15,000		15,000
591-556-938.000	LAB EQUIPMENT MAINTENANCE & REPAIR	3,100	17,000	17,000		1,000		1,000
REPLACEMENT OF LAB EQUIPMENT								
591-556-939.000	VEHICLE MAINTENANCE & REPAIRS	1,300	1,500	1,500	3,800	1,500		1,500
591-556-941.000	EQUIPMENT RENTALS	200						
591-556-955.000	MISCELLANEOUS	1,900	500	500	200	500		500
591-556-957.004	STATE LICENSE/PERMIT FEES	2,900	3,000	3,000	1,500	2,000		2,000
591-556-958.000	MEMBERSHIPS & DUES	400	500	500		500		500
591-556-960.000	EDUCATION & TRAINING	2,900	8,000	8,000	7,500	5,000		5,000
591-556-961.000	WELLHEAD PROTECTION PROGRAM	300				10,000		
UPDATE WELLHEAD PROTECTION PLAN								
591-556-977.000	EQUIPMENT	71,800	50,000	50,000	64,900	50,000		40,000
CONTINUED METER REPAIR/REPLACEMENT								
Totals for dept 556-WATER UTILITIES DEPARTMENT		446,500	421,900	421,900	409,000	408,400		390,400
Dept 850-LONG-TERM DEBT								
591-850-995.008	DWRF #1 (2010) BOND PRINCIPAL	50,000	50,000	50,000	50,000	55,000		55,000
FINAL PAYMENT IN 2030								
591-850-995.009	DWRF #2 (2011) BOND PRINCIPAL	35,000	35,000	35,000	35,000	35,000		40,000
FINAL PAYMENT IN 2031								
591-850-995.010	2012 WATER BOND PRINCIPAL (RD REF)	70,000	80,000	80,000	80,000	80,000		80,000
FINAL PAYMENT IN 2031								
591-850-996.008	DWRF #1 (2010) BOND INTEREST	27,500	26,300	26,300	26,200	25,000		23,600
FINAL PAYMENT IN 2030								
591-850-996.009	DWRF #2 (2011) BOND INTEREST	21,300	20,500	20,500	20,400	20,000		18,600
FINAL PAYMENT IN 2031								
591-850-996.010	2012 WATER BOND INTEREST (RD REF)	45,400	44,000	44,000	43,900	42,500		40,700
FINAL PAYMENT IN 2031								
Totals for dept 850-LONG-TERM DEBT		249,200	255,800	255,800	255,500	257,500		257,900
Dept 890-CONTINGENCIES								
591-890-955.000	MISCELLANEOUS		15,000	15,000		15,000		15,000
Totals for dept 890-CONTINGENCIES			15,000	15,000		15,000		15,000
Dept 901-CAPITAL IMPROVEMENTS								
591-901-974.000	CIP CAPITAL IMPROVEMENTS	25,100	26,000	26,000	11,800	10,000		10,000
CONTINUED HYDRANT REPAIR								
CONTINUED HYDRANT REPAIR; REPIPING OF METERS AT THE RYAN DRIVE WELLHOUSE								
591-901-974.001	OTHER CAPITAL IMPROVEMENTS	11,500						

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 ORIGINAL BUDGET	2014-15 AMENDED BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 RECOMMENDED BUDGET	FUTURE	2016-17 PROJECTED BUDGET
APPROPRIATIONS								
Dept 901-CAPITAL IMPROVEMENTS								
591-901-975.015	ANN ARBOR STREET PROJECT	33,000	278,500	323,500	380,000			
591-901-981.000	VEHICLES		15,000	15,000	17,500			17,500
	REPLACEMENT VAN							
Totals for dept 901-CAPITAL IMPROVEMENTS		69,600	319,500	364,500	409,300	10,000		27,500
TOTAL APPROPRIATIONS		845,300	1,094,900	1,139,900	1,151,200	768,600		769,500
NET OF REVENUES/APPROPRIATIONS - FUND 591		(24,800)	(270,100)	(315,100)	(374,300)	29,400		52,500
ESTIMATED REVENUES - ALL FUNDS		7,009,700	8,771,700	9,300,300	9,205,000	7,991,700		7,629,100
APPROPRIATIONS - ALL FUNDS		6,794,000	9,305,700	10,321,300	10,010,500	8,074,900		7,152,200
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS		215,700	(534,000)	(1,021,000)	(805,500)	(83,200)		476,900

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GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 REQUESTED BUDGET
<b>ESTIMATED REVENUES</b>					
Dept 000-ASSETS, LIABILITIES & REVENUE					
248-000-415.000	TAX CAPTURE REVENUE	295,385	295,000	292,185	287,500
	REMOVES LAFONTAINE BROWNFIELD CAPTURE AND DEXTER WELLNESS CENTER FROM REVENUE ESTIMATES. REDUCTION FROM LAST FY DUE TO LOSING CAPTURE OF TOWNSHIP TAXES BY BECOMING A CITY.				
248-000-574.001	PERSONAL PROPERTY TAX REIMBURSEMENT NEW FOR 2014-2015 DUE TO CHANGES TO STATE PERSONAL PROPERTY TAX LAWS.			7,821	5,300
248-000-665.000	INTEREST EARNED	2,041	300	431	500
248-000-667.000	RENTS (GENERAL)	20,549			
248-000-671.000	OTHER REVENUE	122,174			
248-000-695.494	TR IN DDA PROJECT FUND 494 TO CLOSE OUT THE 494 PROJECT FUND				186,500
Totals for dept 000-ASSETS, LIABILITIES & REVENUE		440,149	295,300	300,437	479,800
<b>TOTAL ESTIMATED REVENUES</b>		440,149	295,300	300,437	479,800
<b>APPROPRIATIONS</b>					
Dept 248-ADMINISTRATION					
248-248-802.000	PROFESSIONAL SERVICES	2,500	5,000	1,500	5,000
248-248-803.000	CONTRACTED SERVICES	1,500	13,800	12,285	1,700
248-248-810.000	ATTORNEY FEES	15,767	10,000	17,630	15,000
248-248-843.000	PROPERTY TAXES 3045 BROAD IS OFF THE TAX ROLL	10,374	7,200	7,134	
248-248-880.000	DOWNTOWN EVENTS	500		301	500
248-248-935.002	DAPCO BUILDING MAINTENANCE	8,499			
248-248-955.000	MISCELLANEOUS	10			
248-248-957.002	DDA CAPTURE REFUNDS BOARD OF REVIEW CASES FOR DOWNTOWN SEEM TO HAVE SLOWED DOWN - NO MAJOR APPEALS PENDING	4,691	5,000	306	500
Totals for dept 248-ADMINISTRATION		43,841	41,000	39,156	22,700
Dept 442-DOWNTOWN PUBLIC WORKS					
248-442-803.015	CITY MAINTENANCE	10,000	5,000	5,000	5,000
248-442-970.000	CONTRACTED CAPITAL IMPROVEMENTS REMAINDER OF DOWNTOWN PAVER PROJECT				15,900
Totals for dept 442-DOWNTOWN PUBLIC WORKS		10,000	5,000	5,000	20,900
Dept 901-CAPITAL IMPROVEMENTS					
248-901-972.001	PURCHASE OF HOUSE				20,000
248-901-972.002	DTE SUBSTATION MOVE				25,000
248-901-972.004	3045 BROAD STREET REDEVELOPMENT				25,000
Totals for dept 901-CAPITAL IMPROVEMENTS					70,000
Dept 965-TRANSFERS OUT - CONTROL					
248-965-999.101	TRANSFER OUT TO GENERAL FUND	85,000			
248-965-999.202	TRANSFER OUT TO MAJOR STREETS		111,200	111,128	
248-965-999.394	TR OUT FOR BOND PAYMENTS - 394 COVERS DEBT PLUS BOND FEES - INCLUDES THE 2008 TAXABLE REFUNDING NUMBERS	257,100	336,000	300,007	282,200
248-965-999.494	TR TO DDA PROJECT FUND - 494	60,600	121,800	9,800	
Totals for dept 965-TRANSFERS OUT - CONTROL		402,700	569,000	420,935	282,200
<b>TOTAL APPROPRIATIONS</b>		456,541	615,000	465,091	395,800
<b>NET OF REVENUES/APPROPRIATIONS - FUND 248</b>		(16,392)	(319,700)	(164,654)	84,000
BEGINNING FUND BALANCE		342,907	326,515	326,515	161,861
ENDING FUND BALANCE		326,515	6,815	161,861	245,861

User: marie

Fund: 394 DDA DEBT FUND

DB: Dexter

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 REQUESTED BUDGET
ESTIMATED REVENUES					
Dept 000-ASSETS, LIABILITIES & REVENUE					
394-000-665.000	INTEREST EARNED	1,397	200	396	
	MOST CASH NOW IN DDA FUND				
394-000-695.248	TRANSFER IN FROM DDA FUND 248	257,100	336,000	300,007	282,200
	COVERS DEBT PLUS BOND FEES - INCLUDES THE 2008 TAXABLE REFUNDING NUMBERS				
Totals for dept 000-ASSETS, LIABILITIES & REVENUE		258,497	336,200	300,403	282,200
TOTAL ESTIMATED REVENUES		258,497	336,200	300,403	282,200
APPROPRIATIONS					
Dept 850-LONG-TERM DEBT					
394-850-992.000	BOND FEES	1,000	1,000	1,000	1,000
394-850-997.003	DDA 2008 TAXABLE BOND (\$1.6M)	136,440	360,400	351,559	80,700
	BUDGETED NUMBER IS FOR REFUNDED 2008 TAXABLE BOND				
394-850-997.004	DDA 2008 BOND (\$2+M)	119,441	118,500	118,500	117,500
394-850-997.005	2011 REFUNDING BOND (\$620K)	80,005	81,100	81,012	83,000
Totals for dept 850-LONG-TERM DEBT		336,886	561,000	552,071	282,200
TOTAL APPROPRIATIONS		336,886	561,000	552,071	282,200
NET OF REVENUES/APPROPRIATIONS - FUND 394		(78,389)	(224,800)	(251,668)	
	BEGINNING FUND BALANCE	329,949	251,560	251,560	(108)
	ENDING FUND BALANCE	251,560	26,760	(108)	(108)

User: marie

Fund: 494 DDA PROJECT FUND

DB: Dexter

GL NUMBER	DESCRIPTION	2013-14 ACTIVITY	2014-15 AMENDED BUDGET	2014-15 PROJECTED ACTIVITY	2015-16 REQUESTED BUDGET
ESTIMATED REVENUES					
Dept 000-ASSETS, LIABILITIES & REVENUE					
494-000-665.000	INTEREST EARNED	1,463	200	228	
494-000-671.000	OTHER REVENUE	6,500			
494-000-695.248	TRANSFER IN FROM DDA FUND 248	60,600	121,800	9,800	
Totals for dept 000-ASSETS, LIABILITIES & REVENUE		68,563	122,000	10,028	
TOTAL ESTIMATED REVENUES		68,563	122,000	10,028	
APPROPRIATIONS					
Dept 908-TUPPER REDEVELOPMENT					
494-908-802.000	PROFESSIONAL SERVICES	37,334	50,000	11,965	
494-908-830.000	ENGINEERING CONSULTING	13,295			
494-908-830.008	ENVIRONMENTAL STUDY	225		900	
Totals for dept 908-TUPPER REDEVELOPMENT		50,854	50,000	12,865	
Dept 965-TRANSFERS OUT - CONTROL					
494-965-999.002	TRANSFER OUT TO GENERAL FUND - HOU	20,000	20,000	20,000	
494-965-999.248	TRANSFER OUT TO DDA FUND 248				186,500
TO CLOSE THE PROJECT FUND AND TRANSFER ASSETS TO FUND 248					
Totals for dept 965-TRANSFERS OUT - CONTROL		20,000	20,000	20,000	186,500
TOTAL APPROPRIATIONS		70,854	70,000	32,865	186,500
NET OF REVENUES/APPROPRIATIONS - FUND 494		(2,291)	52,000	(22,837)	(186,500)
BEGINNING FUND BALANCE		211,389	209,099	209,099	186,262
ENDING FUND BALANCE		209,098	261,099	186,262	(238)
ESTIMATED REVENUES - ALL FUNDS		767,209	753,500	610,868	762,000
APPROPRIATIONS - ALL FUNDS		864,281	1,246,000	1,050,027	864,500
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS		(97,072)	(492,500)	(439,159)	(102,500)
BEGINNING FUND BALANCE - ALL FUNDS		884,245	787,173	787,173	348,014
ENDING FUND BALANCE - ALL FUNDS		787,173	294,673	348,014	245,514

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**MEMO**

**To: Mayor Keough and Council Members**  
**From: Courtney Nicholls, City Manager**  
**Date: June 17, 2015**  
**Re: 2015-2016 Millage Rate and Budget**

Below is a compilation of the memos from the budget work sessions on April 29, May 13, and June 10. Updates added since the last work session are in bold.

**General Fund Revenue**

Taxable value for 2014 – 220,614,154  
Taxable value for 2015 – 237,647,537

The tax revenue in 2014-2015 is \$36,694 lower than what was budgeted. \$15,000 was due to the timing of the Dexter Fastener Industrial Facilities Tax (IFT) Exemption. The Exemption wasn't processed by the State of Michigan in time to be included in the 2014 assessment roll, so it was added at the July Board of Review. Additional value was shifted from fully taxable to IFT for Northern United at the July Board of Review resulting in a \$4,000 reduction. Taxable value reductions were also granted by the Tax Tribunal to Dexter Crossing (shopping center) and Industrial Tectonics.

The amount of taxable value for properties with an Industrial Facilities Tax Exemption is \$13,717,293 in tax year 2015.

The GO Bond millage rate needed to make the streetscape bond payment was reduced from 0.7375 to 0.6276 due to the increase in taxable value.

Due to our incorporation as a City we have a new maximum millage rate of 17.5 mills: a cap of 12.5 mills for General Fund and 5 mills for Streets. The 0.1099 reduction in the GO Bond rate was used to raise the operating millage to 9.9906 while holding the overall millage rate constant at 14.0562.

The total tax revenue increase for 2015-2016 is \$148,301.

A line was created to show the addition of the administrative fee that we are permitted to include on the tax bill. This was previously collected by the township. The cap is 1% of the total tax bill. Revenue from a 0.8% fee is included in the 15-16 budget. A worksheet that shows more detail about the use of these funds is attached.

\$25,000 in revenue has been included from the Downtown Development Authority: \$5,000 to reimburse for general maintenance and \$20,000 for repayment of the purchase of the Forest Street houses.

**Updates to Existing General Fund Expenses**

Since the closing of the defined benefit program, the City MERS contribution is based on a flat rate. For 2015-2016 the flat rate is \$5,706 per month or \$68,472 per year. The defined benefit program now covers 9 active employees. For the past several years the City has been paying more than the minimum in an attempt to lower the unfunded liability and ease the cost burden in future years as the

amortization period for the unfunded liability continues to be reduced. The 2014 actuarial valuation, along with an updated review of the impact of closing the defined benefit plan, should be available from MERS in June 2015. Provided for Council's review are three MERS funding options. Option 2 was included in the draft budgets.

\$75,000 was budgeted from general fund for retiree health care; a total of \$20,000 will be budgeted from roads, water and sewer.

The renewal for our current health care plan includes a 15% increase. In accordance with the terms of the union contract 20% of the increase would be covered by an increase in employee contributions. Our health care agent is currently putting together plan options for our review. The FY 15-16 budget uses a 9.5% increase until a final determination is made.

The employee salary spreadsheet for fiscal year 2015-2016 is provided for your review. The 2015-2016 wage spreadsheet includes a 2.5% increase in all salaries.

Per the contract with the Washtenaw County Sheriff the cost of a police service unit will increase 1% in year 2016 and 1% in 2017.

The Dexter Area Fire Department payment has been estimated to increase 5% in each budget year.

Construction on the completion of the Border to Border Trail along the DPW has not started. Since it is unlikely that it will be completed before the end of the current fiscal year, the \$52,000 in additional funds required to complete the project were included in 2015-2016. A copy of the current cost estimate is provided for Council's review.

Washtenaw Area Value Express (WAVE) requested an increase from \$32,000 to \$35,000 to cover the cost of transportation in the City of Dexter. This request was included in the draft. Additional documentation from WAVE is provided for Council's review.

\$10,000 was used as a placeholder for continued work on Facilities. This will be refined following the Town Hall meeting and further discussions on the direction of the facility improvement project.

### **Proposed One Time / New General Fund Expenses**

A \$20,000 estimate was included to demolish the farmhouse on Dan Hoey.

\$30,000 was included for the Edison Street Playground. This was partially offset by a \$10,000 donation from the Dexter Lion's Club in the Contributions-Parks revenue line.

\$10,000 was included for document management software, which would be used to purchase the software and begin the process of having documents scanned. The project would take several fiscal years to complete.

\$10,000 was included for the purchase of a phone system. We have received bids and believe that this is a solid estimate to purchase an upgraded phone system that would be portable to a new location.

The payment in accordance with the Webster Township 425 was included at \$26,000.

### **Street Funds Revenue**

The taxable value increase led to an increase in municipal street fund revenue. The millage rate for streets was held constant at 3.438.

The \$100,000 from the 0.5 Countywide road millage was included as a one-time revenue.

### **Street Funds Expense**

The current estimate for implementation of the road improvement plan was included at \$20,000 for crack sealing (spread \$15,000 into local streets and \$5,000 into major streets) and **\$737,000 for cape sealing and asphalt paving (\$452,000 in local streets, \$285,000 in major streets).**

Implementation of the 2016-2017 road improvement plan was included with a \$300,000 estimate in local streets for road projects and \$20,000 split between major and local for crack sealing.

\$5,000 was included in major streets – traffic to upgrade the detection at the Meadowview/Dexter Ann Arbor Street intersection. The current detection has failed several times over the past few months so staff would like to upgrade it for more reliability, likely by adding detection pucks to the roadway.

The 2015-2016 local street fund budget includes \$20,000 for ongoing sidewalk repairs and \$25,000 as an estimate for storm water work that is necessary at the cul-de-sac end of Third Street.

### **Fund 226 - Solid Waste Collection**

The March 2015 increase in pricing from Waste Management was 2%, which has been incorporated into the budget estimates. A change in the refuse fee for residential customers will not be required for 2015-2016.

The City's contract with Waste Management expires on February 28, 2016. The City will need to have discussions in the next few months regarding whether to negotiate with Waste Management or seek bids for the services.

### **Fund 275 – Tree Replacement Fund**

This fund is used to offset the \$8,000 in tree purchases made by the General Fund each year. This amount is shown as a transfer out to the General Fund.

### **Fund 303 – General Debt Service (voted bonds)**

This fund tracks the payments for the streetscape bond. We have two tax collection years remaining (2015 and 2016) before this bond is paid off.

### **Fund 351 – General Debt Service (non-voted bonds)**

This fund tracks the bond payment for the 2007 Facilities Bond and the 2014 Road Bond.

The remaining road bond funds will be spent from local streets this year, which is shown as a transfer out from this fund to local streets.

### **Fund 402 – Equipment Replacement**

This fund tracks the internal equipment/vehicle usage from the General, Solid Waste, Major Streets and Local Streets funds to allow for funds to be collected for equipment/vehicle maintenance and replacement.

This year's equipment requests include a snow pusher for the backhoe and a new Bobcat. The Bobcat will be used for work such as road repair and snow removal. The purchase of these two items will be possible with 2015-2016 revenue, so it will not require the use of reserves.

### **Fund 590 – Sewer Fund**

Sewer fund revenues are based on a 3% rate increase, which was calculated by taking the projection for FY 14-15 and adding 3%. The projection for the end of FY 14-15 was based on ten months of actual data and an estimate for the last two months (May and June).

Estimate for tap fees – Installment payment from DexTech, completion of 12 units at Victoria Condos and 20 residential lots.

There are currently 40 vacant lots in the neighborhoods and 42 units planned for Victoria Condos.

Projects budgeted for in 2015-2016 include the demolition of 8258 Huron, maintenance on the aeration tanks, cleaning the mud well and replacement of the bulk storage tank for ferric chloride.

Projects planned for 2016-2017 include the purchase of a van (50/50 water and sewer) and replacement or repair of the screw pumps.

### **Fund 591 – Water Fund**

Water fund revenues are based on a 4% rate increase, which was calculated using the same method as the sewer fund revenue. Our water restrictions and wetter/milder summers have led to less consumption, which delays our need to establish a 6<sup>th</sup> well, but reduces water fund revenues.

Estimate for tap fees – Installment payment from DexTech, completion of 12 units at Victoria Condos and 20 residential lots.

The amount that was budgeted in FY 14-15 for the Ann Arbor Street watermain project did not include funds for inspection and contract administration attributable to the water main portion of the project. This has led to a \$60,000 increase in the funds that will be spent out of reserves for this project.

Currently the water fund revenue is not covering the operating expense, which is why a 4% rate increase is proposed. Due to the large capital expenditure for the Ann Arbor Street project and the reduced consumption, the only capital project recommended by staff is exploratory drilling for a 6<sup>th</sup> well and continued repair of fire hydrants.

Projects planned for 2016-2017 include the purchase of a van and re-plumbing the meters at the Ryan Drive Wellhouse.

Staff will be working on updating the rate study with the estimated year end and projected budget information for Council's review at the June 10, 2015 work session.

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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: Consideration of:  
Variety Die & Stamping – #2015-03 Combined Site Plan Approval of Building Addition

Date: June 16, 2015

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On Monday, June 6, 2015, based on the information provided by the applicant, reflected in the minutes of their meeting, and in conformance with the provisions set forth in Section 21.05, Combining Preliminary and Final Site Plans, and Section 21.04, Application for Site Plan Review, the Planning Commission voted unanimously to recommend that City Council approve the combined site plan for Variety Die & Stamping Building Addition, subject to the following conditions:

1. Recommendations in the Planning Consultant (CWA) review letter, dated May 18, 2015, with the exception to allow parking in the required front yard, 2 loading spaces and waive the requirement for 8 trees; and
2. Recommendations in the Engineering Consultant (OHM) review letter, dated May 20, 2015 and the review letter from the DAFD dated, May 10, 2015.

**Background**

The applicant has proposed a 7,495 square foot addition to an existing 44,623 square foot building at 2221 Bishop Cr E. This would be the 4<sup>th</sup> addition to the building since it was constructed in 1990. Site improvements associated with this addition include reconfiguring parking areas, installation of a second drive from Mill Creek and landscaping.

The site is zoned RD Research District, which allows manufacturing operations/facilities as principal permitted uses.

The applicant requested and was granted waivers from the Planning Commission for 8 trees, parking in the required front yard, and to allow 2 loading spaces instead of 3 loading spaces, pursuant to Section 6.13, Section 5.01, sub-section A, and Section 5.07, sub-section G of the Zoning Ordinance, respectively.

The applicant has revised the combined site plan to address the recommendations from the DAFD, and the planning and engineering consultants. Included in your packet is the revised combined site plan for the Variety Die & Stamping Building Addition, correspondence from the applicant regarding plan revisions, and updated review letters from the DAFD, and Engineering and Planning Consultants. The following is a complete list of the documentation included in your packet:

- Application, received May 4, 2015
- Revised Combined Site Plan dated May 27, 2015 (provided separate from packet)
- Applicant's revised site plan response letter dated, May 29, 2015
- DAFD review letters dated, June 6, 2015 and May 10, 2015
- Engineering consultant review letters dated, June 15, 2015 and May 20, 2015
- Engineering consultant Pre-construction Requirements letter dated, June 12, 2015
- Planning consultant review letters dated, June 15, 2015 and May 18, 2015

**SUGGESTED MOTIONS**

Based upon the information received from the applicant, reflected in minutes of this meeting, and in conformance with Section 21.04(E)6 of the City of Dexter Zoning Ordinance, as well as the recommendation of the Planning Commission, the City Council **(approves/approves with conditions/denies)** the combined site plan for the Variety Die and Stamping building addition, dated 5-27-2015.

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

1. Recommendation in the Planning Consultants review letter, dated June 15, 2015;
2. Recommendation in the Engineering Consultants review letter, dated June 15, 2015
3. Recommendations in the Engineering Consultants Pre-construction correspondence, dated June 12, 2015; and
4. Recommendations in the DAFD review letter dated, June 6, 2015.
5. \_\_\_\_\_

**OR**

Move to **postpone** the action on the Variety Die and Stamping combined site plan dated 5-27-2015 until **(date)** \_\_\_\_\_, to allow the applicant and City Council time to address the following items:

1. \_\_\_\_\_
2. \_\_\_\_\_

Please contact me prior to the meeting with questions.

Thank you.



CITY OF DEXTER

SITE PLAN REVIEW & SPECIAL USE APPLICATION

Application is being made for: Preliminary Site Plan Review Final Site Plan Review  
 Combined Site Plan Special Use Permit

Property Address: 2221 Bishop Circle East

Tax ID Number: HD-08-07-125-024

Proposed Use: Manufacturing

Zoning District: RD Research and Development

Property Owner Name: Variety Die & Stamping Co. Phone: 734-426-4488

Property Owner Address: 2221 Bishop Circle East

Applicant Name: AR Brouwer Company Phone: 734-426-9980

Applicant Address: 7444 Dexter Ann Arbor Rd, Suite F, Dexter, MI 48130

Representative (e.g. Engineer) Name: Steve Brouwer Phone: 734-426-9980

Representative Address: 7444 Dexter Ann Arbor Road, Suite F, Dexter, MI 48130

**Regulations and Standards:** Applicant must complete the following and applicable standards must be noted on the site plan.

	Plan Submitted	Requirement	
1. Front Yard Setback (ft)	<u>50'</u>	<u>50'</u>	<input checked="" type="checkbox"/> check here if corner lot
2. Side Yard Setback (ft)	<u>22.6'</u>	<u>22.6'</u>	
3. Rear Yard Setback (ft)	<u>143'</u>	<u>35'</u>	
4. Lot Coverage (%) (7a/6)	<u>32%</u>	<u>35%</u>	
5. Height (ft)	<u>23'</u>	<u>40'</u>	
6. Total Site Area (ft)	<u>141,450</u>	<u>43,560</u>	
7a. Building Coverage (ft)	<u>51,706</u>	<u>NA</u>	
7b. Floor Area (ft)	<u>51,706</u>	<u>NA</u>	

**RECEIVED**  
MAY 04 2015  
CITY OF DEXTER

Special Use Form - Page 2

	Plan Submitted	Requirement
8. Floor Area Ratio (7b/6)	NA	NA
9. Total Paved Area (ft)	19,400	-
10. Total Impervious Cov. (7a+9)/6	50%	-
11. Number of Parking Stalls	64	
12. Density (6/13)		
13. Number of Units (Residential)		
14. For Multi-Family:		
Efficiency		
1 Bedroom		
2 Bedroom		

Additional required information for Special Use Permit:

- Statement describing the use proposed. This should include information about the hours of operation, number of employees and clients, type of programming or services, traffic expected to be generated, and any other pertinent information and/or site development characteristics.
- All applications are presented to the Planning Commission at a public hearing for a recommendation prior to begin forwarded to the City Council for final consideration. Therefore, all applications must be submitted four weeks prior to 1st Monday of month in order to ensure proper notice time and preparation time. Incomplete applications cannot be processed.

Jonathan Wood      5/1/2015      [Signature]      5/1/15  
 Owner's Signature      Date      Applicant's Signature      Date

Staff Review:      Fee: \$1,262.50      9,3000.00 extra      Date Received: 5/4/2015      Receipt #: 42749

Planning Commission Review Date: \_\_\_\_\_ Council Review Date: \_\_\_\_\_

\_\_\_\_\_ Approved      \_\_\_\_\_ Denied      Reviewed by: \_\_\_\_\_

REASONS FOR DENIAL: \_\_\_\_\_  
 \_\_\_\_\_

EXISTING NON-CONFORMITIES/VARIANCES GRANTED: \_\_\_\_\_  
 \_\_\_\_\_

APPROVAL STAMP:

April 30, 2015

City of Dexter  
Planning Commission  
8140 Main Street  
Dexter, MI 48130

RE: Variety Die and Stamping – Landscaping Modification Request

Dear Dexter Planning Commission,

Variety Die and Stamping is requesting modifications to the required landscaping plan in association with the proposed 7,458 SF industrial building expansion, located at 2221 Bishop Circle East. Pursuant to Section 6.13 of the City of Dexter Landscaping Ordinance the following modifications are requested:

**MODIFICATION #1 – Credit for Existing Landscaping**

Pursuant to Section 6.13 the Planning Commission may approve credit for existing trees on-site to accommodate landscaping requirements.

**REQUEST**

The applicant is requesting that the 11 existing canopy trees, 18 evergreen trees and the 30 existing shrubs be considered in the total required landscaping.

**MODIFICATION Request #2 – Buffer A**

Pursuant to Section 6.05 - Buffer Zone A is required between Industrial Land Uses - Buffer Width - 10 Feet, plus 1 ornamental AND 1 evergreen tree every forty (40) lineal feet along the property line AND 5 upright shrubs per each thirty (30) lineal feet along the property line, rounded upward.

**REQUEST**

The applicant would be required to install 60 new shrubs, 1 new evergreen tree and 9 new ornamental trees. The applicant is requesting to substitute 1 evergreen tree for every 5 shrubs required, resulting in the installation of an additional 11 new evergreen trees (total 12 new evergreen trees) along the south property line. The applicant is also requesting that only one additional cluster of 3 ornamental trees be required along the south property line. The applicant is requesting a waiver due to the proximity of adjacent buildings and existing landscaping. The existing buildings to the south have provided buffer landscaping and the small buffer strip will become overcrowded as the landscaping matures. The landscaping is also in a location that provides minimal aesthetic value given the locations and proximity of the buildings to one another. Shrubs and landscaping beds are difficult to maintain; therefore the applicant would prefer evergreen trees, which provide a more consistent aesthetic with the surrounding land uses and properties. Additionally, evergreen trees will provide a more effective buffer between land uses, not to mention a year round dense landscaping buffer.

### **MODIFICATION Request #3 - Parking Lot Screening – Trees AND/OR Street Trees**

Pursuant to Section 6.04 - Required Parking Lot Screening From Public Streets - Parking lots which abut a public street in all districts, shall provide a landscape screen as follows: Minimum Buffer Width (in feet) – 10; Minimum Landscaping Requirements – One (1) Street/Canopy tree for every 30-40 lineal feet of frontage OR One (1) evergreen tree per Section 6.11 for every 20' of lineal frontage AND Four (4) – 2 foot shrubs every 20 lineal feet of frontage.

Pursuant to 6.09 – One (1) street tree/canopy tree is required at a minimum of every 30-40 lineal feet between the sidewalk and the curb in a residential subdivision or other development with frontage on a public street. All Street/Canopy trees shall be uniformly spaced to create a tree lined street.

The applicant's parking lot frontage measures 324 LF.

#### **REQUEST**

The applicant would be required to install 9 parking lot buffer canopy trees and 9 street trees. Installing essentially 2 rows of canopy trees within 20-40 feet of one another would crowd canopy trees. Per the City's ordinance, uniform street tree plantings for canopy trees should not occur closer than 30 feet, due to canopy spread and resource competition as trees mature. Competition for light and water will reduce the health of trees as they mature. In addition, installing two rows of canopy trees is not consistent with landscaping throughout the DBRP. Lastly, proximity to underground utilities is also a concern.

The applicant is requesting a different landscape design that will provide 10 street tree plantings along the property frontage, and the 17 shrubs required along the parking lot, in accordance with the landscaping ordinance. The combination of 17 shrubs and 10 streets trees, along with the existing landscaping, will significantly buffer the parking lot, thus satisfying the intent of the landscaping ordinance and ensuring consistency with other land uses within the DBRP.

### **MODIFICATION Request# 4 – On-Site Landscaping**

Pursuant to Section 6.07 – On Site Landscaping, 5% of the total area of a site must be landscaped exclusive of other landscaping requirements. Requirements include 1 ornamental or evergreen tree for every 400 SF lot area.

#### **REQUEST**

On-Site Landscaping is in addition to other required and existing landscaping. The subject site measures 141,450 square feet. As such, the applicant would be required to provide an additional 18 ornamental/evergreen trees, and 29 shrubs. The applicant is requesting a 50% reduction to allow 8 ornamental/evergreen trees, but will install all 29 shrubs.

The applicant feels as though the site will be landscaped consistently, if not in excess of many of the existing sites within the DBRP.

## CONSIDERATION

The applicant is requesting a different landscape design based on the adjacent land uses, future expansion plans and existing landscaping. The proposed industrial building expansion is not visible from residential or commercial development, or from gateways into the City. Thus, the regulations place an unnecessary burden on the applicant's current and future industrial development expansion plans.

The applicant requests that the Planning Commission consider the proposed landscape modifications, based on the following criteria set forth in Section 6.13:

E. The abutting or adjacent land is developed or planned by the City for a use other than residential. *The DBRP was developed with the intention of large scale industrial buildings adjacent to one another with reduced landscape screen necessary as currently exists at a majority of the building sites.*

F. Building heights and views.

*The existing and proposed building are careen by other buildings and existing and proposed landscaping. Building heights within the DBRP will be better screened by the substitution of taller, dense, year-round evergreen trees.*

G. The adjacent residential district is over 200 feet away from the subject site.

*The applicant's property is centrally located within the DBRP, is more than 200 feet from residential property and will eventually be screened by the construction of another industrial building and/or expansion.*

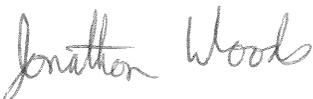
H. Conditions similar to the above exist such that no good purpose would be served by providing the landscaping or screening as required.

*The applicant is proposing to provide an alternative landscape plan that meets the intent of the Landscaping Ordinance, provides ample screening and is consistent with the surrounding land uses and past landscaping waivers granted. The proposed landscaping plan meets the intent of the ordinance and is consistent with the developed sites throughout the DBRP.*

The applicant will provide additional jobs and significant investment into the Dexter community and would appreciate your consideration of the modified landscape plan, based on our ability to meet the standards and criteria within Section 6.13 of the City of Dexter Zoning Ordinance:

Please do not hesitate to contact us if you have questions or concerns.

Jonathon Woods



Variety Die & Stamping Co

April 27, 2015

City of Dexter  
Planning Commission  
8140 Main Street  
Dexter, MI 48130

RE: Variety Die and Stamping – Front Yard Parking Lot Encroachment

Dear Dexter Planning Commission,

Pursuant to 5.01A, Off-street parking shall not be permitted within a front yard unless permitted by the Planning Commission.

**REQUEST**

Variety Die and Stamping is proposing a 7,458 SF addition at 2221 Bishop Circle East. The proposed addition would result in the loss of 19 parking spaces; however the proposed site plan provides 24 new parking spaces (NET 5 parking spaces). Approximately 4 of the new parking spaces would be located at the northeast corner of the property, adjacent to the intersection of Mill Creek Drive and Bishop Circle East, and would encroach approximately 4 feet into the required 50-foot front yard setback.

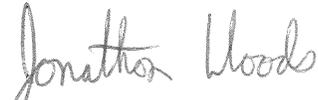
The applicant is requesting the Planning Commission’s approval to permit the construction of the parking spaces within the required front yard setback, in accordance with Section 5.01A of the Zoning Ordinance.

The applicant is requesting the approval of the encroachment in order to maintain a consistent parking lot layout and due to existing loading docks and parking lot circulation needs. The applicant would also like to gain as many parking spaces as possible due to potential future growth.

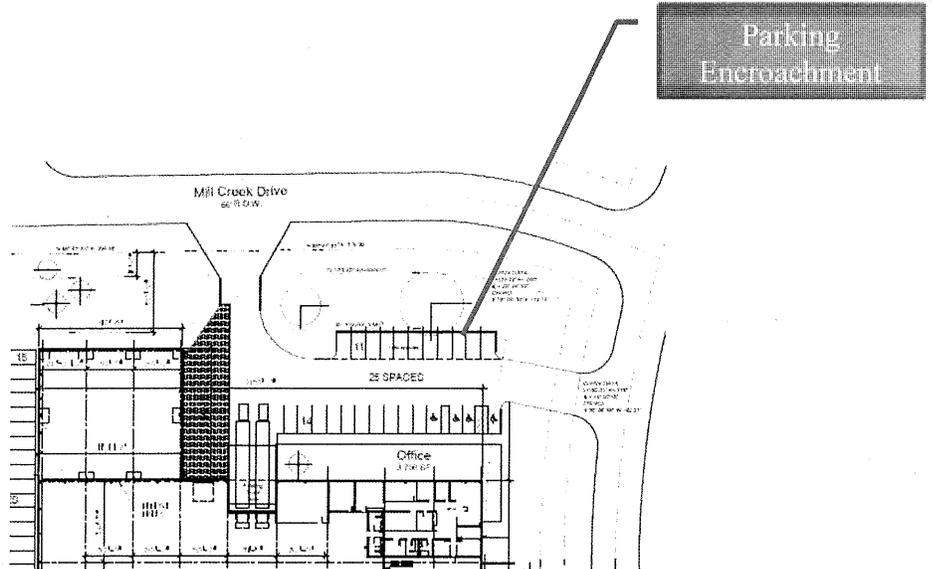
Please feel free to contact us with questions or concerns.

Thank you for your consideration.

Jonathan Woods



Variety Die and Stamping Co.



PRINCIPALS  
R.J. WANTY, P.E.  
D.J. HOUCK

ASSOCIATES  
T.L. SUTHERLAND, P.S.  
D.L. MOORE



CIVIL ENGINEERS \* PLANNERS \* SURVEYORS  
TRANSPORTATION ENGINEERS  
LANDSCAPE ARCHITECTS

May 29, 2015

City of Dexter  
8140 Main Street  
Dexter, MI 48130-1092

Attn: Michelle Aniol, Community Development Manager

RE: Variety Die & Stamping Co, Plans dated April 10, 2015

Ms. Aniol:

In response to review letters listed below we offer the following comments:

Dexter Area Fire Department dated May 10, 2015

Village of Dexter Engineering Standards (as it refers to fire hydrant location and fire department connections): Upgrade existing fire hydrant to current standards.

***A note has been added to Sheet 5.***

Fire Protection Ordinance: Requirements of the Ordinance will need to be incorporated in future plans before approval: related but not limited to: Knox Box International Fire Code (IFC) Section 506, Addressing IFC Section 505, Minimum Roadway Widths IFC Section D 103,

***Knox Box has been located on Sheet 2.***

Fire Lane Signage IFC Section 503.3 & D 103,

***Fire lane signage has been added to Sheet 4.***

Portable Fire Extinguishers IFC Section 906 Fire Suppression, Fire Alarm Systems and Kitchen Fire Suppression System (if applicable) IFC 105.7 & Washtenaw County Building Department.

***Portable fire extinguishers, fire suppression, interior fire alarm systems: (See building plans).***

DAFD Requirements: Upgrade Fire Suppression System providing a Horn Strobe device above this connection.

***Upgrade fire suppression provide a horn strobe device above this connection: a note has been added to Sheet 5.***

Carlisle Wortman Associates dated May 18, 2015

1. Provide dimensions of existing and proposed structures on all sheets.  
***Dimensions of the proposed building have been added to all sheets.***
2. Provide lot coverage.  
***Lot coverage for the proposed building has been added to Cover Sheet.***
3. Provide number of employees at peak shift and number of corporate vehicles (if applicable).  
***Calculations have been added to Cover Sheet.***

3526 W. LIBERTY RD, SUITE 400, PO BOX 1128, ANN ARBOR, MI 48106-1128  
PHONE: 734-761-8800

4. Provide parking calculation on site plan.  
***Parking calculations provided on the Cover Sheet.***
5. Planning Commission consideration of deviation from loading space requirement (deficient one (1) loading space).  
***Acknowledged.***
6. Provide dimension (centerline to centerline) between drives on Mill Creek.  
***Dimension is shown on Sheet 4.***
7. Provide delivery, garbage and emergency vehicle turning radii.  
***Turning radii has been added for garbage truck and delivery vehicle. Owners representative discussed fire access with DAFD and access is adequate. Shown on Sheet 6.***
8. Landscape plan is required to be prepared and sealed by a State of Michigan licenses landscape architect.  
***The plan has been prepared, signed and sealed by Rick Meader, a landscape architect licenses in the State of Michigan.***
9. Landscaping composition will have to be modified in order to meet the standards of Section 6.02 B.  
***The landscape plan has been revised to meet the intent of Section 6.02B. Due to the relatively low quantities, there are some plants where the species is composed of 10.6% of the total. We hope that this slight discrepancy from the 10% maximum will be acceptable.***
10. Planning Commission consider reducing the number of shrubs required due to the use of evergreen plantings for parking lot screening.  
***The existing evergreen trees provide significant parking lot screening from Mill Creek and Bishop Circle West. With the shrubs provided, the parking is effectively screened from view. Adding shrubs would accomplish little in additional screening.***
11. No interior parking lot landscaping has been provided.  
***Interior parking trees are provided in the eastern parking area, where most of the parking addition is located. These are in the two islands that project into the lot from the north, one in the northeast corner of the lot and an additional canopy tree which has been added in the landscape area north of the building where it can provide shade from the south. No interior trees were added in the western parking area because it would require the elimination of parking spaces which are needed to handle the work force.***
12. Planning Commission consider allowing additional evergreens in lieu of shrubs within the required southern buffer area.  
***We believe that the large proposed evergreens will provide more effective screening/buffering of the southern side of the building than shorter, deciduous shrubs would provide.***
13. Planning Commission to consider a reduction in the required site landscaping.  
***As the site already has significant landscaping along the streets and near the building, we believe that meeting the absolute requirements of the ordinance, especially in light of the size of the additions, would be overkill for the site. The additional proposed plantings will provide effective screening for the parking, will add significantly more buffering of the***

**building from another industrial building to the south, and will add more shading of the proposed parking expansion. Once it is complete, the site will have a significant number and mix of shrubs, ornamentals, large evergreen trees and canopy trees.**

14. Planning Commission consider the alternative street tree plantings are presented.  
**The proposed alternative street tree plantings take into account the existing trees already serving as street trees. We don't want to shade out the existing evergreen or canopy trees but do want to provide an attractive presence along the Mill Creek and Bishop Circle East. We believe that the proposed plantings are the best option for meeting these two goals, and to provide more trees would overcrowd both the existing and proposed trees.**
15. Provide credit calculation for existing trees.  
**The credit calculation has been added to the landscape plan.**

OHM dated May 20, 2015

#### UTILITIES

1. It appears there is a discrepancy between the water main quantities on the cover sheet and the proposed water main work. This shall be clarified.  
**The cover sheet quantities have been updated.**
2. An entrance is proposed overtop of the existing sewer lateral to lot 36 (under Mill Creek Drive). Given that the building is served by sewer from Bishop Circle East, the applicant may wish to explore abandonment of this unused sewer lateral. Maintenance of sewer laterals are the responsibility of land owners.  
**The building lead may be used for a future building. No abandonment is proposed.**
3. The proposed hydrant lead relocation is acceptable and will not require an MDEQ permit.  
**Acknowledged.**

#### SITE GRADING AND PAVING

4. The applicant shall select a mix for the proposed asphalt parking areas. The applicant may wish to remove the reference to 36A for this particular land use.  
**36A note has been removed.**
5. It appears that the west parking lot layout may be prohibitive to emergency vehicle access and circulation. We defer to the Dexter Area Fire Department on this matter.  
**Acknowledged. Owners representative discussed fire access with DAFD and access is adequate.**

#### STORMWATER MANAGEMENT

6. The applicant shall provide existing site and proposed impervious factor with the plans. A calculation for the total runoff factor (C) for the parcel is suggested.  
**Added to site data table on Cover Sheet.**

#### GENERAL

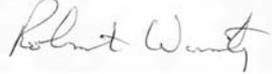
7. The applicant shall show the entire Mill Creek Drive right-of-way on the plans.  
**Right-of-way labels have been added.**

3526 W. LIBERTY RD, SUITE 400, PO BOX 1128, ANN ARBOR, MI 48106-1128  
PHONE: 734-761-8800

8. The applicant shall provide total lot coverages for existing and proposed plans.  
***Lot coverages were computed for the proposed addition on Cover Sheet.***

If you have any questions please contact the undersigned.

Sincerely,



Robert J. Wanty, P.E., LEED AP

RJW/dlm



# Dexter Area Fire Department

June 6, 2015

Michelle Aniol  
Community Development Manager  
City of Dexter  
8140 Main St.  
Dexter, MI 48130

Subject: Plan review of: Variety Die & Stamping Co.  
Plans dated: May 27, 2015

Dear Mrs. Aniol:

The Dexter Area Fire Department (DAFD) has reviewed plans submitted to our Department. We have reviewed these plans with Fire Safety and Prevention in mind. Our resources are the Village's Fire Protection Ordinance and Village's Engineering Standards. Below are our comments.

**DAFD Comments: Owner/Developer has met all requirements as noted on plans dated above.**

**Village of Dexter Engineering Standards (as it refers to fire hydrant location & fire department connections): Noted on Plans**

**Fire Protection Ordinance: Requirements of this Ordinance will need to be incorporated in future plans before approval: related but not limited to: Knox Box International Fire Code (IFC) Section 506, Addressing IFC Section 505, Minimum Roadway Widths IFC Section D 103, Fire Lane Signage IFC Section 503.3 & D 103, Portable Fire Extinguishers IFC Section 906 Fire Suppression, Fire Alarm Systems and Kitchen Fire Suppression System (if Applicable) IFC 105.7 & Washtenaw County Building Department.**

**DAFD Requirements: Noted on Plans**

**DAFD Recommendations: DAFD Supports approval of the Project**

Donald Dettling  
Fire Inspector

Cc/

Fire Chiefs Loren Yates, Bob Wagner, John Zahn  
City Mgr. Courtney Nicholls



# Dexter Area Fire Department

May 10, 2015

Michelle Aniol  
Community Development Manager  
City of Dexter  
8140 Main St.  
Dexter, MI 48130

Subject: Plan review of: Variety Die & Stamping Co.  
Plans dated: April 10, 2015

Dear Mrs. Aniol:

The Dexter Area Fire Department (DAFD) has reviewed plans submitted to our Department. We have reviewed these plans with Fire Safety and Prevention in mind. Our resources are the Village's Fire Protection Ordinance and Village's Engineering Standards. Below are our comments.

#### DAFD Comments:

Village of Dexter Engineering Standards (as it refers to fire hydrant location & fire department connections): Upgrade existing fire hydrant to current standards

Fire Protection Ordinance: Requirements of this Ordinance will need to be incorporated in future plans before approval: related but not limited to: Knox Box International Fire Code (IFC) Section 506, Addressing IFC Section 505, Minimum Roadway Widths IFC Section D 103, Fire Lane Signage IFC Section 503.3 & D 103, Portable Fire Extinguishers IFC Section 906 Fire Suppression, Fire Alarm Systems and Kitchen Fire Suppression System (if Applicable) IFC 105.7 & Washtenaw County Building Department. DAFD Requirements: Upgrade Fire Suppression System providing a Horn Strobe device above this connection.

DAFD Recommendations: DAFD Supports approval of the Project

Donald Dettling  
Fire Inspector

Cc/

Fire Chief Loren Yates  
City Mgr. Courtney Nicholls

ARCHITECTS. ENGINEERS. PLANNERS.

June 15, 2015

CITY OF DEXTER  
8140 Main Street  
Dexter, MI 48130

Attention: Ms. Michelle Aniol (Sent via Electronic Mail)  
Community Development Manager

Regarding: Variety Die & Stamping Building Addition  
**Combined Site Plan - Review No. 2**  
OHM JN: 0130-15-1001

Ms. Aniol:

The applicant, AR Brouwer Company, is proposing a building addition and parking lot alternations at an existing building at 2221 Bishop Circle. We have reviewed the site plan in accordance with the City of Dexter Engineering Standards and have found the plans to be acceptable from an engineering standpoint.

In addition to reporting our review findings, we are also writing to inform the applicant that City of Dexter Utilities Department is in the process of upgrading water meters throughout the City. It is suggested that the applicant coordinate an upgrade of their existing meter as part of the proposed improvements. The applicant shall contact the City of Dexter Utilities Department for more information.

Should you have any questions about this review or other matters related to the site, please feel free to contact me at 734-466-4573 or via e-mail at [pat.droze@ohm-advisors.com](mailto:pat.droze@ohm-advisors.com).

Sincerely,

**OHM Advisors**



Patrick M. Droze, P.E.  
Project Engineer

cc: Courtney Nicholls, Acting Village Manager (e-mail)  
Dan Schlaff, Public Services Superintendent (e-mail)  
Don Dettling, Dexter Area Fire Department (e-mail)  
Steve Brouwer, AR Brouwer Company, 7444 Dexter Ann Arbor Road, Suite F, Dexter, MI 48130  
Robert Wanty, P.E., Washtenaw Engineering, PO BOX 1128, 3526 W Liberty Rd, Suite 400, Ann Arbor MI 48106  
File

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May 20, 2015

CITY OF DEXTER  
8140 Main Street  
Dexter, MI 48130

Attention: Ms. Michelle Aniol (Sent via Electronic Mail)  
Community Development Manager

Regarding: Variety Die & Stamping Building Addition  
**Combined Site Plan - Review No. 1**  
OHM JN: 0130-15-1001

Ms. Aniol:

The applicant, AR Brouwer Company, is proposing a building addition and parking lot alternations at an existing building at 2221 Bishop Circle. We have reviewed the site plan again in accordance with the City of Dexter Engineering Standards and have found that the plans can be approved with minor revisions. The following items shall be addressed and revised plans provided for additional review:

#### **UTILITIES**

1. It appears there is a discrepancy between the water main quantities on the cover sheet and the proposed water main work. This shall be clarified.
2. An entrance is proposed overtop of the existing sewer lateral to lot 36 (under Mill Creek Drive). Given that the building is served by sewer from Bishop Circle East, the applicant may wish to explore abandonment of this unused sewer lateral. Maintenance of sewer laterals are the responsibility of land owners.
3. The proposed hydrant lead relocation is acceptable and will not require an MDEQ permit.

#### **SITE GRADING AND PAVING**

4. The applicant shall select a mix for the proposed asphalt parking areas. The applicant may wish to remove the reference to 36A for this particular land use.
5. It appears that that the west parking lot layout may be prohibitive to emergency vehicle access and circulation. We defer to the Dexter Area Fire Department on this matter.

#### **STORMWATER MANAGEMENT**

6. The applicant shall provide existing site and proposed impervious factor with the plans. A calculation for the total runoff factor (C) for the parcel is suggested.

#### **GENERAL**

7. The applicant shall show the entire Mill Creek Drive right-of-way on the plans.
8. The applicant shall provide total lot coverages for existing and proposed plans.

The above comments should be addressed and the City of Dexter Engineering Standards reviewed prior to submitting for an additional site plan review. A cover letter indicating how each comment in this letter was addressed should be submitted with the revised plans by the Applicant. Should you have any questions about this review, please feel free to contact me at 734-466-4573 or via e-mail at [pat.droze@ohm-advisors.com](mailto:pat.droze@ohm-advisors.com).

Sincerely,  
OHM Advisors



Patrick M. Droze, P.E.  
Project Engineer

cc: Courtney Nicholls, Acting Village Manager (e-mail)  
Dan Schlaff, Public Services Superintendent (e-mail)  
Don Dettling, Dexter Area Fire Department (e-mail)  
Steve Brouwer, AR Brouwer Company, 7444 Dexter Ann Arbor Road, Suite F, Dexter, MI 48130  
Robert Wanty, P.E., Washtenaw Engineering, PO BOX 1128, 3526 W Liberty Rd, Suite 400, Ann Arbor MI 48106  
File

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June 12, 2015

CITY OF DEXTER  
8140 Main Street  
Dexter, MI 48130

Attention: Ms. Michelle Aniol (Sent via Electronic Mail)  
Community Development Manager

Regarding: Variety Die & Stamping Building Addition  
**Pre Construction Requirements Letter**  
OHM JN: 0130-15-1001

Ms. Aniol:

The applicant, AR Brouwer Company, is proposing a building addition and parking lot alternations at an existing building at 2221 Bishop Circle. We have reviewed the site plan in accordance with the City of Dexter Engineering Standards and recommend approval.

We understand that the Applicant is prepared to move into the construction phase of the development. Prior to scheduling a pre-construction meeting, the following fees, insurance and sureties shall be provided as described in the City of Dexter Engineering Standards.

#### **METERS**

The City of Dexter Utilities Department is in the process of upgrading meters. It is suggested that the applicant coordinate an upgrade of their existing meter as part of this development. The applicant shall contact the City of Dexter Utilities Department for more information.

#### **CONSTRUCTION SERVICES ESCROW**

Based on the proposed work and the City of Dexter Inspection Fee Worksheet in Appendix and attached to this letter, a total construction phase escrow of \$5,217.00 is recommended. This will be placed in an account and will cover the costs of City inspection. At the conclusion of the work, the City will refund the remaining balance of the deposit to the Owner.

#### **INSURANCE**

Proof of insurance must be provided to the City and City Engineer. The insurance shall meet the requirements as described in section I.G of the current edition of the City of Dexter Engineering Standards.

#### **BONDS**

Bond requirements are described in Section H of the City of Dexter Engineering Standards. The proposed improvements involve private site paving and grading and public water main installation. A performance bond of \$3,770.00 shall be posted with the City. A maintenance and guarantee bond, worth 50% of the public utilities, in the amount of \$1885.00 will also be required. These amounts are based on the engineer's estimate provided by Washtenaw Engineering dated June 4, 2015.

## FINAL ACCEPTANCE

Final acceptance of this project is contingent upon the successful completion of a final walkthrough with the City Community Development Director, Public Services Department and OHM staff present. Record drawings, a grading certificate, utility easements and the maintenance and guarantee bond will be required after satisfactory conditions are confirmed from the walkthrough. In addition, written sign-off or permit releases from other permit agencies and departments shall be obtained prior to final acceptance.

Should you have any questions about the information presented above, please feel free to contact me at 734-466-4573 or via e-mail at [pat.droze@ohm-advisors.com](mailto:pat.droze@ohm-advisors.com).

Sincerely,  
OHM Advisors



Patrick M. Droze, P.E.  
Project Engineer

cc: Courtney Nicholls, City Manager (e-mail)  
Dan Schlaff, Public Services Superintendent (e-mail)  
Don Dettling, Dexter Area Fire Department (e-mail)  
Steve Brouwer, AR Brouwer Company, 7444 Dexter Ann Arbor Road, Suite F, Dexter, MI 48130  
Robert Wanty, P.E., Washtenaw Engineering, PO BOX 1128, 3526 W Liberty Rd, Suite 400, Ann Arbor MI 48106  
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PRINCIPALS  
R.J. WANTY, P.E.  
D.J. HOUCK  
ASSOCIATES  
T.L. SUTHERLAND, P.S.  
D.L. MOORE



CIVIL ENGINEERS • PLANNERS • SURVEYORS  
TRANSPORTATION ENGINEERS  
LANDSCAPE ARCHITECTS

CLIENT Variety Die  
LOCATION Village of Dexter, MI

ENGINEER'S OPINION  
OF PROBABLE COSTS

DATE: 06/04/2015

JOB # 31953

Prepared By: RAW

Checked By: RJW

ITEM No.	ITEM DESCRIPTION	ESTIMATED QUANTITIES	UNIT USED	UNIT PRICE	AMOUNT
<b>Removals</b>					
	Remove HMA	731	SQYD	\$1.50	\$1,096.50
	Remove Concrete	64	SQYD	\$4.50	\$288.00
	Remove Bumper Blocks	10	Ea	\$15.00	\$150.00
	Remove pvt Stripeing	828	LF	\$1.00	\$828.00
	Remove Curb and Gutter	139	LF	\$4.00	\$556.00
	Remove 8" dip (Abandon)	30	LF	\$10.00	\$300.00
	Salvage Hydrant	1	EA	\$285.00	\$285.00
	Salvage Gate valve	1	EA	\$240.00	\$240.00
	Remove tree >12"	6	EA	\$90.00	\$540.00
	Remove Light Pole	1	EA	\$100.00	\$100.00
				Subtotal	\$4,383.50
<b>General</b>					
	Mass Grading - Cut	134	CYD	\$4.17	\$558.78
	No parking Signs	2	EA	\$100.00	\$200.00
				subtotal	\$758.78
<b>Soil Erosion Controls</b>					
	Silt Fence	819	LF	\$1.00	\$819.00
	Inlet protection - Sediment Trap	12	EA	\$115.00	\$1,380.00
	Stabalized Construction Access	1	LS	\$1,500.00	\$1,500.00
	Sweeping	1	LS	\$1,000.00	\$1,000.00
	Grass Seed Tuff	32	LBS	\$2.50	\$80.00
	Mulch	705	SQFT	\$0.15	\$105.75
				Subtotal	\$4,884.75
<b>Paving</b>					
	1.5" MDOT 13A Top	49	Ton	\$80.00	\$3,920.00
	2.5" MDOT 13A Base	82	Ton	\$80.00	\$6,560.00
	8" MDOT 21AA Aggregate	594	SYD	\$4.50	\$2,673.00
	6" MDOT CLASS II Sand	99	CYD	\$7.00	\$693.00
	MDOT F2 Barrier or Spill Out	437	LF	\$18.00	\$7,866.00
	Pavemt stripeing	1172	LF	\$0.50	\$586.00
	Pavment Handicap Symbol	4	EA	\$5.00	\$20.00
	4" Concrete Sidewalk	46	SF	\$2.00	\$92.00
	4" MDOT CLASS II Sand	1	CYD	\$7.00	\$7.00
				Subtotal	\$22,410.00
<b>Watermain</b>					
	Hydrant Assembly (salvaged)	1	EA	\$1,800.00	\$1,800.00
	Gate Valve In Box (Salvaged)	1	EA	\$800.00	\$800.00
	Storz Connection	1	Ea	\$500.00	\$500.00
	Watermain 8" DIP	38	LF	\$65.00	\$2,470.00
				Subtotal	\$3,770.00

Does not include landscaping or building improvements

Estimated Construction Cost \$36,207.03



Sheet Desc.: **Escrow Calculation Sheet**  
 Date: **6/10/2015**

By: **KMS**  
 Checked: **PMD**

The following production rates are to be used in determining the estimated number of days to complete the project. A rate of \$925/day will then be applied to the total number of days to determine the inspection escrow. One day is equal to eight hours of inspection.

<b>STORM WATER MANAGEMENT SYSTEM</b>		<u>Production Rate</u>	<u>Inspection Days</u>
0	Underdrain	400 ft/day	0.0 Days
0	12" to 18" Storm Sewer	200 ft/day	0.0 Days
0	21" and 24" Storm Sewer	175 ft/day	0.0 Days
0	30" and larger Storm Sewer	150 ft/day	0.0 Days
0	2' dia. Inlet	5 ea/day	0.0 Days
0	4' dia to 6' dia Catch Basin/Manhole	6 ea/day	0.0 Days
0	Outlet Control Structure	2 ea/day	0.0 Days
0	End sections	5 ea/day	0.0 Days
0	Dentention Pond/Forebay/Misc Grading	2 day	0.0 Days
0	Storm - Punch List and Reinspection	2 day	0.0 Days

<b>SANITARY SEWER</b>			
0	Sanitary Sewer	200 ft/day	0.0 Days
0	Sanitary Lead	250 ft/day	0.0 Days
0	Sanitary Structure	3 ea/day	0.0 Days
0	Sanitary Air Test	0.3 day	0.0 Days
0	Sanitary - Punch List and Reinspection	0.3 day	0.0 Days

<b>WATER SUPPLY SYSTEM</b>			
38	Water Main	200 ft/day	0.2 Days
0	Water Service	300 ft/day	0.0 Days
0	Tapping Sleeve, Gate Valve in Well	1 ea/day	0.0 Days
0	Gate Valve in Well	3 ea/day	0.0 Days
1	Gate Valve in Box	5 ea/day	0.2 Days
0	Shut-off in box	6 ea/day	0.0 Days
1	Fire Hydrant Assembly	4 ea/day	0.3 Days
0	Water Supply - Pressure Test	1 day	0.5 Days
0	Water Supply - Bacteriological Test	1 day	0.5 Days
0	Water Supply - Punch List and Reinspection	2 day	0.5 Days

**MISCELLANEOUS**

The following time allocations are what is expected for an average size development. These may change depending on the size of the project.

0.5	Sidewalk Form Check and Final Check	0.5 Days
0.5	Paving Spot Check	0.5 Days
0.5	Substantial Completion Inspection and Punch List	0.5 Days
0.5	Final Inspection	0.5 Days
0.5	Record Plan Request and Processing	0.5 Days
0.5	Record Plan Review per Submittal	0.5 Days
0.5	Project Administration, Meetings	0.5 Days

**TOTAL ESCROW**

<b>TOTAL ESTIMATED DAYS</b>	<b>5.6 Days</b>
<b>TOTAL ESTIMATED ESCROW</b>	<b>\$ 5,217.00</b>



CARLISLE

WORTMAN  
associates, inc.

605 S. Main Street, Ste. 1  
Ann Arbor, MI 48104

(734) 662-2200  
(734) 662-1935 Fax

**MEMORANDUM**

**TO:** City of Dexter City Council  
Courtney Nicholls, City Manager  
Michelle Aniol, Community Development Manager

**FROM:** Doug J. Lewan, City Planner  
Laura K. Kreps, City Planner

**DATE:** June 15, 2015

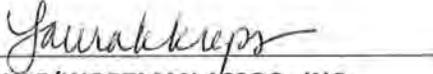
**RE:** Variety Die + Stamping Revised Plans

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Since the June 1<sup>st</sup> Planning Commission, we have reviewed the revised combined site plan submittal for the Variety Die and Stamping building addition. The attached Combined Site Plan Review Report has been modified to reflect changes made in the plan.

Please feel free to contact us with any comments or questions prior to consideration.

  
CARLISLE/WORTMAN ASSOC., INC.  
Douglas J. Lewan, PCP, AICP  
Principal

  
CARLISLE/WORTMAN ASSOC., INC.  
Laura K. Kreps, AICP  
Associate

Cc: Variety Die + Stamping, 2221 Bishop Circle East, Dexter, MI 48130  
Steve Brouwer, 7444 Dexter Ann Arbor Road, Suite F, Dexter, MI 48130  
Washtenaw Engineering, 3526 W. Liberty Road, Suite 400, Ann Arbor, MI 48103



CARLISLE

WORTMAN  
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605 S. Main Street, Ste. 1  
Ann Arbor, MI 48104

(734) 662-2200  
(734) 662-1935 Fax

Date: May 18, 2015  
Revised: June 15, 2015

## Combined Site Plan Review For Village of Dexter, Michigan

### GENERAL INFORMATION

**Applicant:** A. R. Brouwer Company

**Project Name:** Variety Die + Stamping Addition

**Plan Date:** April 10, 2015

**Latest Revision:** May 27, 2015

**Location:** 2221 Bishop Circle East (HD-08-07-125-024)

**Zoning:** RD, Research Development

**Action Requested:** Combined Preliminary/Final Site Plan Approval

**Required Information:** Deficiencies are noted in the sections below.

### PROJECT AND SITE DESCRIPTION

This is our second review of the combined preliminary and final site plan of the Variety Die and Stamping addition and associated site improvements. The site is located at 2221 Bishop Circle at the southwest quadrant of the Bishop Circle East and Mill Creek intersection. The overall site is 7.09 acres and is zoned RD, Research Development.

The proposed project includes construction of a 7,495 square foot building addition along the front (northwest corner) building elevation. Site improvements associated with the construction of the addition include: reconfiguring parking areas, installation of a second drive from Mill Creek, and landscaping.

Manufacturing uses are listed as a permitted use in the RD district. Section 21.05 allows for the combined review of the preliminary and final site plans with the approval of the Zoning Administrator at the applicant's risk.

### Aerial Photo



### AREA, WIDTH, HEIGHT, SETBACKS

The subject site is zoned RD, Research Development. The dimensional requirements of the RD district are as follows:

	Required	Proposed	Compliant
<b>Lot Area</b>	43,560 s.f. (1 acre)	7.09 acres	Complies
<b>Lot Width</b>	150 feet	332.67 feet (at Bishop Circle)	Complies
<b>Building Setbacks</b>			
<b>Front:</b>	50 feet	50 feet (Bishop Circle – existing) 58.9 feet (Mill Creek – addition)	Complies
<b>Side:</b>	22.5 feet / 40 feet total	53 feet (existing)	Complies
<b>Rear:</b>	50 feet	545 feet (existing)	Complies
<b>Building Height</b>	2 stories / 40 feet	21'4"	Complies
<b>Maximum Lot Coverage</b>	35%	16.8%	Complies

As presented, the proposed addition meets the dimensional requirements of the RD district.

*Items to be addressed: None.*

**NATURAL FEATURES**

All proposed improvements are proposed within the built portions of the site. No natural features will be impacted by the proposed building addition.

*Items to be addressed: None.*

**BUILDING LOCATION AND SITE ARRANGEMENT**

The location of the proposed addition is acceptable as it meets all of the dimensional requirements of the RD district. However, the proposed addition will be located in an existing parking area bisecting the existing lot into two (2) separate areas. In order to access the western parking area an additional driveway is required from Mill Creek. (See Site Access and Circulation Section for additional discussion regarding the proposed second access drive from Mill Creek).

*Items to be addressed: None.*

**PARKING, LOADING**

The site plan demonstrates the elimination of 19 parking spaces to accommodate the proposed addition. The applicant’s narrative indicates 24 new parking spaces are proposed resulting in a

net of 5 additional parking spaces. However, we calculate 62 spaces are currently available on the site, and as proposed 14 spaces will be added (northeast corner of property), and the reconfiguration of the western parking area will result in a net increase of 3 parking spaces (65 spaces).

Section 5.03 requires Light Industrial, Manufacturing, testing Labs, Research and Development Centers to provide *1.5 parking spaces per 1,000 square feet of gross floor area, or 1.2 spaces per employee at peak shift, whichever is less; plus 1.0 space for each corporate vehicle.*

	Maximum Allowed	Total Parking Provided
Manufacturing (1.5 per 1,000 s.f. – 52.118 x 1.5 = 78 spaces) OR 1.2 spaces per employee + 1 space for each corporate car (45 x 1.2 +1 =54 spaces)	78	65
Barrier Free	3	4
Loading Space	3	2

Based upon the building’s area, 78 parking spaces are required (maximum) and based upon the number of employees and corporate vehicles 54 parking spaces are required. The applicant has provided for 65 parking spaces which is less than the maximum allowed by section 5.03.

Based upon the size of the building, three (3) loading spaces are required by Section 5.07 F. The Planning Commission allowed the deviation in this requirement based upon the applicant’s request that the existing two (2) loading spaces are adequate for their operations.

**Items to be addressed:** None.

**SITE ACCESS AND CIRCULATION**

The subject site is currently accessed via an access drive from Mill Creek and an access drive from Bishop Circle East. As mentioned previously, the construction of the addition will bisect the northern and western parking areas. The applicant is proposing a second driveway to access the western parking area from Mill Creek. A dimension has been added (centerline to centerline) between the existing and proposed driveways to verify placement 162.5 feet apart.

Section 5.10 outlines access management standards and driveway placement requirements. With over 1,500 feet of frontage along Mill Creek Road, the property qualifies for additional driveways.

Section 5.10 F. provides driveway spacing standards for minimum spacing between two (2) commercial driveways. This spacing is based upon the posted speed limit (which is 25 mph along Mill Creek) allowing driveway placement at 125 feet (centerline to centerline).

Truck circulation does not appear to be affected by the site improvements proposed. Delivery truck and garbage truck turning radii have been provided on Sheet 7. The DAFD has reviewed the plans and found emergency vehicle access to be sufficient.

**Items to be addressed:** None.

## SIDEWALKS

No sidewalks exist within the Industrial Park.

**Items to be addressed:** None.

## LANDSCAPING

A landscape plan been provided on a separate plan sheet (Sheet 6), and it is prepared and sealed by a landscape architect licensed in the State of Michigan (Section 6.12A.). At their June 1, 2015 regular meeting, the Planning Commission approved the deviations provided in the landscaping plan due to the existing landscaping to remain, as well, as the fact the greenbelt and parking lot screening plantings will be required in the same area of the site causing overcrowding of plantings.

The revised plans also demonstrate the credit for preserved trees as required.

**Waste Receptacle** – The existing dumpster location will not be altered as part of the site improvements. It is located southwest of the building. No detail of any dumpster improvements has been provided as part of the plan set. The plan demonstrates it is located on a concrete pad and is enclosed with an existing wall.

**Items to be addressed:** None.

## LIGHTING

Two (2) new 16-foot tall pole-mounted fixtures and nine (9) wall-mounted fixtures are shown on the lighting plan (Sheet 1 of 1). Detail of the proposed fixtures demonstrates they are downward directed, fully shielded fixtures. As presented, the proposed lighting fixtures meet all requirements of Section 3.19.

**Items to be addressed:** None.

## SIGNS

No signage is proposed.

**Items to be addressed:** None.

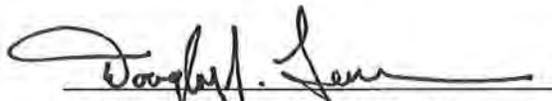
**FLOOR PLANS AND ELEVATIONS**

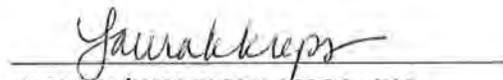
Floor plans as well as all elevations have been provided. Exterior materials of the proposed addition will consist of metal siding matching the existing building.

*Items to be addressed: None.*

**RECOMMENDATIONS**

Based upon the additional information provided, and the Planning Commission’s approval of the deviation in the loading space and landscaping requirements, we recommend the City Council approve the Variety Die and Stamping Combined Site Plan as revised (dated May 27, 2015).

  
CARLISLE/WORTMAN ASSOC., INC.  
Douglas J. Lewan, PCP, AICP  
Principal

  
CARLISLE/WORTMAN ASSOC., INC.  
Laura K. Kreps, AICP  
Associate

# 241-1416

cc: Variety Die + Stamping, 2221 Bishop Circle East, Dexter, MI 48130  
Steve Brouwer, 7444 Dexter Ann Arbor Rd., Suite F, Dexter, MI 48130  
Washtenaw Engineering, 3526 W. Liberty Rd., Suite 400, Ann Arbor, MI 48103



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605 S. Main Street, Ste. 1  
Ann Arbor, MI 48104

(734) 662-2200  
(734) 662-1935 Fax

Date: May 18, 2015

## Combined Site Plan Review For Village of Dexter, Michigan

### GENERAL INFORMATION

<b>Applicant:</b>	A. R. Brouwer Company
<b>Project Name:</b>	Variety Die + Stamping Addition
<b>Plan Date:</b>	April 10, 2015
<b>Latest Revision:</b>	NA
<b>Location:</b>	2221 Bishop Circle East (HD-08-07-125-024)
<b>Zoning:</b>	RD, Research Development
<b>Action Requested:</b>	Combined Preliminary/Final Site Plan Approval
<b>Required Information:</b>	Deficiencies are noted in the sections below.

### PROJECT AND SITE DESCRIPTION

This is our first review of the combined preliminary and final site plan of the Variety Die and Stamping addition and associated site improvements. The site is located at 2221 Bishop Circle at the southwest quadrant of the Bishop Circle East and Mill Creek intersection. The overall site is 7.09 acres and is zoned RD, Research Development.

The proposed project includes construction of a 7,458 square foot building addition (we calculate 7,496 square feet based upon the dimensions of the addition provided on Sheet 4)

along the front (northwest corner) building elevation. Site improvements associated with the construction of the addition include: reconfiguring parking areas, installation of a second drive from Mill Creek, and landscaping.

Manufacturing uses are listed as a permitted use in the RD district. Section 21.05 allows for the combined review of the preliminary and final site plans with the approval of the Zoning Administrator at the applicant's risk.

### Aerial Photo



### AREA, WIDTH, HEIGHT, SETBACKS

The subject site is zoned RD, Research Development. The dimensional requirements of the RD district are as follows:

	Required	Proposed	Compliant
<b>Lot Area</b>	43,560 s.f. (1 acre)	7.09 acres	Complies
<b>Lot Width</b>	150 feet	332.67 feet (at Bishop Circle)	Complies
<b>Building Setbacks</b>			
<b>Front:</b>	50 feet	50 feet (Bishop Circle – existing) 58.9 feet (Mill Creek – addition)	Complies
<b>Side:</b>	22.5 feet / 40 feet total	53 feet (existing)	Complies
<b>Rear:</b>	50 feet	545 feet (existing)	Complies
<b>Building Height</b>	2 stories / 40 feet	21'4"	Complies
<b>Maximum Lot Coverage</b>	35%	12% (approximate – not provided)	Complies, but info should be provided

As presented, the proposed addition meets the dimensional requirements of the RD district. However, dimensions of the existing structure were estimated by scale measurement as they were not provided on the plans. All existing buildings and proposed additions should be dimensioned on all plan sheets. Based on our calculation of the existing building area, we find the maximum lot coverage ratio to be adequate; however, the applicant should verify by supplying a lot coverage ratio.

**Items to be addressed:** 1) Provide dimensions of existing and proposed structures on all sheets.  
2) Provide lot coverage.

**NATURAL FEATURES**

All proposed improvements are proposed within the built portions of the site. No natural features will be impacted by the proposed building addition.

**Items to be addressed:** None.

**BUILDING LOCATION AND SITE ARRANGEMENT**

The location of the proposed addition is acceptable as it meets all of the dimensional requirements of the RD district. However, the proposed addition will be located in an existing parking area bisecting the existing lot into two (2) separate areas. In order to access the western parking area an additional driveway is required from Mill Creek. (See Site Access and Circulation Section for additional discussion regarding the proposed second access drive from Mill Creek).

**Items to be addressed:** None.

**PARKING, LOADING**

The site plan demonstrates the elimination of 19 parking spaces to accommodate the proposed addition. The applicant’s narrative indicates 24 new parking spaces are proposed resulting in a net of 5 additional parking spaces. However, we calculate 62 spaces are currently available on the site, and as proposed 14 spaces will be added (northeast corner of property), and the reconfiguration of the western parking area will result in a net increase of 3 parking spaces (65 spaces).

Section 5.03 requires Light Industrial, Manufacturing, testing Labs, Research and Development Centers to provide *1.5 parking spaces per 1,000 square feet of gross floor area, or 1.2 spaces per employee at peak shift, whichever is less; plus 1.0 space for each corporate vehicle.*

	Required	Total Parking Provided
Manufacturing (1.5 per 1,000 s.f. – 36,296 x 1.5 = 54 spaces) OR 1.2 spaces per employee + 1 space for each corporate car	54	65
Barrier Free	3	4
Loading Space	3	2

The site plan does not provide parking calculation information. We estimate (from our previous calculations of building area – 36,296 sq. ft.) 54 parking spaces are required. However, information regarding employees at peak shift and the number of corporate vehicles has not been provided. Parking space and aisle lanes meet the dimensional requirements of Section 5.06 B.

Based upon the size of the building, three (3) loading spaces are required by Section 5.07 F. The Planning Commission has the ability to allow deviations in this requirement if they find sufficient evidence to allow such deviation.

**Items to be addressed:** 1) Provide number of employees at peak shift and number of corporate vehicles. 2) Provide parking calculation on site plan. 3) Planning Commission consideration of deviation from loading space requirement (deficient one (1) loading space).

**SITE ACCESS AND CIRCULATION**

The subject site is currently accessed via an access drive from Mill Creek and an access drive from Bishop Circle East. As mentioned previously, the construction of the addition will bisect the northern and western parking areas. The applicant is proposing a second driveway to access the western parking area from Mill Creek. A dimension has not been provided (centerline to centerline) between the existing and proposed driveways. However, we estimate the distance (scale measurement) to be 170 feet.

Section 5.10 outlines access management standards and driveway placement requirements. With over 1,500 feet of frontage along Mill Creek Road, the property qualifies for additional driveways.

Section 5.10 F. provides driveway spacing standards for minimum spacing between two (2) commercial driveways. This spacing is based upon the posted speed limit (which is 25 mph along Mill Creek) allowing driveway placement at 125 feet (centerline to centerline). Truck circulation does not appear to be affected by the site improvements proposed. However, the applicant should provide vehicle turning radii for delivery, garbage and emergency vehicles.

**Items to be addressed:** 1) Provide dimension (centerline to centerline) between drives on Mill Creek. 2) Provide delivery, garbage and emergency vehicle turning radii.

## SIDEWALKS

No sidewalks exist within the Industrial Park.

**Items to be addressed:** None.

## LANDSCAPING

A landscape plan been provided on a separate plan sheet (Sheet 6), however, it is not prepared and sealed by a landscape architect licensed in the State of Michigan (Section 6.12A.). The landscape plan includes the following information:

**Composition** – Section 6.02 A. notes *no more than 25% of any one genus or 10% of any one species per site plan*. As presented on Sheet 6, four (4) species demonstrate an excess of 10% of the landscaping composition. Genus and species of existing plant material have not been provided; therefore complete composition ratios cannot be confirmed; however, we note additional variety of proposed plant material will have to be provided.

**Special Provisions for Existing Sites** – Section 6.03 states *in any case where the area of the building and/or parking is increased by 10% over the originally approved site plan...the site shall be brought into full compliance with the landscape standards...*Based upon our calculations, the proposed building addition represents a 25% increase in the total building area requiring all landscape provisions to be upgraded to comply with the current standards. The applicant has provided a narrative requesting several modifications to the required landscaping provisions. They will be noted throughout this portion of the report.

**Parking Lot Screening** - Parking lots which abut a public street shall provide a 10-foot wide landscape screen containing: one (1) tree for every 30-40 feet of linear frontage, and four (4) shrubs for every 20 linear feet of frontage. The applicant has 324 linear parking lot frontage requiring 8 trees and 65 shrubs. Eight (8) existing evergreen trees and seventeen (17) proposed shrubs provide parking lot screening. The applicant is requesting a modification in

the requirement based upon the use of evergreen trees for screening. Section 6.04 allows the Planning Commission to reduce the number of shrubs required if evergreen trees are used to meet the required number of tree plantings.

**Interior Parking Lot Landscaping** – No interior parking lot landscaping is proposed. Based upon the size of both the northern and western parking areas 604.5 square feet of interior parking lot landscaping containing 7 trees is required.

**Buffer/Screen** – The southern property line (360 feet) abuts another RD zoned property requiring Buffer Zone A – minimum 10-foot width, containing one (1) ornamental tree and one (1) evergreen tree every forty (40) lineal feet along the property line AND five (5) upright shrubs per each thirty (30) lineal feet along the property line rounded upward. Based upon the 360 feet of property line for the developed portion of the site, 9 ornamental trees, 9 evergreen trees and 60 upright shrubs are required. The applicant has provided three (3) ornamental trees, 12 new evergreens in addition to the 4 existing evergreens (16 evergreens total), and no shrubs.

The applicant is requesting to substitute one (1) evergreen tree for every five (5) shrubs required. The applicant is also requesting a waiver due to the proximity of adjacent buildings and existing landscaping. The existing buildings to the south have provided buffer landscaping and the small buffer strip will become overcrowded as the landscaping matures. This landscaping is also in a location that provides minimal aesthetic value given the locations and proximity of the buildings to one another. Shrubs and landscaping beds are difficult to maintain; therefore, the applicant would prefer evergreen trees which will provide a more effective buffer between land uses.

**Site Landscaping** – Section 6.07 requires at least five (5%) percent of the total lot area be landscaped. For this portion of the site (141,450 sq. ft.), 7,702.5 square feet of interior landscaping is required encompassing 18 trees and 29 shrubs. The applicant is requesting a reduction from this requirement to allow 8 additional trees, and 29 shrubs.

**Greenbelt / Street Trees** – One (1) street tree is required for every 30-40 feet of lineal frontage to be placed between the sidewalk and the curb. Six (6) new street trees have been provided along Bishop Circle, in addition to the three (3) existing canopy trees. Nine (9) trees are required. Eleven (11) street trees are also required along Mill Creek. Five (5) new canopy trees have been added to the five (5) existing canopy trees and seven (7) existing evergreen trees.

The ordinance requires both street trees and parking lot screening trees. In this case, the applicant would be required to provide both in the same general location. The application materials note placement of utilities and crowding of plantings as additional reasons to consider a landscape alternative.

The applicant is requesting a different landscape design that will provide 10 street tree plantings along the property frontage, and the 17 shrubs required along the parking lot. The

combination of 17 shrubs and 10 street trees, along with the existing landscaping, will significantly buffer the parking.

**Credit for Existing Trees** – The applicant has requested credit for existing trees, and notes a credit calculation on Sheet 6. However, no credit calculation has been provided.

Section 6.13 allows the Planning Commission to approve credit for existing trees to accommodate landscaping requirements. We are of the opinion the site as proposed is adequately landscaped. However, in order for the Planning Commission to consider the waiver the credit calculations will need to be provided.

**Waste Receptacle** – The existing dumpster location will not be altered as part of the site improvements. It is located southwest of the building. No detail of any dumpster improvements has been provided as part of the plan set. The plan demonstrates it is located on a concrete pad and is enclosed with an existing wall.

**Items to be addressed:** 1) Landscape plan is required to be prepared and sealed by a State of Michigan licensed landscape architect. 2) Landscaping composition will have to be modified in order to meet the standards of Section 6.02 B. 3) Planning Commission consider reducing the number of shrubs required due to the use of evergreen plantings for parking lot screening. 4) No interior parking lot landscaping has been provided. 5) Planning Commission consider allowing additional evergreens in lieu of shrubs within the required southern buffer area. 6) Planning Commission to consider a reduction in the required site landscaping. 7) Planning Commission consider the alternative street tree plantings as presented. 8) Provide credit calculation for existing trees.

## LIGHTING

Two (2) new 16-foot tall pole-mounted fixtures and nine (9) wall-mounted fixtures are shown on the lighting plan (Sheet 1 of 1). Detail of the proposed fixtures demonstrates they are downward directed, fully shielded fixtures. As presented, the proposed lighting fixtures meet all requirements of Section 3.19.

**Items to be addressed:** None.

## SIGNS

No signage is proposed.

**Items to be addressed:** None.

## FLOOR PLANS AND ELEVATIONS

Floor plans as well as all elevations have been provided. Exterior materials of the proposed addition will consist of metal siding matching the existing building.

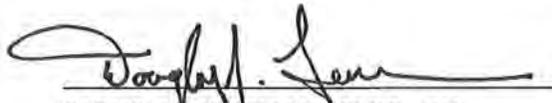
*Items to be addressed: None.*

## RECOMMENDATIONS

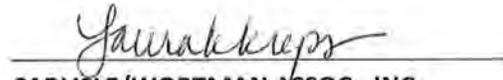
Prior to recommending approval of the combined site plan, we recommend the applicant address the following comments to the satisfaction of the Planning Commission. Our comments are summarized below:

1. Provide dimensions of existing and proposed structures on all sheets.
2. Provide lot coverage.
3. Provide number of employees at peak shift and number of corporate vehicles (if applicable).
4. Provide parking calculation on site plan.
5. Planning Commission consideration of deviation from loading space requirement (deficient one (1) loading space).
6. Provide dimension (centerline to centerline) between drives on Mill Creek.
7. Provide delivery, garbage and emergency vehicle turning radii.
8. Landscape plan is required to be prepared and sealed by a State of Michigan licensed landscape architect.
9. Landscaping composition will have to be modified in order to meet the standards of Section 6.02 B.
10. Planning Commission consider reducing the number of shrubs required due to the use of evergreen plantings for parking lot screening.
11. No interior parking lot landscaping has been provided.
12. Planning Commission consider allowing additional evergreens in lieu of shrubs within the required southern buffer area.
13. Planning Commission to consider a reduction in the required site landscaping.
14. Planning Commission consider the alternative street tree plantings as presented.

15. Provide credit calculation for existing trees.



CARLISLE/WORTMAN ASSOC., INC.  
Douglas J. Lewan, PCP, AICP  
Principal



CARLISLE/WORTMAN ASSOC., INC.  
Laura K. Kreps, AICP  
Associate

# 241-1416

cc: Variety Die + Stamping, 2221 Bishop Circle East, Dexter, MI 48130  
Steve Brouwer, 7444 Dexter Ann Arbor Rd., Suite F, Dexter, MI 48130  
Washtenaw Engineering, 3526 W. Liberty Rd., Suite 400, Ann Arbor, MI 48103

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## **CITY OF DEXTER**

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

### **MEMO**

**To: Mayor Keough and Council Members**  
**From: Courtney Nicholls, City Manager**  
**Date: June 15, 2015**  
**Re: Mobile Food Cart/Special Transitory Food Unit Moratorium**

Provided for Council's consideration is a moratorium resolution for new mobile food cart/special transitory food unit requests. The current City Ordinance allows for mobile food service units to be permitted as a hawker/peddler permit. No standards are provided in the ordinance however that regulate this use. We have received and approved one request for a hot dog cart downtown. The owner of the business has provided us with proof of the required licensing from the health department and has worked with us on establishing hours and location; however this cooperation was not required by the ordinance.

Staff recommends implementation of a moratorium on new requests, so that Council can determine the following:

- 1 – Does the City of Dexter wish to allow Mobile Food Cart/Special Transitory Food Units in the community?
- 2 – If so, how many of these carts/units should be permitted and what should the hours of operation/location be?
- 3 – If so, what regulations need to be in place to ensure that the permittee has received necessary permits and approvals, specifically with the health department?

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MORATORIUM RESOLUTION REGARDING MOBILE FOOD CARTS AND SPECIAL TRANSITORY FOOD UNITS  
OPERATING WITHIN THE CITY OF DEXTER

At a regular meeting of the City Council of the City of Dexter held on the 22<sup>nd</sup> day of June 2015.

Present:

Absent:

The following preamble and resolution was offered by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_:

WHEREAS, the City of Dexter (the "City"), a Home Rule City under the laws of Michigan, promulgates rules to protect the health and welfare of its residents, and

WHEREAS, the current City Ordinance does not provide any specific regulations for the safe operation of Mobile Food Carts and Special Transitory Food Units, and

WHEREAS, this moratorium is a temporary measure applicable to new requests and will last only as long as necessary to draft and adopt an ordinance that protects the public's health, safety and general welfare with regard to the operation of Mobile Food Carts and Special Transitory Food Units.

NOW THEREFORE, BE IT HEREBY RESOLVED:

1. Effective upon adoption of this Resolution and for a period of six (6) months from the date hereof, a moratorium is hereby established on the consideration, review or action by all City entities, officials, employees and/or agents on the applications, proposals, requests, permits, regarding Mobile Food Carts and Special Transitory Food Units in the City.
2. City staff is directed to study and make specific recommendations to City Council for an ordinance that protects the public's health, safety and general welfare with regard to the operation of Mobile Food Carts and Special Transitory Food Units.
3. An aggrieved property owner or business petitioner may request and be entitled to a hearing before the City Council for the purpose of attempting to demonstrate that the moratorium will preclude all viable economic use of their property or otherwise violate applicable provisions of state or federal law and/or conduct a comprehensive analysis of its activities and demonstrate that there are no significant detrimental effects from the operation on local public, health, safety, and general welfare. Said petitioner shall, in writing and directed to the City Clerk, request a hearing that describes the grounds for the request. The hearing shall be held at a regular City Council meeting within thirty (30) days of receipt of the request. Upon concluding a hearing, the City Council shall determine whether the petitioner has made the required demonstration and if so, shall grant relief from the moratorium.

Motion by Member \_\_\_\_\_, seconded by Member \_\_\_\_\_, that the above resolution be adopted.

Ayes:

Nays:

Absent:

Abstaining:

**RESOLUTION DECLARED ADOPTED THIS \_\_\_\_\_ 2015**

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Shawn W. Keough, Mayor

I hereby certify that the attached is a true and complete copy of a resolution adopted by the City Council of the City of Dexter, County of Washtenaw, State of Michigan, at a regular meeting held on the \_\_\_\_\_ 2015.

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Carol J. Jones, Clerk

## **CITY OF DEXTER**

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### **MEMO**

**To: Mayor Keough and Council Members**  
**From: Courtney Nicholls, City Manager**  
**Date: June 11, 2015**  
**Re: Freedom of Information Act Updates**

The Michigan Legislature has significantly amended the Freedom of Information Act (FOIA). To be compliant with the new legislation communities are required to pass an updated FOIA policy by July 1, 2015. Included for your review is a "One Pager Plus" from the Michigan Municipal League that explains the changes to the law.

The attached policy, calculation of fees form and written public summary were created by the City Attorney for Kalamazoo in conjunction with the Michigan Municipal League. I have updated the documents to be specific to the City of Dexter.

If Council approves the policy it will go into effect July 1, 2015.

## Introduction

Michigan governmental entities will face significant new regulations on how they charge for responses to Freedom of Information Act (FOIA) requests beginning July 1, 2015. New legislation approved during the Legislature's final session day of 2014 will require public bodies to establish specific written procedures and guidelines for FOIA requests, including a separate written summary informing the public on how to submit FOIA requests, how to understand the public body's responses to FOIA requests, deposit requirements, fee calculations, and avenues for challenging and appealing the public body's denial of a request. The governor signed the new legislation into law as PA 563 of 2014.

## Summary of the legislation

If a public body administers or maintains an internet presence, then it is required to post the procedures, guidelines, and written summary on its website. Public bodies are also required to provide free copies of the procedures, guidelines, and written summary upon request, and are required to include a free copy, or a website link to the policies, in all FOIA responses.

The procedures and guidelines must include a standard form to detail the itemization of any fee the public body estimates or charges under FOIA. The itemization must clearly list and explain each of the six fee components authorized under the new legislation, which include several categories of labor costs associated with producing public records, whether in paper or electronic form; costs of non-paper physical media used to produce public records (e.g., DVDs, flash drives); copying costs; and postage costs.

The new legislation also:

- Allows FOIA requestors to require that the public body provide records on non-paper physical media, by e-mail, or otherwise electronically provided, so long as the public body has the technological capability necessary to provide records on the particular media stipulated by the requestor.
- Prohibits a public body from charging more than \$0.10/sheet for paper copies of public records (excluding labor costs).
- Allows a public body to charge for contractual services required to perform separation and deletion of exempt information from nonexempt information if the public body does not employ a person capable of such activity. The public body may not charge more than an amount equal to six times the state minimum hourly wage rate for such contractual services.
- Allows a public body to add up to 50 percent to the applicable labor charge to cover or partially cover the cost of employee fringe benefits.
- Allows a public body to inform a FOIA requestor that requested information is available on the public body's website, in lieu of providing the public records, so long as the records were available on the website at the time of the request.
- Requires public employees receiving verbal requests for information that is available on the public body's website, to inform the requestor of the pertinent website address.
- Requires a public body, in certain circumstances, to reduce its charges for labor costs in responding to FOIA request if the public body has not responded in a timely manner.

- Allows a public body, under certain circumstances, to require a 100 percent deposit before processing a request from individuals who have not paid the public body for public records acquired pursuant to previous FOIA requests.
- Increases mandatory punitive damages to be awarded to a plaintiff from \$500 to \$1,000, and mandates a new \$1,000 civil fine which a court must award if it finds the public body has arbitrarily and capriciously violated the Act.
- Requires a court to impose an additional civil fine of \$2,500 to \$7,500 if it finds the public body willfully and intentionally failed to comply with the Act or otherwise acted in bad faith.

This publication was provided by the law firm of Miller Canfield.

## CITY OF DEXTER

### FREEDOM OF INFORMATION ACT PROCEDURES & GUIDELINES

#### **Preamble: Statement of Principles**

It is the policy of the City of Dexter that all persons, except those who are serving a sentence of imprisonment, consistent with the Michigan Freedom of Information Act (FOIA), are entitled to full and complete information regarding the affairs of government and the official acts of those who represent them as public officials and employees. The people shall be informed so that they may fully participate in the democratic process.

The City of Dexter's policy with respect to FOIA requests is to comply with State law in all respects and to respond to FOIA requests in a consistent, fair, and even-handed manner regardless of who makes such a request.

The City of Dexter acknowledges that it has a legal obligation to disclose all non-exempt public records in its possession pursuant to a FOIA request. The City of Dexter acknowledges that sometimes it is necessary to invoke the exemptions identified under FOIA in order to ensure the effective operation of government and to protect the privacy of individuals.

The City of Dexter will protect the public's interest in disclosure, while balancing the requirement to withhold or redact portions of certain records.

#### **Section 1: General Policies**

The City Council, acting pursuant to the authority granted by MCL 15.236, designates the City Manager as the FOIA Coordinator. He or she is authorized to designate other City staff to act on his or her behalf to accept and process written requests for access to the City's public records and to approve denials.

If a request for a public record is received by facsimile or e-mail, the request is deemed to have been received on the following business day. If a request is sent by e-mail and delivered to a City spam or junk-mail folder, the request is not deemed received until one day after the FOIA Coordinator first becomes aware of the request. The FOIA Coordinator shall note in the FOIA log both the date the request was delivered to the spam or junk-mail folder and the date the FOIA Coordinator became aware of the request.

The FOIA Coordinator may, in his or her discretion, implement administrative rules, consistent with State law and these Procedures and Guidelines to administer the acceptance and processing of FOIA requests.

The City is not obligated to create a new public record or make a compilation or summary of information which does not already exist. Neither the FOIA Coordinator nor

other City staff are obligated to provide answers to questions contained in requests for public records or regarding the content of the records themselves.

The FOIA Coordinator shall keep a copy of all written requests for public records received by the City on file for a period of at least one year.

## **Section 2: Requesting a Public Record**

A person requesting to inspect or obtain copies of public records prepared, owned, used, possessed or retained by City of Dexter must do so in writing. The request must sufficiently describe a public record so as to enable City personnel to identify and find the requested public record.

No specific form to submit a request for a public record is required. However the FOIA Coordinator may make available a FOIA Request Form for use by the public.

Written requests for public records may be submitted in person or by mail to the City office. Requests may also be submitted electronically by facsimile and e-mail. Upon their receipt, requests for public records shall be promptly forwarded to the FOIA Coordinator for processing.

A person may request that public records be provided on non-paper physical media, electronically mailed or other otherwise provided to him or her in lieu of paper copies. The City will comply with the request only if it possesses the necessary technological capability to provide records in the requested non-paper physical media format.

A person may subscribe to future issues of public records that are created, issued or disseminated by the City of Dexter on a regular basis. A subscription is valid for up to 6 months and may be renewed by the subscriber.

A person who makes a verbal, non-written request for information believed to be available on the City's website, where practicable and to the best ability of the employee receiving the request, shall be informed of the pertinent website address.

A person serving a sentence of imprisonment in a local, state or federal correctional facility is not entitled to submit a request for a public record. The FOIA Coordinator will deny all such requests.

## **Section 3: Processing a Request**

Unless otherwise agreed to in writing by the person making the request, within 5 business days of receipt of a FOIA request the City will issue a response. If a request is received by facsimile, e-mail or other electronic transmission, the request is deemed to have been received on the following business day. The City will respond to the request in one of the following ways:

- Grant the request.

- Issue a written notice denying the request.
- Grant the request in part and issue a written notice denying the request in part.
- Issue a notice indicating that due to the nature of the request the City needs an additional 10 business days to respond. Only one such extension is permitted.
- Issue a written notice indicating that the public record requested is available at no charge on the City's website.

If the request is granted, or granted in part, the FOIA Coordinator will require that payment be made in full for the allowable fees associated with responding to the request before the public record is made available. The FOIA Coordinator shall provide a detailed itemization of the allowable costs incurred to process the request to the person making the request. A copy of these Procedures and Guidelines shall be provided to the requestor with the response to a written request for public records, provided however, that if these Procedures and Guidelines, and its Written Public Summary are maintained on the City's website, then a website link to those documents may be provided in lieu of providing paper copies.

If the cost of processing a FOIA request is \$50 or less, the requester will be notified of the amount due and where the documents can be obtained.

If based on a good faith calculation by the City, the cost of processing a FOIA request is expected to exceed \$50, or if the requestor has not fully paid for a previously granted request, the City will require a good-faith deposit before processing the request. In making the request for a good-faith deposit, the FOIA Coordinator shall provide the requestor with a detailed itemization of the allowable costs estimated to be incurred by the City to process the request and also provide a best efforts estimate of a time frame it will take the City to provide the records to the requestor. The best efforts estimate shall be nonbinding on the City, but will be made in good faith and will strive to be reasonably accurate, given the nature of the request in the particular instance, so as to provide the requested records in a manner based on the public policy expressed by Section 1 of the FOIA.

If the request is denied or denied in part, the FOIA Coordinator will issue a Notice of Denial which shall provide in applicable circumstances:

- An explanation as to why a requested public record is exempt from disclosure; or
- A notification that the requested record does not exist under the name or description provided by the requestor, or another name reasonably known by the City; or
- An explanation or description of the public record or information within a public record that is separated or deleted from the public record; and

- An explanation of the person's right to submit an appeal of the denial to either the office of the Mayor or seek judicial review in the Washtenaw County Circuit Court; and
- An explanation of the right to receive attorneys' fees, costs, and disbursements as well actual or compensatory damages, and punitive damages of \$1,000, should they prevail in Circuit Court.
- The Notice of Denial shall be signed by the FOIA Coordinator.

If a request does not sufficiently describe a public record, the FOIA Coordinator may, in lieu of issuing a Notice of Denial indicating that the request is deficient, seek clarification or amendment of the request by the person making the request. Any clarification or amendment will be considered a new request subject to the timelines described in this Section.

The City shall provide reasonable facilities and opportunities for persons to examine and inspect public records during normal business hours. The FOIA Coordinator is authorized to promulgate rules regulating the manner in which records may be viewed so as to protect City records from loss, alteration, mutilation or destruction and to prevent excessive interference with normal City operations.

The FOIA Coordinator shall, upon written request, furnish a certified copy of a public record at no additional cost to the person requesting the public record.

#### **Section 4: Fee Deposits**

If the fee estimate is expected to exceed \$50.00 based on a good-faith calculation by the City, the requestor will be asked to provide a deposit not exceeding one-half of the total estimated fee.

If a request for public records is from a person who has not fully paid the City for copies of public records made in fulfillment of a previously granted written request, the FOIA Coordinator will require a deposit of 100% of the estimated processing fee before beginning to search for a public record for any subsequent written request by that person when all of the following conditions exist:

- the final fee for the prior written request is not more than 105% of the estimated fee;
- the public records made available contained the information sought in the prior written request and remain in the City's possession;
- the public records were made available to the individual, subject to payment, within the time frame estimated by the City to provide the records;

- 90 days have passed since the FOIA Coordinator notified the individual in writing that the public records were available for pickup or mailing;
- the individual is unable to show proof of prior payment to the City; and
- the FOIA Coordinator has calculated a detailed itemization that is the basis for the current written request's increased estimated fee deposit.

The FOIA Coordinator will not require an increased estimated fee deposit if any of the following apply:

- the person making the request is able to show proof of prior payment in full to the City;
- the City is subsequently paid in full for the applicable prior written request; or
- 365 days have passed since the person made the request for which full payment was not remitted to the City.

### **Section 5: Calculation of Fees**

A fee will not be charged for the cost of search, examination, review and the deletion and separation of exempt from nonexempt information unless failure to charge a fee would result in unreasonably high costs to the City because of the nature of the request in the particular instance, and the City specifically identifies the nature of the unreasonably high costs.

The following factors shall be used to determine an unreasonably high cost to the City:

- The particular request incurs costs greater than incurred from the typical or usual request received by the City.
- Volume of the public record requested.
- Amount of time spent to search for, examine, review and separate exempt from non-exempt information in the record requested.
- Whether public records from more than one City department or various City offices is necessary to respond to the request.
- The available staffing to respond to the request.
- Any other similar factors identified by the FOIA Coordinator in responding to the particular request.

The City may charge for the following costs associated with processing a FOIA request:

- Labor costs directly associated with searching for, locating and examining a requested public record.

- Labor costs associated with a review of a record to separate and delete information exempt from disclosure of information which is disclosed.
- The actual cost of computer discs, thumb drives or other digital or similar media.
- The cost of duplication of publication, not including labor, of paper copies of public records.
- The cost of labor associated with duplication or publication, including making paper copies, making digital copies or transferring digital public records to non-paper physical media or through the Internet or other electronic means.
- The actual cost of mailing or sending a public record.

Labor costs will be calculated based on the following requirements:

- All labor costs will be estimated and charged in 15 minute increments with all partial time increments rounded down.
- Labor costs will be charged at the hourly wage of the lowest-paid City employee capable of doing the work in the specific fee category, regardless of who actually performs work.
- Labor costs will also include a charge to cover or partially cover the cost of fringe benefits. The City may add up to 50% to the applicable labor charge amount to cover or partially cover the cost of fringe benefits, but in no case may it exceed the actual cost of fringe benefits.
- Overtime wages will not be included in labor costs until agreed to by the requestor; overtime costs will not be used to calculate the fringe benefit cost.

The cost to provide records on non-paper physical media when so requested will be based on the following requirements:

- Computer disks, thumb drives or other digital or similar media will be at the actual and most reasonably economical cost for the non-paper media.
- This cost will only be assessed if the City has the technological capability necessary to provide the public record in the requested non-paper physical media format.
- In order to ensure the integrity and security of the City's technological infrastructure, the City will procure any requested non-paper media and will not accept non-paper media from the requestor.

The cost to provide paper copies of records will be based on the following requirements:

- Paper copies of public records made on standard letter (8 ½ x 11) or legal (8 ½ x 14) sized paper will not exceed \$.10 per sheet of paper. Copies for non-standard sized sheets of paper will reflect the actual cost of reproduction.
- The City may provide records using double-sided printing, if cost-saving and available.

The cost to mail records to a requestor will be based on the following requirements:

- The actual cost to mail public records using a reasonably economical and justified means.
- The City may charge for the least expensive form of postal delivery confirmation.
- No cost will be assessed for expedited shipping or insurance unless requested by the requestor.

If the FOIA Coordinator does not respond to a written request in a timely manner, the following shall be required:

- Reduce the labor costs by 5% for each day the City exceeds the time permitted under FOIA up to a 50% maximum reduction, if any of the following applies:
  - The late response was willful and intentional.
  - The written request, within the first 250 words of the body of a letter facsimile, e-mail or e-mail attachment conveyed a request for information
  - The written request included the words, characters, or abbreviations for “freedom of information”, “information”, “FOIA”, “copy” or a recognizable misspelling of such, or legal code reference to MCL 15. 231 et seq or 1976 Public Act 442 on the front of an envelope or in the subject line of an e-mail, letter or facsimile cover page.
- Fully note the charge reduction in the Detailed Itemization of Costs Form

## **Section 6: Waiver of Fees**

The cost of the search for and copying of a public record may be waived or reduced if in the sole judgment of the FOIA Coordinator a waiver or reduced fee is in the public interest because such can be considered as primarily benefitting the general public.

The FOIA Coordinator will waive the first \$20.00 of the processing fee for a request if the person requesting a public record submits an affidavit stating that they are:

- indigent and receiving specific public assistance; or
- if not receiving public assistance stating facts demonstrating an inability to pay because of indigency.

An individual is not eligible to receive the waiver if:

- the requestor has previously received discounted copies of public records from the City twice during the calendar year; or
- the requestor requests information in connection with other persons who are offering or providing payment to make the request.

A nonprofit organization designated to by the State to carry out activities under subtitle C of the Developmental Disabilities Assistance and Bill of Rights Act of 2000 and the Protection and Advocacy for Individuals with Mental Illness Act, or their successors, if the request meets all of the following requirements:

- is made directly on behalf of the organization or its clients;
- is made for a reason wholly consistent with the mission and provisions of those laws under Section 931 of the Mental Health Code, MCL 330.1931;
- is accompanied by documentation of its designation by the State.

## **Section 7: Appeal of a Denial of a Public Record**

When a requestor believes that all or a portion of a public record has not been disclosed or has been improperly exempted from disclosure, he or she may file an appeal of the denial with the Mayor. The appeal must be in writing, specifically state the word "appeal" and identify the reason or reasons the requestor is seeking a reversal of the denial.

Within 10 business days of receiving the appeal the Mayor will respond in writing by:

- reversing the disclosure denial;
- upholding the disclosure denial; or
- reverse the disclosure denial in part and uphold the disclosure denial in part.
- Under unusual circumstances, such as the need to examine or review a voluminous amount of separate and distinct public records or the need to collect the requested records from numerous facilities located apart from the office receiving or processing the request, the Mayor may issue not more than 1 notice of extension for not more than 10 business days to respond to the appeal

Whether or not a requestor submitted an appeal of a denial to the Mayor, he or she may file a civil action in Washtenaw County Circuit Court within 180 days after the City's final determination to deny the request.

If the court determines that the public record is not exempt from disclosure, the court will award the appellant reasonable attorneys' fees, cost and disbursements. If the court determines that the appellant prevails only in part, the court in its discretion may award all or an appropriate portion of reasonable attorneys' fees, costs and disbursements.

If the court determines that the City arbitrarily and capriciously violated the FOIA by refusing or delaying the disclosure of copies of a public record, it shall award the appellant punitive damages in the amount of \$1,000.

### **Section 8: Appeal of an Excessive FOIA Processing Fee**

If a requestor believes that the fee charged by the City to process a FOIA request exceeds the amount permitted by state law, he or she may commence a civil action in Washtenaw County Circuit Court for a fee reduction. If a civil action is filed appealing the fee, the City is not obligated to process the request for the public record until the Court resolves the fee dispute.

If the court determines that the City required a fee that exceeds the amount permitted, it shall reduce the fee to a permissible amount. If the appellant in the civil action prevails by receiving a reduction of 50% or more of the total fee, the court may award all or appropriate amount of reasonable attorneys' fees, costs and disbursements.

If the court determines that City has acted arbitrarily and capriciously by charging an excessive fee, the court shall also award the appellant punitive damages in the amount of \$500.

### **Section 9: Conflict with Prior FOIA Policies and Procedures; Effective Date**

To the extent that these Procedures and Guidelines conflict with previous FOIA policies promulgated by City Council or City Administration, these Procedures and Guidelines are controlling. To the extent that any administrative rule promulgated by the FOIA Coordinator subsequent to the adoption of this resolution is found to be in conflict with any previous policy promulgated by the City Council or the City Administration, the administrative rule promulgated by the FOIA Coordinator is controlling.

To the extent that any provision of these Procedures and Guidelines or any administrative rule promulgated by the FOIA Coordinator pertaining to the release of public records is found to be in conflict with any State statute, the applicable statute shall control. The FOIA Coordinator is authorized to modify this policy and all previous policies adopted

by the City Council or the City Administration, and to adopt such administrative rules as he or she may deem necessary, to facilitate the legal review and processing of requests for public records made pursuant to Michigan's FOIA statute, provided that such modifications and rules are consistent with State law. The FOIA Coordinator shall inform the City Council of any change these Policies and Guidelines.

These FOIA Policies and Guidelines become effective July 1, 2015.

## FOIA Fee Itemization Form

**(Effective July 1, 2015)**

Component	Cost Calculations	Total
<b>1. Labor Costs – Search, Location and Examination of Records*</b>	<p>Enter the hourly wage of lowest paid employee capable of performing the search, location and examination  <div style="text-align: right;">\$_____ per hour</div></p> <p>Multiply the wage by the fringe benefit multiplier (maximum of 50% of the hourly wage); OR, if the requested information is available online and the requestor request the documents to be provided in another format, the fringe benefit multiplier may exceed 50% (not to exceed actual cost)  <div style="text-align: right;">_____%</div></p> <p>Multiply the hourly wage times the fringe benefit multiplier  <div style="text-align: right;">\$_____ x 1.____ = \$_____</div></p> <p>If stipulated by the requestor, add the hourly overtime wage increment (but do not include in the calculation of fringe benefit costs)  <div style="text-align: right;">\$_____ + _____ = \$_____</div></p> <p>Divide the resulting hourly wage by four (4) to determine the charge per fifteen (15) minute increment  <div style="text-align: right;">\$_____ / 4 = \$_____</div></p>	
	<p>Number of 15 minute increments (partial time increments must be rounded down) multiplied by the permitted rate  <div style="text-align: right;">_____ x \$_____ = \$_____</div></p>	<p>\$_____</p>
<b>2. Employee Labor Costs – Redaction*</b>	<p>If performed by the public body's employee:</p> <p>Enter the hourly wage of lowest paid employee capable of performing the redaction  <div style="text-align: right;">\$_____ per hour</div></p> <p>Multiply the wage by the fringe benefit multiplier (maximum of 50% of the hourly wage); OR, if the requested information is available online and the requestor request the documents to be provided in another format, the fringe benefit multiplier may exceed 50% (not to exceed actual cost)  <div style="text-align: right;">_____%</div></p> <p>Multiply the hourly wage times the fringe benefit multiplier  <div style="text-align: right;">\$_____ x 1.____ = \$_____</div></p>	

	<p>If stipulated by the requestor, add the hourly overtime wage increment (but do not include in the calculation of fringe benefit costs)</p> <p style="text-align: center;"><math>\\$ \_\_\_\_\_\_ + \_\_\_\_\_\_ = \\$ \_\_\_\_\_\_</math></p> <p>Divide the resulting hourly wage by four (4) to determine the charge per fifteen (15) minute increment</p> <p style="text-align: center;"><math>\\$ \_\_\_\_\_\_ / 4 = \\$ \_\_\_\_\_\_</math></p>	
	<p>Number of 15 minute increments (partial time increments must be rounded down) multiplied by the permitted rate</p> <p style="text-align: center;"><math>\_\_\_\_\_\_ \times \\$ \_\_\_\_\_\_ = \\$ \_\_\_\_\_\_</math></p>	\$ $\_\_\_\_\_\_$
<b>2. Contracted Labor Costs – Redaction*</b>	<p>If performed by Contracted Labor (Only permitted if the public body does not employ a person capable of redacting the records as determined by the FOIA Coordinator):</p> <p>Name of person or firm contracted:</p> <p>_____</p> <p>Enter the hourly rate charged by the contractor (may not exceed six (6) times the State minimum wage (i.e. <math>\\$8.15 \times 6 = \\$48.90</math>))</p> <p style="text-align: right;">\$ <math>\_\_\_\_\_\_</math> per hour</p> <p>Divide the hourly rate by four (4) to determine the charge per fifteen (15) minute increment</p> <p style="text-align: center;"><math>\\$ \_\_\_\_\_\_ / 4 = \\$ \_\_\_\_\_\_</math></p>	
	<p>Number of 15 minute increments (partial time increments must be rounded down) multiplied by the permitted rate</p> <p style="text-align: center;"><math>\_\_\_\_\_\_ \times \\$ \_\_\_\_\_\_ = \\$ \_\_\_\_\_\_</math></p>	\$ $\_\_\_\_\_\_$
<b>3. Non-Paper Physical Media</b>	<p>Actual and most reasonably economical cost of:</p> <p>Flash Drives \$ <math>\_\_\_\_\_\_</math> x number used <math>\_\_\_\_\_\_ = \\$ \_\_\_\_\_\_</math></p> <p>Computer Discs \$ <math>\_\_\_\_\_\_</math> x number used <math>\_\_\_\_\_\_ = \\$ \_\_\_\_\_\_</math></p> <p>Other Media \$ <math>\_\_\_\_\_\_</math> x number used <math>\_\_\_\_\_\_ = \\$ \_\_\_\_\_\_</math></p>	\$ $\_\_\_\_\_\_$
<b>4. Paper Copies</b>	<p>Actual total incremental cost of duplication (not including labor) up to a <u>maximum of 10 cents per page</u>:</p> <p>Letter paper (8 ½” x 11”)</p> <p style="text-align: center;">number of sheets <math>\_\_\_\_\_\_ \times \\$0.\_\_\_\_\_\_ = \\$ \_\_\_\_\_\_</math></p> <p>Legal paper (8 ½” x 14”)</p> <p style="text-align: center;">number of sheets <math>\_\_\_\_\_\_ \times \\$0.\_\_\_\_\_\_ = \\$ \_\_\_\_\_\_</math></p>	

	<p>Actual cost of other types of paper:</p> <p>Type of Paper: _____  number of sheets ___ x \$ _____ = \$ _____</p> <p>Type of Paper: _____  number of sheets ___ x \$ _____ = \$ _____</p> <p><b>(NOTE: Must print double-sided if available and costs less.)</b></p>	<p>\$ _____</p>
<p><b>5. Labor Cost – Duplication Copying, and transferring records to non-paper physical media</b></p>	<p>Enter the hourly wage of lowest paid employee capable of performing the duplication, copying, or transferring digital records to non-paper physical media  \$ _____ per hour</p> <p>Multiply the wage by the fringe benefit multiplier (maximum of 50% of the hourly wage); OR, if the requested information is available online and the requestor request the documents to be provided in another format, the fringe benefit multiplier may exceed 50% (not to exceed actual cost)  _____ %</p> <p>Multiply the hourly wage times the fringe benefit multiplier  \$ _____ x 1. _____ = \$ _____</p> <p>If stipulated by the requestor, add the hourly overtime wage increment (but do not include in the calculation of fringe benefit costs)  \$ _____ + _____ = \$ _____</p> <p>Divide the resulting hourly wage by _____ to determine the charge per _____ (__) minute increment  \$ _____ / 4 = \$ _____</p> <p><b>(NOTE: May use any time increment for this category)</b></p>	
	<p>Number of ___ minute increments (partial time increments must be rounded down) multiplied by the permitted rate  _____ x \$ _____ = \$ _____</p>	<p>\$ _____</p>
<p><b>6. Mailing</b></p>	<p>Actual cost of mailing records in a reasonable and economical manner:</p> <p>Cost of mailing: \$ _____</p> <p>Cost of least expensive form of postal delivery confirmation:  \$ _____</p> <p>Cost of expedited shipping or insurance only if specifically stipulated by the requestor:  \$ _____</p>	<p>\$ _____</p>
	<p style="text-align: right;"><b>Subtotal</b></p>	<p>\$ _____</p>

<b>Waivers and Reductions</b>	<p>Subtract any Fee Waiver or Reduction:  \$20.00 for indigency or nonprofit organization as further described in the Public Body's procedures and guidelines.</p> <p>Any amount determined by the Public Body due to the search and furnishing of the Public Record determined to be in the public interest. \$ _____</p> <p>The reduction amount due to the late response of the Public Body. 5% of fee x ____ days late = _____% reduction (maximum reduction is 50%)</p>	-\$ _____
<b>Deposit</b>	Subtract any good-faith deposit received: \$ _____	-\$ _____
	<b>Total Due</b>	\$ _____

\*Note: Labor costs for search, location, examination and redaction (categories 1 and 2 on the itemization form) may not be charged unless the failure to charge a fee would result in unreasonably high costs to the public body because of the nature of the request in the particular instance, and the public body specifically identifies the nature of these unreasonably high costs.

The Court of Appeals has interpreted this provision to require that the determination be made relative to the usual or typical costs incurred by the public body in responding to FOIA requests. The key factor in determining whether the costs are "unreasonably high" is the extent to which the particular request differs from the usual request. *Bloch v Davison Cmty Schools*, (Mich.App. Apr. 26, 2011), 2011 WL 1564645.

## **CITY OF DEXTER**

### **WRITTEN PUBLIC SUMMARY OF FOIA PROCEDURES AND GUIDELINES**

Consistent with Public Act 563 of 2014 amending the Michigan Freedom of Information Act (FOIA), the following is the Written Public Summary of the City's FOIA Procedures and Guidelines relevant to the general public.

#### **1. How do I submit a FOIA request to the City of Dexter?**

- Requests to inspect or obtain copies of public records prepared, owned, used, possessed or retained by the City of Dexter must be submitted in writing.
- A request must sufficiently describe a public record so as to enable the City to find it.
- No specific form to submit a written request is required. However a FOIA Request form for your use and convenience is available on the City's website at [www.dextermi.gov](http://www.dextermi.gov)
- Written requests can be made in person by delivery to any City office in person or by mail.
- Requests can also be made by facsimile at 734-426-5614.
- A request may be submitted by e-mail. To ensure a prompt response, e-mail requests should contain the term "FOIA" or "FOIA Request" in the subject line and be sent to [cnicholls@dextermi.gov](mailto:cnicholls@dextermi.gov).
- Requests for police records must be submitted to the Washtenaw County Sheriff's Office - 734-973-4655.
- Requests for fire department records must be submitted to the Dexter Area Fire Department – 734-426-4500.
- Requests for building department records must be submitted to the Washtenaw County Building Department - 734-222-3900.

*Note: If you are serving a sentence of imprisonment in a local, state or federal correctional facility you are not entitled to submit a request for a public record.*

#### **2. What kind of response can I expect to my request?**

- Within 5 business days of receipt of a FOIA request the City will issue a response. If a request is received by facsimile or e-mail the request is deemed to have been received on the following business day. The City will respond to your request in one of the following ways:
  - Grant the request.
  - Issue a written notice denying the request.
  - Grant the request in part and issue a written notice denying the request in part.
  - Issue a notice indicating that due to the nature of the request, the City needs an additional 10 business days to respond.
  - Issue a written notice indicating that the public record requested is available at no charge on the City's website.
- If the request is granted, or granted in part, the City will ask that payment be made for the allowable fees associated with responding to the request before the public record is made available. If the cost of processing the request is expected to exceed \$50, or if you have not paid for a previously granted request, the City will require a deposit before processing the request.

### **3. What are the City's fee deposit requirements?**

- If the City has made a good faith calculation that the total fee for processing the request exceeds \$50.00, the City will require that you provide a deposit in the amount of 50% of the total estimated fee. When the City requests the deposit, it will provide you a non-binding best efforts estimate of how long it will take to process the request following receipt by the City of your deposit.
- If the City receives a request from a person who has not paid the City for copies of public records made in fulfillment of a previously granted written request, the City will require a deposit of 100% of the estimated processing fee before it begins to search for the public record in response to any subsequent written request when all of the following conditions exist:
  - the final fee for the prior written request is not more than 105% of the estimated fee;
  - the public records made available contained the information sought in the prior written request and remain in the City's possession;
  - the public records were made available to the individual, subject to payment, within the time frame estimated by the City to provide the records;
  - 90 days have passed since the City notified the individual in writing that the public records were available for pickup or mailing;
  - the individual is unable to show proof of prior payment to the City; and
  - the City has calculated an estimated detailed itemization that is the basis for the current written request's increased fee deposit.
- The City will not require the 100% estimated fee deposit if any of the following apply:
  - the person making the request is able to show proof of prior payment in full to the City;  
or
  - the City is subsequently paid in full for all applicable prior written requests; or
  - 365 days have passed since the person made the request for which full payment was not remitted to the City.
  -

### **4. How does the City calculate FOIA processing fees?**

- A fee will not be charged for the cost of search, examination, review and the deletion and separation of exempt from nonexempt information unless failure to charge a fee would result in unreasonably high costs to the City because of the nature of the request in the particular instance, and the City specifically identifies the nature of the unreasonably high costs.
- The Michigan FOIA statute permits the City to assess and collect a fee for six designated processing components. The City may charge for the following costs associated with processing a request:
  - Labor costs associated with searching for, locating and examining a requested public record.
  - Labor costs associated with a review of a record to separate and delete information which is exempt from disclosure from information which is disclosed.
  - The cost of computer discs, thumb drives or other digital or similar media when the requester asks for records in non-paper physical media.
  - The cost of duplication or publication, not including labor, of paper copies of public records.

- Labor costs associated with duplication or publication, which includes making paper copies, making digital copies, or transferring digital public records to non-paper physical media or through the Internet.
  - The cost to mail or send a public record to a requestor.
- Labor Costs
    - All labor costs will be estimated and charged in 15 minute increments with all partial time increments rounded down.
    - Labor costs will be charged at the hourly wage of the lowest-paid City employee capable of doing the work in the specific fee category, regardless of who actually performs work.
    - Labor costs will also include a charge to cover or partially cover the cost of fringe benefits.
  - Non-paper Physical Media
    - The cost for records provided on non-paper physical media, such as computer discs, thumb drives or other digital or similar media will be at the actual and most reasonably economical cost for the non-paper media.
    - This cost will only be assessed if the City has the technological capability necessary to provide the public record in the requested non-paper physical media format.
  - Paper Copies
    - Paper copies of public records made on standard letter (8 ½ x 11) or legal (8 ½ x 14) sized paper will not exceed \$.10 per sheet of paper. Copies for non-standard sized sheets will reflect the actual cost of reproduction.
    - The City may provide records using double-sided printing, if cost-saving and available.
  - Mailing Costs
    - The cost to mail public records will use a reasonably economical and justified means.
    - The City may charge for the least expensive form of postal delivery confirmation.
    - No cost will be assessed for expedited shipping or insurance unless requested.

**5. How do I qualify for a reduction of the processing fees?**

- The City may waive or reduce the fee associated with a request when City determines that to do so is in the public interest because release of the information is considered as primarily benefitting the general public.
- The City will waive the first \$20.00 of the processing fee for a request if you submit an affidavit stating that you are:
  - indigent and receiving specific public assistance; or
  - if not receiving public assistance, stating facts demonstrating an inability to pay because of indigency.
- You are not eligible to receive the \$20.00 waiver if you:
  - have previously received discounted copies of public records from the City twice during the calendar year; or
  - are requesting information on behalf of other persons who are offering or providing payment to you to make the request.

- The City will waive the fee for a nonprofit organization which meets **all** of the following conditions:
  - the organization is designated by the State under federal law to carry out activities under the Developmental Disabilities Assistance and Bill of Rights Act of 2000 and the Protection and Advocacy for Individuals with Mental Illness Act;
  - the request is made directly on behalf of the organization or its clients;
  - the request is made for a reason wholly consistent with the provisions of federal law under Section 931 of the Mental Health Code; and
  - the request is accompanied by documentation of the organization's designation by the State

**6. How may I challenge the denial of a public record or an excessive fee?**

- Appeal of a Denial of a Public Record  
 If you believe that all or a portion of a public record has not been disclosed or has been improperly exempted from disclosure, you may file an appeal of the denial with the Office of the Mayor. The appeal must be in writing, specifically state the word "appeal" and identify the reason or reasons you are seeking a reversal of the denial.

Within 10 business days of receiving the appeal the Mayor will respond in writing by:

- reversing the disclosure denial;
- upholding the disclosure denial; or
- reverse the disclosure denial in part and uphold the disclosure denial in part.

Whether or not you submitted an appeal of a denial to the Mayor, you may file a civil action in Washtenaw County Circuit Court within 180 days after the City's final determination to deny your request. Should you prevail in the civil action the court will award you reasonable attorneys' fees, costs and disbursements. If the court determines that the City acted arbitrarily and capriciously in refusing to disclose or provide a public record, the court shall award you damages in the amount of \$1000.00

- Appeal of an Excessive FOIA Processing Fee  
 If you believe that the fee charged by the City to process your FOIA request exceeds the amount permitted by state law, you may commence a civil action in Washtenaw County Circuit Court for a fee reduction. If you prevail in the civil action by receiving a reduction of 50% or more of the total fee, the court may award all or appropriate amount of reasonable attorneys' fees, costs and disbursements. If the court determines that the City acted arbitrarily and capriciously by charging an excessive fee, court may also award you punitive damages in the amount of \$500.00.

**Need more details or information?**

This is only a summary of the City of Dexter's FOIA Procedures and Guidelines. For more details and information, copies of the City of Dexter's FOIA Procedures and Guidelines are available at no charge at the City office and on the City's website, [www.Dextermi.gov](http://www.Dextermi.gov)

**CITY OF DEXTER  
FREEDOM OF INFORMATION  
REQUEST FORM**

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

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

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

I request to:     Visually Inspect  
                   Receive Photocopy  
                   Copy by hand

I wish to receive the following information, specifically:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

This request will receive a response within five (5) working days.

Fees shall be charged as permitted by law.

As permitted by Section 15.234 of P.A. 442 of 1976, a public body may request a good faith deposit from the person requesting the public record or series of public records, if the estimated fee will exceed \$50.00. The deposit will not exceed 1/2 of the estimated fee.

-----  
FOR CITY USE ONLY

APPROVED                    APPROVED IN PART

DENIED

\_\_\_\_\_  
FREEDOM OF INFORMATION OFFICER

\_\_\_\_\_  
DATE

## **CITY OF DEXTER**

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8140 Main Street Dexter, MI 48130-1092

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

### **MEMO**

**To: Council Members**  
**From: Mayor Keough and Council Member Carson**  
**Date: June 22, 2015**  
**Re: Resolution for Chief Yates**

Provided for Council's consideration is a resolution in recognition of the retirement of Dexter Area Fire Chief Loren Yates. The same resolution is being considered by Dexter Township, Webster Township and the Dexter Area Fire Department Board. The Chief's last day will be June 30, 2015.

## City of Dexter Resolution # -2015

### **A resolution to recognize and honor Loren Yates on his retirement as Fire Chief for the Dexter Area Fire Department**

WHEREAS, Loren Yates has served the Dexter Area community as a firefighter since 1985, and;

WHEREAS, Loren Yates has served as the Chief of the Dexter Area Fire Department since 1999, and;

WHEREAS, Fire Chief Loren Yates has led the Dexter Area Fire Department through the evolution from a department staffed primarily by paid-on-call firefighters working out of a single fire station to a department of nine full-time firefighters, supported by more than 20 paid-on-call firefighters manning two fire stations on a full-time basis using purpose-built apparatus and quality live-saving equipment, and;

WHEREAS, Chief Loren Yates has announced his retirement, effective June 30, 2015:

NOW, THEREFORE, BE IT RESOLVED THAT the Dexter City Council, by a vote of the majority at a regularly scheduled and duly noticed meeting held this 22<sup>nd</sup> day of June, 2015, recognizes and honors the service of Loren Yates to the Dexter Area Community and wishes him the best in his retirement.

Resolution offered by Councilmember ?

Resolution seconded by Councilmember ?

Roll call vote:

Yeas – ?

Nays – ?

Abstain – None

Absent - None

The Mayor declared the resolution adopted

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### **CERTIFICATE**

The undersigned, being the duly appointed and Clerk of the City of Dexter hereby certifies that the foregoing resolution was duly adopted at a regular meeting of the Dexter City Council at which a quorum was present on the 22<sup>nd</sup> day of June, 2015, and that the members voted thereon as hereinbefore set forth.

---

Carol J. Jones, Interim Clerk

8140 Main Street  
Dexter, MI 48130  
(734) 426-8303 x 5  
msherry@DexterMI.gov

Agenda: 6/22/15  
Item: L-5

City of Dexter  
Treasurer/Finance  
Director's Office

# Memo

To: City Council & Courtney Nicholls, City Manager  
From: Marie Sherry, Treasurer  
Date: 6/16/2015  
Re: Refunding of the Downtown Development Authority 2008A Taxable Bond

---

At their May meeting, the Downtown Development Authority (DDA) asked the City to start the process to refund its 2008A Taxable bond. As Council can see from the enclosed memo to the DDA with supporting documentation, this has been done and the DDA is scheduled to act on this item at their June 18, 2015 regular meeting.

Background for the 2008A Taxable Bond: This bond was issued to purchase the land and building at 3045 Broad Street for redevelopment. Because this land and building will not be used for a municipal purpose, the interest on them is taxable, hence the designation "Taxable Bond". In addition, we had an immediate call on them so that the DDA could pay off the bonds as soon as the property sold. As Council knows, the economic downturn made this difficult, and it is unlikely that the DDA will recoup the entire cost of these bonds when the property does sell.

The interest rate on the existing 2008A Taxable Bond is currently over 7%, and our consultants believe that we can get interest rates between 2% and 4.5% over the life of the refunded bond – for a savings of 34% (\$450,000) over the life of the bond. The main change to the structure of this bond is that instead of being immediately callable, the consultants are going to try to get a seven year call (although market conditions may require a ten year call). The DDA has already called the final year (2033) of the existing bond.

Assuming that the DDA approves their resolution at their June 18<sup>th</sup> meeting, the next step is for the City Council to adopt the attached Bond Authorizing Resolution. If Council approves this resolution, we can proceed with the refunding as set forth in the supporting documentation that was presented to the DDA.

**RESOLUTION AUTHORIZING ISSUANCE OF  
2015 DOWNTOWN DEVELOPMENT REFUNDING BONDS  
(LIMITED TAX GENERAL OBLIGATION)  
(TAXABLE)**

\_\_\_\_\_  
**CITY OF DEXTER**  
County of Washtenaw, State of Michigan  
\_\_\_\_\_

Minutes of a regular meeting of the City Council of the City of Dexter, County of Washtenaw, Michigan, held in the City Hall, on the 22<sup>nd</sup> day of June, 2015 at 7:30 p.m., prevailing Eastern Time.

PRESENT: Members: \_\_\_\_\_

ABSENT: Members: \_\_\_\_\_

The following preamble and resolution were offered by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_.

WHEREAS, the City of Dexter, County of Washtenaw, State of Michigan (the "City"), has previously issued its Downtown Development Bonds, Series 2008A (Limited Tax General Obligation) (Taxable), dated as of May 15, 2008, for the purpose of paying the costs to acquire, construct, furnish and equip certain infrastructure improvements in the Development Area, described in the Downtown Development Plan and Tax Increment Financing Plan of the Dexter Downtown Development Authority (the "DDA"), as amended (the "Plan"), including streetscape improvements and purchase of brownfield property for redevelopment (the "Prior Bonds"); and

WHEREAS, the DDA pledged certain tax increment revenues (the "Tax Increment Revenues") derived from the Plan for payment of debt service on the Prior Bonds; and

WHEREAS, Act 34, Public Acts of Michigan, 2001, as amended ("Act 34"), authorizes the City to refund or advance refund all or any part of its outstanding securities; and

WHEREAS, the City has been advised that it may be able to accomplish a net savings of debt service costs by refunding the Prior Bonds through the issuance of refunding bonds by the City; and

WHEREAS, the DDA has pledged the Tax Increment Revenues derived from the Plan for payment of debt service on bonds to be issued to refund the Prior Bonds pursuant to a resolution adopted on June 18, 2015 (the "DDA Resolution"); and

WHEREAS, the City desires to issue refunding bonds pursuant to Act 34, in an aggregate principal amount of not to exceed One Million Five Hundred Thousand Dollars (\$1,500,000) for the purpose of paying all or part of the cost of refunding the Prior Bonds in order to achieve interest cost savings for the benefit of the City and its taxpayers; and

WHEREAS, the City has received a proposal from Fifth Third Securities, Inc. (the "Underwriter") to purchase the Bonds (as defined herein) pursuant to a negotiated sale.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Authorization of Bonds; Bond Details. Bonds of the City shall be issued in the aggregate principal amount of not to exceed One Million Five Hundred Thousand Dollars (\$1,500,000), as finally determined upon sale thereof, to be designated 2015 DOWNTOWN DEVELOPMENT REFUNDING BONDS (LIMITED TAX GENERAL OBLIGATION) (TAXABLE) (the "Bonds"), for the purpose of paying the cost of refunding all or a portion of the Prior Bonds and issuance costs of the Bonds.

The Bonds shall consist of bonds registered as to principal and interest of the denomination of \$5,000 or multiples of \$5,000 not exceeding for each maturity the aggregate principal amount of such maturity, dated as the date of delivery, or such other date as determined by the City Manager or City Treasurer/Finance Director (each, an "Authorized Officer"), numbered as determined by the Transfer Agent (hereinafter defined), and maturing or subject to mandatory redemption on such dates as shall be determined at the time of sale and in the amounts as determined by an Authorized Officer. The Bonds shall bear interest at a rate or rates to be determined at the time of sale thereof, payable semiannually on such dates as determined at the time of sale thereof, by check or draft mailed by the Transfer Agent to the registered owner of record as of the 15th day of the month prior to the payment date for each interest payment. The record date of determination of registered owner for purposes of payment of interest as provided in this paragraph may be changed by the City to conform to market practice in the future. The principal of the Bonds shall be payable at a bank or trust company as a registrar and transfer agent for the Bonds to be selected by an Authorized Officer (the "Transfer Agent"). The Bonds shall be issued as serial bonds, term bonds, or a combination of both and shall be subject to redemption prior to maturity as determined at the time of sale.

If the delivery of the Bonds is delayed beyond the year 2015 due to market or other conditions, the dated date of the Bonds, the designation of the Bonds and the names of the funds established by this Resolution may be adjusted accordingly by an Authorized Officer to reflect the year of issue.

2. Execution of Bonds; Book-Entry Only Form. The Bonds shall be signed by the manual or facsimile signatures of the Mayor and the City Clerk and shall have the facsimile seal of the City printed on the Bonds. No Bond shall be valid until authenticated by an authorized representative of the Transfer Agent. The Bonds shall be delivered to the Transfer Agent for authentication and be delivered by it to the purchaser in accordance with instructions from the City Treasurer upon payment of the purchase price for the Bonds in accordance with the offer therefor when accepted. Executed blank certificates for registration and issuance to transferees shall simultaneously, and from time to time thereafter as necessary, be delivered to the Transfer Agent for safekeeping.

The Bonds may be issued in book entry only form through the Depository Trust Company in New York, New York ("DTC") and the Authorized Officers are authorized to execute such custodial or other agreements with DTC as may be necessary to accomplish the issuance of the Bonds in book entry only form and to make such change in the Bond Form within the parameters of this Resolution as may be required to accomplish the foregoing.

Unless waived by any registered owner of Bonds to be redeemed, official notice of redemption shall be given by the Transfer Agent on behalf of the City. Such notice shall be dated and shall contain at a minimum the following information: original issue date; maturity dates; interest rates; CUSIP numbers, if any; certificate numbers (and in the case of partial redemption) the called amounts of each certificate; the redemption date; the redemption price or premium; the place where Bonds called for

redemption are to be surrendered for payment; and that interest on Bonds or portions thereof called for redemption shall cease to accrue from and after the redemption date.

In addition, further notice shall be given by the Transfer Agent in such manner as may be required or suggested by regulations or market practice at the applicable time, but no defect in such further notice nor any failure to give all or any portion of such further notice shall in any manner defeat the effectiveness of a call for redemption if notice thereof is given as prescribed herein.

3. Transfer of Bonds. The Transfer Agent shall keep the books of registration for this issue on behalf of the City. Any Bond may be transferred upon such registration books by the registered owner of record, in person or by the registered owner's duly authorized attorney, upon surrender of the Bond for cancellation, accompanied by delivery of a duly executed written instrument of transfer in a form approved by the Transfer Agent. Whenever any Bond or Bonds shall be surrendered for transfer, the City shall execute and the Transfer Agent shall authenticate and deliver a new Bond or Bonds, for like aggregate principal amount. The Transfer Agent shall require the payment by the bondholder requesting the transfer of any tax or other governmental charge required to be paid with respect to the transfer.

4. Security for the Bonds; Defeasance of Bonds. The Bonds shall be issued in anticipation of and payable in the first instance from payments required to be made by the DDA from tax increment revenues (the "Tax Increment Revenue Payments") pursuant to the Plan and the DDA Resolution, which Tax Increment Revenue Payments are anticipated to be in amounts sufficient to pay principal of and interest on the Bonds. In addition, the City hereby pledges its full faith and credit for the prompt payment of the Bonds. Should the Tax Increment Revenue Payments at any time be insufficient to pay principal of and interest on the Bonds as the same become due, then the City shall advance as a first budget obligation from any funds available therefor, or, if necessary, levy taxes upon all taxable property in the City subject to applicable constitutional, statutory and charter tax limitations, such sums as may be necessary to pay said principal and interest. The City shall be reimbursed for any such advance by the DDA from tax increment revenues of the DDA as provided in the DDA Resolution. The Bonds shall be of equal standing and priority of lien as to the Tax Increment Revenue Payments.

The City Treasurer is authorized and directed to open a separate depository account to be known as 2015 DOWNTOWN DEVELOPMENT REFUNDING BONDS DEBT RETIREMENT FUND (the "Debt Retirement Fund"), the moneys to be deposited into the Debt Retirement Fund to be specifically earmarked and used solely for the purpose of paying principal of and interest on the Bonds as they come due. Into the Debt Retirement Fund there shall be placed the accrued interest, if any, received at the time of delivery of the Bonds. In addition, there shall be paid into the Debt Retirement Fund the Tax Increment Revenue Payments as received from the DDA each year until the amount on hand in the Debt Retirement Fund, together with other deposits to the Debt Retirement Fund and any amounts on hand in the Debt Retirement Fund available for payment of current principal of and interest on the Bonds, is equal to all payments of principal and interest coming due on the Bonds prior to the next collection of taxes.

In the event cash or direct obligations of the United States or obligations the principal of and interest on which are guaranteed by the United States, or a combination thereof, the principal of and interest on which, without reinvestment, come due at times and in amounts sufficient to pay the principal of and interest on the Bonds when due, shall be deposited in trust, this Resolution shall be defeased and the owners of the Bonds shall have no further rights under this Resolution except to receive payment of

the principal of and interest on the Bonds from the cash or securities deposited in trust and the interest and gains thereon and to transfer and exchange Bonds as provided herein.

5. Issuance Fund; Escrow Account; Proceeds of Bond Sale. The proceeds of the Bonds shall be used to pay the costs of issuance of the Bonds and to secure payment of the Prior Bonds to be refunded (the "Refunded Bonds") as provided in this paragraph. Upon receipt of the proceeds of sale of the Bonds the accrued interest, if any, shall be deposited in the Debt Retirement Fund for the Bonds. From the remaining proceeds of the Bonds there shall be set aside a sum sufficient to pay the costs of issuance of the Bonds in a fund designated 2015 BOND ISSUANCE FUND (the "Bond Issuance Fund"), which may be established by the City or by the Escrow Agent (hereinafter defined). Moneys in the Bond Issuance Fund shall be used solely to pay expenses of issuance of the Bonds. Any amounts remaining in the Bond Issuance Fund after payment of issuance expenses shall be transferred to the Debt Retirement Fund for the Bonds.

The balance of the proceeds of the Bonds, together with other available funds of the City, if any, shall be deposited in an escrow fund (the "Escrow Fund") consisting of cash and investments in direct obligations of or obligations the principal of and interest on which are unconditionally guaranteed by the United States of America or other obligations the principal of or interest on which are fully secured by the foregoing not redeemable at the option of the City in amounts fully sufficient to pay the principal of and interest on the Refunded Bonds as set forth in the Sale Order. The Escrow Fund shall be held by an escrow agent (the "Escrow Agent") pursuant to an escrow agreement (the "Escrow Agreement") which shall irrevocably direct the Escrow Agent to take all necessary steps to call for redemption the Refunded Bonds, including publication and mailing of redemption notices, on any call date, as specified by the City. The investments held in the Escrow Fund shall be such that the principal and interest payments received thereon will be sufficient, without reinvestment, to pay the principal of, interest and redemption premium, if any, on the Refunded Bonds as they become due pursuant to maturity or the call for redemption required by this paragraph. Following establishment of the Escrow Fund, any amounts remaining in the debt retirement funds for the Prior Bonds shall be transferred to the Debt Retirement Fund for the Bonds. Each of the Authorized Officers is hereby authorized to select and appoint a bank or trust company qualified to serve as Escrow Agent and to negotiate the terms of and execute and deliver an Escrow Agreement on behalf of the City. Each Authorized Officer is authorized and directed to purchase or cause to be purchased escrow securities in an amount sufficient to fund the Escrow Fund.

6. Bond Form. The Bonds shall be in substantially the following form with such changes as may be required to conform to the final terms of the Bonds established by the Sale Order:

UNITED STATES OF AMERICA  
STATE OF MICHIGAN  
COUNTY OF WASHTENAW

**CITY OF DEXTER**

2015 DOWNTOWN DEVELOPMENT REFUNDING BOND  
(LIMITED TAX GENERAL OBLIGATION)  
(TAXABLE)

<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Date of Original Issue</u>	<u>CUSIP</u>
	May 1, 20__	_____, 2015	

Registered Owner:

Principal Amount: \_\_\_\_\_ Dollars

The City of Dexter, County of Washtenaw, State of Michigan (the "City"), acknowledges itself to owe and for value received hereby promises to pay to the Registered Owner specified above, or registered assigns, the Principal Amount specified above, in lawful money of the United States of America, on the Maturity Date specified above, unless prepaid prior thereto as hereinafter provided, with interest thereon (computed on the basis of a 360 day year consisting of twelve 30-day months) from the Date of Original Issue specified above or such later date to which interest has been paid, at the Interest Rate per annum specified above, payable on November 1, 2015 and semiannually thereafter. Principal of this bond is payable upon presentation and surrender of this bond at the designated corporate trust office of \_\_\_\_\_, Michigan, or such other transfer agent as the City may hereafter designate (the "Transfer Agent") by notice mailed to the registered owner not less than sixty (60) days prior to an interest payment date. Interest on this bond is payable to the person or entity which is the registered owner of record as of the 15th day of the month preceding the interest payment date as shown on the registration books of the City kept by the Transfer Agent, by check or draft mailed by the Transfer Agent to the registered owner of record at the registered address.

Principal of and interest on this bond are payable in the first instance from tax increment revenue payments received by the City from the Dexter Downtown Development Authority (the "Authority"). In addition, for prompt payment of this bond, both principal and interest, the full faith, credit and resources of the City are hereby irrevocably pledged. In case of insufficiency of the tax increment revenue payments for the payment of the principal of and interest on this bond, the City is obligated to pay the same as a first budget obligation from its general funds or from any taxes which it may levy within applicable constitutional, statutory and charter tax rate limitations.

This bond is one of a series of bonds of even Date of Original Issue aggregating the principal sum of \$\_\_\_\_\_, issued pursuant to Act 197, Public Acts of Michigan, 1975, as amended, Act 34, Public Acts of Michigan, 2001, as amended, and a resolution duly adopted by the City Council of the City for the purpose of paying all or part of the cost of refunding a prior bond issue of the City. The Bonds are of equal standing and priority of lien as to the tax increment revenues with the City's outstanding Downtown Development Bonds, Series 2008B and 2011 Downtown Development Refunding Bonds. The City reserves the right to issue additional bonds pledging and payable from tax increment revenues received from the Authority to the extent permitted by law.

MILLER, CANFIELD, PADDOCK AND STONE, P.L.L.C.

Bonds maturing in the years 20\_\_ to 20\_\_, inclusive, shall not be subject to redemption prior to maturity. Bonds or portions of bonds in multiples of \$5,000 maturing in the year 20\_\_ and thereafter shall be subject to redemption prior to maturity, at the option of the City, in any order of maturity and by lot within any maturity, on any date on or after \_\_\_\_\_ 1, 20\_\_, at par and accrued interest to the date fixed for redemption.

In case less than the full amount of an outstanding bond is called for redemption, the Transfer Agent, upon presentation of the bond called for redemption, shall register, authenticate and deliver to the registered owner of record a new bond in the principal amount of the portion of the original bond not called for redemption.

Notice of redemption shall be given to the registered owner of any bond or portion thereof called for redemption by mailing of such notice not less than thirty (30) days prior to the date fixed for redemption to the registered address of the registered owner of record. A bond or portion thereof so called for redemption shall not bear interest after the date fixed for redemption provided funds are on hand with the Transfer Agent to redeem said bond or portion thereof.

This bond is transferable only upon the registration books of the City kept by the Transfer Agent by the registered owner of record in person, or by the registered owner's attorney duly authorized in writing. Upon the surrender of this bond together with a written instrument of transfer satisfactory to the Transfer Agent duly executed by the registered owner or the registered owner's attorney duly authorized in writing and upon the payment of the charges, if any, prescribed in the resolution authorizing this bond, a new registered bond or bonds in the same aggregate principal amount and of the same maturity shall be issued to the transferee in exchange therefor as provided in the resolution authorizing this bond. Neither the City nor the Transfer Agent shall be required to transfer or exchange this bond or portion of this bond either during the period of fifteen (15) days immediately preceding the date of the mailing of any notice of redemption or (except as to the unredeemed portion, if any, of this bond) after this bond or any portion of this bond has been selected for redemption.

It is hereby certified and recited that all acts, conditions and things required by law to be done, precedent to and in the issuance of this bond and the series of bonds of which this is one, exist and have been done and performed in regular and due form and time as required by law.

This bond is not valid or obligatory for any purpose until the Transfer Agent's Certificate of Authentication on this bond has been executed by the Transfer Agent.

IN WITNESS WHEREOF, the City of Dexter, County of Washtenaw, State of Michigan, by its City Council, has caused this bond to be signed in the name of the City by the facsimile signatures of its Mayor and City Clerk and a facsimile of its corporate seal to be printed hereon, all as of the Date of Original Issue.

CITY OF DEXTER  
County of Washtenaw  
State of Michigan

By: \_\_\_\_\_  
Its Mayor

(SEAL)

By: \_\_\_\_\_  
Its City Clerk

7. Negotiated Sale. The City Council has considered the option of selling the Bonds through a competitive sale and a negotiated sale, and pursuant to the requirements of Act 34, based on the advice of its financial advisor, determines that a negotiated sale of the Bonds will allow more flexibility in accessing the municipal bond market, and to price and sell the Bonds at the time that is expected to best achieve the most advantageous interest rates and costs to the City, and will provide the City with greater flexibility in structuring bond maturities and adjusting terms for the Bonds.

8. Bond Purchase Agreement; Delegation to Authorized Officer; Sale Order. Each Authorized Officer is individually authorized to negotiate, execute and award the sale of the Bonds to the Underwriter pursuant to a Bond Purchase Agreement, subject to the parameters set forth in this Resolution. Either Authorized Officer is authorized to execute and deliver the Bond Purchase Agreement on behalf of the City, *provided that* a net present value savings shall exist in connection with the refunding of the Prior Bonds to be refunded, *provided further that* the true interest cost of the Bonds shall not exceed 5.00%, and *provided further that* the underwriter's discount shall not exceed 1.00% of the principal amount of the Bonds. Each Authorized Officer is, further, individually authorized to execute a Sale Order specifying the final terms of the Bonds and take all other necessary actions required to effectuate the sale, issuance and delivery of the Bonds within the parameters authorized in this resolution.

9. Adjustment of Bond Terms. The Authorized Officers are each hereby authorized to adjust the final bond details as set forth herein to the extent necessary or convenient to complete the sale of the Bonds and in pursuance of the forgoing is each authorized to exercise the authority and make the determinations pursuant to Sections 315(1)(d) of Act 34, including but not limited to determinations regarding interest rates, prices, discounts, maturities, principal amounts, denominations, date of issuance, interest payment dates, redemption rights and other matters within the parameters established by this resolution.

10. Continuing Disclosure Undertaking. The City covenants to enter into a continuing disclosure undertaking for the benefit of the holders and beneficial owners of the Bonds in accordance with the requirements of Rule 15c2-12 promulgated by the Securities and Exchange Commission, and the Authorized Officers are each hereby authorized to execute such undertaking prior to delivery of the Bonds.

11. Bond Counsel. The appointment of the law firm of Miller, Canfield, Paddock and Stone, P.L.C. of Detroit, Michigan, as Bond Counsel for the Bonds is hereby confirmed, notwithstanding the periodic representation by Miller, Canfield, Paddock and Stone, P.L.C., in unrelated matters of the Underwriter and other parties and potential parties to the issuance of the Bonds.

12. Financial Advisor. H.J. Umbaugh & Associates, is retained as the registered municipal advisor to the City in connection with the issuance of the Bonds.

13. Authorization of Other Actions. The Authorized Officers are each authorized and directed to (a) approve the circulation of a preliminary official statement describing the Bonds and to deem the preliminary official statement "final" for purposes of Rule 15c2-12 of the SEC; (b) approve the circulation of a final official statement describing the Bonds and to execute the same on behalf of the City; (c) solicit bids for and approve the purchase of a municipal bond insurance policy for the Bonds; (d) file a Security Report with the Michigan Department of Treasury pursuant to Act 34 and (e) do all

other acts and take all other necessary procedures required to effectuate the sale, issuance and delivery of the Bonds.

14. Rescission. All resolutions and parts of resolutions insofar as they conflict with the provisions of this Resolution be and the same hereby are rescinded.

RESOLUTION DECLARED ADOPTED.

YEAS: \_\_\_\_\_

\_\_\_\_\_

NAYS: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

\_\_\_\_\_  
City Clerk

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council of the City of Dexter, County of Washtenaw, State of Michigan, at a regular meeting held on June 22, 2015, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

\_\_\_\_\_  
City Clerk

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MILLER, CANFIELD, PADDOCK AND STONE, P.L.L.C.

# Memo

To: Downtown Development Authority & Michelle Aniol, Community Development Manager  
From: Marie Sherry, Treasurer  
CC:  
Date: 6/16/2015  
Re: Refunding of the Downtown Development Authority 2008A Taxable Bond

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At your last meeting, the DDA requested that the City proceed with the process to refund the 2008A DDA Taxable Bond. Based on this request, I participated in a conference call on June 3<sup>rd</sup> with Tom Traciak of H.J. Umbaugh & Associates (the City's Financial Advisor), Tom Colis of Miller Canfield Paddock & Stone (the City's Bond Counsel), Lou Orcutt of Fifth Third Bank (the Bond Underwriter) and Kathleen Proux of Fifth Third Bank (from their Chicago office). In this call, we discussed desired annual payment amounts (approximately \$75,000 per year with at least \$20,000 principal payment in the early years), possible time lines, and the steps necessary to call this bond.

Attached to this memo is the time line developed by the Bond Underwriter. The current anticipated closing date on the new bond is August 12, 2015, although it may be possible to move this forward if we can get the rating agency conference call done earlier. I have already contacted them about holding it in June.

Also attached is the initial refunding analysis, an estimate of costs and savings involved with this proposed refunding. Page 1 of the Analysis is essentially a summary of the following pages. Page 2 shows a pricing summary (including possible interest rates) for the proposed new bonds. Page 3 is a possible debt service schedule – these are the figures that I used in the updated FY 15-16 forecast and budget documents. Page 4 compares the old existing bond to the proposed bond. Please note at the bottom of the page, there's a net present value benefit of \$458,608, which is a savings of 34.875% over the existing bond. Page 5 summarizes maturities being called on the existing bond. Page 6 also involves the existing bond – please note that call date of 8/7/2015 on the second line. The D/S To Call on this line (\$1,342,114) is the figure shown under Net Funded on Page 1, and includes interest to the call date. Finally, Page 7 deals with escrow for the refunded bond.

The final attachment to this memo is a formal resolution requesting the issuance of the refunding bond, and pledging DDA tax capture for the payment of this bond. This resolution was provided by Bond Counsel, and I updated Exhibit A from the DDA's FY 15-16 forecast. The DDA will need to adopt this at your June 18<sup>th</sup> meeting in order for City Council to proceed at their June 22<sup>nd</sup> meeting.

If you have any questions about this memo or its attachments, please contact me prior to your meeting, as I will be unable to attend.

**CITY OF DEXTER**  
**COUNTY OF WASHTENAW, STATE OF MICHIGAN**  
Downtown Development Authority Refunding Bonds, Series 2015  
(Limited Tax General Obligation)

**Schedule of Events – June 11, 2015**

June 2015						
S	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July 2015						
S	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August 2015						
S	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

<u>DATE</u>	<u>DONE</u>	<u>EVENT</u>	<u>MEMBER</u>
06/18/15 (Th)		DDA Adopts Bond Authorizing Resolution	BC; MA; C
06/22/15 (M)		City of Dexter Council Adopts Bond Authorizing Resolution	BC; MA; C
06/30/15 (Tu)		Distribute Draft of POS to Working Group	MA; UC
06/30/15 (Tu)		Credit Packages Sent to Rating Agency	MA; UC
07/08/15 (W)		Comments Due on Draft POS	ALL
07/08/15 (W)		Underwriter Due Diligence Call @ 10:00 a.m.	U; MA; BC, C
Week of July 13		Conference Call with Rating Agency	MA, C
07/10/15 (F)		Distribute Final Draft of POS to Working Group	ALL
07/20/15 (M)		Receive Bond Rating	ALL
07/20/15 (M)		Final Comments Due on POS	ALL
07/21/15 (Tu)		POS Complete - Print and Distribute	MA ; UC ; U
07/21/15 (Tu)		Distribute Draft Bond Purchase Agreement	UC
07/28/15 (Tu)		Pre-pricing Conference Call @ 9:30 a.m.	C;U ; MA
07/28/15 (Tu)		Pricing of the Bonds	C;U ; MA
07/28/15 (Tu)		Post-pricing Conference Call	C;U ; MA
07/29/15 (W)		City Executes Bond Purchase Agreement and Sales Order	C; U; UC; BC
07/30/15 (Th)		Distribute Draft Final OS	MA ; UC
08/03/15 (M)		Comments Due on Final OS	All Parties
08/04/15 (Tu)		Print and Distribute Final OS	MA; UC; U
08/04/15 (Tu)		Distribute Draft Closing Letter	U
08/05/15 (W)		Distribute Draft Closing Documents	BC; UC
08/07/15 (F)		Final Comments Due on Closing Letter	All Parties
08/10/15 (M)		Final Closing Letter Distributed to the Working Group	All Parties
08/12/15 (W)		Closing on the Bonds at 10:00 a.m., via conference call and wire transfer	All Parties

<b>Conference Call Number; (877) 534-8500</b>		<b>Access Code: # 2826581</b>	
C	City of Dexter, Issuer	UC	Clark Hill PLC, Underwriter's Counsel
BC	Miller Canfield Paddock & Stone, Bond Counsel	PA	TBD, Paying/Escrow Agent
MA	H.J. Umbaugh & Associates, Municipal Advisor	R	Standard & Poor's, Rating Agency
U	Fifth Third Securities, Inc., Underwriter		

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**\$1,385,000**  
*Village of Dexter*  
*County of Washtenaw, State of Michigan*  
*Series 2015 Downtown Development Refunding Bonds (LTGO - Taxable)*

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**\$1,385,000**  
*Village of Dexter*  
*County of Washtenaw, State of Michigan*  
*Series 2015 Downtown Development Refunding Bonds (LTGO - Taxable)*

**Refunding Summary**

Dated 07/08/2015 | Delivered 07/08/2015

**Sources Of Funds**

Par Amount of Bonds.....	\$1,385,000.00
<b>Total Sources.....</b>	<b>\$1,385,000.00</b>

**Uses Of Funds**

Total Underwriter's Discount (1.000%).....	13,850.00
Costs of Issuance.....	25,000.00
Deposit to Current Refunding Fund.....	1,342,103.00
Rounding Amount.....	4,047.00
<b>Total Uses.....</b>	<b>\$1,385,000.00</b>

**Flow of Funds Detail**

State and Local Government Series (SLGS) rates for.....	5/26/2015
Date of OMP Candidates.....	
Current Refunding Escrow Solution Method.....	Net Funded
Total Cost of Investments.....	\$1,342,103.00
Interest Earnings @ 0.010%.....	11.00
Total Draws.....	\$1,342,114.00

**Issues Refunded And Call Dates**

Series 2008A Downtown Development Bonds.....	8/07/2015
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**PV Analysis Summary (Net to Net)**

Net PV Cashflow Savings @ 4.132%(AIC).....	454,561.25
Contingency or Rounding Amount.....	4,047.00
Net Present Value Benefit.....	\$458,608.25
Net PV Benefit / \$1,315,000 Refunded Principal.....	34.875%

**Bond Statistics**

Average Life.....	12.038 Years
Average Coupon.....	3.8520156%
Net Interest Cost (NIC).....	3.9350878%
Bond Yield for Arbitrage Purposes.....	3.8269467%
True Interest Cost (TIC).....	3.9344747%
All Inclusive Cost (AIC).....	4.1323428%

Series 2015 Refunding Bon | SINGLE PURPOSE | 6/ 2/2015 | 1:54 PM

**\$1,385,000**  
*Village of Dexter*  
*County of Washtenaw, State of Michigan*  
*Series 2015 Downtown Development Refunding Bonds (LTGO - Taxable)*

**Pricing Summary**

Maturity	Type of Bond	Coupon	Yield	Maturity Value	Price	Dollar Price
05/01/2016	Serial Coupon	2.000%	2.000%	40,000.00	100.000%	40,000.00
05/01/2017	Serial Coupon	2.000%	2.000%	30,000.00	100.000%	30,000.00
05/01/2018	Serial Coupon	2.250%	2.250%	30,000.00	100.000%	30,000.00
05/01/2019	Serial Coupon	2.250%	2.250%	30,000.00	100.000%	30,000.00
05/01/2020	Serial Coupon	2.500%	2.500%	30,000.00	100.000%	30,000.00
05/01/2021	Serial Coupon	2.750%	2.750%	55,000.00	100.000%	55,000.00
05/01/2022	Serial Coupon	3.000%	3.000%	55,000.00	100.000%	55,000.00
05/01/2023	Serial Coupon	3.000%	3.000%	55,000.00	100.000%	55,000.00
05/01/2024	Serial Coupon	3.250%	3.250%	50,000.00	100.000%	50,000.00
05/01/2025	Serial Coupon	3.350%	3.350%	50,000.00	100.000%	50,000.00
05/01/2026	Serial Coupon	3.500%	3.500%	50,000.00	100.000%	50,000.00
05/01/2027	Serial Coupon	3.650%	3.650%	45,000.00	100.000%	45,000.00
05/01/2028	Serial Coupon	3.800%	3.800%	45,000.00	100.000%	45,000.00
05/01/2029	Serial Coupon	3.900%	3.900%	205,000.00	100.000%	205,000.00
05/01/2030	Serial Coupon	4.000%	4.000%	215,000.00	100.000%	215,000.00
05/01/2031	Serial Coupon	4.100%	4.100%	205,000.00	100.000%	205,000.00
05/01/2032	Serial Coupon	4.200%	4.200%	195,000.00	100.000%	195,000.00
<b>Total</b>	-	-	-	<b>\$1,385,000.00</b>	-	<b>\$1,385,000.00</b>

**Bid Information**

Par Amount of Bonds.....	\$1,385,000.00
Gross Production.....	\$1,385,000.00
Total Underwriter's Discount (1.000%).....	\$(13,850.00)
Bid (99.000%).....	1,371,150.00
Total Purchase Price.....	\$1,371,150.00
Bond Year Dollars.....	\$16,672.24
Average Life.....	12.038 Years
Average Coupon.....	3.8520156%
Net Interest Cost (NIC).....	3.9350878%
True Interest Cost (TIC).....	3.9344747%

**\$1,385,000**  
*Village of Dexter*  
 County of Washtenaw, State of Michigan  
 Series 2015 Downtown Development Refunding Bonds (LTGO - Taxable)

**Debt Service Schedule**

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
07/08/2015	-	-	-	-	-
11/01/2015	-	-	15,664.63	15,664.63	-
05/01/2016	40,000.00	2.000%	24,952.50	64,952.50	-
06/30/2016	-	-	-	-	80,617.13
11/01/2016	-	-	24,552.50	24,552.50	-
05/01/2017	30,000.00	2.000%	24,552.50	54,552.50	-
06/30/2017	-	-	-	-	79,105.00
11/01/2017	-	-	24,252.50	24,252.50	-
05/01/2018	30,000.00	2.250%	24,252.50	54,252.50	-
06/30/2018	-	-	-	-	78,505.00
11/01/2018	-	-	23,915.00	23,915.00	-
05/01/2019	30,000.00	2.250%	23,915.00	53,915.00	-
06/30/2019	-	-	-	-	77,830.00
11/01/2019	-	-	23,577.50	23,577.50	-
05/01/2020	30,000.00	2.500%	23,577.50	53,577.50	-
06/30/2020	-	-	-	-	77,155.00
11/01/2020	-	-	23,202.50	23,202.50	-
05/01/2021	55,000.00	2.750%	23,202.50	78,202.50	-
06/30/2021	-	-	-	-	101,405.00
11/01/2021	-	-	22,446.25	22,446.25	-
05/01/2022	55,000.00	3.000%	22,446.25	77,446.25	-
06/30/2022	-	-	-	-	99,892.50
11/01/2022	-	-	21,621.25	21,621.25	-
05/01/2023	55,000.00	3.000%	21,621.25	76,621.25	-
06/30/2023	-	-	-	-	98,242.50
11/01/2023	-	-	20,796.25	20,796.25	-
05/01/2024	50,000.00	3.250%	20,796.25	70,796.25	-
06/30/2024	-	-	-	-	91,592.50
11/01/2024	-	-	19,983.75	19,983.75	-
05/01/2025	50,000.00	3.350%	19,983.75	69,983.75	-
06/30/2025	-	-	-	-	89,967.50
11/01/2025	-	-	19,146.25	19,146.25	-
05/01/2026	50,000.00	3.500%	19,146.25	69,146.25	-
06/30/2026	-	-	-	-	88,292.50
11/01/2026	-	-	18,271.25	18,271.25	-
05/01/2027	45,000.00	3.650%	18,271.25	63,271.25	-
06/30/2027	-	-	-	-	81,542.50
11/01/2027	-	-	17,450.00	17,450.00	-
05/01/2028	45,000.00	3.800%	17,450.00	62,450.00	-
06/30/2028	-	-	-	-	79,900.00
11/01/2028	-	-	16,595.00	16,595.00	-
05/01/2029	205,000.00	3.900%	16,595.00	221,595.00	-
06/30/2029	-	-	-	-	238,190.00
11/01/2029	-	-	12,597.50	12,597.50	-
05/01/2030	215,000.00	4.000%	12,597.50	227,597.50	-
06/30/2030	-	-	-	-	240,195.00
11/01/2030	-	-	8,297.50	8,297.50	-
05/01/2031	205,000.00	4.100%	8,297.50	213,297.50	-
06/30/2031	-	-	-	-	221,595.00
11/01/2031	-	-	4,095.00	4,095.00	-
05/01/2032	195,000.00	4.200%	4,095.00	199,095.00	-
06/30/2032	-	-	-	-	203,190.00
<b>Total</b>	<b>\$1,385,000.00</b>	<b>-</b>	<b>\$642,217.13</b>	<b>\$2,027,217.13</b>	<b>-</b>

**Yield Statistics**

Bond Year Dollars.....	\$16,672.24
Average Life.....	12.038 Years
Average Coupon.....	3.8520156%
Net Interest Cost (NIC).....	3.9350878%
True Interest Cost (TIC).....	3.9344747%
Bond Yield for Arbitrage Purposes.....	3.8269467%
All Inclusive Cost (AIC).....	4.1323428%

**IRS Form 8038**

Net Interest Cost.....	3.8520156%
Weighted Average Maturity.....	12.038 Years

Series 2015 Refunding Bond | SINGLE PURPOSE | 6/ 2/2015 | 1:54 PM

**\$1,385,000**

*Village of Dexter*

*County of Washtenaw, State of Michigan*

*Series 2015 Downtown Development Refunding Bonds (LTGO - Taxable)*

**Debt Service Comparison**

Date	Total P+I	Net New D/S	Old Net D/S	Savings	Fiscal Total
07/08/2015	-	-	-	-	-
11/01/2015	15,664.63	15,664.63	50,838.75	35,174.12	-
05/01/2016	64,952.50	64,952.50	65,838.75	886.25	-
06/30/2016	-	-	-	-	36,060.37
11/01/2016	24,552.50	24,552.50	50,285.63	25,733.13	-
05/01/2017	54,552.50	54,552.50	65,285.63	10,733.13	-
06/30/2017	-	-	-	-	36,466.26
11/01/2017	24,252.50	24,252.50	49,732.50	25,480.00	-
05/01/2018	54,252.50	54,252.50	64,732.50	10,480.00	-
06/30/2018	-	-	-	-	35,960.00
11/01/2018	23,915.00	23,915.00	49,179.38	25,264.38	-
05/01/2019	53,915.00	53,915.00	64,179.38	10,264.38	-
06/30/2019	-	-	-	-	35,528.76
11/01/2019	23,577.50	23,577.50	48,626.25	25,048.75	-
05/01/2020	53,577.50	53,577.50	63,626.25	10,048.75	-
06/30/2020	-	-	-	-	35,097.50
11/01/2020	23,202.50	23,202.50	48,073.13	24,870.63	-
05/01/2021	78,202.50	78,202.50	93,073.13	14,870.63	-
06/30/2021	-	-	-	-	39,741.26
11/01/2021	22,446.25	22,446.25	46,413.75	23,967.50	-
05/01/2022	77,446.25	77,446.25	91,413.75	13,967.50	-
06/30/2022	-	-	-	-	37,935.00
11/01/2022	21,621.25	21,621.25	44,754.38	23,133.13	-
05/01/2023	76,621.25	76,621.25	89,754.38	13,133.13	-
06/30/2023	-	-	-	-	36,266.26
11/01/2023	20,796.25	20,796.25	43,095.00	22,298.75	-
05/01/2024	70,796.25	70,796.25	88,095.00	17,298.75	-
06/30/2024	-	-	-	-	39,597.50
11/01/2024	19,983.75	19,983.75	41,340.00	21,356.25	-
05/01/2025	69,983.75	69,983.75	86,340.00	16,356.25	-
06/30/2025	-	-	-	-	37,712.50
11/01/2025	19,146.25	19,146.25	39,585.00	20,438.75	-
05/01/2026	69,146.25	69,146.25	84,585.00	15,438.75	-
06/30/2026	-	-	-	-	35,877.50
11/01/2026	18,271.25	18,271.25	37,830.00	19,558.75	-
05/01/2027	63,271.25	63,271.25	82,830.00	19,558.75	-
06/30/2027	-	-	-	-	39,117.50
11/01/2027	17,450.00	17,450.00	36,075.00	18,625.00	-
05/01/2028	62,450.00	62,450.00	81,075.00	18,625.00	-
06/30/2028	-	-	-	-	37,250.00
11/01/2028	16,595.00	16,595.00	34,320.00	17,725.00	-
05/01/2029	221,595.00	221,595.00	239,320.00	17,725.00	-
06/30/2029	-	-	-	-	35,450.00
11/01/2029	12,597.50	12,597.50	26,325.00	13,727.50	-
05/01/2030	227,597.50	227,597.50	251,325.00	23,727.50	-
06/30/2030	-	-	-	-	37,455.00
11/01/2030	8,297.50	8,297.50	17,550.00	9,252.50	-
05/01/2031	213,297.50	213,297.50	242,550.00	29,252.50	-
06/30/2031	-	-	-	-	38,505.00
11/01/2031	4,095.00	4,095.00	8,775.00	4,680.00	-
05/01/2032	199,095.00	199,095.00	233,775.00	34,680.00	-
06/30/2032	-	-	-	-	39,360.00
Total	\$2,027,217.13	\$2,027,217.13	\$2,660,597.54	\$633,380.41	-

**PV Analysis Summary (Net to Net)**

Gross PV Debt Service Savings.....	454,561.25
Net PV Cashflow Savings @ 4.132%(AIC).....	454,561.25
Contingency or Rounding Amount.....	4,047.00
Net Present Value Benefit.....	\$458,608.25
Net PV Benefit / \$1,315,000 Refunded Principal.....	34.875%

**Refunding Bond Information**

Refunding Dated Date.....	7/08/2015
Refunding Delivery Date.....	7/08/2015

Series 2015 Refunding Bon | SINGLE PURPOSE | 6/ 2/2015 | 1:54 PM

**\$1,385,000**  
*Village of Dexter*  
*County of Washtenaw, State of Michigan*  
*Series 2015 Downtown Development Refunding Bonds (LTGO - Taxable)*

**Summary Of Bonds Refunded**

Issue	Maturity	Type	of Bond	Coupon	Maturity Value	Call Date	Call Price
Dated 5/01/2014   Delivered 5/01/2014							
Series 2008A Downtown Development Bonds	05/01/2016	Term 1	Coupon	7.375%	15,000	08/07/2015	100.000%
Series 2008A Downtown Development Bonds	05/01/2017	Term 1	Coupon	7.375%	15,000	08/07/2015	100.000%
Series 2008A Downtown Development Bonds	05/01/2018	Term 1	Coupon	7.375%	15,000	08/07/2015	100.000%
Series 2008A Downtown Development Bonds	05/01/2019	Term 1	Coupon	7.375%	15,000	08/07/2015	100.000%
Series 2008A Downtown Development Bonds	05/01/2020	Term 1	Coupon	7.375%	15,000	08/07/2015	100.000%
Series 2008A Downtown Development Bonds	05/01/2021	Term 1	Coupon	7.375%	45,000	08/07/2015	100.000%
Series 2008A Downtown Development Bonds	05/01/2022	Term 1	Coupon	7.375%	45,000	08/07/2015	100.000%
Series 2008A Downtown Development Bonds	05/01/2023	Term 1	Coupon	7.375%	45,000	08/07/2015	100.000%
Series 2008A Downtown Development Bonds	05/01/2024	Term 2	Coupon	7.800%	45,000	08/07/2015	100.000%
Series 2008A Downtown Development Bonds	05/01/2025	Term 2	Coupon	7.800%	45,000	08/07/2015	100.000%
Series 2008A Downtown Development Bonds	05/01/2026	Term 2	Coupon	7.800%	45,000	08/07/2015	100.000%
Series 2008A Downtown Development Bonds	05/01/2027	Term 2	Coupon	7.800%	45,000	08/07/2015	100.000%
Series 2008A Downtown Development Bonds	05/01/2028	Term 2	Coupon	7.800%	45,000	08/07/2015	100.000%
Series 2008A Downtown Development Bonds	05/01/2029	Term 2	Coupon	7.800%	205,000	08/07/2015	100.000%
Series 2008A Downtown Development Bonds	05/01/2030	Term 2	Coupon	7.800%	225,000	08/07/2015	100.000%
Series 2008A Downtown Development Bonds	05/01/2031	Term 2	Coupon	7.800%	225,000	08/07/2015	100.000%
Series 2008A Downtown Development Bonds	05/01/2032	Term 2	Coupon	7.800%	225,000	08/07/2015	100.000%
Subtotal	-	-	-	-	\$1,315,000	-	-
Total	-	-	-	-	\$1,315,000	-	-

**\$1,385,000**  
*Village of Dexter*  
 County of Washtenaw, State of Michigan  
 Series 2015 Downtown Development Refunding Bonds (LTGO - Taxable)

**Debt Service To Maturity And To Call**

Date	Refunded Bonds	Interest to Call	D/S To Call	Principal	Interest	Refunded D/S	Fiscal Total
07/08/2015	-	-	-	-	-	-	-
08/07/2015	1,315,000.00	27,114.00	1,342,114.00	-	-	-	-
11/01/2015	-	-	-	-	50,838.75	50,838.75	-
05/01/2016	-	-	-	15,000.00	50,838.75	65,838.75	-
06/30/2016	-	-	-	-	-	-	116,677.50
11/01/2016	-	-	-	-	50,285.63	50,285.63	-
05/01/2017	-	-	-	15,000.00	50,285.63	65,285.63	-
06/30/2017	-	-	-	-	-	-	115,571.26
11/01/2017	-	-	-	-	49,732.50	49,732.50	-
05/01/2018	-	-	-	15,000.00	49,732.50	64,732.50	-
06/30/2018	-	-	-	-	-	-	114,465.00
11/01/2018	-	-	-	-	49,179.38	49,179.38	-
05/01/2019	-	-	-	15,000.00	49,179.38	64,179.38	-
06/30/2019	-	-	-	-	-	-	113,358.76
11/01/2019	-	-	-	-	48,626.25	48,626.25	-
05/01/2020	-	-	-	15,000.00	48,626.25	63,626.25	-
06/30/2020	-	-	-	-	-	-	112,252.50
11/01/2020	-	-	-	-	48,073.13	48,073.13	-
05/01/2021	-	-	-	45,000.00	48,073.13	93,073.13	-
06/30/2021	-	-	-	-	-	-	141,146.26
11/01/2021	-	-	-	-	46,413.75	46,413.75	-
05/01/2022	-	-	-	45,000.00	46,413.75	91,413.75	-
06/30/2022	-	-	-	-	-	-	137,827.50
11/01/2022	-	-	-	-	44,754.38	44,754.38	-
05/01/2023	-	-	-	45,000.00	44,754.38	89,754.38	-
06/30/2023	-	-	-	-	-	-	134,508.76
11/01/2023	-	-	-	-	43,095.00	43,095.00	-
05/01/2024	-	-	-	45,000.00	43,095.00	88,095.00	-
06/30/2024	-	-	-	-	-	-	131,190.00
11/01/2024	-	-	-	-	41,340.00	41,340.00	-
05/01/2025	-	-	-	45,000.00	41,340.00	86,340.00	-
06/30/2025	-	-	-	-	-	-	127,680.00
11/01/2025	-	-	-	-	39,585.00	39,585.00	-
05/01/2026	-	-	-	45,000.00	39,585.00	84,585.00	-
06/30/2026	-	-	-	-	-	-	124,170.00
11/01/2026	-	-	-	-	37,830.00	37,830.00	-
05/01/2027	-	-	-	45,000.00	37,830.00	82,830.00	-
06/30/2027	-	-	-	-	-	-	120,660.00
11/01/2027	-	-	-	-	36,075.00	36,075.00	-
05/01/2028	-	-	-	45,000.00	36,075.00	81,075.00	-
06/30/2028	-	-	-	-	-	-	117,150.00
11/01/2028	-	-	-	-	34,320.00	34,320.00	-
05/01/2029	-	-	-	205,000.00	34,320.00	239,320.00	-
06/30/2029	-	-	-	-	-	-	273,640.00
11/01/2029	-	-	-	-	26,325.00	26,325.00	-
05/01/2030	-	-	-	225,000.00	26,325.00	251,325.00	-
06/30/2030	-	-	-	-	-	-	277,650.00
11/01/2030	-	-	-	-	17,550.00	17,550.00	-
05/01/2031	-	-	-	225,000.00	17,550.00	242,550.00	-
06/30/2031	-	-	-	-	-	-	260,100.00
11/01/2031	-	-	-	-	8,775.00	8,775.00	-
05/01/2032	-	-	-	225,000.00	8,775.00	233,775.00	-
06/30/2032	-	-	-	-	-	-	242,550.00
<b>Total</b>	<b>\$1,315,000.00</b>	<b>\$27,114.00</b>	<b>\$1,342,114.00</b>	<b>\$1,315,000.00</b>	<b>\$1,345,597.54</b>	<b>\$2,660,597.54</b>	<b>-</b>

**Yield Statistics**

Base date for Avg. Life & Avg. Coupon Calculation.....	7/08/2015
Average Life.....	12.981 Years
Average Coupon.....	7.7718437%
Weighted Average Maturity (Par Basis).....	12.981 Years
Weighted Average Maturity (Original Price Basis).....	12.981 Years

**Refunding Bond Information**

Refunding Dated Date.....	7/08/2015
Refunding Delivery Date.....	7/08/2015

Series 2015 Refunding Bon | SINGLE PURPOSE | 6/2/2015 | 1:54 PM

**\$1,385,000**  
*Village of Dexter*  
*County of Washtenaw, State of Michigan*  
*Series 2015 Downtown Development Refunding Bonds (LTGO - Taxable)*

**Current Refunding Escrow**

Date	Principal	Rate	Interest	Receipts	Disbursements	Cash Balance
07/08/2015	-	-	-	1.00	-	1.00
08/07/2015	1,342,102.00	0.010%	11.00	1,342,113.00	1,342,114.00	-
<b>Total</b>	<b>\$1,342,102.00</b>	<b>-</b>	<b>\$11.00</b>	<b>\$1,342,114.00</b>	<b>\$1,342,114.00</b>	<b>-</b>

**Investment Parameters**

Investment Model [PV, GIC, or Securities].....	Securities
Default investment yield target.....	Unrestricted
Cash Deposit.....	1.00
Cost of Investments Purchased with Bond Proceeds.....	1,342,102.00
Total Cost of Investments.....	\$1,342,103.00
Target Cost of Investments at bond yield.....	\$1,338,021.84
Actual positive or (negative) arbitrage.....	(4,081.16)
Yield to Receipt.....	0.0101747%
Yield for Arbitrage Purposes.....	3.8269467%
State and Local Government Series (SLGS) rates for.....	5/26/2015

Dexter Downtown Development Authority  
County of Washtenaw, State of Michigan

Resolution Requesting Issuance of  
2015 Downtown Development Bonds  
(Limited Tax General Obligation) (Taxable)  
and Pledging Tax Increment Revenues

---

Minutes of a regular meeting of the Board of the Dexter Downtown Development Authority, County of Washtenaw, State of Michigan, held on the 18th day of June, 2015, at 7:30 a.m., prevailing Eastern Time.

PRESENT: Members \_\_\_\_\_

ABSENT: Members \_\_\_\_\_

The following preamble and resolution were offered by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_:

WHEREAS, the Board of the Dexter Downtown Development Authority, County of Washtenaw, State of Michigan (the "DDA"), pursuant to Act 197, Public Acts of Michigan, 1975, as amended (the "Act"), and pursuant to provisions of the Downtown Development Plan and Tax Increment Financing Plan of the DDA, as amended (the "Plan"), approved by the City Council of the City of Dexter, County of Washtenaw, State of Michigan (the "City"), determined that it was necessary and expedient to acquire, construct, furnish and equip certain infrastructure improvements in the Development Area (the "Development Area"), described in the Plan, including streetscape improvements and purchase of brownfield property for redevelopment (together, the "Projects"); and

WHEREAS, the City financed a portion of the Projects through the issuance of its Downtown Development Bonds, Series 2008A (Limited Tax General Obligation)(Taxable) (the "Prior Bonds"); and

WHEREAS, the Authority pledged the Tax Increment Revenues derived from the Plan for payment of debt service on the Prior Bonds; and

WHEREAS, Fifth Third Securities, Inc. (the "Underwriter") has advised the City that it may be able to accomplish a net savings of debt service costs by refunding a portion of the City's outstanding Prior Bonds through the issuance of Downtown Development Refunding Bonds, Series 2015 (General Obligation Limited Tax) (Taxable) (the "Bonds"); and

WHEREAS, the DDA has determined that the estimated available annual tax increment revenues of the DDA derived from the captured assessed value of the Development Area will be the amounts shown on Exhibit A attached hereto (the "Tax Increment Revenues"); and

WHEREAS, it is necessary and desirable for the DDA to pledge the Tax Increment Revenues to the payment of the principal of and interest on the Bonds to facilitate the issuance of the Bonds; and

WHEREAS, the DDA desires to request the City Council of the City to authorize the issuance of the Bonds.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. Request Issuance of Bonds; Pledge of Tax Increment Revenues. The DDA hereby requests the City to issue the Bonds in an amount not to exceed One Million Five Hundred Thousand Dollars (\$1,500,000), and the DDA hereby agrees to pay to the City from the Tax Increment Revenues received by the DDA the amounts necessary to pay principal of and interest on the Bonds as they come due; provided, however, that to the extent the City determines that it is in the best interest of the City to redeem all or any portion of the Bonds prior to maturity, the DDA may, but shall not be required to, prepay its obligations authorized herein. In the event the Tax Increment Revenues and any other funds of the DDA are insufficient to pay the principal of and interest on any Bonds as they become due, and the City pays such sums from its own funds, the DDA agrees to reimburse the City in whole for such payments from funds of the DDA as received by the DDA and not required to be paid to the City for payment of principal and interest on the Bonds as they become due. The DDA further agrees to reimburse the City in whole for any costs not financed from the proceeds of the Bonds, including, if necessary, the costs of issuance of the Bonds, any publication costs or other costs incurred by the City with respect to the Projects.

2. Reliance on Pledged Revenues. The DDA hereby acknowledges that the City will issue the Bonds in reliance upon the agreement and promise of the DDA to pay to the City all of its available Tax Increment Revenues up to the amounts necessary to pay the principal of and interest on the Bonds.

3. Continuing Disclosure Undertaking. The DDA hereby covenants, for the benefit of the holders and beneficial owners of the Bonds, to provide or cause to be provided certain information to the City to allow the City to comply with the requirements of Rule 15c2-12 promulgated by the Securities and Exchange Commission. If necessary, the Chairperson and Secretary of the DDA and the City Manager and the City Treasurer are each authorized on behalf of the DDA to execute and deliver a continuing disclosure undertaking satisfying the requirements of Rule 15c2-12 in connection with the delivery of the Bonds.

4. Delivery of Resolution. The Secretary of the DDA is hereby authorized and directed to deliver a certified copy of this Resolution to the City Clerk.

5. Other Actions. Each of the officers of the DDA is hereby authorized and directed to execute and deliver such documents, instruments and certificates necessary for the issuance, sale and delivery of the Bonds.

6. Repeal. All resolutions and parts of resolution in conflict with the provisions of this Resolution are hereby repealed or amended to the extent of such conflict.

AYES: Members \_\_\_\_\_

NAYS: Members \_\_\_\_\_

RESOLUTION DECLARED ADOPTED.

\_\_\_\_\_  
Carol J. Jones, Secretary

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of the Dexter Downtown Development Authority, County of Washtenaw, State of Michigan, at a regular meeting held on June 18, 2015, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

\_\_\_\_\_  
Carol J. Jones, Secretary

EXHIBIT A

ESTIMATED TAX INCREMENT REVENUES AVAILABLE TO PAY DEBT SERVICE

<u>Fiscal</u> <u>Year</u> <u>Ending</u>	<u>Estimated Tax Increment</u> <u>Revenues</u>
2015	\$435,164
2016	\$428,265
2017	\$439,368
2018	\$450,637
2019	\$462,075
2020	\$473,684
2021	\$485,468
2022	\$497,428
2023	\$509,568
2024	\$521,890
2025	\$520,323
2026	\$532,683
2027	\$545,228
2028	\$557,962
2029	\$570,887
2030	\$584,005
2031	\$597,321
2032	\$610,836
2033	\$624,553

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**Budget Amendments**

**General Fund 101**

Line Number	Line Description	New Line # ?	Revenue or Expenditure?	Original Adopted Budget	Previously Amended Budget	Amendment Amount	Budget After Current Amendment
101-000-452-000	Cable TV Franchise Fees	No	Revenue	\$ 67,000	\$ -	\$ 6,000	\$ 73,000
<b>Reason for Amendments</b>		Higher than budgeted franchise fee revenue					
101-000-671-000	Other Revenue	No	Revenue	\$ 5,000	\$ -	\$ 13,000	\$ 18,000
<b>Reason for Amendments</b>		Return of net assets from MMRMA					
101-210-810-000	Attorney Fees	No	Expenditure	\$ 25,000	\$ 50,000	\$ 15,000	\$ 65,000
<b>Reason for Amendments</b>		Increase in attorney fees due to Wellness Center Tax Tribunal Case - Paid 50/50 by City/DDA					
101-215-901-000	City Clerk - Printing and Publishing	No	Expenditure	\$ 5,000	\$ 7,000	\$ 2,500	\$ 9,500
<b>Reason for Amendments</b>		Mailing of Voter ID Cards - Offset by Cityhood Contingency					
101-257-977-000	Assessing - Equipment	No	Expenditure	\$ -	\$ 7,500	\$ 3,300	\$ 10,800
<b>Reason for Amendments</b>		Purchase of filing cabinets for records storage and computer software - partially offset by Cityhood contingency					
101-257-920-001	Assessing - Notice Printing & Services	Yes	Expenditure	\$ -	\$ -	\$ 1,800	\$ 1,800
<b>Reason for Amendments</b>		Mailing of assessment notices - Offset by Cityhood Contingency					
101-262-977-000	Elections - Equipment	No	Expenditure	\$ -	\$ 6,500	\$ 1,500	\$ 8,000
<b>Reason for Amendments</b>		Purchase of Voting Equipment					
101-262-727-000	Elections - Office Supplies	Yes	Expenditure	\$ -	\$ -	\$ 1,000	\$ 1,000
<b>Reason for Amendments</b>		Purchase of Supplies for Use on Election Day					
101-301-807-001	Law Enforcement - DCS Officer/Crossing Guard	No	Expenditure	\$ 80,300	\$ -	\$ 1,800	\$ 82,100
<b>Reason for Amendments</b>		Increase in cost for crossing guard					
101-901-970-000	Contracted Capital Improvements	No	Expenditure	\$ 85,000	\$ -	\$ (3,300)	\$ 81,700
<b>Reason for Amendments</b>		Did not complete Border to Border Trail project this fiscal year					
101-890-955-001	Contingency for Cityhood Costs	No	Expenditure	\$ 30,000	\$ 4,600	\$ (4,600)	\$ -
<b>Reason for Amendments</b>		Use of Funds for Assessment Notices and Voter ID Cards					

## Budget Amendments

*Total change in Revenue - increase //(decrease):* \$ 19,000  
*Total change in Expenditures - increase //(decrease):* \$ 19,000  
*Change to Overall Budget's revenue over expenditures:* \$ -

*Source of Reserves, if applicable: N/A*

### Local Streets 203

Line Number	Line Description	New Line # ?	Revenue or Expenditure?	Original Adopted Budget	Previously Amended Budget	Amendment Amount	Budget After Current Amendment
203-451-970-000	Contracted Capital Improvements	No	Expenditure	\$ 450,000	\$ 539,300	\$ (7,500)	\$ 531,800
<b>Reason for Amendments</b>	Unused funds from 2014 road project						
203-463-803-002	Routine Maintenance - Pavement Mgmt	No	Expenditure	\$ 10,000	\$ 21,000	\$ 3,500	\$ 24,500
<b>Reason for Amendments</b>	Increased crack sealing in 2014						
203-463-941-000	Routine Maintenance - Equipment Rentals	No	Expenditure	\$ 8,000	-	\$ 4,000	\$ 12,000
<b>Reason for Amendments</b>	Increase in internal equipment rentals due to road project						

*Total change in Revenue - increase //(decrease):* \$ -  
*Total change in Expenditures - increase //(decrease):* \$ -  
*Change to Overall Budget's revenue over expenditures:* \$ -

*Source of Reserves, if applicable: N/A*

## Budget Amendments

### Solid Waste 226

Line Number	Line Description	New Line # ?	Revenue or Expenditure?	Original Adopted Budget	Previously Amended Budget	Amendment Amount	Budget After Current Amendment
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226-000-628-000	Solid Waste - Revenue	No	Revenue	\$ 559,000	\$ -	\$ 5,000	\$ 564,000
<b>Reason for Amendments</b> Increase in revenue collected due to new home construction and increased commercial service							

226-248-840-000	Solid Waste - Bank Service Charges	No	Expenditure	\$ 100	\$ -	\$ 100	\$ 200
<b>Reason for Amendments</b> Higher than budgeted bank fees							

226-528-941-000	Solid Waste - Equipment Rentals	No	Expenditure	\$ 14,000	\$ -	\$ 8,000	\$ 22,000
<b>Reason for Amendments</b> Higher than budgeted equipment rentals - includes leaf pickup and chipping brush							

*Total change in Revenue - increase /(decrease):* \$ 5,000  
*Total change in Expenditures - increase /(decrease):* \$ 8,100  
*Change to Overall Budget's revenue over expenditures:* \$ (3,100)

*Source of Reserves, if applicable: Use of reserve - currently budgeted to be \$12,000*

### General Debt Service Non-Voted Bonds 351

Line Number	Line Description	New Line # ?	Revenue or Expenditure?	Original Adopted Budget	Previously Amended Budget	Amendment Amount	Budget After Current Amendment
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351-248-840-000	Bank Service Charges	No	Expenditure	\$ 100		\$ 100	\$ 200
<b>Reason for Amendments</b> Higher than budgeted bank service fees							

*Total change in Revenue - increase /(decrease):* \$ -  
*Total change in Expenditures - increase /(decrease):* \$ 100  
*Change to Overall Budget's revenue over expenditures:* \$ (100)

*Source of Reserves, if applicable: Does not require use of additional reserves*

## Budget Amendments

### Sewer 590

Line Number	Line Description	New Line # ?	Revenue or Expenditure?	Original Adopted Budget	Previously Amended Budget	Amendment Amount	Budget After Current Amendment
590-548-742-000	Chemical Supplies	No	Expenditure	\$ 33,000		\$ 5,000	\$ 38,000
<b>Reason for Amendments</b>		Increased chemical cost due to bulk storage tank failure					
590-548-803-004	Sewer Investigation and Repair	No	Expenditure	\$ 5,000		\$ 5,000	\$ 10,000
<b>Reason for Amendments</b>		Response to sewer back ups					
590-548-955-000	Miscellaneous	No	Expenditure	\$ 500		\$ 5,000	\$ 5,500
<b>Reason for Amendments</b>		Payment of Deductible for Insurance Claim					
590-890-955-000	Contingency	No	Expenditure	\$ 15,000		\$ (15,000)	-
<b>Reason for Amendments</b>							
<i>Total change in Revenue - increase /(decrease):</i>				\$		-	
<i>Total change in Expenditures - increase /(decrease):</i>				\$		-	
<i>Change to Overall Budget's revenue over expenditures:</i>				\$		-	
<i>Source of Reserves, if applicable: N/A</i>							

**Budget Amendments**

**Water 591**

<b>Line Number</b>	<b>Line Description</b>	<b>New Line # ?</b>	<b>Revenue or Expenditure?</b>	<b>Original Adopted Budget</b>	<b>Previously Amended Budget</b>	<b>Amendment Amount</b>	<b>Budget After Current Amendment</b>
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591-901-975-015	Ann Arbor Street Project	No	Expenditure	\$ 278,500	\$ 323,500	\$ 55,000	\$ 378,500
<b>Reason for Amendments</b>		Increase in cost of water main replacement project					

591-890-955-000	Contingency	No	Expenditure	\$ 15,000		\$ (15,000)	\$ -
<b>Reason for Amendments</b>							

*Total change in Revenue - increase /(decrease):* \$ -  
*Total change in Expenditures - increase /(decrease):* \$ 40,000  
*Change to Overall Budget's revenue over expenditures:* \$ -

*Source of Reserves, if applicable: Use of fund balance currently estimated at \$298,404*

Approved by the City Council on June 22, 2015

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Carol J. Jones, Interim City Clerk

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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: June 15, 2015**  
**Re: Agreement with DTE for Substation Removal**

Provided for Council's review is a draft of an agreement with DTE for the removal of the substation. The document was drafted by Scott Munzel. The Downtown Development Authority saw the same draft for the first time at their June 17, 2015 meeting.

The purpose of the document is to convey the land on Dan Hoey to DTE, convey the land on Broad Street to the City of Dexter, and to provide for the payment of the cost for the decommissioning of the substation currently on the Broad Street property.

Once Council and the DDA are satisfied with the agreement we will forward it on to DTE for their review.

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DRAFT JUNE 15, 2015

## AGREEMENT

This Agreement (Agreement) is made \_\_\_\_\_, 2015, by and between the City of Dexter, a Michigan municipal corporation, whose address is 8140 Main Street, Dexter, Michigan 48130, (City), and the Detroit Edison Company, a Michigan corporation, whose address is \_\_\_\_\_, Detroit, Michigan 48226 (DECo). City and DECo together are the Parties.

### Recitals

- A. City owns land located at 3045 Broad Street, which it purchased with the intent of selling to a third party for re-development so as to improve the City and its central core area. DECo owns and operates a substation at 30\_\_ Broad Street. Due to its location generally in the middle of the City's land, the existing substation would have a detrimental impact on the City's ability to re-develop the area. The substation is also quite old, and has certain limitations in its ability to serve the Dexter area.
- B. City owns land located at \_\_\_\_\_ Dan Hoey Road, which is adjacent to the Dexter industrial park. Constructing a new substation in this location would allow DECo to enhance its system efficiency in order to serve the Dexter area, and would also allow DECo to de-commission and remove the old substation, which would enhance the re-development of 3045 Broad Street.

Based on the Recitals, and for One Hundred and 0/100 Dollars (\$100.00), paid by City to DECo, City and DECo agrees as follows:

1. **DECo Property.** DECo owns property known as \_\_\_\_\_ Broad Street, Dexter, Michigan, Tax ID No. HD \_\_\_\_\_, the legal description of which is attached as Exhibit A (the Property). DECo operates an electrical substation on the Property (the Substation).
2. **City Property.** City owns property known as \_\_\_\_\_ Dan Hoey Road, Dexter, Michigan, Tax ID No. HD \_\_\_\_\_, the legal description of which is attached as Exhibit B (City Property).
3. **Sale of Property to City.** Subject to the terms below, DECo shall sell and the City shall purchase the Property including all right, title and interest in and to all appurtenances, leases, rights-of-way (existing or abandoned), roadways, minerals and mineral rights, oil, gas and other hydrocarbon substances, air rights, development rights, and all site studies of any type and surveys, if any, owned by or in the possession of DECo.
4. **Sale of Property to DECo.** Subject to the terms below, City shall sell and DECo shall purchase the City Property including all right, title and interest in and to all appurtenances, leases, rights-of-way (existing or abandoned), roadways, minerals and

mineral rights, oil, gas and other hydrocarbon substances, air rights, development rights, and all site studies of any type and surveys, if any, owned by or in the possession of City.

5. **Purchase Price.** The purchase price (Purchase Price) for the Property shall be the conveyance to DECo of the City Property, which will be paid as stated below and paid in full at Closing (defined below). The purchase price (DECo Purchase Price) for the City Property shall be the conveyance to the City of the Property, which will be paid as stated below and paid in full at Closing (defined below).
6. **Mutual Inspection of Property and City Property.** Upon the execution of this Agreement by both Parties (the Effective Date), both the City and DECo shall undertake inspections of the property each seeks to acquire, as stated below. This inspection period shall extend for six months from the Effective Date (the Inspection Period), and may be extended for an additional three months upon mutual agreement by the Parties, which agreement shall not be unreasonably withheld. After the expiration of the three additional months, the Agreement may only be extended by mutual agreement of the Parties.
7. **De-commission of Substation.** If both Parties remove their respective inspection contingencies as stated below, such that their obligations to convey their respective properties is binding, DECo shall proceed to de-commission the Substation, which is located on the Property. The de-commissioning shall include demolition of and removal of the Substation building and equipment, removal of fencing around the Substation, removal of all related transmission equipment located on the Substation property, and leaving the land in a generally level condition (the De-commission). DECo shall commence the De-commission efforts on or before \_\_\_\_\_, and shall complete the De-commission on or before \_\_\_\_\_. The Parties understand that DECo will replace the transmission capacity lost by the De-commission by installing additional pole mounted transformers in the general vicinity of the Substation.
8. **Cost of De-commission.** For the De-commission of the Substation, City shall pay to DECo the lesser of the sum of Three Hundred Sixty Two Thousand Five Hundred and 0/100 Dollars (\$362,500.00), or the actual cost of the De-commission. City shall pay to DECo this sum at the Closing described below.
9. **Conveyance by Warranty Deed.** At Closing, DECo shall convey by Warranty Deed marketable title to the Property free and clear of all liens, encumbrances and easements, except as disclosed in the Commitment or as would be disclosed by an accurate boundary survey and as are acceptable to City. Also at Closing, City shall convey by Warranty Deed marketable title to the City Property free and clear of all liens, encumbrances and easements, except as disclosed in the Commitment or as would be disclosed by an accurate boundary survey and as are acceptable to DECo.
10. **City Title Insurance Commitment and Policy.** Within 30 calendar days of the date of the Effective Date, DECo will provide, at its cost, a commitment for an owner's fee policy of title insurance, to be issued without standard exceptions, in the amount of \_\_\_\_\_, dated on or after the date of this Agreement (the Commitment),

from \_\_\_\_\_ (the Title Company), committing the Title Company to insure City as fee simple owner of the Property, and evidencing marketable title in City free of all liens and encumbrances (except those approved or not objected to by City), together with a copy of all documents of record affecting the Property. DECo shall have the Commitment updated within 30 days prior to the Closing (the Final Commitment), and at Closing, DECo shall cause the Title Company to “mark-up” the Final Commitment to reflect the condition of title at the date of Closing and show City as both insured and fee simple owner. DECo, at its sole cost, shall cause the Title Company to issue the owner’s policy of title insurance and endorsements required under this Agreement as soon as possible after Closing. Any existing mortgages, security interests, or other financial encumbrances upon the Property shall be paid and discharged by the DECo at Closing, provided the Title Company will still deliver a “marked up” commitment as required above.

11. **Survey.** Within 30 calendar days of the Effective Date, City shall, at its cost, cause to be prepared a survey of the Property (the Survey). The Survey will be in a form that permits the issuance of a title insurance policy without standard exceptions. The surveyor shall certify that the Survey describes the exact same premises as are described on Exhibit A.
12. **Objections To Title And Survey.** City shall have five business days after receipt of the Title Commitment and Final Commitment to notify DECo of any objections to the Title Commitment or Final Commitment, and City shall have five business days after receipt of the Survey to notify DECo of any objections to the Survey. If City objects in writing to the condition of title or the Survey based on the Commitment or the Final Commitment, the Survey or as otherwise discovered by City, DECo shall have 30 calendar days from receipt of City’s written objection to use its good faith efforts to cure the title or survey defect(s) or provide evidence satisfactory to City, in its sole discretion, that the title or survey defect(s) will be cured on or before the Closing, and to provide City with an updated Commitment (the Updated Commitment) or updated Final Commitment (the Updated Final Commitment), which evidences that City’s objection has been cured and will be adequately insured against, as determined by City in its sole discretion. If DECo is unable or unwilling to remedy the defect(s) within the 30 day period, then (i) City, at its option, may waive the defect(s) and the Parties shall continue to perform their obligations, subject to the terms and conditions of this Agreement, in which case City shall accept the title or Survey subject to such defects waiving any claim against DECo by reason thereof; or (ii) City may terminate this Agreement, and the Parties shall have no further rights or obligations under this Agreement (except for the Inspection Indemnification under Section \_\_, which shall survive the termination of this Agreement).
13. **Delivery of Materials for Review.** Within 15 calendar days of the Effective Date, DECo will deliver to City the following materials, if any, which are in DECo’s possession or reasonably available to DECo (collectively, the “Documents”): Environmental Reports; Building Materials; Utility Plans; Approvals or Certificates of Occupancy; Easements; Leases; and all records and documents in DECo’s possession or reasonably available to DECo pertaining to the Property.

**14. Inspection Of Property and Documents; Appraisal and Financing.** During the Inspection Period, , City shall have the right at City's sole cost and expense to inspect or cause to be inspected all elements and aspects of the Property and Documents, including but not limited to investigating and conducting an environmental site assessment or other environmental investigation of the Property (including a "Phase 2" investigation or Baseline Environmental Assessment)(the Environmental Reports) at City's expense; obtaining an appraisal of the Property; and confirming the availability of financing for City's purchase of the Property.

Notwithstanding the above, DECo shall conduct soil borings of the area of the Property, in consultation with City's environmental consultant, including locations both outside of and inside the Property, in order to confirm there are no adverse environmental conditions that affect the Substation or the Property. DECo shall deliver the results of the soil boring testing and investigation to City as soon as reasonable after DECo has such results.

If the Environmental Reports disclose that there has been a Release of a regulated substance, and if DECo is unable or unwilling to remediate same, if the Parties cannot agree on how to pay for such remediation costs, then the sole options of City shall be: (A) to terminate this Agreement, and the Parties shall have no further rights or obligations under this Agreement, except for the Inspection Indemnification, which shall survive such termination; or (B) to proceed and purchase the Property.

City shall use all reasonable efforts to minimize any damage to the Property and, in the event any portion of the Property is disturbed, damaged, or altered by City's investigations, City shall promptly, at its sole cost and expense, restore the Property to substantially the same condition that existed prior to such disturbance or alteration. To the extent not covered and paid for by its policies of liability insurance, City shall indemnify and hold DECo harmless from any cost or expense incurred by DECo as a result of such disturbance or alteration (including repairs to the Property) or any actions taken by City at the Property (the Inspection Indemnification). City shall not allow any liens or encumbrances to attach to the Property as a result of City's inspection of the Property.

If City, in its sole discretion, determines that the condition of the Property is unsatisfactory for any reason, City may, at its option at any time prior to 5:00 p.m., local time, on the first business day following the conclusion of the Inspection Period, (the Notification Date), elect in writing to terminate this Agreement. If City elects to terminate this Agreement on or before the Notification Date, City shall return to DECo the Documents provided by DECo pertaining to the Property and the Parties shall have no further rights or obligations under this Agreement, except for the Inspection Indemnification, which shall survive such termination. If City does not provide DECo with notice of termination on or before the Notification Date, City shall be deemed to have elected not to terminate this Agreement, and the Parties shall proceed to perform their respective obligations in accordance with and subject to the terms and conditions of this Agreement.

**15. Parties's Cooperation.** During the term of this Agreement, DECo agrees to cooperate in City's investigation of the Property, and City agrees to cooperate in DECo's investigation

of the City Property. Prior to Closing, DECo agrees to act in good faith towards City, and City agrees to act in good faith towards DECo. Notwithstanding the above, this does not obligate City to do or not do any action relating to DECo's request for land use approval of an electrical substation on the City Property. DECo shall follow the typical process, and City shall process such an application, in the typical manner.

16. **Closing.** Unless the Parties agree to an earlier date, the Closing of this transaction (Closing) shall take place on \_\_\_\_\_ (unless previously terminated by either Party), which is a date that is at least 30 days after the Substation has been completely de-commissioned, as confirmed by the City to its reasonable satisfaction. The Closing shall take place at the offices of the Title Company, or such other location as shall be mutually acceptable to the Parties. Notwithstanding the terms of this Agreement, City shall not be obligated to close on the purchase of the Property unless DECo is also simultaneously going to close on the purchase of the City Property from City; likewise, DECo shall not be obligated to close on the purchase of the City Property unless City is also simultaneously going to close on the purchase of the Property from DECo.
17. **Representations and Warranties.** As of the date of the execution of this Agreement and the date of Closing, DECo makes the following representations to City, which representations shall survive the Closing:
- a. DECo has full power and authority to execute this Agreement, consummate the transaction and perform its obligations under this Agreement.
  - b. DECo's obligations under this Agreement do not conflict with, violate or constitute a breach of any agreements, judgments, awards, administrative proceedings, or federal, state or local laws affecting DECo or the Property.
  - c. DECo is the owner of fee simple marketable title in and to the Property and is in full and complete possession and control of the Property (except as identified in Section \_\_ or in the Commitment or Survey).
  - d. The Property is not subject to any unrecorded encumbrances, restrictions, easements, boundary disputes, or agreements or other matters which are not disclosed in the Commitment or in the Survey.
  - e. The Property is not subject to any claim of lien, special assessment, or unpaid roadway or utility charge, either recorded or unrecorded and no improvements to or upon the Property have been made within 120 calendar days prior to the date of this Agreement which could give rise to a claim of lien, special assessment, or other charge.
  - f. There are no actions or proceedings pending or threatened against or involving the Property or the DECo as related to the Property.
  - g. No hazardous or toxic substances or wastes have been discharged, released, generated, treated, stored, disposed of or placed upon the Property in violation of

applicable environmental laws. There have been no violations of any federal, state or local law, ordinance, rule or regulation, including without limitation those relating to generation, transportation, storage, treatment, use, disposal and removal of hazardous and toxic substances and wastes and other environmental requirements. DECo has no knowledge of the disposal, storage, or placing upon the Property of any hazardous and/or toxic substances and/or waste in violation of the foregoing described laws. DECo has not received any notices, regulatory orders or claims of any violation of any environmental laws from any governmental agency having jurisdiction thereof or any third party.

- h. There are no underground storage tanks presently on the Property, and there have been no underground storage tanks at the Property.
- i. There are no taxes or assessments which are past due or which have become a lien upon the Property except for current taxes which shall be prorated and adjusted upon Closing.
- j. DECo has received no notices of violation of any law, rule, regulation or ordinance issued in connection with the Property by any agency or department having jurisdiction thereof, and DECo hereby agrees to provide City with copies of any such notices received after the date of this Agreement.

If prior to the Closing City discovers that any of DECo's representations and warranties are incorrect in any material respect in City's reasonable discretion, then City, notwithstanding the expiration of the Inspection Period, at its option, shall have the right to terminate this Agreement with no liability on its part, in addition to all remedies permitted by law. At the Closing, DECo shall execute an affidavit in form and substance acceptable to City, which shall make the foregoing representations and warranties effective as of the Closing and provide that such shall survive the Closing.

As of the date of the execution of this Agreement and the date of Closing, City makes the following representations to the DECo, which representations shall survive the Closing:

City is a legally constituted municipal corporation, that the persons executing this Agreement have the authority to execute this Agreement on behalf of City, that City has taken all appropriate actions to enter into this Agreement and purchase the Property, and that City has authority to perform its obligations under this Agreement and to consummate this transaction.

If prior to the Closing DECo discovers that any of City's representations and warranties are incorrect in any material respect in the DECo's reasonable discretion, then the DECo, at its option, shall have the right to terminate this Agreement with no liability on its part, in addition to all other remedies permitted by law. At the Closing, City shall execute an affidavit in form and substance acceptable to the DECo, which shall make the foregoing representations and warranties effective as of the Closing and provide that such shall survive the Closing.

18. **Indemnification.** DECo hereby indemnifies and agrees to defend and hold harmless City and its successors and assigns from and against any and all claims, expenses, or damages suffered by any of them, whether before or after the date of Closing, as a result of or arising from (a) any breach of any covenant, representation, warranty or agreement on the part of DECo to City made herein or in any document delivered pursuant to this Agreement, or (b) any obligation, claim, suit, liability, or encumbrance created, arising or accruing prior to Closing, or asserted on or after the date of Closing and related to the Property or its operations prior to Closing.
19. **Restrictions on Sale, Transfer and Encumbrances; Security for City.** DECo shall not sell, transfer, assign or convey any of its rights under this Agreement without the prior written consent of City.
20. **Assignment.** City shall have the right, without the consent of DECo, to assign all or any portion of City's rights under this Agreement prior to the Closing, and the assignee shall be fully substituted for City; provided City's obligations under Paragraph \_\_ shall survive any such assignment.
21. **Closing Documents.** At the time and place of Closing, the Parties shall deliver the following documents:
- a. A Warranty Deed conveying title to the Property in the condition required by this Agreement, and conveying title to the City Property in the condition required by this Agreement.
  - b. A Recertification by both Parties of their respective warranties and representations, subject to any changes, if any, by reason of matters disclosed by the Commitment, the Survey or the Environmental Reports.
  - c. Affidavits or other documents reasonably requested by the Title Company for issuance of owner's title policies without standard exceptions.
  - d. Such other documents, as may be reasonably required to consummate this transaction.
22. **Adjustments and Prorations.** Upon Closing:
- a. Taxes and Assessments. All taxes and benefit charges affecting the Property for which bills have been issued prior to the date of Closing shall be paid by DECo. Current Taxes (defined below) shall be prorated and adjusted as of the date of Closing in accordance with the due date-paid in advance method of the municipality or taxing unit in which the Property is located based on a 30 day month. DECo shall be responsible for payment of future installments of special assessments, existing as of the Effective Date. Special Assessments for public improvements to be made after the Effective Date shall be paid by the CITY, including reimbursement to DECo for any such assessments or installments thereof paid by DECo after the Effective Date and up to and including the Closing. Current Taxes shall mean the winter and summer tax bills issued for the

Property within 12 months immediately preceding the date of Closing. The tax proration provisions contained in this Agreement shall be interpreted and applied as if the amendments of law as set forth in Public Acts 80 and 279 of 1994 did not exist.

- b. Utilities. Water and Sanitary sewer utility bills if applicable, shall be prorated in the same manner as Current Taxes but based on date of Closing, unless final readings as of the Closing are obtained and paid by DECo in which case there shall be no proration.
  - c. Transfer Taxes. DECo shall pay state and local transfer taxes on the sale of the Property to City at Closing.
  - d. Title Insurance Premium. DECo shall pay the title insurance premium for the title insurance as required by Section \_.
23. **Possession**. Possession shall be delivered upon Closing.
24. **DECo's Default**. In the event DECo defaults in the performance of the terms and conditions of the Agreement, the CITY may terminate the Agreement, or may specifically enforce the terms of this Agreement, in addition to all other remedies permitted by law.
25. **CITY's Default**. In the event the CITY defaults in the performance of the terms and conditions of this Agreement, DECo, as DECo's sole and exclusive remedy, shall be entitled to liquidated damages equal to One Thousand and 0/100 Dollars (\$1,000.00) in full termination of this Agreement; provided the CITY's obligations under Section \_\_ shall survive such termination.
26. **Brokerage**. DECo and the CITY represent to each other that neither is represented by a real estate broker. The parties indemnify and hold each other harmless, respectively, from any claims for a brokerage commission to the extent that such claims conflict with the indemnifying party's representation.
27. **Title Insurance Commitment and Policy**. Within 30 calendar days of the the Effective Date, City will provide, at its cost, a commitment for an owner's fee policy of title insurance, to be issued without standard exceptions, in the amount of \_\_\_\_\_, dated on or after the date of this Agreement (the DECo Commitment), from \_\_\_\_\_ (the Title Company), committing the Title Company to insure DECo as fee simple owner of the City Property, and evidencing marketable title in DECo free of all liens and encumbrances (except those approved or not objected to by DECo), together with a copy of all documents of record affecting the Property. City shall have the Commitment updated within 30 days prior to the Closing (the DECo Final Commitment), and at Closing, City shall cause the Title Company to "mark-up" the Final Commitment to reflect the condition of title at the date of Closing and show DECo as both insured and fee simple owner. City, at its sole cost, shall cause the Title Company to issue the owner's policy of title insurance and endorsements required under this Agreement as soon as possible after Closing. Any existing

mortgages, security interests, or other financial encumbrances upon the City Property shall be paid and discharged by the City at Closing, provided the Title Company will still deliver a “marked up” commitment as required above.

28. **Survey.** Within 30 calendar days of the Effective Date, DECo shall, at its cost, cause to be prepared a survey of the Property (the Survey). The Survey will be in a form that permits the issuance of a title insurance policy without standard exceptions. The surveyor shall certify that the Survey describes the exact same premises as are described on Exhibit B.
29. **Objections To Title And Survey.** DECo shall have five business days after receipt of the Title Commitment and Final Commitment to notify City of any objections to the Title Commitment or Final Commitment, and DECo shall have five business days after receipt of the Survey to notify City of any objections to the Survey. If DECo objects in writing to the condition of title or the Survey based on the Commitment or the Final Commitment, the Survey or as otherwise discovered by DECo, City shall have 30 calendar days from receipt of DECo’s written objection to use its good faith efforts to cure the title or survey defect(s) or provide evidence satisfactory to DECo, in its sole discretion, that the title or survey defect(s) will be cured on or before the Closing, and to provide DECo with an updated Commitment (the DECo Updated Commitment) or updated Final Commitment (the DECo Updated Final Commitment), which evidences that DECo’s objection has been cured and will be adequately insured against, as determined by DECo in its sole discretion. If City is unable or unwilling to remedy the defect(s) within the 30 day period, then (i) DECo, at its option, may waive the defect(s) and the Parties shall continue to perform their obligations, subject to the terms and conditions of this Agreement, in which case DECo shall accept the title or Survey subject to such defects waiving any claim against City by reason thereof; or (ii) DECo may terminate this Agreement, and the Parties shall have no further rights or obligations under this Agreement (except for the Inspection Indemnification under Section \_\_, which shall survive the termination of this Agreement).
30. **Delivery of Materials for Review.** Within 15 calendar days of the Effective Date, City will deliver to DECo the following materials, if any, which are in City’s possession or reasonably available to City (collectively, the “Documents”): Environmental Reports; Building Materials; Utility Plans; Approvals or Certificates of Occupancy; Easements; Leases; and all records and documents in City’s possession or reasonably available to City pertaining to the Property.
31. **Inspection Of Property and Documents; Appraisal and Financing.** During the Inspection Period,, DECo shall have the right at DECo’s sole cost and expense to inspect or cause to be inspected all elements and aspects of the Property and Documents, including but not limited to investigating and conducting an environmental site assessment or other environmental investigation of the Property (including a “Phase 2” investigation or Baseline Environmental Assessment)(the Environmental Reports) at DECo’s expense; obtaining an appraisal of the Property; and confirming the availability of financing for DECo’s purchase of the Property; and obtaining any land use approvals as may be required for DECo’s intended use of the City Property.

If the Environmental Reports disclose that there has been a Release of a regulated substance, if the Parties cannot agree on how to pay for such remediation costs, and if City is unable or unwilling to remediate same, then the sole options of DECo shall be: (A) to terminate this Agreement, and the Parties shall have no further rights or obligations under this Agreement, except for the Inspection Indemnification, which shall survive such termination; or (B) to proceed and purchase the Property.

DECo shall use all reasonable efforts to minimize any damage to the Property and, in the event any portion of the Property is disturbed, damaged, or altered by DECo's investigations, DECo shall promptly, at its sole cost and expense, restore the Property to substantially the same condition that existed prior to such disturbance or alteration. To the extent not covered and paid for by its policies of liability insurance, DECo shall indemnify and hold City harmless from any cost or expense incurred by City as a result of such disturbance or alteration (including repairs to the City Property) or any actions taken by DECo at the City Property (the Inspection Indemnification). DECo shall not allow any liens or encumbrances to attach to the City Property as a result of DECo's inspection of the City Property.

If DECo, in its sole discretion, determines that the condition of the Property is unsatisfactory for any reason, DECo may, at its option at any time prior to 5:00 p.m., local time, on the first business day following the conclusion of the Inspection Period, (the Notification Date), elect in writing to terminate this Agreement. If DECo elects to terminate this Agreement on or before the Notification Date, DECo shall return to City the Documents provided by City pertaining to the Property and the Parties shall have no further rights or obligations under this Agreement, except for the Inspection Indemnification, which shall survive such termination. If DECo does not provide City with notice of termination on or before the Notification Date, DECo shall be deemed to have elected not to terminate this Agreement, and the Parties shall proceed to perform their respective obligations in accordance with and subject to the terms and conditions of this Agreement.

- 32. Representations and Warranties.** As of the date of the execution of this Agreement and the date of Closing, City makes the following representations to DECo, which representations shall survive the Closing:
- a. City has full power and authority to execute this Agreement, consummate the transaction and perform its obligations under this Agreement.
  - b. City's obligations under this Agreement do not conflict with, violate or constitute a breach of any agreements, judgments, awards, administrative proceedings, or federal, state or local laws affecting City or the Property.
  - c. City is the owner of fee simple marketable title in and to the City Property and is in full and complete possession and control of the City Property (except as identified in Section \_\_ or in the Commitment or Survey).
  - d. The City Property is not subject to any unrecorded encumbrances, restrictions, easements, boundary disputes, or agreements or other matters which are not disclosed in the Commitment or in the Survey.

- e. The City Property is not subject to any claim of lien, special assessment, or unpaid roadway or utility charge, either recorded or unrecorded and no improvements to or upon the City Property have been made within 120 calendar days prior to the date of this Agreement which could give rise to a claim of lien, special assessment, or other charge.
- f. There are no actions or proceedings pending or threatened against or involving the City Property or the City as related to the Property.
- g. No hazardous or toxic substances or wastes have been discharged, released, generated, treated, stored, disposed of or placed upon the Property in violation of applicable environmental laws. There have been no violations of any federal, state or local law, ordinance, rule or regulation, including without limitation those relating to generation, transportation, storage, treatment, use, disposal and removal of hazardous and toxic substances and wastes and other environmental requirements. City has no knowledge of the disposal, storage, or placing upon the City Property of any hazardous and/or toxic substances and/or waste in violation of the foregoing described laws. City has not received any notices, regulatory orders or claims of any violation of any environmental laws from any governmental agency having jurisdiction thereof or any third party.
- h. There are no underground storage tanks presently on the City Property, and there have been no underground storage tanks at the City Property.
- i. There are no taxes or assessments which are past due or which have become a lien upon the City Property except for current taxes which shall be prorated and adjusted upon Closing.
- j. City has received no notices of violation of any law, rule, regulation or ordinance issued in connection with the City Property by any agency or department having jurisdiction thereof, and City hereby agrees to provide DECo with copies of any such notices received after the date of this Agreement.

If prior to the Closing DECo discovers that any of City's representations and warranties are incorrect in any material respect in DECo's reasonable discretion, then DECo, notwithstanding the expiration of the Inspection Period, at its option, shall have the right to terminate this Agreement with no liability on its part, in addition to all remedies permitted by law. At the Closing, City shall execute an affidavit in form and substance acceptable to DECo, which shall make the foregoing representations and warranties effective as of the Closing and provide that such shall survive the Closing.

**33. Restrictions on Sale, Transfer and Encumbrances; Security for City.** City shall not sell, transfer, assign or convey any of its rights under this Agreement without the prior written consent of DECo.

**34. Adjustments and Prorations.** Upon Closing:

- a. Utilities. Water and Sanitary sewer utility bills if applicable, shall be prorated in the same manner as Current Taxes but based on date of Closing, unless final readings as of the Closing are obtained and paid by City in which case there shall be no proration.
- b. Transfer Taxes. City shall pay state and local transfer taxes on the sale of the Property to City at Closing.
- c. Title Insurance Premium. City shall pay the title insurance premium for the title insurance as required by Section \_.

35. **Possession**. Possession shall be delivered upon Closing.

36. **City's Default**. In the event City defaults in the performance of the terms and conditions of the Agreement, DECo may terminate the Agreement, or may be entitled to reasonable liquidated damages equal to One Thousand and 0/100 Dollars (\$1,000.00).

37. **DECo's Default**. In the event DECo defaults in the performance of the terms and conditions of this Agreement, City may terminate this Agreement, or may seek specific performance of this Agreement, as well as any other damages permitted by law.

Dated: \_\_\_\_\_, 2015

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

Dated: \_\_\_\_\_, 2015

Its:

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

Dated: \_\_\_\_\_, 2015

Its: Secretary

Exhibit A

Exhibit B