

E. APPROVAL OF THE AGENDA

Motion Smith; support Tell to approve the agenda with the following changes:

- The addition of two items for New Business item L-2 – Supplemental information from Ms. Aniol on Village Residential Zoning and article on living near a coffee shop from the applicant.
- Move item L-3 to Closed Session and renumber the remaining items, L-3 to L-6.

Unanimous voice vote approval.

F. PUBLIC HEARINGS

None

G. NON-ARRANGED PARTICIPATION

Ted Tear of 8090 Huron Street, Dexter commented that he has had a number of signs about the restaurant issue that have been stolen and that the public does not know about the proposed restaurant.

Paul Cousins of 7648 Forest, Dexter spoke of his experience with opening a restaurant in a residential area and the need for approval from the community. Broad Street is a historic street in the City and he has some concerns about this development and also asking for a no vote.

Jack Savas, business owner of 3441 Broad Street spoke to the issue of home values increasing when a business is integrated into a neighborhood. He feels this would be an asset in the community and create a more walkable neighborhood between the Cider Mill and the Library.

Al Maghes, owner of property at 8069 Third Street, Dexter stated that he doesn't support the project, as this is a residential neighborhood and he is getting ready to pull a building permit to build on his property. He brought up some negatives to the project such as parking issues, lights in homeowner's windows, and changes occurring of homes going back to single family structures.

H. COMMUNICATIONS:

1. Upcoming Meeting List
2. Sign Calendar

I. REPORTS

1. Finance Director/Treasurer – Marie Sherry

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

- Still working with BS&A to get computer communication between the new and old parcel format.
- The Board of Review met.
- The City's bond rating is now AA.
- The DDA Bond came down an additional ½% and will sign the paperwork tomorrow (July 28). This will give the DDA \$300,000 savings on this bond.
- Need to work on a debt policy for the City. Request from Council to have work session on why there is such a concern about the City's debt.

2. Public Services Superintendent – Dan Schlaff

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

- Still working on the asphalt, have about two days left on Dexter Ann Arbor Road.
- Had a float problem at the Huron River Lift Station.
- Doing a lot of sewer cleaning with the vactor truck and will bring in the cameras to view the lines.
- Question... can we dislodge the log jam along Mill Creek? (Will Check into this.)
- Question...How are road repairs going? (Going about as expected, but it took about two weeks longer on Dexter Ann Arbor than planned.)

3. Community Development Manager – Michelle Aniol

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

- Target Market Analysis Tutorial will take place on Tuesday, July 28 at the Dexter District Library with a tour prior to the meeting.
- Northern United Brewing Company has applied for a Strategic Initiative Grant and will be in a pilot program within the State of Michigan.
- The DDA did not have a quorum at their July meeting and they will talk about the Request for Qualifications at the August meeting.
- Attended a meeting with Kalamazoo officials along with Council Members Carson and Fisher.
- Comcast has submitted an application and plans to put high speed fiber into the Industrial Park.
- Will have a bi-annual report at the next meeting as the quarterly report did not happen.

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

Huron River Watershed Council Representative – Paul Cousins

- Mr. Cousins presented a plaque from the Huron River Watershed Council recognizing the 18th National Water Trail of which Dexter is part of the five cities included in this trail.
- Improvements in the River Up! program include the following: Barton Dam boat slide, Kiosks of which Dexter is the model, short films, Portage Lake Dam, fish habitats, Osprey nests, boat lockers, and art and inspiration.

- Had a successful Huron River Day.
- Good audit with a healthy fund balance.
- Suds on the River will be September 10.
- Question...How can the Watershed Council help us to clean up Mill Creek to the Huron River? (Will work on it.)

Washtenaw County Sheriff – Written report included in the packet

5. Subcommittee Reports

None

6. City Manager Report

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

- MERS – looking to increase the contribution.
- Have a report from Orchard, Hiltz & McCliment on the Dover and Fifth intersection and it states that it doesn't warrant a stop sign.
- Have a request from the A&W regarding hooking up to the City's sewer system.
- Road funding – Will need to put something together for the Washtenaw County Road Commission on what projects the City would like to work on in the next round of funding.

7. Mayor's Report

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

- Have a meeting planned with Waste Management. Are there any questions to ask...Can we change the date of pickup and do we get anything from our recycling? (Recycling market is way down for items.)
- Question – Will the response times for the Fire Department be available to us and is it City driven. (Yes and Yes)
- Question – Will the Facilities Committee be meeting? (They can meet if needed.)
- No update on the Tax Tribunal

J. CONSENT AGENDA

1. Consideration of: Bills and Payroll in the amount of \$143,825.21

Motion Fisher; support Smith to approve item 1 of the Consent Agenda.

Unanimous voice vote approval.

K. OLD BUSINESS-Consideration and Discussion of:

None

L. NEW BUSINESS-Consideration of and Discussion of:

1. Consideration of: Preliminary Site Plan Review Dan Hoey Medical Office Building

Motion Semifero; support Smith based on the recommendation of the Planning Commission, the information provided by the applicant, and pursuant to Section 21.04. sub-section D5 City Council Action, City Council moves to approve the Preliminary Site Plan for the medical office building at the southwest corner of the intersection of Dan Hoey Road and Lexington Drive, subject to the following conditions:

1. Allow 6 additional parking spaces;
2. Allow a 30-foot drive aisle;
3. Lighting for parking area to be determined with staff;
4. Recommendations cited in the CWA review letter dated, June 17, 2015;
5. Recommendations cited in the OHM review letter dated, June 18, 2015;
6. Recommendations cited in the DAFD review letter dated, June 6, 2015; and
7. Recommendation in staff's memo dated, July 2, 2015.

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

Nays: None

Motion carries

2. Consideration of: 3441 Broad Street a.k.a. Strawberry Alarm Clock Special Land Use (Café) Combined Site Plan, Revised Site Plan

Motion Semifero; support Tell based on the information received from the applicant, and pursuant to Section 8.03, Special Land Use review standards, the Dexter City Council moves to approve the Special Land Use application for a café at 3441 Broad Street subject to the following conditions:

1. Site Plan approval
2. Hours of operation to be 6 a.m. to 9 p.m.

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

Nays: None

Motion carries

Motion Smith; support Carson based on the information received from the applicant and pursuant to Section 21.04, E6 City Council Action, the Dexter City Council moves to postpone action on the Combined Site Plan for the Strawberry Alarm Clock at 3441 Broad Street. Until September 14, 2015 Council Meeting, to allow the applicant more time to address the following:

1. Design of a building that would be consistent with the preservation and enhancement of property values within existing residential area;
2. Concerns of residents and some members of Council that, for the desired use, the current design is not one that fits in good with the neighborhood; and
3. Presentation of a redesigned building at Planning Commission Meeting on September 8, 2015.

Ayes: Smith

Nays: Knight, Semifero, Tell, Carson, Fisher and Keough

Motion fails 6 to 1

Motion Knight; support Tell based on the recommendation of the Planning Commission, the information received from the applicant, and pursuant to Section 21.04, sub-section E6 City Council Action, the Dexter City Council moves to approve the Combined Site Plan for the Strawberry Alarm Clock Café at 3441 Broad Street, subject to the following conditions:

1. All mechanical equipment shall be screened from view of the street and adjacent residential use(s), and shall be located in the rear of side yard;
2. Deviation of the parking requirements to allow a total of 7 off-street parking spaces;
3. Information related to delivery vehicle type, timing, etc., to ensure site circulation will not be impacted during hours of operation must be provided; and
4. Special Land Use approval.

Ayes: Semifero, Tell, Knight and Keough

Nays: Smith, Carson and Fisher

Motion carries 4 to 3

3. Consideration of: Telephone System Upgrade Proposal Award

Motion Smith; support Tell to postpone action on the telephone system upgrade proposal award.

Ayes: Smith, Tell, Carson, Knight and Keough

Nays: Fisher and Semifero

Motion carries 5 to 2

4. Consideration of: Dan Hoey/Shield/Baker Traffic Study

Motion Carson; support Smith to enter an agreement between the City of Dexter and the Board of the Washtenaw County Road Commissioners to issue a purchase order to OHM for a Traffic Study for the intersections of Baker Road and Shield Road and the intersections of Baker Road and Dan Hoey Road with the City of Dexter paying 50% of all actual cost incurred with the Study not to exceed \$16,500.

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

Nays: None

Motion carries

5. Consideration of: Auditor Contract Renewal

Motion Carson; support Smith to award the Auditor Contract for Fiscal Year 2014-2015 through 2016-2017 to PSLZ, LLP at a cost of \$12,500 per year.

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

Nays: None

Motion carries

6. Consideration of: WAVE Contracts
“Community Connector” Contract
“Door-to-Door” Contract

Motion Smith; support Semifero to approve the City’s annual contracts with Western-Washtenaw Area Value Express for Door to Door service at a cost of \$18,500 and for the Community Connector service at a cost of \$16,500 for the period of July 1, 2015 to June 30, 2016.

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

M. COUNCIL COMMENTS

- Tell None
Fisher Attended my 50th Class Reunion from Dexter this past weekend and received a compliment from the husband of a friend on the work done in government and praise from another classmate on the work that has been done in Dexter.
Semifero Do we have any status on new microphones for the meeting? (Council Member Carson reported that the system at the Senior Center has been fixed.) Announced that the Village Cleaners on Baker Road will be closing as of Friday.
Jones Invited all to attend the Annual Ice Cream Social at St. Andrew’s Church on Thursday, August 6.
Smith None
Knight None
Carson None

N. NON-ARRANGED PARTICIPATION

None

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

Motion Smith; support Fisher to move into Closed Session for the purpose of discussing pending litigation in accordance with MCL 15.268 at 10:38 PM.

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

Motion Tell; support Semifero to leave Closed Session at 10:55 PM.

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

Motion Smith; support Knight to instruct staff to proceed as directed in the Closed Session.

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

Nays: None

Motion carries

P. ADJOURNMENT

Motion Smith; support Knight to adjourn at 10:56 PM.

Unanimous voice vote approval.

Respectfully submitted,

Carol J. Jones
Interim Clerk, City of Dexter

Approved for Filing: _____

Memorandum

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

From: Michelle Aniol, Community Development Manager

Re: Variety Die and Stamping Request for Industrial Facilities Tax Exemption

Date: August 3, 2015

Action Requested:

Resolution approving a request from Variety Die and Stamping for an Industrial Facilities Tax Exemption Certificate for real property investments located at 2555 Bishop Circle West, Dexter, Michigan

Background and Discussion

Variety Die and Stamping has submitted an Industrial Facilities Tax Exemption request for a 50% abatement of taxes on approximately \$703,000 in real property improvements at its facility located at 2221 Bishop Circle East, for a period of 6 years. The company recently received approval to construct a 7,495 square foot addition to its existing 44,623 square foot facility. This would be the 4th 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 annual value of the abatement of real is approximately \$2,470.38 in City taxes and \$7,348.90 from the other taxing jurisdictions including, Dexter District Library, Dexter Community Schools, Washtenaw County, Washtenaw County Intermediate School District and Washtenaw Community College. Variety Die and Stamping proposes the creation of 8 new full-time equivalent jobs, as a result of its investment.

Based on the evaluation form Variety Die is eligible for an abatement of 6 years on real property improvement.

The goal of the City's Industrial Facilities tax abatement program is to encourage new companies to invest in our community and to assist our existing companies as they continue to invest in their businesses. The amount of temporary tax relief that a business is eligible for is based on the value of their investment in the community, as determined by the City's abatement evaluation criteria. In granting the abatement, the City helps relieve the tax burden created by the company's financial investment. The City benefits by receiving 50% of the tax revenue that it would not otherwise have received if the company had not made the investment. In the case of Variety Die the additional revenue is \$2,470.38 in real property, which will be increased to \$4,940.76 after the abatement expires. This is calculated as the taxable value (half of the value of the improvements: \$351,500) divided by \$1,000 and multiplied by half the City millage rate (7.0281). The City also benefits from the jobs that are brought to and retained in the community.

The following documentation accompanies this memo:

- Council Resolution of Approval
- Variety Die and Stamping IFT application
- Variety Die and Stamping evaluation form
- List of Current and Expired Industrial Facilities Tax Exemptions

RESOLUTION APPROVING A REQUEST FROM VARIETY DIE AND STAMPING FOR AN INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE FOR REAL INVESTMENTS LOCATED AT 2221 BISHOP CIRCLE EAST, DEXTER MI

The following resolution was offered by Member _____ and seconded by Member _____,

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

WHEREAS, Variety Die and Stamping, has filed an application for an Industrial Facilities Exemption Certificate with respect to real property investment of \$703,000 at its facility located at 2221 Bishop Circle East; and

WHEREAS, before acting on said application, the Dexter City Council held a hearing on August 10, 2015 at the Dexter Senior Center, 7720 Dexter-Ann Arbor Street, Dexter Michigan at 7:30 p.m., at which the applicant, and a representative of each of the affected taxing units were given written notice and were afforded an opportunity to be heard on said application; and

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

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

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

1. The Dexter City Council finds and determines that the granting of the Industrial Facilities Exemption Certificate considered together with the aggregate amount of certificates previously granted and currently in force under Act No. 198 of the Public Acts of 1974 and Act No. 255 of the Public Acts of 1978, shall not have the effect of substantially impeding the operation of the City of Dexter, or impairing the financial soundness of a taxing unit which levies ad valorem property taxes in the City of Dexter.
2. The application of Variety Die and Stamping for an Industrial Facilities Exemption Certificate with respect to real property investment of \$703,000.00 at its facility located at 2221 Bishop Circle East be approved as submitted.
3. The Industrial Facilities Exemption Certificate when issued shall be and remain in full force and effect for a period of 6 (six) years for real property. The applicant shall remain within the City of Dexter during the period of time for which the individual applications for abatement has been approved. If the applicant relocates within this period of time, the applicant shall pay to the affected taxing units an amount equal to those taxes it would have paid had the abatement not been in effect.

AYES:

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED

THIS 10th DAY OF AUGUST 2015

Shawn W. Keough, Mayor

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the Council of the City of Dexter, County of Washtenaw, State of Michigan, at a regular meeting held on the 10th day of August 2015, with a duly noticed public hearing held on August 10, 2015.

Carol J. Jones, City Clerk

Application for Industrial Facilities Tax Exemption Certificate

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

INSTRUCTIONS: File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy). One copy is retained by the clerk. If you have any questions regarding the completion of this form, call (517) 373-3302.

To be completed by Clerk of Local Government Unit	
Signature of Clerk <i>Carol J Jones</i>	Date Received by Local Unit <i>7-7-15</i>
STC Use Only	
Application Number	Date Received by STC

APPLICANT INFORMATION

All boxes must be completed.

1a. Company Name (Applicant must be the occupant/operator of the facility) Variety Die & Stamping Co.	1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) 3465	
1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) 2221 Bishop Circle East	1d. City/Township/Village (indicate which) Dexter (City)	1e. County Washtenaw
2. Type of Approval Requested <input checked="" type="checkbox"/> Now (Sec. 2(5)) <input type="checkbox"/> Transfer <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Rehabilitation (Sec. 3(6)) <input type="checkbox"/> Research and Development (Sec. 2(10)) <input type="checkbox"/> Increase/Amendment	3a. School District where facility is located Dexter	3b. School Code 81050
	4. Amount of years requested for exemption (1-12 Years) 7	

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

See Attachment - Section #5

6a. Cost of land and building improvements (excluding cost of land)	▶ \$703,000
* Attach list of improvements and associated costs. Real Property Costs	
* Also attach a copy of building permit if project has already begun.	
6b. Cost of machinery, equipment, furniture and fixtures	▶ N/A
* Attach itemized listing with month, day and year of beginning of installation, plus total Personal Property Costs	
6c. Total Project Costs	▶ \$703,000
* Round Costs to Nearest Dollar Total of Real & Personal Costs	

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

	<u>Begin Date (M/D/Y)</u>	<u>End Date (M/D/Y)</u>	
Real Property Improvements	▶ <u>07/15/2015</u>	<u>12/31/2015</u>	▶ <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased
Personal Property Improvements	▶ <u>N/A</u>	<u>N/A</u>	▶ <input type="checkbox"/> Owned <input type="checkbox"/> Leased

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

9. No. of existing jobs at this facility that will be retained as a result of this project. **79** 10. No. of new jobs at this facility expected to create within 2 years of completion. **8**

11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.

a. TV of Real Property (excluding land)	<u>N/A</u>
b. TV of Personal Property (excluding inventory)	<u>N/A</u>
c. Total TV	<u>N/A</u>

12a. Check the type of District the facility is located in:
 Industrial Development District Plant Rehabilitation District

12b. Date district was established by local government unit (contact local unit) **05/26/1987** 12c. Is this application for a speculative building (Sec. 3(8))?
 Yes No

APPLICANT CERTIFICATION - complete all boxes.

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

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

13a. Preparer Name Jonathon Woods	13b. Telephone Number 734-426-4488	13c. Fax Number 734-426-2697	13d. E-mail Address jwoods@varietydie.com
14a. Name of Contact Person Jonathon Woods	14b. Telephone Number 734-426-4488	14c. Fax Number 734-426-2697	14d. E-mail Address jwoods@varietydie.com
▶ 15a. Name of Company Officer (No Authorized Agents) Jonathon Woods, Secretary			
15a. Signature of Company Officer (No Authorized Agents) <i>Jonathon Woods</i> 07/07/2015		15c. Fax Number 734-426-2697	15d. Date 07/07/2015
15e. Mailing Address (Street, City, State, ZIP Code) 2221 Bishop Circle East, Dexter, MI 48130		15f. Telephone Number 734-426-4488	15g. E-mail Address jwoods@varietydie.com

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

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

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

Attached hereto is an original application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time, and that any leases show sufficient tax liability.

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

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

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

**Michigan Department of Treasury
State Tax Commission
PO Box 30471
Lansing, MI 48909**

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

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

Form 1012 – Application for Industrial Facilities Tax Exemption Certificate

Attachment – Section #5

General Description of the Facility

Current building is 44,248 SF consisting of 40,542 SF of manufacturing space and 3,706 SF of office space. The proposed addition is 7,458 SF and will be devoted to additional manufacturing space. The new footprint of the building once the addition is completed will be 52,706 SF.

The current facility and proposed addition is located on land described as:

certain land situated in the Village of Dexter and the Township of Scio, Washtenaw County, Michigan, described as Lots 24, 34, and 35, Dexter Business and Research Park, as recorded in Liber 26 of Plats, Pages 29 through 36, Washtenaw County Records,

commonly known as 2221 Bishop Circle East, Dexter, Michigan, 48130

General Description of the Proposed Use of the Facility

Variety Die & Stamping's primary line of business is metal stampings and assemblies. The additional 7,458 SF will be devoted to assembly operations and packaging of finished goods for shipment to our customers.

General Nature and Extend of the Restoration, Replacement or Construction to be undertaken

This project represents an expansion of square footage available for manufacturing operations through the construction of a 7,458 SF addition on the original plant.

Janette Wood
07/07/2015

Form 1012 – Application for Industrial Facilities Tax Exemption Certificate

Attachment – Section #6a

List of Improvements and Associated Costs

- Building Improvements - **\$578,000**
 - o Build 7,458 SF Addition
 - o Replace All Exterior Light Fixtures with LED Lighting
 - o Natural Gas Make-Up Air Unit
 - o Replace Four Existing Wall Mounted Fans
- Site Improvements - **\$125,000**
 - o Improve Landscaping according to Code Requirements
 - o Modify Parking Lot to New Building Footprint
 - o Additional Parking in Office Area

Jonathan Wood
07/07/2015

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

Company:

Varitey Die and Stamping, 2221 Bishop Cr E

SECTION 1. REAL PROPERTY INVESTMENT

A. Real Property

1 Land

Was the land purchased from the City?	No	
If yes, what was the asking price?		\$0.00
If yes, was it at a discounted price?		\$0.00
If yes, what was the discount per acre?		\$0.00
		\$0.00

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

(Negative)

2 Building

Was the building purchased from the City?	No	
If yes, what was the asking price?		\$0.00
If yes, was it at a discounted price?		\$0.00
If yes, what was the discount per acre?		\$0.00
		\$0.00

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

(Negative)

3 Building and Site Improvements (excluding cost of land)

Cost of land (site) improvements:		\$125,000.00
Cost of building improvements:		\$578,000.00
TOTAL:		\$703,000.00

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

21.30

Sub-total (Max 30)

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

0.00

Sub-total (Max 35)

Total Section 1 Points		21.30
		(Max 65)

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

Company:

SECTION 2. EMPLOYMENT

A. Jobs

1	Number of Jobs retained	<u>79</u>	X	0.5	=	<u>25.00</u>
						(Max 25)
2	Number of New Jobs	<u>8</u>	X	0.5	=	<u>4.00</u>
						(Max 25)
Total Section 2 Points						<u>25.00</u>
						(Max 25)

SECTION 3. AESTHETIC & PRACTICAL FEATURES

A. The Dexter City Planning Commission (or Community Development Manager in the case of Administrative Review) will evaluate the approved final site plan for aesthetic and practical features and award points based on the scale below

Exemplary (2) pts, Well Designed (1) pts, Adequate (0) pts

Building architecture & site compatibility	-----	1.00
Building exterior construction materials	-----	1.00
Landscaping & screening	-----	1.00
Exterior lighting & identification	-----	1.00
Traffic flow, safety & efficiency	-----	1.00
Total Section 3 Points		<u>5.00</u>
		(Max 10)

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

Company:

SECTION 4. COMMITMENT TO COMMUNITY

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

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

City	25	Years
Dexter School District	25	Years

A. Time in Community	City	School District	
For 6 to 36 months add:	2.50	1.20	
For 37 to 96 months add:	5.00	2.40	
For 97 to 144 months add:	7.50	3.60	
For 145 or more months add:	10.00	5.00	
	Total Section 4 Points		10.00
			(Max 10)

SECTION 5. COST TO COMMUNITY

Added infrastructure costs directly necessitated by

A. this development (including engineering): \$0.00

If the cost to community is zero then skip this section.

If there are community costs use the following calculation to determine the number of points to subtract.

Total Project Cost:	\$0	=	
Total Community Cost	\$0		

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

Total Section 5 Points	0.00
	(Max -100)

Total Application Points	61.30
	(Max 110)

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

YEARS OF TAX ABATEMENT ELIGIBILITY

Variety Die & Stamping, 2221 Bishop Cr E

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

City of Dexter - Industrial Facilities Tax Exemptions

Real Property - Active				
Business	Expires at the end of:	Estimated Taxable Value of Property	Estimated Tax Revenue Increase (7.0281 mills)	
Berry & Associates	2015	\$187,300.00	\$1,316.36	2009-276
K-Space	2019	\$352,066.00	\$2,474.36	2012-130
3515 Broad LLC (Medhub)	2019	\$714,814.00	\$5,023.78	2013-104
Northern United Brewing	2019	\$786,381.00	\$5,526.76	2013-003
QED	2022	\$379,021.50	\$2,663.80	2011-632
DAPCO	2024	\$439,590.00	\$3,089.48	2012-005
Dexter Fastener	2026	\$5,059,979.00	\$35,562.04	2014-037
MC3	2025	\$2,442,100.00	\$17,163.32	2014-450
Personal Property - Active				
Business	Expires at the end of:	Estimated Taxable Value of Property	Estimated Tax Revenue Increase (7.0281 mills)	
Berry & Associates	2015	\$34,300.00	\$241.06	2009-276
3515 Broad LLC (Medhub)	2015	\$150,000.00	\$1,054.22	2013-104
MC3	2016	\$225,650.00	\$1,585.89	2014-450
UIS	2018	\$249,314.50	\$1,752.21	2014-223
K-Space	2019	\$42,877.00	\$301.34	2012-130
Northern United Brewing	2020	\$810,000.00	\$5,692.76	2013-003
QED	2022	\$52,249.00	\$367.21	2011-632
Dexter Research	2022	\$3,000.00	\$21.08	2010-045
DAPCO	2024	\$643,395.00	\$4,521.84	2012-005
Dexter Fastener	2026	\$11,490,128.50	\$80,753.77	2014-037
Issued - Not Used as of 2015				
Business	Year Expires	Estimated Taxable Value of Property	Estimated Tax Revenue Increase (7.0281 mills)	
Dexter Research (Real)	2022	\$520,000.00	\$3,654.61	2012-046
Real Property - Expired Over The Past 5 Years				
Business	Year Expires	Estimated Taxable Value of Property	Estimated Tax Revenue Increase (7.0281 mills)	
Dexter Fastener	2011	\$1,905,300.00	\$13,390.64	
Abeltech	2011	\$228,200.00	\$1,603.81	
K-Space	2012	\$248,400.00	\$1,745.78	
Personal Property - Expired Over The Past 5 Years				
Business	Year Expires	Estimated Taxable Value of Property	Estimated Tax Revenue Increase (7.0281 mills)	
DAPCO	2010	\$1,155,000.00	\$8,117.46	
Dexter Fastener	2011	\$505,100.00	\$3,549.89	98-300
Abeltech	2011	\$3,200.00	\$22.49	07-16
Dexter Fastener	2012	\$661,800.00	\$4,651.20	01-341
Protomatic	2012	\$91,700.00	\$644.48	10-46
DAPCO	2012	\$282,800.00	\$1,987.55	03-187
DAPCO	2013	\$149,700.00	\$1,052.11	2007-020
Locations of Districts:				
Dexter Business and Research Park			Established May 26, 1987/Expanded September 9, 2013	
7931 Grand			Established August 14, 1995	
7300 Huron River Drive			Established November 23, 2009	
Huron Street High Tech-Light Industrial Development District			Established February 13, 2012	

Meeting Calendar

Agenda: 8/10/2015
Item: H-1

Board	Date	Time	Location	Website	City Representative
Dexter Area Historical Society Board	8/6/2015	7:00 p.m.	Gordon Hall	http://www.dextermuseum.org/	
City Facility Committee	8/7/2015	9:00 a.m.	City Offices	http://www.dextermi.gov	
Dexter City Council	8/10/2015	7:30 p.m.	Dexter Senior Center	http://www.dextermi.gov	
5H - Dexter Coalition	8/11/2015	5:30 p.m.	Dexter Wellness Center		Becky Murillo
Dexter Area Chamber of Commerce	8/12/2015	8:15 a.m.	Copeland Board Room	http://www.dexterchamber.org/	Donna Fisher
City Facility Committee	8/12/2015	9:00 a.m.	City Offices	http://www.dextermi.gov	
Gateway Initiative (Big 400)	8/14/2015	9:30 a.m.	Waterloo Recreation Area		Paul Cousins, Carol Jones
Chelsea Area Planning Team/Dexter Area Regional Team	8/17/2015	7:00 p.m.	Webster Township Hall	http://www.ewashtenaw.org/	Jim Carson
Dexter City Zoning Board of Appeals - if needed	8/17/2015	7:00 p.m.	Senior Center	http://www.dextermi.gov	Jim Carson
Dexter City Parks Commission	8/18/2015	7:00 p.m.	City Offices	http://www.dextermi.gov	Julie Knight
Washtenaw Area Transportation Study-Policy	8/19/2015	9:30 a.m.	Scio Township Hall	http://www.miwats.org/	Jim Carson
Dexter Area Fire Board	8/20/2015	6:00 p.m.	Dexter Township Hall	http://dexterareafire.org/	Shawn Keough/Jim Carson
Dexter Downtown Development Authority	8/20/2015	7:30 a.m.	Senior Center	http://www.dextermi.gov	Shawn Keough
Dexter City Council	8/24/2015	7:30 p.m.	Dexter Senior Center	http://www.dextermi.gov	

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

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2015 Sign Requests

	Name of Group	Dates	Number Approved	Approval Date	Locations		Name of Group	Dates	Number Approved	Approval Date	Locations	
January	Dexter Senior Ctr-Winter Market	signs out week of 1/10 & 1/24	3-18X24 / 2-2'X4"	11/3/2014	1,2,4,5,44	July	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 Wellness-Well walks	7/4-7/12	5 - 18 X 24	5/14/2015	1,2,4,5,44	
	DHS Drama Club-Grease	1/23-2/8	5 X 18 X 24	1/23/2015	1,2,4,5,44		Family Fun Day Spendthrift Trust	6/28-7/12	5 - 18 X 24	6/8/2015	1,2,3,4,10	
	St Andrews-Monthly dinner	1/30-2/5	1-2' X 3'	1/27/2015	8		Dexter Youth Football	7/17-7/31	5 - 18 X 24	6/23/2015	1,2,4,5,44	
February	Dexter Senior Ctr-Winter Market	signs out week of 2/7 & 2/21	3-18X24 / 2-2'X4"	11/3/2014	1,2,4,5,44		Dexter Youth Football-Golf Outing	7/1-7/11	5 - 18 X 24	6/23/2015	1,2,4,5,44	
	Dexter Comm. Band-Concerts	2/20-3/2	2 - 2' X 3'	10/1/2001	5 & 10		Dexter Soccer Club-"kickin it with the girls"	7/20-8/3	5 - 18 X 24	7/8/2015	1,2,4,5,44	
	Friends of the Dexter Library	2/7	5 X 18 X 24	6/25/2014	1,4,17,19,51		St. Andrews-Ice Cream Social	7/23-8/7	5- 18 X 24	6/8/2015	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. James/Chicken BBQ Dexter Daze	8/8-8/15	2-18 X 24 and 1-24 X 24	7/15/2015	1,4,5
	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							
March	Dexter Senior Ctr-Winter Market	signs out week of 3/7 & 3/21	3-18X24 / 2-2'X4"	11/3/2014	1,2,4,5,44							
	Community Band - Concert	2/17-3/2	2-2 X 3	11/1/2013	5 & 9							
		Friends of the Dexter Library	3/7	5 X 18 X 24	6/25/2014	1,4,17,19,51	August	Friends of the Dexter Library	Dexter Daze 8/13, 8/14 and 8/15	5 X 18 X 24	6/25/2014	1,4,17,19,51
		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	St. James/Chicken BBQ Dexter Daze		8/8-8/15	1 - 18 X 24, 2 - 24 X 24	6/23/2015	1,4,5	
	Peace Lutheran-Easter Egg	3/17-3/28	1-2' X 3'	3/16/2015	1	Dexter Soccer Club-"kickin it with the girls"		7/20-8/3	5 - 18 X 24	7/8/2015	1,2,4,5,44	
	K of C-Quarter Mania	3/18-3/26	5-18 X 24	3/18/2015	1,2,4,5,44		Dexter Daze festival	8/1-8/16	5- 18 X 24	4/30/2015	1,2,4,5,44	
April	Dexter Senior Ctr-Winter Market	signs out week of 4/4 & 4/18	3-18X24 / 2-2'X4"	11/3/2014	1,2,4,5,44							
	Dexter Comm. Band-Concerts	4/24-5/4	2 - 2' X 3'	10/1/2014	5 & 9		St. Andrews-Ice Cream Social	7/23-8/7	5- 18 X 24	6/8/2015	1,2,4,5,44	
	Friends of the Dexter Library	4/4	5 X 18 X 24	6/25/2014	1,4,17,19,51							
	St Andrews-Monthly dinner	4/3-4/9	1-2' X 3'	1/27/2015	8	September	Dexter Wellness-Well walks	9/5-9/13	5 - 18 X 24	5/14/2015	1,2,4,5,4	
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	October	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	
May	Dexter Comm. Band-Concerts	4/24-5/4	2 - 2' X 3'	10/1/2014	5 & 9							
	Friends of the Dexter Library	5/2	5 X 18 X 24	6/25/2014	1,4,17,19,51							
	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	November	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							
	Friends of the Dexter Library	6/6	5 X 18 X 24	6/25/2014	1,4,17,19,51							
June	Dexter Comm. Orchestra	6/3-6/13	2- 2' X 3'	1/26/2015	5 & 9							
		Dexter Boy Scouts-Rummage Sale	6/17-6/20	2 - 4' X 4' X 5'	4/20/2015	1 & 44	December	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 Wellness entrance, 51- ** 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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Public Services Superintendent

Two Week Update

DEPARTMENT OF PUBLIC WORKS

- Hung Banner
- Built weights for Plein Air
- Asphalt-4 days
- Trimmed trees and bushes in Mill Creek Park
- Swept streets
- Fixed asphalt roller
- Worked on sidewalk survey
- Temporary fixes on water shutoffs
- Ground stumps
- Fixed sprinklers
- Chipping
- Trash
- Mowing

WATER DEPARTMENT

- Staff continues day to day operations.
- Miss digs.
- Reads (final, beginning, NUBCO)
- Work continues on updated water meters and MXU's
- 5th well aquifer 24.5ft
- Right-of-way inspections
- Distributed water restriction hang tags

WASTE WATER DEPARTMENT

- Staff continues day to day operations
- Working on primary clarifier #1 scheduled maintenance
- Started fats, oil & grease (FOG) inspections
- Working on developing plan for replacement of aeration diffusers
- Work continues to remove brush around fence WWTP

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OFFICE OF COMMUNITY DEVELOPMENT

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

Memorandum

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

From: Michelle Aniol, Community Development Manager

Re: Report for August 10, 2015 City Council Meeting

Date: August 4, 2015

Business Developments

- Northern United Brewing Company (NUBC) submitted an Application for Interior Remodeling to install a production kitchen, display kitchen and food tasting room, to be known as NULL 2, at its facility at 2319 Bishop Cr E. NULL stands for Northern United Liquid Libations. The area of the food tasting room is 4,331.25 sq. ft., or 6% of NUBC's 68,000 sq. ft. facility. The area of the existing tasting room, known as NULL Tap Room, is 5,820 sq. ft., which is 9% of NUBC's entire facility. Together, the total area of the existing (beverage) tasting room and the proposed food tasting room would be 10,151.25 sq. ft., or 15% of the NUBC facility.

At its meeting on September 8th, and in accordance with Section 3.07 the Planning Commission will determine the compatibility of the proposed food tasting room in the RD Research zoning district. If the proposed use is determined to be compatible, the Planning Commission would then determine if the proposed use should be regulated as a permitted or special land use. Establishment of conditions or development standards would then be established.

- The Beer Grotto submitted an Application for Special Land Use Approval for Outdoor Seating. The Planning Commission will hold a public hearing regarding this case on September 8, 2015.
- Hotel Hickman has submitted a conceptual plan for a covered patio between Flower Shop and Hotel Hickman. Staff would like to schedule a meeting with the pre-application committee to review the concept plan before formal application is made.
- Oxford Companies installed new ground signs at Dexter Crossing.

Miscellaneous Updates

- Over the next few weeks Arbor Care Tree Surgeons will be conducting tree trimming along Dexter – Ann Arbor Road, between Dan Hoey and Meadowview. Notifications have been sent to residents.
- FINAL REMINDER: The Michigan Department of Natural Resources (MDNR) Natural Resources Trust Fund (NRTF) Board will be traveling to Dexter on Tuesday, August 18, 2015, between 2:00 & 3:00 pm. Dexter is the last stop on a tour of communities that have received Trust Fund grants for recreation amenities. The Board will visit Mill Creek Park, and tour the pathway from downtown to the link with the HCMA trail. Dexter's Mill Creek Park is an excellent example of the convergence of a pedestrian/bicycle path, a water trail and rural/urban environments within a quintessential Michigan downtown. City administration and staff have been asked to coordinate a "warm welcome" that's uniquely Dexter. All elected and appointed officials are encouraged to welcome the Trust Fund Board.
- A Target Market Analysis (TMA) Tutorial was held on Tuesday, July 28, 2015 at 2:45 pm at the Dexter District Library. The TMA Tutorial was a 1 ½-hour session presented by Sharon Woods. Ms. Woods firm, Landuse USA has been hired to conduct the TMA Analysis. Ms. Woods explained her

approach and methodology for the TMA. She also shared preliminary findings regarding potential for attached housing types in downtown Dexter, Chelsea, Saline and Ypsilanti. Over 30 people from Dexter, Chelsea, Saline and Ypsilanti attended the presentation.

Prior to the Tutorial, Ms. Woods conducted a driving tour of the city. Mr. Carson arranged for a WAVE bus to transport Ms. Woods, staff, City Manager, Courtney Nicholls, Councilman Jim Smith and resident John Hansen. The tour started in the downtown and traveled throughout the city. The tour focused on the following three (3) questions:

1. Attached Urban Housing
What are the existing choices among attached housing units in Dexter, such as stacked flats or lofts above street-front retail, row houses, townhouses, condominiums, and adaptive reuse of historic buildings, as well as any conventional apartment buildings?
 2. Reinvestment Projects
What are Dexter's "biggest and best" redevelopment and reinvestment projects; either recently completed, underway, or proposed. Include any significant projects that are just waiting for the right developer or investor. These can be residential, retail, or mixed-use projects.
 3. Placemaking
What makes your community particularly unique? During the tour, we pointed out success stories that relate to Placemaking, such as Mill Creek Park, and the downtown streetscape improvements, to name a couple.
- First Street Park – Last year staff was informed that Council had budgeted money for a shelter to be constructed at First Street Park. As staff understands the situation, Council authorized funding for the shelter after the Parks and Recreation Commission determined a shelter was needed to help clean-up the park and make it more attractive. When staff was asked if the proposed location of the shelter met the setback requirements of the zoning ordinance, it was discovered that there was no boundary survey in which to determine compliance. Since then a survey has been prepared and subsequently showed not only would the proposed shelter be located within the First Street road right-of-way, but the horseshoe pits were located outside the boundaries of the park and the DTE property was (is) being used for parking. A copy of the survey is attached to this memo.

The City's engineering consultant prepared a concept plan (attached) that demonstrates two (2) possible options for resolving this situation

- Option 1: Construct the shelter (solid line) and reconstruct the pits (dashed line) within the boundaries of the park; however, tree removal and parking lot improvements would be necessary. In addition, since the area of activity would then be closer to adjacent Cottonwood Condominiums additional landscape screening may be necessary.
- Option 2: Vacate the First Street road ROW; ½ of the ROW would be added to the park and the other half would be added to the adjacent DTE property. DTE has stated it would not be interested in giving up its rights to the vacated ROW, but would be willing to negotiate an easement agreement with the City for use of the property.

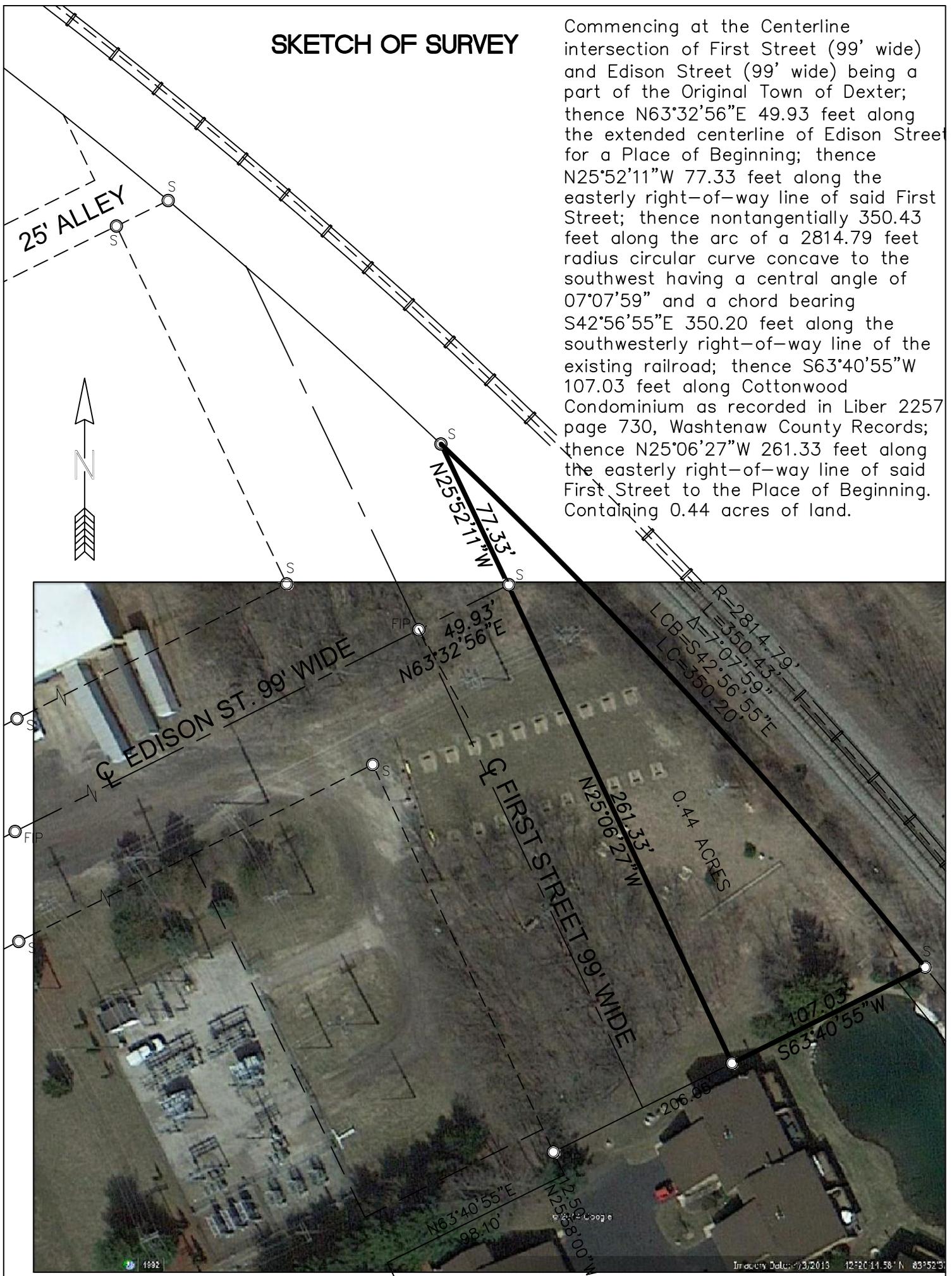
Last year when Council discussed this issue, the question was voiced "could the City take possession of the entire road ROW." Staff asked the City's corporate council and the answer was no. State law stipulates that upon vacation of a ROW, whether it's a street or alley, adjacent property owners receive half.

There is a 3rd option; maintain the status quo (3rd attachment). Leave the pits as they currently exist and place the shelter on the other side of the trees. This option would still require some tree removal, but it does not resolve the parking issue.

Staff is seeking direction from Council, along with other potential options.

SKETCH OF SURVEY

Commencing at the Centerline intersection of First Street (99' wide) and Edison Street (99' wide) being a part of the Original Town of Dexter; thence N63°32'56"E 49.93 feet along the extended centerline of Edison Street for a Place of Beginning; thence N25°52'11"W 77.33 feet along the easterly right-of-way line of said First Street; thence nontangentially 350.43 feet along the arc of a 2814.79 feet radius circular curve concave to the southwest having a central angle of 07°07'59" and a chord bearing S42°56'55"E 350.20 feet along the southwesterly right-of-way line of the existing railroad; thence S63°40'55"W 107.03 feet along Cottonwood Condominium as recorded in Liber 2257 page 730, Washtenaw County Records; thence N25°06'27"W 261.33 feet along the easterly right-of-way line of said First Street to the Place of Beginning. Containing 0.44 acres of land.



CLIENT: VILLAGE OF DEXTER

BOUNDARY SURVEY
 OF A PARCEL OF LAND
 IN THE NW 1/4 OF
 SECTION 5, T2S, R5E
 SCIO TOWNSHIP,
 WASHTENAW COUNTY,
 STATE OF MICHIGAN.

LEGEND:

- SECTION CORNER
- FIP FOUND IRON PIPE
- FIR FOUND IRON ROD
- FMN FOUND MAG NAIL
- FCM FOUND MONUMENT
- S SET IRON PIPE
- SET WOOD LATH
- (R) RECORDED
- (C) CALCULATED

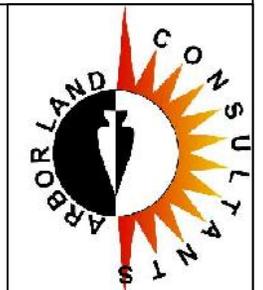
SCALE: 1" = 10'



**Arbor Land
 Consultants, Inc.**
**Professional Land
 Surveyors**

**2936 S. Madrono
 Ann Arbor, MI 48103
 (734) 669-2960
 Fax 669-2961**

www.arborlandinc.com

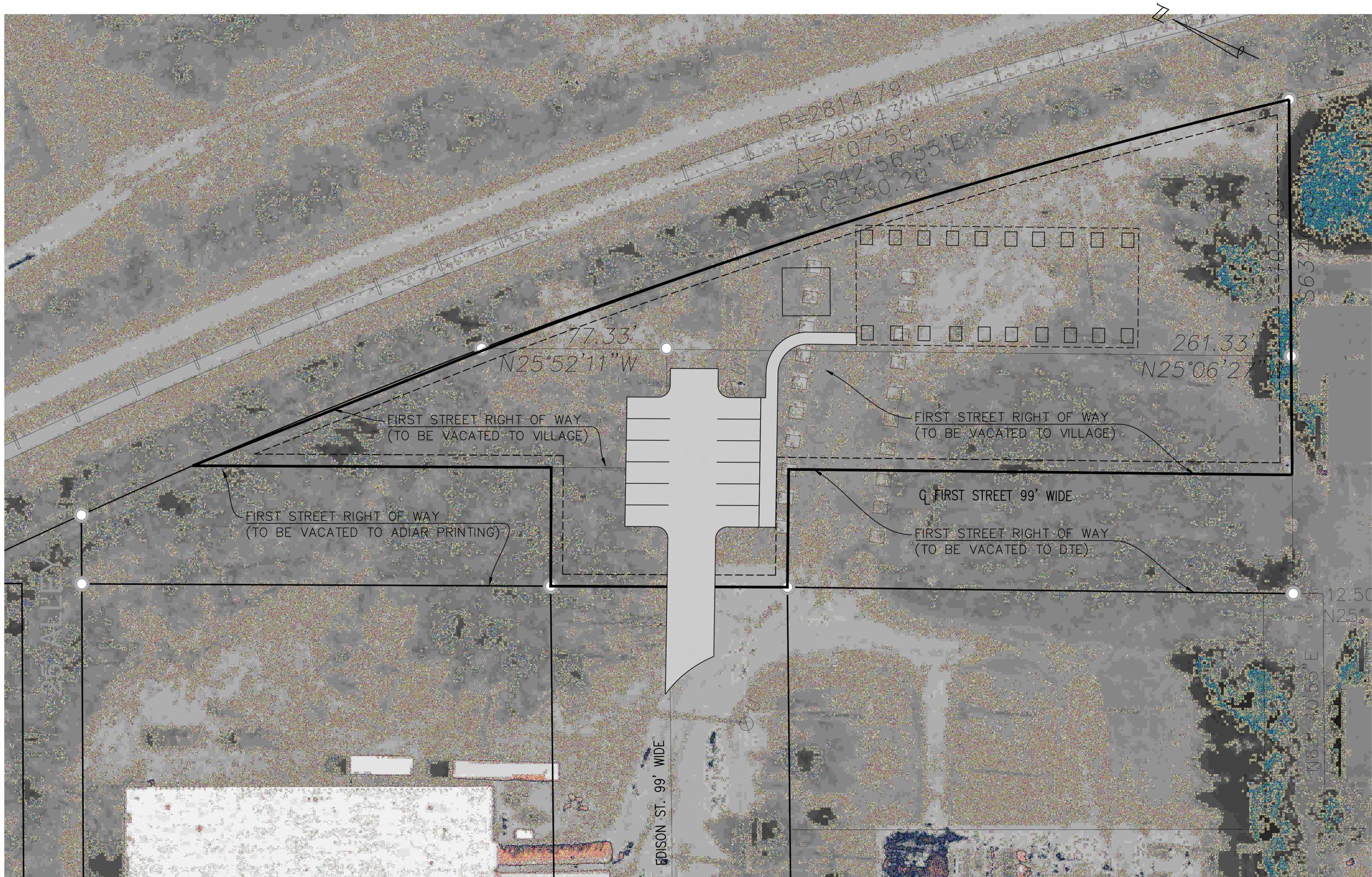


JOB NO.: 00013 DATE: 12-12-2013

FLD. BOOK: 00013 REVISED: 12-12-2013

SHEET OF - BY: KJG

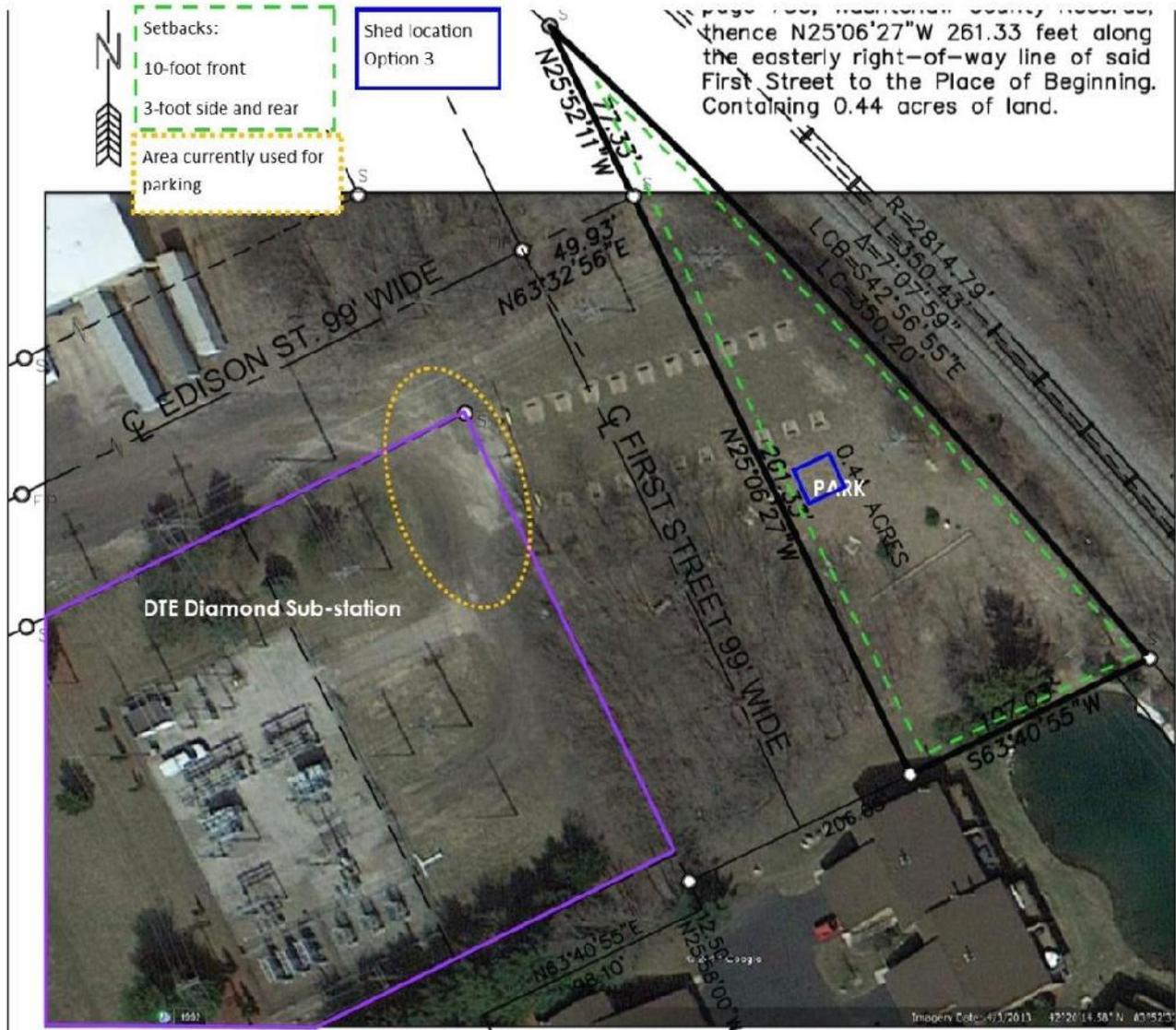
DRAWING PATH: F:\028_01650130140010_GeneralServices\First Street Park\Horseshoe Park for Village.dwg Oct 21, 2014 - 12:51 pm



DESCRIPTION	DATE

SHEET	DATE	BY	CHKD	APPD	SCALE	UNIT	DESCRIPTION
1	03/12/14	03/14/011			1"=4'	1"=4'	VILLAGE OF DEXTER FIRST STREET PARK PROPOSED LAYOUT

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CITY OF DEXTER

cnicholls@dextermi.gov

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

MEMO

To: Mayor Keough and Council Members
From: Courtney Nicholls, City Manager
Date: August 5, 2015
Re: City Manager/Assistant to the Manager Report - Meeting of August 10, 2015

1. Meeting Review:
 - July 23rd – Downtown Development Authority Meeting – Rescheduled from July 16)
 - July 22nd to July 24th – Michigan Local Government Managers Association (MLGMA) Summer Conference at Boyne Mountain
 - July 27th – City Council Meeting
 - July 28th – Meeting with Pat Greve from Waste Management re: waste hauling contract
 - August 4th – Coley O’Brien re: Possible A & W Annexation
 - August 4th – Arts, Culture & Heritage Committee
2. Upcoming Meetings:
 - August 10th – City Council Meeting
 - August 12th – Facility Committee
 - August 18th – Michigan Natural Resources Trust Fund Board Visit
 - August 20th – Downtown Development Authority
3. **DIA Inside-Out Installation.** On behalf of the City of Dexter and the other four Huron River Trail Towns, the Huron River Watershed Council applied to host the Detroit Institute of Arts’ Inside-Out program. On July 29th, the DIA installed three works of art at three locations throughout the City. The works will be on display through the month of October and are located as follows:
 - Monument Park – *View of Le Crotoy* by Georges Seurat
 - Dexter District Library – *Bude Sands at Sunset* by John Randall Brett
 - Mill Creek Park – *Boy with Plaid Scarf* by Robert Cozad Henri
4. **Dexter Art Gardens Installation.** The four temporary art sculptures, as approved by the Art Selection Committee, will be installed between the 7st and the 14th of August, and will remain on display through August of 2016. These sculptures will also have complimentary garden displays designed by local garden enthusiasts to enhance the artwork.

The art will be on display in the following locations:

- Between the Dexter District Library and the Dexter Farmer’s Market – *Steel in Bloom* by Shannon Sovia

- Outside of LaFontaine Chevrolet – *Mountain Goat* by James Havens
 - Mill Creek Park Plaza Circle located at Main St. and Jeffords – *Flight on the Plains* by Joe Krajkiewicz
 - Walkway of Mill Creek Park – *Balancing Act* by Pamela Reithmeier
5. **Paint Dexter Plein Air Festival.** The Paint Dexter Plein Air Festival is fast approaching. The Festival begins on Monday, August 17th and will end the evening of Saturday, August 22nd. Highlights of the Festival include: a History of Plein Air Painting Presentation by resident docent, Martha Girsch; a Children’s Painting Workshop in Monument Park; and the Wet Paint Silent Auction Sale on Friday and Saturday. Council members are invited to attend the Opening Reception for artists at Terry B’s (7954 Ann Arbor St.) on Tuesday, August 18th at 6:00pm. A schedule of public events is included as an attachment to this report.
 6. **Dexter Plaza.** A settlement was reached with Dexter Plaza to increase their 2015 taxable value to 1.6% higher than the 2014 valuation they settled on with Scio Township. The proper paperwork has been filed with the Tax Tribunal.
 7. **Federal Aid Project.** Several months ago, Council voted to change our federal aid project for 2017 from Baker to Central. This action was taken due to a potential rule change that had been proposed at WATS. WATS recently released the call for amendments to the transportation plan, so this would be the time that we would make the request. The rule changes, however, are no longer being considered. Staff’s recommendation is to delay making the formal change, in case we end up wanting to use our federal aid money to assist with the possible Baker/Shield/Dan Hoey intersection project. If this project does not end up occurring, we can change the funds to Central Street in 2016.
 8. **2015 Construction Projects.** OHM did receive several minor comments on the Border to Border Trail plans from Amtrak. The plans were revised and sent back last week. We hope to receive a permit from Amtrak soon. OHM has also been working with Cadillac Asphalt to determine a start date for the mill and overlay work. We expect this will start within the next few weeks. Once this is complete the cape seal work can begin. The crack sealing will occur in September.
 9. **Refuse Contract.** Mayor Keough and staff met with our Waste Management representative Pat Greve on July 28th. Our contract with WM will expire on at the end of February 2016. WM has proposed a 0, 1%, 2% increase for the next three years. Staff is working on an analysis of what this will do to our future cost and whether we will need to raise the refuse fee to cover the increase. A determination of whether to bid the service or renew with WM will need to be made in early fall, due to the complexity of the bid and possible transition process. If Council is aware of any service concerns that should go into the bid vs. renew decision, please forward them to staff.

10. **A & W.** Courtney met with Coley O'Brien of the Dexter A & W. He was provided with a list of the tax implications, tap fee and estimated sewer billing if the A & W property were to come in to the City. The next step if the A & W owners wish to continue the process, would be the submission of a letter requesting that City Council consider the annexation.

Paint Dexter Schedule of Events

August 17-22, 2015

Dexter Arts, Culture & Heritage Committee



Date	Time	Event
Monday, August 17	7-8 PM 10 AM – Sundown	History of Plein Air Painting Presentation Artists Paint In and Around Dexter
Tuesday, August 18	Sunrise – Sundown	Artists Paint In and Around Dexter
Wednesday, August 19	12 – 7 PM Sunrise – Sundown	Children’s Workshop “Cookies and Canvas” in Monument Park (Registration Required) Artists Paint In and Around Dexter
Thursday, August 20	Sunrise – Sundown	Artists Paint In and Around Dexter
Friday, August 21	2 – 8 PM 2 – 4 PM 5 PM 6 – 8 PM	Plein Air Painting Competition Exhibit and Wet Paint Silent Auction Sale Judging Award Ceremony Dexter Community Orchestra Jazz Trio in the Tent Gallery
Saturday, August 22	9 AM – 2:30 PM 10 AM – 11 AM 11 AM – 2 PM 12:30 – 2:00 PM 2:30 – 3:30 PM 4:00 PM	Plein Air Painting Competition Exhibit and Wet Paint Silent Auction Sale DIA Inside I Out Art and Dexter Art Gardens docent lead tour by Martha Girsch, begins at Statue in Monument Park Children’s Chalk Art Event with award-winning chalk artist Tess Tobolic in Monument Park Dexter Community Orchestra Chamber Quartet with light refreshments n the Tent Gallery Silent Auction Closes and sales are processed Pick-up purchased artwork(s)



August 17-22, 2015

Plein Air Painting Festival, Exhibit and Art Sale
Monument Park, Dexter, Michigan



Presented by

The Dexter Arts, Culture & Heritage Committee

Schedule of Events

www.paintdexter.org

Sponsored by Ypsilanti Area Convention & Visitors Bureau, The Arts Alliance,
Michigan Council for Arts and Cultural Affairs, Dexter Picture Frame,
Chelsea State Bank, and Plein Air Magazine.

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**Mayor Report
Shawn Keough
August 10, 2015**

Agenda: 8/10/2015
Item: I-6

Hello Residents and Fellow Council Members,

Presented below is my report for the August 10, 2015 meeting.

Recent Meetings/Conversations

Dexter Wellness Center Tax Tribunal Case – things have been pretty quiet over the past two weeks. I believe our attorney is still trying to schedule a site visit at a time that is agreeable to all parties.

July 23, 2015 – Dexter Downtown Development Authority meeting – we did not have a quorum to conduct business at this rescheduled meeting.

July 28, 2015 – Waste Management meeting – City Manager Courtney Nicholls, Assistant to the Manager Justin Breyer and I met with our Waste Management representative (Pat Greve) to discuss potential options for our upcoming contract renewal. Please see the City Manager report for additional details.

As of the date of my report, I have not received any updates from John Evans of Swisher Commercial regarding the cost of space for City offices in the Mill Creek Terrace building. It is my understanding that Mr. Evans is working with AR Brouwer to come up with potential cost scenarios for our information.

Future Activities

August 10, 2015 – City Council meeting

August 12, 2015 - Facility Committee meeting

August 18, 2015 – Michigan Natural Resources Trust Fund site visit to Mill Creek Park

August 20, 2015 – Downtown Development Authority Meeting

August 20, 2015 – Dexter Area Fire Department Board Meeting

Please let me know if you have any questions. I look forward to seeing you around our town.

Shawn Keough
Mayor, City of Dexter

skeough@DexterMI.gov

(313) 363-1434 (cell)

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SUMMARY OF BILLS AND PAYROLL			8/10/2015
Payroll Check Register	08/05/15	\$38,212.17	Regular Pay
Employer Costs (paid via electronic transfer)	08/05/15	\$3,371.83	Regular Pay
Account Payable Check Register		\$139,837.36	
		\$181,421.36	TOTAL BILLS & PAYROLL EXPENDED ALL FUNDS
<p>The due date column on the accounts payable worksheets represents the date of the Council meeting</p>			
<p>ALL PAYABLES ARE WITHIN ACCEPTABLE BUDGET LIMITS DETAIL VENDOR LIST AND ACCOUNT SUMMARY PROVIDED</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. ALEXANDER CHEMICAL CORPORATION	670.29		
2. ARBOR SPRINGS WATER CO.INC	19.50		
3. BASIC CORPORATE	150.00		
4. BDS ENVIROMENTAL	725.00		
5. BEST BLOCK COMPANY	33.75		
6. BOSTWICK COMPANY	3,500.00		
7. CADILLAC ASPHALT, LLC	1,762.04		
8. CHAMPION WATER TREATMENT	14.25		
9. CIESA DESIGN	198.00		
10. COMCAST	248.48		
11. CONCORD EXCAVATING & GRADING INC	30,802.52		
12. CORRIGAN OIL COMPANY	1,157.70		
13. DAVE MC DONAGH	300.00		
14. DAWN ROBESON	1,260.00		
15. DORNBOS SIGN & SAFTEY INC.	84.10		
16. DTE COMMUNITY LIGHTING	5,781.48		
17. DTE ENERGY	5,506.66		
18. DYKEMA GOSSETT PLLC	1,640.00		
19. ECONO	114.90		
20. ETNA SUPPLY CO	1,577.74		
21. F&V OPERATIONS	115.00		
22. FALCON	187.10		
23. GOOGLE INC	125.00		
24. GRAINGER	127.05		
25. GRANT'S AUTOMOTIVE & TRUCKING	54.00		
26. GRISSOM JANITORIAL	320.00		
27. JOHN DEERE LANDSCAPES	41.57		
28. JOSEPH LARGE	160.00		
29. KENCO, INC.	23.40		
30. KNIGHT'S GRADING & EXCAVATING	3,202.00		
31. LUIS FABIAN	30.19		
32. M&M PAVEMENT MARKING	2,352.14		
33. MARK'S AUTO SERVICE, INC.	664.38		
34. METRO ENVIROMENTAL SERVICES	8,766.25		
35. MICH MUNICIPLE RISK MANAGEMENT AUTH	5,000.00		
36. NORTH CENTRAL LABORATORIES	228.15		
37. PM TECHNOLOGIES	335.48		
38. PNC BANK REALTY SERVICES	5,400.00		
39. PNC	1,264.75		
40. PRINT-TECH, INC.	35.20		
41. PURCHASE POWER	320.99		
42. RADTKE TRUCKING, LLC	300.00		
43. RENIUS & RENIUS	4,992.00		
44. RICHARD BROTHERS PAINTING	190.00		
45. SCOTT E. MUNZEL, PC	7,122.00		
46. STATE OF MICHIGAN-MDOT	1,029.72		
47. TECHNOLOGY & TRAINING	20.00		
48. TECUMSEH TENT RENTAL, INC.	1,105.00		
49. TESS TOBOLIC	150.00		
50. THE SUN TIMES	157.95		

Claimant	Amount Claimed	Amount Owed	Amount Rejected
51. THOMAS STRINGER	127.50		
52. USA BLUE BOOK	145.80		
53. UTILITIES INSTRUMENTATION SERV	160.00		
54. VERIZON WIRELESS	499.08		
55. WASHTENAW COUNTY TREASURER	38,789.25		
56. WESERN WASH. AREA VALUE EXP.	750.00		
TOTAL ALL CLAIMS	139,837.36		

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 101 CITY COUNCIL							
101-101-955.000	MISCELLANEOUS	PNC	MISC	08/03/15	08/10/15	47.87	
101-101-959.000	ARTS, CULTURE & HERITAGE	DAVE MC DONAGH	PAINT DEXTER	08/05/15	08/10/15	300.00	
101-101-959.000	ARTS, CULTURE & HERITAGE	JOSEPH LARGE	PAINT DEXTER	08/05/15	08/10/15	160.00	
101-101-959.000	ARTS, CULTURE & HERITAGE	TECUMSEH TENT RENTAL,	PAINT DEXTER	08/05/15	08/10/15	1,105.00	
101-101-959.000	ARTS, CULTURE & HERITAGE	TESS TOBOLIC	PAINT DEXTER	08/05/15	08/10/15	150.00	
Total For Dept 101 CITY COUNCIL						1,762.87	
Dept 172 CITY MANAGER							
101-172-960.000	EDUCATION & TRAINING	PNC	CONFERENCE	08/05/15	08/10/15	503.97	
Total For Dept 172 CITY MANAGER						503.97	
Dept 201 FINANCE DEPARTMENT							
101-201-802.000	PROFESSIONAL SERVICES	BASIC CORPORATE	FLEXPLAN	96445	08/10/15	150.00	
Total For Dept 201 FINANCE DEPARTMENT						150.00	
Dept 210 ATTORNEY							
101-210-810.000	ATTORNEY FEES	DYKEMA GOSSETT PLLC	LEGAL FEES	1641414	08/10/15	1,640.00	
101-210-810.000	ATTORNEY FEES	SCOTT E. MUNZEL, PC	WELLNESS CENTER	1585	08/10/15	7,122.00	
101-210-810.000	ATTORNEY FEES	THOMAS STRINGER	LEGAL FEES	780	08/10/15	127.50	
Total For Dept 210 ATTORNEY						8,889.50	
Dept 215 CITY CLERK							
101-215-901.000	PRINTING & PUBLISHING	THE SUN TIMES	PUBLIC NOTICE	45586	08/10/15	145.80	
101-215-901.000	PRINTING & PUBLISHING	THE SUN TIMES	PUBLIC NOTICE	45644	08/10/15	12.15	
Total For Dept 215 CITY CLERK						157.95	
Dept 253 TREASURER							
101-253-960.000	EDUCATION & TRAINING	PNC	MGFOA CONFERENCE	08/04/15	08/10/15	250.00	
Total For Dept 253 TREASURER						250.00	
Dept 257 ASSESSING DEPARTMENT							
101-257-803.000	CONTRACTED SERVICES	RENIUS & RENIUS	JULY 2015	07-29-15	07/27/15	2,496.00	42702
101-257-803.000	CONTRACTED SERVICES	RENIUS & RENIUS	AUGUST 2015	08/03/15	08/10/15	2,496.00	
Total For Dept 257 ASSESSING DEPARTMENT						4,992.00	
Dept 265 BUILDINGS & GROUNDS							
101-265-727.000		ARBOR SPRINGS WATER CO	OFFICE	1572618	08/10/15	19.50	
101-265-727.000	OFFICE SUPPLIES	ECONO	BUSINESS CARDS	56123	08/10/15	62.45	
101-265-728.000	POSTAGE	PURCHASE POWER	COPIER	08/03/15	08/10/15	320.99	
101-265-803.000	CONTRACTED SERVICES	CIESA DESIGN	AUG-SEPT 2015	12332	08/10/15	198.00	
101-265-803.000	CONTRACTED SERVICES	GOOGLE INC	DEXTERMI.GOV	3358371283	08/10/15	125.00	
101-265-920.000	UTILITIES	COMCAST	OFFICE	08/03/15	08/10/15	151.90	
101-265-920.000	UTILITIES	DTE ENERGY	JUNE 2015	08/04/15	08/10/15	51.41	
101-265-935.001		GRISSOM JANITORIAL	JULY 2015	121	08/10/15	320.00	
101-265-943.001		PNC BANK REALTY SERVIC	RENT	1021205	08/10/15	5,400.00	
Total For Dept 265 BUILDINGS & GROUNDS						6,649.25	
Dept 301 LAW ENFORCEMENT							
101-301-807.000		WASHTENAW COUNTY TREAS	PSU AUGUST 2015	26714	08/10/15	38,789.25	
Total For Dept 301 LAW ENFORCEMENT						38,789.25	
Dept 400 PLANNING DEPARTMENT							
101-400-727.000	OFFICE SUPPLIES	ECONO	BUSINESS CARDS	56123	08/10/15	52.45	
101-400-861.000	TRAVEL & MILEAGE	LUIS FABIAN	MILEAGE	08/04/15	08/10/15	30.19	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 400 PLANNING DEPARTMENT							
101-400-955.000	MISCELLANEOUS	PNC	MISC	08/03/15	08/10/15	40.91	
101-400-960.000	EDUCATION & TRAINING	PNC	MEDA	08/03/15	08/10/15	280.00	
101-400-960.000	EDUCATION & TRAINING	PNC	CONFERENCE	08/03/15	08/10/15	142.00	
Total For Dept 400 PLANNING DEPARTMENT						545.55	
Dept 441 DEPARTMENT OF PUBLIC WORKS							
101-441-740.000	OPERATING SUPPLIES	CHAMPION WATER TREATME	DPW	66118	08/10/15	9.50	
101-441-751.000		CORRIGAN OIL COMPANY	DPW	6100705	08/10/15	601.02	
101-441-920.001	UTILITIES - TELEPHONES	VERIZON WIRELESS	CELLULAR	08/03/15	08/10/15	192.21	
101-441-960.000	EDUCATION & TRAINING	TECHNOLOGY & TRAINING	DPW	6537	08/10/15	20.00	
Total For Dept 441 DEPARTMENT OF PUBLIC WORKS						822.73	
Dept 448 MUNICIPAL STREET LIGHTS							
101-448-920.003	UTILITIES - STREET LIGHTS	DTE COMMUNITY LIGHTING	STREETLIGHTS	08/03/15	08/10/15	5,781.48	
Total For Dept 448 MUNICIPAL STREET LIGHTS						5,781.48	
Dept 751 PARKS & RECREATION							
101-751-740.000	OPERATING SUPPLIES	JOHN DEERE LANDSCAPES	DPW	72769385	08/10/15	31.97	
101-751-740.000	OPERATING SUPPLIES	JOHN DEERE LANDSCAPES	DPW	72769338	08/10/15	9.60	
101-751-802.000	PROFESSIONAL SERVICES	CONCORD EXCAVATING & G	DPW	0130-14-0051	07/27/15	12,019.99	42701
101-751-937.000	EQUIPMENT MAINTENANCE & RE	RICHARD BROTHERS PAINT	DPW	21059	08/10/15	190.00	
Total For Dept 751 PARKS & RECREATION						12,251.56	
Dept 875 CONTRIBUTIONS							
101-875-965.001	CONTRIBUTION TO WAVE	WESERN WASH. AREA VALU	JULY PAYMENT INCREASE	08/04/15	08/10/15	375.00	
101-875-965.004	CONT TO WAVE DOOR TO DOOR	WESERN WASH. AREA VALU	JULY PAYMENT INCREASE	08/04/15	08/10/15	375.00	
Total For Dept 875 CONTRIBUTIONS						750.00	
Dept 901 CAPITAL IMPROVEMENTS							
101-901-975.011	PROPERTY ACQUISITION	BDS ENVIROMENTAL	7651 DAN HOEY	8013	07/27/15	725.00	42699
Total For Dept 901 CAPITAL IMPROVEMENTS						725.00	
Total For Fund 101 GENERAL FUND						83,021.11	
Fund 202 MAJOR STREETS FUND							
Dept 463 ROUTINE MAINTENANCE							
202-463-740.000	OPERATING SUPPLIES	CADILLAC ASPHALT, LLC	DPW	275809	08/10/15	270.54	
202-463-740.000	OPERATING SUPPLIES	CADILLAC ASPHALT, LLC	DPW	276233	08/10/15	167.44	
202-463-740.000	OPERATING SUPPLIES	CADILLAC ASPHALT, LLC	DPW	276088	08/10/15	1,324.06	
202-463-740.000	OPERATING SUPPLIES	FALCON	DPW	15204-468	08/10/15	187.10	
Total For Dept 463 ROUTINE MAINTENANCE						1,949.14	
Dept 474 TRAFFIC SERVICES							
202-474-740.000	OPERATING SUPPLIES	DORNBOS SIGN & SAFTEY	DPW	INV21656	08/10/15	84.10	
202-474-802.000	PROFESSIONAL SERVICES	M&M PAVEMENT MARKING	DPW	2794	08/10/15	2,352.14	
Total For Dept 474 TRAFFIC SERVICES						2,436.24	
Total For Fund 202 MAJOR STREETS FUND						4,385.38	
Fund 203 LOCAL STREETS FUND							
Dept 445 STORMWATER							
203-445-803.000	CONTRACTED SERVICES	BOSTWICK COMPANY	DPW	14940	07/27/15	3,500.00	42700
203-445-803.000	CONTRACTED SERVICES	CONCORD EXCAVATING & G	DPW DRIVEWAY BORDER TO BORDER	0130-14-0051	07/27/15	4,181.00	42701

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 203 LOCAL STREETS FUND							
Dept 445 STORMWATER							
Total For Dept 445 STORMWATER						7,681.00	
Dept 451 CONTRACTED ROAD CONSTRUCTION							
203-451-970.000	CONTRACTED CAPITAL IMPROVE	CONCORD EXCAVATING & G	DPW DRIVEWAY BORDER TO BORDER	0130-14-0051	07/27/15	14,601.53	42701
Total For Dept 451 CONTRACTED ROAD CONSTRUCTION						14,601.53	
Dept 463 ROUTINE MAINTENANCE							
203-463-740.000	OPERATING SUPPLIES	BEST BLOCK COMPANY	DPW	0542389	08/10/15	33.75	
203-463-740.000	OPERATING SUPPLIES	RADTKE TRUCKING, LLC	DPW	08/03/15	08/10/15	300.00	
Total For Dept 463 ROUTINE MAINTENANCE						333.75	
Total For Fund 203 LOCAL STREETS FUND						22,616.28	
Fund 226 SOLID WASTE COLLECTION FUND							
Dept 528 SOLID WASTE							
226-528-901.000	PRINTING & PUBLISHING	PRINT-TECH, INC.	UTILITY BILLS	227554	08/10/15	11.73	
226-528-955.000	MISCELLANEOUS	DAWN ROBESON	REFUSE REIMBURSEMENT	08/05/15	08/10/15	1,260.00	
Total For Dept 528 SOLID WASTE						1,271.73	
Total For Fund 226 SOLID WASTE COLLECTION FUND						1,271.73	
Fund 590 SEWER ENTERPRISE FUND							
Dept 548 SEWER UTILITIES DEPARTMENT							
590-548-740.000	OPERATING SUPPLIES	CHAMPION WATER TREATME	WWTP	66113	08/10/15	4.75	
590-548-742.000	CHEMICAL SUPPLIES - PLANT	ALEXANDER CHEMICAL COR	WWTP	10034881	08/10/15	670.29	
590-548-743.000	CHEMICAL SUPPLIES - LAB	KENCO, INC.	WWTP	60067	08/10/15	23.40	
590-548-743.000		NORTH CENTRAL LABORATO	WWTP	3588555	08/10/15	228.15	
590-548-802.000	PROFESSIONAL SERVICES	F&V OPERATIONS	WWTP	1196	08/10/15	115.00	
590-548-803.005	SEWER LINE MAINTENANCE	METRO ENVIROMENTAL SER	WWTP	54289	08/10/15	2,620.00	
590-548-803.005	SEWER LINE MAINTENANCE	METRO ENVIROMENTAL SER	WWTP	53766	08/10/15	581.25	
590-548-803.005	SEWER LINE MAINTENANCE	METRO ENVIROMENTAL SER	WWTP	54438	08/10/15	2,605.00	
590-548-803.005	SEWER LINE MAINTENANCE	METRO ENVIROMENTAL SER	WWTP	54509	08/10/15	2,960.00	
590-548-901.000	PRINTING & PUBLISHING	PRINT-TECH, INC.	UTILITY BILLS	227554	08/10/15	11.73	
590-548-920.000	UTILITIES	COMCAST	WWTP		08/10/15	48.29	
590-548-920.000	UTILITIES	DTE ENERGY	JUNE 2015	08/04/15	08/10/15	1,186.73	
590-548-920.000	UTILITIES	DTE ENERGY	JULY 2015	08/04/15	08/10/15	4,104.26	
590-548-920.001	UTILITIES - TELEPHONES	VERIZON WIRELESS	CELLULAR	08/03/15	08/10/15	228.81	
590-548-938.001	SCADA MAINTENANCE	UTILITIES INSTRUMENTAT	WWTP	530346156	08/10/15	160.00	
590-548-955.000	MISCELLANEOUS	MICH MUNICIPLE RISK MA	08/03/15	08/03/15	08/10/15	5,000.00	
Total For Dept 548 SEWER UTILITIES DEPARTMENT						20,547.66	
Total For Fund 590 SEWER ENTERPRISE FUND						20,547.66	
Fund 591 WATER ENTERPRISE FUND							
Dept 556 WATER UTILITIES DEPARTMENT							
591-556-740.000	OPERATING SUPPLIES	GRAINGER	WWTP	9793306623	08/10/15	127.05	
591-556-740.000	OPERATING SUPPLIES	USA BLUE BOOK	WWTP	08/03/15	08/10/15	145.80	
591-556-751.000		CORRIGAN OIL COMPANY	WWTP	6100706	08/10/15	556.68	
591-556-901.000	PRINTING & PUBLISHING	PRINT-TECH, INC.	UTILITY BILLS	227554	08/10/15	11.74	
591-556-920.000	UTILITIES	COMCAST	WWTP		08/10/15	48.29	
591-556-920.000	UTILITIES	DTE ENERGY	JUNE 2015	08/04/15	08/10/15	164.26	
591-556-920.001	UTILITIES - TELEPHONES	VERIZON WIRELESS	CELLULAR	08/03/15	08/10/15	78.06	
591-556-937.000	EQUIPMENT MAINTENANCE & RE	KNIGHT'S GRADING & EXC	IRON FILTER RETENTION POND	08/04/15	08/10/15	675.00	
591-556-937.000	EQUIPMENT MAINTENANCE & RE	PM TECHNOLOGIES	WWTP	84249	08/10/15	335.48	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 591 WATER ENTERPRISE FUND							
Dept 556 WATER UTILITIES DEPARTMENT							
591-556-939.000	VEHICLE MAINTENANCE & REPAIR	GRANT'S AUTOMOTIVE & T	WWTP	2758	08/10/15	54.00	
591-556-939.000	VEHICLE MAINTENANCE & REPAIR	MARK'S AUTO SERVICE, I	WWTP	48116	08/10/15	664.38	
591-556-977.000	EQUIPMENT	ETNA SUPPLY CO	WWTP	S101497644.001	08/10/15	1,577.74	
Total For Dept 556 WATER UTILITIES DEPARTMENT						4,438.48	
Dept 901 CAPITAL IMPROVEMENTS							
591-901-974.000	CIP CAPITAL IMPROVEMENTS	KNIGHT'S GRADING & EXC	3355 DOVER	08/04/15	08/10/15	1,927.00	
591-901-974.000	CIP CAPITAL IMPROVEMENTS	KNIGHT'S GRADING & EXC	GARY GOULD	08/03/15	08/10/15	600.00	
Total For Dept 901 CAPITAL IMPROVEMENTS						2,527.00	
Total For Fund 591 WATER ENTERPRISE FUND						6,965.48	
Fund 701 TRUST & AGENCY FUND							
Dept 000 ASSETS, LIABILITIES & REVENUE							
701-000-254.100	CONSTRUCTION ESCROW	STATE OF MICHIGAN-MDOT	SIDEWALK WORK	AP378958	08/10/15	1,029.72	
Total For Dept 000 ASSETS, LIABILITIES & REVENUE						1,029.72	
Total For Fund 701 TRUST & AGENCY FUND						1,029.72	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund Totals:							
			Fund 101 GENERAL FUND			83,021.11	
			Fund 202 MAJOR STREETS FUND			4,385.38	
			Fund 203 LOCAL STREETS FUND			22,616.28	
			Fund 226 SOLID WASTE COLLECTION FUND			1,271.73	
			Fund 590 SEWER ENTERPRISE FUND			20,547.66	
			Fund 591 WATER ENTERPRISE FUND			6,965.48	
			Fund 701 TRUST & AGENCY FUND			1,029.72	
Total For All Funds:						<u>139,837.36</u>	

OFFICE OF THE CITY MANAGER

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

Memorandum

To: Mayor Keough and City Council

From: Courtney Nicholls, City Manager
Justin Breyer, Assistant to the City Manager
Marie Sherry, Finance Director/Treasurer

Re: Consideration of: Phone System Upgrade

Date: August 5, 2015

On March 26, 2015, the City posted a Request for Proposal for Phone Service Upgrade. This RFP listed the scope of work to be provided by responding vendors, which included: equipment, features, services, and support. By the April 23rd submission deadline, the City received 11 proposals - reflecting the highly competitive nature of the commercial telephony business. The 11 vendors that responded to the City's RFP provided a variety of possible solutions to the City's telephone needs. With regard to the infrastructure (wiring and hardware) needed to support the proposed systems, the proposals ran the gamut from complex to straightforward and from reasonably priced to expensive. There are a variety of ways that the wires can be run and a variety of ways that the phone system can be connected to interact with a location's internet service. Despite this complexity, the types of proposals can be summarized as:

- 1) Purchase versus lease of the phone system hardware; and
- 2) In-house equipment versus vendor hosted equipment.

Justin and Marie met with a representative from I.T. Right, the City's IT vendor, to review the proposals. As a note, I.T. Right did not submit a proposal. Upon review, the most straightforward and streamlined solution to the City's phone needs would be to contract with one vendor for the lease of phone hardware and hosting the equipment necessary to provide phone services. Staff used I.T. Right's support and endorsement in order to make a vendor recommendation.

Staff previously presented a similar phone proposal to Council at the July 24th meeting. After discussion and review, staff is now proposing to limit the scope of the project to include only the City Office. The purpose of limiting the project's scope is to make an investment in a new phone system where it will do the most immediate good, then evaluate the success of the system before making additional investment. Staff has the detailed pricing information should Council be interested in upgrading the City's three facilities (City Office, Wastewater Treatment Plant, and Department of Public Works).

The service hosting vendor that administration recommends is Comcast. Staff recommends upgrading the phone service of the City offices in the in the short-term and potentially upgrading the Department of Public Works and Wastewater Treatment Plant at a later date. Currently, Comcast provides voice and internet service to the City's three locations: the City Offices, Department of Public Works, and the Wastewater Treatment Plant.

1. Cost, Lease Versus Purchase - Leasing a system versus purchasing a system can be thought of in terms similar to leasing versus purchasing an automobile. Like purchasing a car, purchasing a phone system is more expensive upfront and typically maintenance is covered through a warranty period. Meanwhile, leasing a system does not have a significant upfront cost, but the lessee pays a set cost over the term of the lease. When comparing long-term costs, leasing is less expensive until year five (at earliest) than purchasing hardware. The cost comparison between the purchase and lease of equipment is heavily dependent on the costs that could be incurred after the end of the warranty period on a purchased system. These costs include the amount of maintenance required, replacement costs, and the cost of software licensing.

2. One Stop Shop - Phone systems are complicated and should something go wrong, it is important that the City know who to contact. During evaluation, staff recognized that we could have as many as 3 vendors providing different parts of the system. If the City chooses to contract with Comcast for a hosted system, then the City would only need to deal with one vendor for all phone and internet services with the exception of the Wastewater Treatment Plant's SCADA system. Comcast can modify their billing system so that the bills for the City's three locations are all delivered at one time to one location instead of the City needing to "bill wrangle" for the separate facilities.

3. VOIP and Warrantee – Over the last decade, phone systems have been trending towards VOIP (Voice Over Internet Protocol), or using the internet to provide phone service. With this trend comes a great deal of change to the method and quality with which calls are delivered (changing as fast as computers). If the City contracts for a hosted system and leases the phone hardware, Comcast will upgrade the City's phone hardware and any obsolete systems at the end of the three year contract, assuming that the City wishes to renew the contact. The price quoted by Comcast for the hosted system also includes full service and maintenance. With purchased systems, when the warrantee period ends, the City would need to continue to pay software licensing and maintenance costs.

4. Direct Dialing - There is a significant amount of staff time that is taken up by answering calls from individuals requesting to speak with a specific member of staff. It is likely that efficiencies can be garnered from having direct dial numbers that would allow a caller to decide whether to leave a voicemail or speak to someone else in the event that a member of staff is not in the office. In some instances, staff receives calls from residents who are unsure of with whom they need to speak, and for those callers the City can continue to have a general service number.

5. Facility Decisions – Though any system that the City chooses can be made flexible to the point that it can be transferred between facilities, leasing the system until a facility decision is made would allow the City to bid out the system as a part of the new facility's building process.

Additionally, the City will have a 3 year contract for service with Comcast. Leasing the equipment would allow the City to go in a different direction at the end of the contract if staff or Council is not happy with the system. If the City chooses to purchase the system, then we may be stuck with a system that we are not happy with for 5 - 10 years.

The System

Comcast's proposal is to provide a hosted telephone system to the City offices along with coaxial cable service (internet and fax lines) for a term of 36 months (3 years). The proposed costs are as follows:

Installation: \$413.05 – 1 time cost
Hosted System (Phone): \$468.95 per month
Coax (Internet): \$212.70 per month

It should be noted, that the "Coax" internet cost also accounts for an upgrade in the City Office's internet package from 16/3 upload/download speed (the lowest package) to 50/10.

As previously stated, the City has existing services with Comcast. The monthly cost of existing services for the City offices is \$ 320.60 per month.

Cost for City Offices

Before Upgrade: \$ 320.60 per month x 36 months = \$11,541.60 over three years

After Upgrade: \$413.05 one time installation cost + \$681.65 per month x 36 months = \$24,952.45 over three years

Alternative Options and Municipal Comparisons

The proposed system was derived through a Request for Proposals rather than an Invitation to Bid. One option would be to conduct another RFP, and limit the scope to only hosted solutions. This option may garner a more advantageous cost range for the City.

A second alternative option would be purchasing a phone system that utilizes a PRI or SIP Trunk. This option would be \$6,500 at minimum in upfront costs for the City Office only. In order to achieve the goal of having direct dial lines, the City would then need to lease service for 1) a Primary Rate Interface (PRI) exchange box OR 2) Session Initiation Protocol (SIP Trunking) exchange unit. The PRI or SIP would cost at minimum \$350 per month or \$4,200 per year for the City Offices only. Finally, the City would require voice and internet service, which the City would likely continue to receive from Comcast – the current costs are listed above. These three services could come from three different vendors.

The cost breakdown for the purchase of a new phone system for only the City Office would be:

Upfront Cost: \$6,500 – 1 time cost
PRI/SIP hosting: \$368 per month
Coax: \$212.17 per month
Total Monthly cost = \$580.17

Staff contacted several communities roughly the size and population of Dexter in order to better compare the types of phone systems that support their services. The challenge with this comparison is that many of the comparable communities provide in-house police and fire protection, which makes their needs substantially different from those of Dexter. However, as an example, the City of Chelsea last upgraded its phone system 7 – 10 years ago, and currently provides no direct dial lines for employees because it is more advantageous to have bulk line availability for emergency calls. Chelsea pays \$450 per month for phone service to City and Police buildings (this does not include internet). Jonesville has a similar system, but the City pays \$917 per month for its city, public works and police buildings.

Scio Township has a system similar to what is being proposed. For full direct dial lines to their Township Hall, Scio pays \$308 per month, not including internet.

Following the Council work session where this item was briefly discussed, staff did look into the cell phone option idea raised by Council Member Semifero. The cost of providing cell phones to office staff would approximately be an additional \$300 per month. One of the issues with providing everyone a cell phone is our desire to be able to have any employee pick up calls to the 734-426-8303 number. Currently, all of staff is responsible for answering the main number when Brenda or Erin is unavailable to do so. To continue this procedure we would still need a hard line phone with multiple lines. One of the benefits of leasing the equipment instead of purchasing it is that we can seek less expensive alternatives as new technology is developed. In addition, no comparable communities that were contacted provide only cell phones for their office staff.

Proposed Motion

As previously noted, this proposal was presented to Council at its last meeting on July 24th. The current proposal is scaled down to include only the City Office.

Should Council choose to award the contract to Comcast, the following is a sample motion:

Motion to award the telephone system upgrade proposal to Comcast for the City Office in an amount not to exceed \$27,000 over the life of the 3-year contract.

The proposed \$27,000 figure provides all handsets, the supporting phone system, and internet services for the City offices. This does not include the City's SCADA line, the phone line for the Farmer's Market EBT machine, nor cell phones.

Attachment

Attached to this memo is a spreadsheet detailing the type of phone system (whether the equipment is purchased or leased; and the three year cost projection of each system for the City offices. The formula used to reach the three-year cost comparison is:

$X = \text{installation (one time cost)} + \text{hardware purchase cost (one time cost)} + (\text{lease cost (monthly recurring)} \times 36)$

Some phone options listed only provided phone handset costs. Such options would require the City to also use the services of a PRI/SIP host vendor. As the cheapest PRI/SIP lease option, the City used Clear Rate's proposal to supplement the handset-only options.

Phone System Proposals (3-Year Cost Comparison, City Offices Only)

Business Name	Hardware Type (Purchase or Lease)	One Time Costs (Hardware + Installation)	Monthly Fees (Service and Hosting)	Annual Cost (Monthly Fees x 12)	3-Year Cost Comparison (Installation + Monthly Fees x 3)	Notes
Comcast Business	Lease	413.05	681.65	\$ 8,179.80	\$ 24,952.45	Proposed Solution
Jive Communications	Lease	\$ 1,696.83	\$ 453.70	\$ 5,444.40	\$ 18,030.03	Month to Month Service, Company Located in Utah
Technology Solutions	Lease	\$ -	\$ 582.70	\$ 6,992.40	\$ 20,977.20	connection
Technology Solutions	Purchase	\$ 6,449.00	\$ 580.70	\$ 6,968.40	\$ 27,354.20	Using Clear Rate for SIP/PRI
BSB Communications	Purchase	\$ 6,502.10	\$ 580.70	\$ 6,968.40	\$ 27,407.30	Using Clear Rate for SIP/PRI
Teoma Systems	Purchase	\$ 8,192.92	\$ 580.70	\$ 6,968.40	\$ 29,098.12	Using Clear Rate for SIP/PRI
CTS Communications	Purchase	\$ 6,789.36	\$ 580.70	\$ 6,968.40	\$ 27,694.56	Using Clear Rate for SIP/PRI
Amerinet	Purchase	\$ 9,228.59	\$ 580.70	\$ 6,968.40	\$ 30,133.79	Using Clear Rate for SIP/PRI
KML Computer Services	Purchase	\$ 10,621.24	\$ 580.70	\$ 6,968.40	\$ 31,526.44	Using Clear Rate for SIP/PRI
Inacomp TSG	Purchase	\$ 14,572.44	\$ 580.70	\$ 6,968.40	\$ 35,477.64	Using Clear Rate for SIP/PRI
Quality Computer Solutions	Purchase	\$ 13,400.00	\$ 580.70	\$ 6,968.40	\$ 34,305.20	Using Clear Rate for SIP/PRI

**The listed costs are for the City offices ONLY.
Monthly cost includes internet service.**

EMPOWERING THE MOBILE WORKFORCE:

***HOSTED VOICE SOLUTIONS
HELP BOOST PRODUCTIVITY
AND CUSTOMER SERVICE***



COMCAST
BUSINESS

Technology may be bringing the world closer together, but it is also enabling workers to spread their wings – not just staying in touch from any location, but getting their job done, too. Some of the tools behind this new era of mobility are already well known. Smartphones and tablets, for example, have become an increasingly important element of on-the-go productivity. Indeed, more than 60 percent of North Americans use their smartphones for work, according to the June 2013 Mobile Workforce Report by iPass Inc.

Yet to realize mobility's full potential, users need an efficient and cost-effective way to connect to the data, and the people, they work with. While cellular networks are one option, they aren't always an ideal one, with dropped voice calls and data sessions all too common, and charges often higher than users – and their employers – expect or desire.

Fast, reliable WiFi hotspots, not surprisingly, offer an attractive alternative – even more so when using them entails no charge. That's the case for Comcast Business and Comcast XFINITY® Internet users, who can use any of 250,000 XFINITY WiFi hotspots located across the nation. Offering industry-leading speed, they don't just enable the mobile workforce – they do so for a bargain.

With the right features, cloud-based voice solutions don't just solve the challenges mobile workers face, but open the door to opportunities.



Now a growing number of businesses are discovering that they can take mobility even further. Their secret weapon: the Cloud. Leveraging the power of cloud-based services, they are reaping significant benefits, particularly when employees work outside the office. With the Cloud, location becomes irrelevant: If workers can connect to the Internet, they can connect to the business applications they need. And as cloud-based services are hosted by providers – not the company using them – upkeep is no longer a business's task, or worry.

The importance of the link between the Cloud and mobility can be seen with hosted voice solutions. Business phone systems were long an 'on premises' technology, with PBXs located within a company's offices and managed by company staff. That meant large investments in equipment and in the personnel to run it. It also meant that linking remote offices was difficult, and mobility was limited. When employees hit the road, their office phone stayed put. Clients and customers often were directed to voicemail – instead of an answer.

With cloud-based communications, employees can be reached via a single phone number no matter where they are – or what device they are using. Whether they are on a smartphone, tablet, or laptop, mobile employees have the same telephone system on the go as they have behind their desk. And they have it anytime, anywhere.

The result: a dramatic increase in a worker's ability to communicate, collaborate, innovate, and provide best-of-breed customer service while away from a traditional office setting.

A Voice System For Today's Business – Inside and Out

With the right features, cloud-based voice solutions don't just solve the challenges mobile workers face, but open the door to opportunities – no small advantage in an increasingly competitive business environment. To see how this is so, consider some of the advanced capabilities built into Comcast's Business VoiceEdge™ hosted voice solution – and how they impact, and better enable, mobility.

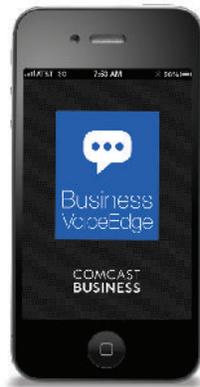
BE ANYWHERE

Today's mobile employees work from an array of locations (home, branch offices, client sites, airports, and hotels) on an array of connected devices (smartphones, tablets, and laptops). They need a simple way for customers, colleagues, and clients to reach them without having to try a half dozen different phone numbers. That's where "Be Anywhere" comes in.

A core feature of the Business VoiceEdge service, "Be Anywhere" enables a business phone number to become as mobile as the person it belongs to.

VoiceEdge users can choose what device rings – their cell phone, their home phone, even their laptop or mobile device – when someone calls their office number. They can even set VoiceEdge to ring all of their phones and devices simultaneously, with the call automatically handled by whichever answers first.

"Be Anywhere" is designed to make mobility seamless. Live calls move between devices without users having to hang up. Take a call on your cell phone while heading into work, and continue it on your office phone when you get to your desk – with no interruption.



"It always seemed counter-intuitive to have a system that sent calls to voicemail if we weren't at our desks," says Gregg Basile, owner of Basile Insurance Agency in York County, PA. "When we found out that Comcast offered a phone service that allowed us to route our calls while also taking advantage of a suite of other Unified Communications features, we upgraded on the spot. It's accurate to say that we've truly changed the way we communicate. Our customers seem happy – which in turn makes us happier."

With the "Be Anywhere" feature, mobile workers don't have to worry that they are missing important calls. They are easily, and immediately, accessible. And the people they do business with only need to dial one number. So problems get solved, and customers served, faster than ever.

REMOTE OFFICE

Just as important as the ability to receive business calls outside the office is the ability to make and manage them – and to do so as easily as if sitting at one's desk. VoiceEdge provides this crucial capability via its Remote Office feature. It enables users to access and use their Business VoiceEdge service from any end point – a home phone, a hotel room phone, a phone at a client site, and so on – whether on or off the corporate network. In short, it makes any phone an employee's desk phone, with all the same features

they'd have back at the office, such as extension dialing, call transfers, and conference calls. Users can set and change their Remote Office feature easily via the VoiceEdge Toolbar or the VoiceEdge WebPortal.

BUSINESS VoiceEdge MOBILE APP

Given the burgeoning popularity of mobile devices – and their increasing use for business – it's only fitting that a cloud-based voice solution would incorporate, and leverage, their capabilities. This Comcast has done via its new mobile app for VoiceEdge, available as a free download for both iOS and Android platforms.

The mobile app extends a user's ability to manage VoiceEdge features while out of the office. From a smartphone or tablet, they can enable and change their 'Be Anywhere' settings, access the corporate directory, extension dial co-workers, check voicemail, and be alerted to new calls and voice messages. The interface was designed from the ground up for mobile devices, with intuitive controls formatted for smaller screens.

Now workers have the same VoiceEdge features – and the ability to manage them – no matter what device

they have with them. And as users have come to expect from Comcast's hosted voice solution, any call they make displays their Business VoiceEdge number. So to customers and clients it always appears as if you're sitting at your desk – even when you're sitting at the beach.



VoiceEdge ONLINE

Laptops are also a big part of mobility – indispensable tools for road warriors and telecommuters alike.

VoiceEdge brings the power of cloud-based communications to these devices, as well.

Softphone

This software – which can be loaded easily onto any PC or Mac – features an interface that not only resembles a traditional phone but offers all the capabilities of one, including making, receiving, and forwarding calls; extension dialing; and voicemail access.

The softphone also goes a big step further than a traditional telephone. By integrating phone and computer, it gives users the best of both worlds. For example, employees working within an application – from email to word processing to productivity software – receive on-screen alerts when a call comes in, giving them the option to take the call or forward it accordingly. The softphone is easily integrated with a video camera, enabling video calling over VoiceEdge, and features HD-quality voice. Like Comcast's mobile app, it enables full control over VoiceEdge settings (including 'Be Anywhere'), displays a user's business phone number when calls are made, and is available via a free download.

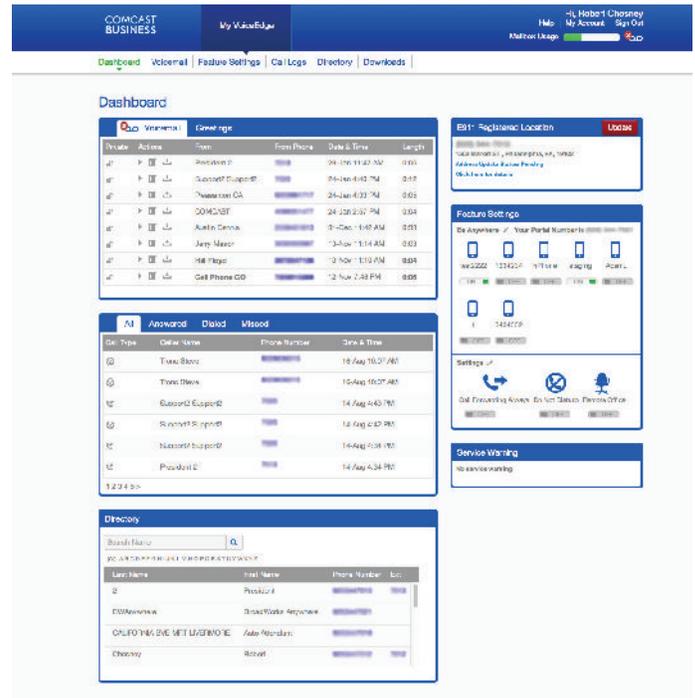
With the Business VoiceEdge softphone, mobile workers are able to optimize their time out of the office. They can choose to take a call or continue working within an application as circumstances warrant. That lets them complete the most important task at hand while staying on top of everything else.



View of the Toolbar from Internet Explorer

Toolbar

One of the challenges in designing cloud-based voice solutions is to provide tools in a way that doesn't interrupt a professional's workflow – hindering productivity instead of enhancing it. Business VoiceEdge solves this problem with features like the Corporate Telephony Toolbar. This is an easy-to-install plug-in that gives users of Microsoft Outlook, Microsoft Internet Explorer, and Mozilla Firefox one-click access to the VoiceEdge platform. So they can manage incoming and outgoing calls, access voicemail, place calls with a click of a mouse, and perform other tasks – all without leaving the application in which they are working. They can also access the VoiceEdge portal, which enables users and administrators to set and change features and services over any Internet connection.



Getting More From Mobility – And Getting Ahead of the Pack

With cloud-based communications, business phone numbers – and the workers who use them – are no longer tied to a desk. They stay connected, and

productive, on the go, but they can also better collaborate and service customers, too. And because new ideas can be shared, and acted upon, from anywhere in the world, innovation moves beyond company walls – spurring new products, new strategies, and even new business models. With services like Business VoiceEdge, mobility isn't simply enhanced – it is transformed into a competitive advantage.

With cloud-based communications, business phone numbers – and the workers who use them – are no longer tied to a desk.



LEADING SHEET METAL FABRICATOR COUNTS ON COMCAST FOR POWERFUL, PROFESSIONALLY MANAGED VOICE SOLUTION THAT ENHANCES CUSTOMER SUPPORT AND SAVES TIME



COMPANY

Located in Springfield, Massachusetts, Baystate Metal Solutions has led the way in sheet metal custom fabrication since 1973. The company offers quality American craftsmanship combined with technologically advanced processes to provide customized solutions, such as component cabinetry. To survive in the competitive sheet metal marketplace, Baystate focuses on superior customer service backed by state-of-the-art processes.

CHALLENGE

Replace an outdated, inefficient, and costly telephone system that did not deliver the customer experience needed.

SOLUTION REQUIREMENTS

- **Timely, responsive local support:** Find a full-service provider that offers powerful voice communications, fast and easy installation, and local support.
- **Increase productivity:** Associates at Baystate Metal Solutions need easy and flexible access to their voice mail so they can serve customers more efficiently and effectively.
- **Manage costs:** The solution must involve no capital outlay and include a predictable monthly set price.

SOLUTION

- Comcast Business Class Internet
- Business VoiceEdge™
- Comcast Business Class TV

RESULTS

- Provides flexible and professional voice communications
- Helps improve productivity; associates better able to meet customers' expectations
- Cost effective communication solution; provides predictable bills from one service provider

THE BUSINESS CHALLENGE

Baystate Metal Solutions operates in a very competitive marketplace. According to Tony Fernandez, the company's President and CEO, the first vendor to provide a quote to a customer is often the one to get the order. "That's the main reason we needed to replace our phone system," he explained. "We had to become more responsive and proactive with our customers; therefore, we needed to give our sales people the telephony tools they require to be successful in serving our customers, both current and future."

Before Tony assumed ownership of Baystate Metal Solutions, the company relied on an inefficient, operator-based telephone system with one central line. "This resulted in customers getting busy signals when they called, and since we didn't have voice mail, they had to call back at a later time. *Our associates are true professionals, but our phone system was not professional.*"

Fernandez and his colleagues needed a much more efficient and effective way to communicate with customers, enabling them to focus on their business rather than worry about whether or not their customers could reach them. And, Fernandez wanted to find a solution that involved no capital outlay and provided a predictable monthly cost because his previous bills had fluctuated by up to \$500 each month.

THE COMCAST BUSINESS CLASS SOLUTION

Business VoiceEdge gives Baystate Metal Solutions a complete, managed voice solution at a predictable price.

"Comcast saves me hundreds of dollars each month," Fernandez said. "And, there was no capital outlay on our part, so we were able to put the money we saved toward new projects. Other providers required us to buy equipment up front, but we weren't prepared for those prices. The smallest outlay would have been \$3,000."

The Comcast solution also gives Baystate Metal Solutions powerful and professional voice communications. "Now we have the flexibility of direct extensions and automated voice mail systems for each division," Fernandez continued. "If one of our sales associates is on the telephone with a customer and another customer calls in, he can either jump to the other line to answer a quick question or listen to the voice mail and return the customer's call immediately. Time is of the essence in our business."

Business VoiceEdge™

Comcast™
BUSINESS CLASS

“Our Comcast solution saves us money, improves our daily operations, and increases our productivity. Plus, we receive great responsiveness from a locally managed team.”

Tony Fernandez

President and CEO

Baystate Metal Solutions

In addition to a cost-effective solution with rich functionality, Fernandez needed fast installation. “Comcast has an incredible local sales presence,” he added. “They met each of our requests quickly, including our request for fast installation. During installation, I always knew my account team was one phone call away from being at my door if I needed them.”

Productivity has increased at Baystate Metals since installing Business VoiceEdge. “Our associates use it as a sales tool,” Fernandez said. “Now we meet and exceed our customers’ expectations. And, as our business grows and we require additional data management, Comcast will take us into the future.”

Since Comcast is a full-service provider, Baystate Metal Solutions also uses Comcast High-Speed Internet and Comcast Business Class TV. “I was able to eliminate the number of vendors I deal with. Now I have one Comcast contact for these services, and I pay one bill each month—at one predictable price.”

THE RESULTS

Provides flexible and professional voice communications

Before Baystate Metal Solutions implemented Business VoiceEdge, the company relied on an outdated telephone system with one line and no voice mail. When customers called Baystate, they were often met with a busy signal. Now, customers are immediately directed to the right associate and have the option to leave voice mail, which associates can access at their desks or on the road. “Our telephone system is as professional as any Fortune 5000 company’s setup,” Fernandez said.

Improves productivity; associates meet and exceed customers’ expectations

Business VoiceEdge is designed to help small and medium-sized businesses work faster and more efficiently, which is exactly what happened at Baystate Metal Solutions. “With this kind of automated functionality, our associates don’t miss calls, enabling them to quickly understand exactly what our customers and vendors need. Timeliness and customer service are at the core of our business,” Fernandez added.

Reduces communication costs; provides predictable bills with one service provider

Now Baystate Metal Solutions receives one bill each month that covers Business VoiceEdge, Comcast High-Speed Internet, and Comcast Digital Cable. In addition to the convenience of one bill and reducing the number of vendors with which Fernandez deals, the Comcast solution decreased his monthly telephone bill, and required no initial outlay of capital.

For more information or a free consultation, visit www.business.comcast.com/VoiceEdge.

Business VoiceEdge - What We DON'T Do and/or DON'T Support List

1. **Call Recording**
2. **Call Center Solution** – wall boarding, agent & supervisor controls, etc.
3. **Overhead Paging** – the ability for a Customer can connect BVE to their own OH paging system
4. **Instant Group Call/Broadcast Paging** – a call across a group of phones
5. **Elevator Phones** – These require a BCV line
6. **Door Buzzers** – These require a BCV line
7. **PoE switches** – A Customer can provide their own POE switch, but Comcast does not offer or support such a device
8. **Account Codes** – We do not load Account Codes to the platform, but Customer's may download their CDR nightly, and use a pivot table to apply their account codes
9. **Analog Phones** – This requires the use of a BCV line(s).
10. **Out of Comcast Franchise Footprint**
11. **Over 3rd-party Bband** – this is suspended as of June 21st, 2012, but should return in 2013, after the initial rollout of the POR version of VoiceEdge.
12. **RCF** – VoiceEdge supports cross rate center porting, so this is not currently utilized. When the POR product arrives we will charge an RCF fee for those customers requesting InterLATA TNs.
13. **Network Fax Machines** - This requires the use of a BCV line(s).
14. **Alarm Systems** - This requires the use of a BCV line(s).
15. **Security Systems** - This requires the use of a BCV line(s).
16. **PoS Machines** - This requires the use of a BCV line(s).
17. **Audio Conferencing** - 3-way conference calls are available on the Polycom phones. Anything larger requires the customer to have a 3rd-party service.
18. **Web Conferencing**
19. **International TNs**
20. **Macintosh Support**
21. **Real-time CDR** – we offer nightly updates
22. **Safari, Chrome, iGoogle, Goggle Docs Support**
23. **Headsets** - Customer may provide their own headsets like Plantronics or Jabra, for example. Polycom and the headset vendors have reference material on their web site to aid in selecting a compatible device.
24. **Bring your own IP Phones** – Since Comcast provides the maintenance, firmware and support, we do not permit customers to bring their own devices.
25. **Network QoS** – presently this is unavailable for BVE, but will become available when the POR product launches at the end of the year.
26. **SLAs** – presently there is no SLA outside of the 60-day money back guarantee and an MTTR on repairs or those offered with Ethernet.
27. **Less than 5-seats** – In an order. A Site may have less than 5-seats, if it belongs to an order of greater than 5-seats.
28. **Collect calls**
29. **Cordless Phones**- This requires the use of a BCV line(s). We are looking to add a cordless option in 2013.
30. **Wireless/Mobile Phones** – A Cell phone can be part of the Be Anywhere feature, but is not offered as a leasable device.
31. **Tablets**
32. **Texting/SMS Support**
33. **Pager Support**
34. **MMS**
35. **1-3 digit Extensions**
36. **CRM Integration**
37. **3rd Party Applications**
38. **Networks with Hubs**
39. **MP3 voicemail file format**
40. **Sites needing more than 60 Lines**
41. **Visual voicemail** –Not presently available, but will be in the web portal coming with POR.
42. **Night Button** – We offer an afterhours schedule on the AA as a more automated option.

- 43. **Custom Phone Logos**
- 44. **Voice to Text**
- 45. **Vanity Numbers**
- 46. **Advanced 800# Services**
- 47. **Contiguous TN Blocks**

CITY OF DEXTER

cnicholls@dextermi.gov

8140 Main Street Dexter, MI 48130-1092

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

MEMO

To: Mayor Keough and Council Members
From: Courtney Nicholls, City Manager
Date: August 4, 2015
Re: SCADA Upgrade

In March of 2015 the City applied for and received a grant from Michigan Municipal Risk Management Authority, our insurance company, to upgrade our SCADA software. The SCADA software is the system that controls and monitors our water and wastewater equipment. The vendor that we use to maintain the SCADA system is Utilities Instrumentation Service (UIS), located in the Dexter Business and Research Park. The software will be upgraded from Wonderware, originally installed in 2007, to VT SCADA. The new software will provide advanced reporting capabilities, integrate with our mobile devices to provide alarm notifications via e-mail/text and provide enhanced mobile access to acknowledge alarms, start and stop pumps, and send digital commands to equipment. This project will also replace the current computer that is running on Windows XP, which is no longer supported by Microsoft. The total cost of the project is \$18,587: \$7,000 will be paid by the grant, \$7,500 will be paid from the sewer fund (590-548-938-001) and the remaining \$4,087 will come from the water fund (591-556-802-000).

The two UIS quotes for the installation of the SCADA terminal at the DPW is not included in this request.

Council is asked to approve the quote from UIS for an amount not to exceed \$19,000.



July 9, 2015

Mr. Dan Schlaff
Dexter
8360 Huron St.
Dexter, MI 48130

Phone: (734) 426-4572
Email: DANSCHLAFF@YAHOO.COM

**Quote Description: HMI Software Upgrades
Quotation # 140682R5 (5th Revision)**

Dear Mr. Schlaff:

UIS SCADA is pleased to submit our quote for the following to upgrade your HMI software at the WWTP:

Upgrade WWTP HMI to VT SCADA (Material)

- Furnish one (1) VT SCADA 5K tag runtime license at the WWTP.
- Furnish one (1) VT SCADA alarm dialer package at the WWTP.
- Furnish one (1) VT SCADA thin client for mobility on one PC or five mobile devices (non-concurrent).

Our price for this material is \$8,667.00.

Upgrade WWTP HMI to VT SCADA (Labor)

- Provide necessary programming to upgrade WWTP computer's OS to Windows 7 OS.
- Provide necessary programming to develop screens for VT SCADA.
- Provide necessary programming to setup the alarm dialing package.
- Provide labor for startup services.

Our price for this scope of work is \$9,920.00.

Redundant Backup VT SCADA HMI & Computer (Material)

- Furnish and install one (1) Dell Opti Plex computer with Windows 7 OS and 22" monitor for the redundant HMI.
- Furnish one (1) VT SCADA 5K tag runtime license for the redundant (automatic fail over) computer.
- Furnish one (1) VT SCADA alarm dialer package for the redundant (automatic fail over) computer.
- Furnish one (1) VT SCADA thin client for remote connection to view the SCADA system at the DPW.

Our price for this material is \$10,690.00. **Not proposed at this time.**

Redundant Backup VT SCADA HMI & Computer (Labor)

- Provide necessary labor to setup computers.
- Provide necessary programming to setup redundant (automatic fail over) VT SCADA software and dialing package.
- Provide labor for startup services.

Our price for this scope of work is \$1,240.00. **Not proposed at this time.**

Our total price for this project is \$29,277.00

This price is based on straight time during normal hours of 8:00 A.M. to 4:30 P.M., Monday through Friday.



Thank you for giving us the opportunity to provide our quote for this project. Our price is valid for thirty (30) days, after which time *UIS SCADA* reserves the right to review and modify any and all portions of its proposal. In addition, this proposal contains pricing and other information confidential and proprietary to *UIS SCADA*, and disclosure of the contents of this letter and any attachments to persons or organizations outside of this agreement is not authorized without specific written permission from *UIS SCADA*. Should you have any questions, please do not hesitate to contact me at our office (734) 424-1200 extension 22.

Sincerely,

Ken Wesley
COO

KW/tmf



MICHIGAN MUNICIPAL
RISK MANAGEMENT
A U T H O R I T Y

March 17, 2015

Justin Breyer
City of Dexter
8140 Main Street
Dexter, MI 48130

RE: RAP

Dear Justin,

I am pleased to inform you that the RAP application for your SCADA Software Upgrade project was approved. The Committee authorized 50% funding up to a maximum of \$7,000 for your project.

RAP funds are issued on a reimbursement basis. Payment will be based upon confirmation from the City of Dexter of their payment of the project in full. **Please send proof of payment along with invoice copies or other documentation of the expenditure.** Such documentation is needed in order to verify that the grant allotted is being used for the project described in your application.

Payment of RAP funds is contingent upon the City of Dexter remaining a Member of MMRMA and in compliance with the Joint Powers Agreement. Your reimbursement is valid for six months from the date of this letter.

Sincerely,

Cara Kowal, ARM, CPCU
Manager of Risk Management Services

CK/sp

cc: Courtney Nicholls, City of Dexter
Ibex Insurance Agency

CITY OF DEXTER

cnicholls@dextermi.gov

8140 Main Street Dexter, MI 48130-1092

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

MEMO

To: Mayor Keough and Council Members
From: Courtney Nicholls, City Manager
Date: August 4, 2015
Re: Washtenaw County Road Millage

The Washtenaw County Road Commission will be requesting that the Washtenaw County Board of Commissioners continue the 0.5 mill tax that was first included on the winter tax bill in 2014. The City will receive the funds that the millage generates – approximately \$108,000. The following is the list of roadways that we intend to provide as our 2016 projects. They will be listed as mill and overlay/cape seal due to the fact that we have not determined the proper fixes yet.

Provided for Council’s consideration is a resolution of support for the millage.

Road Name	To	From
Forest	Hudson St	Baker Rd
Forest	Inverness St	Hudson St
Forest	Kensington St	Inverness St
Grand	pavement change	Inverness St
Grand	Hudson	Inverness
Hudson	Baker Rd	Grand St
Hudson	Forest St	Main St
Hudson	Grand St	Forest St
Carrington		
Cambridge		
Preston		
Wellington		
Coventry		
Kingsley		
Lexington		
South Downs		
Bristol		
Webster		
Boulder		
Glacier		
Bridgeway		
Eastridge		
Westridge		

Resolution in Support of the Recommendations of the Washtenaw County Road Funding Committee

Whereas, the local roads in the City of Dexter do not meet the expectations of residents; and

Whereas, the Dexter City Council adopted a "Road Improvement Plan" to improve all local roads to at least a 5 PASER rating; and

Whereas, it is unlikely that the City of Dexter will receive additional road funding from the State of Michigan in time to carry out our local road improvement plan for the near future; and

Whereas, Washtenaw County has created a Road Funding Committee to advise Washtenaw County on whether it should exercise its authority under Act 283 of 1909 to levy a millage for road maintenance; and

Whereas, the Roads Funding Committee has recommended that Washtenaw County continue to levy a millage of 0.5 mills for road maintenance in FY2016; and

Whereas, the levying of such a millage would provide the City of Dexter with an additional \$108,000 in FY2016 to implement the City of Dexter Road Improvement Plan; and

Whereas, the City of Dexter Streets Committee believes that the City of Dexter has the capacity to utilize the additional \$108,000 that would be generated by an Act 283 millage to perform road maintenance on local streets; and

Whereas, additional road maintenance on local streets will improve the quality of life for the residents of the City of Dexter;

BE IT THEREFORE RESOLVED, that the Dexter City Council endorses the recommendations of the Road Funding Committee; respectfully requests that the Washtenaw County Board of Commissioners exercise its statutory authority to levy a millage to raise additional monies for road repairs; and pledges to use monies from such a millage to effect road repairs on local streets, and

BE IT FURTHER RESOLVED, that the City Manager be requested to submit this resolution to the members of the Washtenaw County Board of Commissioners.