

Mr. Paup commented that the Committee is looking into adding an electrical circuit in Monument Park and they would like to have someone from the City be actively involved in the planning for next year. As of right now there are no other major changes planned for next year's event.

Members of Council asked questions of Mr. Paup and Mrs. Lambert:

- Q: How is participation measured? (We have two cameras set up and we count per booth per hour.)
- Q: Do you jury vendors? (Yes, the goal is 70% artists, 30% businesses. There is a wait list for vendors.)
- Q: Did the event make money? (We have a fund balance.)
- Q: What is your largest money maker? (Booth fees. The social tent is operated by the Fire Department.)
- Q: When do you start setting up? (Wednesday. Road closures begin Wednesday night.)
- Q: Are you aware of any social tent infractions? (No.)
- Q: How many people attended the Festival? (We typically have 3,000 – 5,000 people in attendance.)
- Q: How many vendors participated? (120.)
- Q: What do you envision for the future – expansion or specialization? (Both. We don't want to ruin the flow of the event.)
- Q: Have you gotten any feedback from businesses on Main St.? (Businesses on Main seem to be coming around or more understanding.)
- Q: When do you start planning for next year? (November.)
- Q: When do you need someone from the City to start helping? (Beginning of the year.)
- Q: What do you charge each vendor? (\$150.)
- Q: What do you charge the Fire Department? (\$900. We prorate because of their contribution to the event.)
- Q: What is the purpose of Dexter Daze? (Enthusiasm and sense of community. Providing free and fun entertainment for the whole family.)
- Q: Is it a party? (If you want to look at it that way.)
- Q: Is it mostly Dexter residents? (Possibly, it is hard to track.)
- Q: Do you give preference to local businesses? (It is first-come first-served. The wait list is juried.)
- Q: For the 30% businesses, how does Meijer factor in? (Meijer contributed \$6,000 to be a major sponsor and a booth was included.)
- Q: Why was Busch's not allowed to participate? (We were not contacted by Busch's.)
- Q: How much does it cost to run? (\$21,000 – \$23,000 for entertainment. Between \$35,000 – \$40,000 all together.)
- Q: Is it a Chamber event? (Yes, it is a sub-committee of the Chamber.)

E. APPROVAL OF THE AGENDA

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

- The addition of a letter from Bob Murphy as item H-3

Unanimous voice vote approval.

F. PUBLIC HEARINGS

None

G. NON-ARRANGED PARTICIPATION

None

H. COMMUNICATIONS:

1. Upcoming Meeting List
2. Sign Calendar
3. MDOT Letter re: Act 51 Roads

Members of City Council asked questions of the City Manager with regard to communications.

- Question - There was a sign for Yoga in the Field at Main and Central, is there a reason it is not on the Sign Calendar? (I will talk to the Administrative Assistant.)
- Question - There are signs for the Russian Festival at Main St. and Central, is the Festival in Dexter? (The church has a Dexter mailing address.)
- Question - Is there a policy on what groups are allowed to use the banner poles? (We try to keep it to the Dexter mailing address.)

I. REPORTS

1. Public Services Superintendent – Dan Schlaff

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

- Mr. Schlaff thanked Council for coming to the Wastewater Treatment Plant for the tour that took place before the Council meeting.
- Council Member Fisher commented that she is amazed at what the Plant has become – it is organized and clean.
- Mr. Schlaff commented that Mr. Hartman gave the tour of the Wastewater Treatment Plant and that he did an excellent job.
- Question – What is the additional power to Mill Creek Park North? (That deals with the Dexter Daze Committee’s concerns about power.)
- Question - Are you putting it [the outlet] in now? (No, we are in the process of looking into it.)
- Question - What is the MI Waters Report? (We have a new way of sending monthly reports to the State. The program is up and running, but the State is having some problems.)
- Mr. Schlaff reported that Wastewater Treatment Plant staff participated in an evaluation of excess product created by Northern United Brewing Company that needs to be disposed of.

- Question - How much time did the NUBCo. evaluation take? (We are keeping track of it. We have been in contact with them, and they are going to have the excess product hauled away.)
- Mr. Schlaff reported that work is continuing on Grand and Hudson. There is more work to be done on Huron Ct.
- Mr. Smith commented that a car went into a ditch at Grand and Hudson. (I did not hear about the incident.)

2. Community Development Manager – Michelle Aniol

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

- Ms. Aniol reported that she had received a question from bus transportation regarding the trimming of a tree at Baker and Hudson.
- Question – Spice Box on Central has two signs, is that excessive? (I will look into it.)
- Ms. Aniol reported that the final Target Market Analysis report is available on Drop Box. Ms. Woods will be giving the final presentation on Thursday, October 7th at the Dexter Library at 5:00pm.
- Ms. Aniol reported that the Downtown Development RFQ developer interviews will take place on September 29th at the Dexter Library at 5:00pm. The interviews will incorporate lessons learned from the Kalamazoo developer interviews. It will be a public forum. Committee members will get to interact with developers, then go back to the City office to debrief.
- Ms. Aniol provided a zoning ordinance update. The Supreme Court ruled on a signage case that reinforced that communities are not able to regulate content.
- Question – What is considered commercial content? (If you are selling something. It is not very clear.)
- Question – What designates content? (If you have to read the sign.)
- Ms. Aniol reported that the Schools and MC3 are reaching out to Dexter businesses. Staff was asked to assist with contact information for the school's business listing. They have asked to give a presentation at the next business summit.
- Ms. Aniol reported that a pre-application meeting was held for Hotel Hickman. The Committee liked the aesthetics of the proposed outdoor seating area. Scott from Hotel Hickman will submit an application, and then go through the regular meeting schedule. His goal is to be on the November Planning Commission agenda.
- Question - Who was supposed to be on the Pre-Application Committee? (Joe Semifero, Julie Knight, Matt Kowalski, Tom Phillips, and Shawn Keough. Donna stepped in for Joe Semifero and Matt Kowalski had a scheduling conflict.)
- Question – Does he [Scott from Hotel Hickman] own the flower store? (He has a purchase agreement. Most of the Flower store space will be retail for their specialty goods.
- Ms. Aniol reported that there is over 1,000,000 sq. ft. of gross floor space in the Industrial Park. However, there are no lots for sale.
- Question – Do we know why there are no parcels are for sale in the Industrial Park? (The remaining vacant parcels are owned by existing businesses and are being held for future expansions.)

- Ms. Aniol reported that Northern United Brewing Company went to the Planning Commission to determine whether there is compatibility for on-site dining; and whether it is a compatible use or special use approval. Planning Commission voted 5-2 that it is compatible and should be special use. Northern United Brewing Company will be coming back for their special use approval.
- Ms. Aniol also reported that Northern United Brewing Company received a \$200,000 grant, the full amount, from the Michigan Department of Agriculture for its wastewater study. They need to raise additional capital. The total project is \$700,000.
- Ms. Aniol reported that Victoria Condos sold its first unit in the six building unit.
- Question – When we went through the process in 2003, they needed to file homeowner’s exemptions on the development agreement. Are we monitoring this? (I will check into it.)
- Ms. Aniol reported that Dextech is being re-inspected and the Dan Hoey property will be on the next agenda.
- Council Member Smith commented that he was one of the ones that voted against the Northern United Brewing Company’s special use approval. This is because he believes he heard that City Council did not want a restaurant in the Industrial Park. It has also become a full-fledged bar. Council Member Tell stated that it is not going to be treated like any other restaurant in the City with regards to City regulations or County health regulations. He feels that it should be in-line with other restaurant approvals.
- Question – Member Smith asked Ms. Aniol to provide Council with the benefits of attending the conferences that you send to Council? What is the benefit to Dexter? (All conferences are geared to educate elected officials and attendees or introduce them to topics or concepts that they may be experiencing or could experience.)
- Question – With regard to signs, one option would be to say “no temporary signs,” correct? (Yes, I believe so.)
- Is it limited geographically? (The geography is not the issue. The problem is the categorization of signs.)
- The City Council engaged Ms. Aniol in a discussion about Northern United Brewing Company’s proposed tasting room expansion.
- Mayor Keough stated that he would like the Economic Development Preparedness Committee to discuss what process the City will take after the interviews to select a developer. He commented that he would like to have a vision in case the developers ask. He also asked Matt Kowalski to participate. Council engaged in discussion about the process.
- Mayor Keough commented that all Council Members received a letter from Jim Haeussler. He asked City Council how they would like to proceed with having the discussion about this development. Discussion followed. Council directed Ms. Aniol to follow-up with Mr. Haeussler to find out if he has spoken with Scio Township and then report back to Council.

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

None

4. Subcommittee Reports

Council Member Smith commented that the Facility Committee has spent the last two meetings looking at run data and comparisons between the Main St. site and the Dan Hoey site. The Committee has also spent time looking at Dexter Township's new Fire Department building construction plans. Based on the plans, it appears that their intent is to have two people man that facility. The Committee will be working on a summary to bring back to Council. He also commented that Mayor Keough brought up the discussion of City offices.

5. City Manager Report

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

- Ms. Nicholls reported that a Mill Creek Park work day is planned for October 3rd from 9am – 12pm.
- Ms. Nicholls reported that the Baker/Shield/Dan Hoey Intersection presentation is planned for October 14th from 7 – 9pm.
- Ms. Nicholls reported that she met with Harley Rider, John Kingsley, Jim Seta, and Dan Munzel about the Fire Department lease agreement. The group has developed a template that will go in front of the Dexter Area Fire Department Board and Dexter Township Board within the next month.
- Ms. Nicholls reported that the City received an award from Keep Michigan Beautiful for Mill Creek Park. Keep Michigan Beautiful is hosting an awards ceremony on October 16th in Frankenmuth.
- Question – Is the A&W coming into the City? (No.)
- City Council engaged in a discussion about Municipal Employment Retirement System's assumptions.
- Question – What is the process for judging artwork? (The artwork needs to go through the Art Selection Committee.)
- What is the impetus for the proposed sculpture? (The Lions Club has been discussing it for a number of years.)
- When will the Dan Hoey property be demolished? (Sometime after the Community Garden closes due to the well that services the Garden.)

7. Mayor's Report

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

- Mayor Keough reported that the Dexter Area Fire Department interviewed five candidates for Fire Chief. The sub-committee will be bringing back two candidates for follow-up interviews. They hope to have a recommendation at the next meeting.
- Mayor Keough also reported that Scott Munzel and the Wellness Center's attorneys are trying to schedule depositions for the tax tribunal case.

J. CONSENT AGENDA

1. Consideration of: Bills and Payroll in the amount of \$491,907.31
2. Consideration of: Appointment of Paul Schubert to the Tree Board; and
Appointment of Katie Koch to the Art Selection Committee
3. Closure of Central from Main to Fifth for Apple Daze from 7 am to 6 pm on
Saturday, October 3, 2015.
4. Temporary Road Closures for Homecoming Parade on Friday, October 2, 2015
from 1:30 pm to 2:30 pm

Motion Fisher; support Smith to approve items 1, 2, 3, and 4 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: Setting a Public Hearing on October 26, 2015 for the Partial
Vacation of First Street Right of Way

Motion Carson; support Knight to set a public hearing for October 26, 2015 for
the Partial Vacation of the First Street Right of Way.

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

2. Consideration of: Ricoh MPC4503 Copier Lease and Service Contract

Motion Semifero; support Fisher to approve the contract with Ricoh as presented
for the lease and service of Ricoh's MPC4503 Configurable PTO Model.

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

3. Consideration of: Recommendation from the Downtown Development Authority
to Award the Retail Market Study to Chuck Eckenstahler &
Fanning Howey Pending Grant Approval

Motion Carson; support Tell to award the Retail Market Study contract to Chuck
Eckenstahler & Fanning Howey, in an amount not to exceed \$10,950, subject to

the Dexter Chamber of Commerce obtaining a Mini Economic Development Grant from Washtenaw County.

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

Nays: Semifero

Motion carries 6-1

4. Consideration of: Oil and Gas Drilling Moratorium Extension

Motion Tell; support Smith to extend the Oil and Gas Drilling Moratorium for a period of an additional six (6) months beginning September 23, 2015.

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

Nays: None

Motion carries

5. Consideration of: Setting a Public Hearing on October 12, 2015 on the Mobile Vending Ordinance

Motion Carson; support Fisher to set a public hearing for October 12, 2015 for public comment on the proposed mobile vending ordinance.

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

Nays: None

Motion carries

6. Discussion of: 2015 Road Projects

Patrick Droze of Orchard, Hiltz & McCliment presented an update on street and paving projects in the City. Concord will be performing work on the Border-to-Border Trail and will be looking at the storm sewer work that needs to be done on Third St. Based on their unit price; they will likely come in around \$28,000 - \$29,000. Work being performed at Hudson and Grand has been slow, but they are a smaller contractor doing intricate work.

Mr. Droze also provided an update on the budget. Work has gone over in some areas, but money was saved due to complete millings. Council posed questions regarding milling in Huron Farms blocking traffic. Milling was bringing up aggregate, which required additional milling. The project took longer than anticipated, and the contractor is expecting additional compensation. The agreement has changed to paying by the ton from paying by the area.

Council discussed additional mill and overlay work in Huron Farms. Mr. Droze commented that the additional mill and overlay would be covered by the contingency budget.

Council posed questions to Mr. Droze:

- Question – What treatment will the eyebrows receive? (I will check into it.)

- Question – How late will we allow them to work? (We are getting close to seasonal limitations.)

Ms. Nicholls discussed Cadillac’s ability to do the additional work.

Council gave consensus to move forward with proper treatments based on road condition, the ability of the contractors to do the work, and budget.

M. COUNCIL COMMENTS

Tell None

Fisher None

Semifero Council Member Semifero commented that he only has a few more months left on Council. He cautioned Council to be careful of any project that they do with Mr. Haeussler. He commented that there have been issues with roads, snow removal, and sidewalks with projects that Mr. Haeussler has done. He also commented that Council should be very careful of documents that they sign and to pay attention to the small details.

Smith Council Member Smith commented that it is important to give consideration to the size of the Dexter Daze event before approving next year’s event. It is having an impact on other agencies.

Knight None

Carson None

Keough None

N. NON-ARRANGED PARTICIPATION

Kurt Augustine, 3360 Broad St.

Mr. Augustine commented that he felt that communication with regard to the streets project has been poor. He did not find out about the change in contract until earlier in the day.

P. ADJOURNMENT

Motion Smith; support Carson to adjourn at 10:46 PM.

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

Nays: None

Motion 7-0

Respectfully submitted,

Justin Breyer

Assistant to the City Manager, City of Dexter Approved for Filing: _____

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Memorandum

To: Mayor Keough and City Council
From: Courtney Nicholls, City Manager
Re: Public Hearing on Purchasing Ordinance
Date: September 23, 2015

The City Charter states that Council should adopt a purchasing ordinance that covers the purchase of goods and services and the sale, purchase or lease of property. The draft ordinance and policy were first presented to Council on August 24, 2015.

Attached for Council's review is an updated draft of the purchasing ordinance. City Attorney Scott Munzel has reviewed the document. At this time, Council is asked to hold a public hearing on the proposed ordinance. It will be presented for adoption at a future meeting, once the policy has also been reviewed by the attorney.

AN ORDINANCE ESTABLISHING PROCEDURES FOR THE PURCHASE OF CITY SUPPLIES, MATERIALS, EQUIPMENT, CONTRACTUAL SERVICE, OR OTHER FORMS OF PERSONAL PROPERTY AND FOR THE PURCHASE, SALE AND LEASE OF REAL PROPERTY

1. PROCUREMENT OBJECTIVES:

- A. Procure supplies and contractual services of the highest appropriate quality and at the least expense to the City;
- B. Obtain as full and open competition as possible on all purchases and sales;
- C. If possible, purchase in sufficient substantial quantities as to take advantage of available discounts;
- D. Procure for the City all tax exemptions to which it is entitled;
- E. Promote local supplies and contractual services by identifying local suppliers and contractors, and providing notice and opportunity to bid to local suppliers and contractors in the City bid process. Nothing in this objective, however, shall conflict with Act 196 of the Public Acts of 1973, as amended;
- F. Join with other units of government in cooperative purchase plans when the best interests of the City would be served;
- G. Declare vendors who default on their quotations irresponsible bidders and to disqualify them from receiving any business from the City for a stated period of time;
- H. Authorize the City Manager or designee, consistent with this ordinance and City Charter, and with the approval of the City Manager, to adopt an operational policy relating to the execution of cost effective procurement for the City of supplies and services.

2. PURCHASING AGENT:

- A. In accordance with City Charter Article 7.04 (i), the City Manager shall act as the Purchasing Agent for the City and establish and maintain, or appoint an authorized representative to establish and maintain, a central purchasing service.
- B. The City Manager shall adopt, or approve for adoption, any necessary rules respecting requisitions and purchase orders in accordance with this ordinance and Article 13 of the City Charter.

3. AUTHORITY OF THE PURCHASING AGENT AND CITY COUNCIL: PURCHASES AND SALES.

A. Purchases and Contracts At Or Above Five Thousand Dollars (\$5,000.00). Any expenditure or contract obligating the City for an amount at or above \$5,000 shall be approved by the City Council and shall be governed by the provisions of this Section.

1. Such an expenditure shall be pursuant to a written contract. A written proposal/quote shall be a sufficient written contract only in cases where the expenditure is in the usual and ordinary course of the City's affairs; provide however that a proposal/quote shall not be sufficient for the construction of public works or the contracting for supplies or services over any period of time where the quality of the good or materials or the scope of the services bargained for is not wholly standardized.

2. Notice inviting sealed competitive bids or proposals shall be published in accordance with the regulations regarding the publication of notices, ordinances or proceedings found in Section

15.12 of the City Charter. The City Manager may adopt additional regulations and policies regarding the publication of notices.

3. The City Manager or designee shall solicit competitive bids or proposals from a reasonable number of known qualified prospective bidders by ensuring that notices are distributed and bid documents are accessible to bidders in accordance with this ordinance and the City Charter Section 15.12.

4. Unless prescribed by the City Council, the City Manager shall prescribe the amount of any security to be deposited with any bid, which deposit shall be in the form of a certified or cashier's check or, if authorized by the City Manager, a bond written by a surety company authorized to do business in the State of Michigan. The amount of such security shall be expressed in terms of a percentage of the bid submitted. Unless fixed by the City Council, the City Manager shall fix the amount of the bond and, in the case of construction contracts, the amount of the labor and material bond to be required of the successful bidders.

5. Sealed bids shall be opened in public, at the time and place designated in the notice requesting bids, in the presence of the City Manager or designee and, when possible, the head of the department most closely concerned with the subject of the contract. The bids shall thereupon be carefully examined and tabulated and reported to the City Council with the recommendation of the City Manager at the earliest possible scheduled City Council meeting. After tabulation, all bids may be inspected by the competing bidders. The City reserves the right to reject any or all bids.

6. When such bids are submitted to the City Council, if City Council shall find any of the bids to be satisfactory in its sole discretion, it shall award the contract to the lowest responsible bidder, as defined below, and as determined by the City Manager. The City Council shall authorize the contract upon execution of the contract by the successful bidder. Contracts shall only be executed after the filing of any bonds which may have been required, which bonds shall first be approved by the City Attorney as to form and content. Such award may be by motion, resolution or ordinance. City Council retains any other rights provided for in this ordinance in the awarding or rejecting of bids.

The definition of "lowest responsible bidder" is a qualified bidder with the lowest or best bid price, and whose business and financial capabilities, past performance, and reputation meet the required standards.

7. At the time the contract is executed, the contractor shall file a bond executed by a surety company authorized to do business in Michigan, in favor of the City, conditioned upon the performance of said contract, and further conditioned upon payment of all laborers, mechanics, subcontractors and material, as well as all just debts, dues and demands incurred in the performance of such work. The contractor shall also file evidence of public liability insurance in an amount satisfactory to the City Manager or designee, and agree to indemnify, defend, and hold the City harmless from loss or damage caused to any person or property by reason of the contractor's negligence.

8. All bids and deposits of certified or cashier's check may be retained by the City Finance Director/Treasurer or City Engineering Consultant until the contract is awarded and signed or until they are released by the City Manager. If any successful bidder fails or refuses to enter into the contract awarded to him or her within fifteen (15) days after the same has been awarded, or to file the bond required within the same time, the deposit accompanying his or her bid shall be forfeited to the City, and the City Council may, in its discretion, award the contract to the next lowest responsible bidder, or the contract may be re-advertised.

9. An exception to the process above may be made where the Council shall determine by a two-thirds majority vote of those present at the meeting that the public interest will be best served by

joint purchase with, or purchase from, another unit of government. No sale or purchase shall be divided for the purpose of circumventing the limitation established by this ordinance.

10. The City Council may authorize the making of public improvements or the performance of any City work by any City administration without need of competitive bidding, as may be stated in any City ordinance or the City Charter, including but not limited to Article 13, Sections 13.01(a), (b), or (c).

B. Purchases and Contracts Under Five Thousand Dollars (\$5,000.00). The City Manager, subject to budgetary appropriations, is authorized to make purchases and contracts in an amount not to exceed \$5,000 without further approval of the City Council. Such purchases or contracts shall be made consistent with the authority elsewhere granted the City Manager in this ordinance. Purchases shall, when practicable, be based on at least three competitive bids or quotes.

C. Sale of Personal Property. Personal property may be sold by the City Manager after receiving competitive quotations therefore, for the best price obtainable, or may be traded to the vendor of new equipment replacing it.

D. Purchasing Methodology. The City Manager, subject to this ordinance and Article 13 of the City Charter, shall adopt policies regarding Emergency Purchases, Requests for Proposals, Requests for Qualifications, Sole Source Procurement, and any other policy as required to perform the purchasing duties of the City.

4. PURCHASE, SALE AND LEASE OF PROPERTY

A. The purchase or lease of City property shall require City Council approval, unless the interest being purchased or leased has a value of less than Five Thousand Dollars (\$5,000.00); provided however that if the City Manager determines that unusual circumstances affect such purchase or lease, the City Manager shall nevertheless obtain City Council approval of the proposed transaction.

B. Prior to the sale of City property, City Council shall conduct a public hearing, and the subsequent decision to sell the property must receive at least five (5) affirmative votes of City Council (and electoral approval if required by State law). If the sale of City property is of property used, in full or in part, as a park or cemetery, the decision to sell the property must receive both a two-thirds (2/3s) majority vote of City Council, and a majority of City electors voting on the proposed sale.

C. The sale or lease of property shall be done either through competitive bid, direct negotiation, and/or request for proposal or qualifications. When the proposed sale or lease of property is for a value of less than Five Thousand Dollars (\$5,000.00), the City Manager need not obtain competitive bids, but shall when practicable, be based on at least three competitive bids or quotes.

D. The transfer of assignment of any agreement or contract for renting or leasing of public property may be made only upon approval of the City Council (but approval of such transfer shall not be subject to referendum).

E. All purchases, sales, and/or leases shall comply with all requirements of the City Charter, including that the City shall not enter in to a transaction with a person or entity in default in any to the City (Charter, Article 13, Section 13.03(a)); and that purchases may be completed by installments contracts (Article 13, Section 13.04).

Meeting Calendar

Agenda: 9/28/2015
Item: H-1

Board	Date	Time	Location	Website	City Representative
Dexter City Council	9/28/2015	7:30 p.m.	Dexter Senior Center	http://www.dextermi.gov	
RFQ Developer Interviews	9/29/2015	5:00 p.m.	Dexter District Library	http://www.dextermi.gov	
Dexter Area Historical Society Board	10/1/2015	7:00 p.m.	Dexter Area Historical Museum	http://www.dextermuseum.org/	
City Facility Committee	10/2/2015	9:00 a.m.	City Offices	http://www.dextermi.gov	
Mill Creek Park Work Day	10/3/2015	9:00 a.m.	Mill Creek Park	http://www.dextermi.gov	
Dexter District Library Board	10/5/2015	7:00 p.m.	Dexter District Library	http://www.dexter.lib.mi.us/	Pat Cousins
Dexter City Planning Commission	10/5/2015	7:00 p.m.	Senior Center	http://www.dextermi.gov	Jim Smith
Dexter City Arts, Culture & Heritage Committee	10/6/2015	7:00 p.m.	Dexter Senior Center	http://www.dextermi.gov	Donna Fisher
Washtenaw Area Transportation Study-Technical	10/7/2015	9:30 a.m.	Road Commission Offices	http://www.miwats.org/	Rhett Gronevelt
Target Market Analysis Presentation	10/7/2015	5:00 p.m.	Dexter District Library	http://www.dextermi.gov	
Gateway Initiative (Big 400)	10/9/2015	9:30 a.m.	Waterloo Recreation Area		Paul Cousins, Carol Jones
Dexter City Council	10/12/2015	7:30 p.m.	Dexter Senior Center	http://www.dextermi.gov	
5H - Dexter Coalition	10/13/2015	5:30 p.m.	Dexter Wellness Center		Becky Murillo
Baker/Shield/Dan Hoey Intersection Study Presentation	10/14/2015	7:00 p.m.	Creekside School		

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

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	Name of Group	Dates	Number Approved	Approval Date	Locations		Name of Group	Dates	Number Approved	Approval Date	Locations	
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 Spenothrigh 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	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	
	Dexter Comm. Orchestra	1/28-2/8	2-2' X 3'	1/26/2015	5 & 9			Dexter Wellness-Well walks	8/1-8/9	5 X 18 X 24	5/14/2015	1,2,4,5,44
March	Dexter Senior Ctr-Winter Market	signs out week of 3/7 & 3/21	3-18X24 / 2-2'X4"	11/3/2014	1,2,4,5,44		St. James/Chicken BBQ Dexter Daze	8/8-8/15	1 - 18 X 24, 2 - 24 X 24	6/23/2015	1,4,5	
	Community Band - Concert	2/17-3/2	2-2 X 3	11/1/2013	5 & 9		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	3/7	5 X 18 X 24	6/25/2014	1,4,17,19,51		Dexter Daze festival	8/1-8/16	5 - 18 X 24	4/30/2015	1,2,4,5,44	
	St Andrews-Monthly dinner	2/27-3/5	1-2' X 3'	1/27/2015	8		St. Andrews-Ice Cream Social	7/23-8/7	5- 18 X 24	6/8/2015	1,2,4,5,44	
	Dexter Comm. Orchestra	3/4-3/16	2-2' X 3'	1/26/2015	5 & 9							
	Peace Lutheran-Easter Egg	3/17-3/28	1-2' X 3'	3/16/2015	1	September	Dexter Wellness-Well walks	9/5-9/13	5 - 18 X 24	5/14/2015	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			St. Andrews-Monthly dinners	9/4-9/10	1 - 2' x 3"	8/18/2015	8
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		St. Andrews-American Red Cross Blood Drive	9/14-9/22	2 - 2' X 3'	8/18/2015	8 & 22	
	Dexter Comm. Band-Concerts	4/24-5/4	2 - 2' X 3'	10/1/2014	5 & 9		St. Vladimir's Church/Russian Festival	9/6-9/20	5 - 18 X 24	8/21/2015	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 - Chelsea/Dexter Crop Hunger Walk	9/20-10/4	1 - 18 X 24	9/4/2015	8	
	St Andrews-Monthly dinner	4/3-4/9	1-2' X 3'	1/27/2015	8		Dexter Lions Club-Apple Daze	9/26-10/3	5 - 18 X 24	9/9/2015	2,4,5,44,10	
	St Andrews-Blood Drive	4/10-4/20	1-2'X3'	4/1/2015	8, 22		K of C-Quarter Mania	9/16-9/24	4 - 18 X 24	9/16/2015	1,2,4,44	
	Dexter Lacrosse-Spring season	4/1-4/12	5-18 X 24	4/1/2015	1,2,5,44,10		Cascades League/baseball/softball tryouts	9/23-10/3	4 - 18 X 24	9/23/2015	1 (2) & 44 (2)	
	DUMC-Rummage Sale	4/10-4/26	2-18" X 24"	4/1/2015	5 and 44							
						October	Friends of the Dexter Library	10/3	5 X 18 X 24	6/25/2014	1,4,17,19,51	
								Dexter Wellness-Well walks	10/3-10/11	5 - 18 X 24	5/14/2015	1,2,4,5,44
							Church World Service-Crop Hunger Walk	10/4 only	1 - 19" X 19"			
	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		St. Andrews-Annual Sauerkraut dinner	10/1-10/15	4 - 18 X 24 & 1 - 2 X 3	9/9/2015	1,2,4,5,44	
	Hudson Mills-B2B 10K Race	4/24-5/2	5 - 18 X 24	4/23/2015	1,2,4,5,44		Cascades League/baseball/softball tryouts	9/23-10/3	4 - 18 X 24	9/23/2015	1 (2) & 44 (2)	
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			St. Andrews-Monthly dinners	10/30-11/5	1 - 2' x 3"	8/18/2015	8
June	Friends of the Dexter Library	6/6	5 X 18 X 24	6/25/2014	1,4,17,19,51		Dexter Lions Club-Christmas Tree Sales	11/22-12/22	1 - 3 X 4	8/20/2015	1	
	Dexter Comm. Orchestra	6/3-6/13	2-2' X 3'	1/26/2015	5 & 9		Dexter Winter Marketplace-Winter Farmers Mkt	11/2-11/8	3 - 18 X 24 & 2 - 3 X 4	9/8/2015	1,2,4,5,44	
							Dexter Winter Marketplace-Winter Farmers Mkt	11/16-11/22	3 - 18 X 24 & 2 - 3 X 4	9/8/2015	1,2,4,5,44	
	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		St. Andrews-Monthly dinners	11/27-12/3	1 - 2' x 3"	8/18/2015	8	
	Dexter Soccer Club-Tryouts	6/6-6/15	5 - 18 X 24	6/2/2015	1,2,4,5,44		Dexter Lions Club-Christmas Tree Sales	11/22-12/22	1 - 3 X 4	8/20/2015	1	
	Dexter Wellness-Wellness walks	6/6-6/14	5 - 18 X 24	5/14/2015			Dexter Winter Marketplace-Winter Farmers Mkt	12/7-12/13	3 - 18 X 24 & 2 - 3 X 4	9/8/2015	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		Dexter Winter Marketplace-Winter Farmers Mkt	12/14-12/20	3 - 18 X 24 & 2 - 3 X 4	9/8/2015	1,2,4,5,44	
	Dexter Wellness-Yoga in Park	6/1-6/14	5 - 18 X 24	5/6/2015	1,2,4,5,44							
	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, 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-Main/Central

** 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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WASHTENAW COUNTY OFFICE OF THE SHERIFF

Agenda: 9/28/2015

Item: I-1



JERRY L. CLAYTON
SHERIFF

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

MARK A. PTASZEK
UNDERSHERIFF

To: Courtney Nicholls, Dexter City Manager
From: Beth Gieske, Sergeant
Through: Lisa King, Lieutenant
Cc: Marlene Radzik, Police Services Commander
Date: August 5, 2015
Re: August 1st through August 31st Police Services Monthly Report

During the month of June there were 291 Calls for service (including traffic stops). Deputies conducted 132 traffic stops during which they wrote 19 citations.

Deputies continue to attend training throughout the year in efforts to improve overall service. Recent training initiatives include:

- All staff assigned to this area has completed Naloxone Training, generic to Narcan. This provides an option for WCSO staff arriving on scene of an overdose to render aid at an increased level than previously possible.
- We have one staff member currently on extended leave. The vacant position hours will be used to offset what would be billable overtime, afternoon staff, and staff from 12am-4am.

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

- On August 2nd the midnight Deputy was sent to investigate some suspicious individuals at the rear of a business located in the 8300 block of Dexter Ann Arbor Road. The subjects fled when confronted by a citizen. The citizen provided a vehicle description of the car they fled in. The vehicle was located in the city at another business. Upon investigating the situation a 17 year old Dexter resident was cited for Minor in Possession of Alcohol.
- On August 2nd deputies were sent to the 2300 block of Bishop Circle for a burglary alarm. Upon arrival at the location everything appeared secure.
- On August 2nd the midnight Deputy was sent to the 3200 block of Alpine Street for a burglary alarm. Upon arrival everything appeared secure.
- On August 3rd an afternoon deputy was sent to the 7000 block of Dexter Ann Arbor Road for a vehicle whose window had been broken. Upon arrival the Deputy observed the driver's side passenger window to be shattered and glass lying about. The Deputy was unable to locate an object which may have been used to shatter the glass. Nothing had been had taken from the vehicle. There are no suspects in this case.
- On August 3rd the afternoon deputies were sent to the 3600 block of Central to investigate a disorderly complaint. Contact was attempted with the residents of the address. Initially the residents indicated they were not at home and they were up north. Later in the shift the resident called back stating they were home. Contact was eventually made with the resident who was uncooperative. The rental occupants were provided with a rental property notice as well as the property owner regarding the disorderly conduct.

Public Safety –Quality Service – Strong Communities

- On August 5th a deputy was dispatched to the 7000 block of Second Street for a reported burglary. Upon investigation it is believed the previous occupant of the residence may have taken the items.
- On August 11th a 23 year old Dexter resident reported her TCF bank card missing. She later learned the card was used for 4 different purchases. The investigation is ongoing.
- On August 12th a deputy investigated a Malicious Destruction of Property in the 7000 block of Dexter Ann Arbor Rd. The victim reported a 20 year old Pinckney resident, whom she knew, intentionally rammed his vehicle into hers. The suspect was identified and the case has been submitted to the prosecutor's office for review.
- On August 12th a deputy met with Chelsea Police Department to transport a 33 year old to the county jail for a violation of probation.
- On August 12th a resident from the 3600block of Meadow View Drive reported unknown person(s) "slim jimmed" their way into his vehicle removing coin containers from the rear floorboard. There are no suspects in this case.
- On August 14th a business owner reported his business account through TCF had funds withdrawn from it fraudulently for purchases through facebook accounts. The account has since been closed.
- On August 14th a Deputy was sent to investigate a Home Invasion in the 3500 block of Taylor Court. The homeowners returned home from vacation and discovered items missing. A teenaged family member stayed at the location while the owners were gone for the week. It is believed the suspects in this case are acquaintances of the family member. The investigation is ongoing.
- On August 15th a deputy received a complaint of a fraud which occurred through the TCF bank account. There are unknown suspects.
- On August 15th at approximately 1:00am the driver of a 2002 Mazda was stopped. During the investigation the deputy administered standardized field sobriety test. It was suspected the driver was Operating the vehicle under the influence of alcohol. The driver was subsequently arrested and transported to the county jail. A blood sample was drawn and sent to the MSP lab for analysis. The results returned a .157. The case has been sent to the prosecutor's office for review.
- On August 15th around 6:00pm deputies were dispatched to investigate a crash scene. The at fault vehicle drivers was subsequently arrested on suspicious of Operating under the Influence of Drugs. The subject was arrest and transported to the county jail. A blood sample was taken and has been sent for lab analysis. The report will be sent to the prosecutor's office for review upon a return of the results from the lab.
- On August 16th around midnight the driver of a 2002 Chevy Impala was stopped for a traffic violation. Contact was made with the 25 year old Chelsea resident. Standardized Field Sobriety Tests were administered to the driver.

- On August 18th staff responded for a solicitor in the area of Grand and Forest. Contact was made with the individuals who were going door to door for a roofing company. The individuals were advised they needed a permit and left the area.
- On August 18th dayshift deputies responded to the area of Kookabura Court and Dongara for disorderly subjects. Deputies made contact with the occupants of an apartment and were advised.
- On August 29th there were several Larcenies from unlocked Automobiles in the Huron Farms subdivision. This investigation is ongoing. Suspects have been identified. They are not from the area.



WASHTENAW COUNTY OFFICE OF THE SHERIFF



JERRY L. CLAYTON
SHERIFF

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

MARK A. PTASZEK
UNDERSHERIFF

AUGUST 2015

DEXTER CITY MONTHLY POLICE SERVICES MEETING

2015 Traffic Stops (YTD)	2014 Traffic Stops (YTD)	Percentage Change
YTD 1300	1095	+19%
MONTH 135	158	-15%

2015 Citations (YTD)	2014 Citations (YTD)	Percentage Change
YTD 230	325	-29%
MONTH 19	39	-51%

2015 Drunk Driving Arrest (YTD)	2014 Drunk Driving Arrest (YTD)	Percentage Change
YTD 18	7	+157%
MONTH 4	1	+300%

	2015 (YTD)	2014 (YTD)	Percentage Change
Calls for Service (YTD)	2193	1963	+12%
Homes Invasions (YTD)	1	0	--
Larceny's (YTD)	30	12	+150%
Robbery's (YTD)	0	0	0
Assaultive Crimes (YTD)	4	8	-50%
Traffic Crashes (YTD)	66	63	+5%
Verified Traffic Stops CFS	1239	1056	+17%
Non-Terminal Medical CFS	74	60	+23%

1. Animal Control Updates: (Year to date)

CALL FOR SERVICE	2015	2014	Change
Dexter City	19	24	-21%
Animal Control Service Request	3	6	-50%



Washtenaw County Sheriff's Office

Sheriff Jerry L. Clayton

Media Release

On 09/09/2015 Washtenaw County Sheriff's Office conducted an undercover alcohol sting throughout the western portion of Washtenaw County. Three deputies along with five "decoys" under the age of 21 were used during the sting. Out of 42 establishments that sell alcohol, 39 of them were compliant and did not sell to the "decoys". This detail was fully funded and paid for by the Michigan Underage Drinking Grant.

Compliant Checks:

Vogel's (Chelsea)	Belmark Lanes (Scio Twp)
Polly's Country Market (Chelsea)	CVS on Jackson Ave (Scio Twp)
Shell Gas (Chelsea)	Meijer on Jackson Ave (Scio Twp)
Arctic Coliseum (Chelsea)	Scio Party Store (Scio Twp)
CVS on Main (Chelsea)	Wolverine Party Shoppe (Ann Arbor)
Chelsea East Convenience Store (Chelsea)	Wine and Spirits (Scio Twp)
Dexter Pub (Dexter)	Kroger on Maple (Ann Arbor)
Busch's Market (Dexter)	Meijer on Ann Arbor Saline (Pittsfield)
Country Market (Dexter)	Fredonia Grocery (Freedom Twp)
The Alley Bar (Dexter)	Wacker's General Store (Sharon Twp)
Mugg and Bopp's (Dexter)	Manchester Market (Manchester Village)
Dexter Party Store (Webster Twp)	The Village Tap (Manchester)
Huron Creek Party Store (Dexter Twp)	Marathon Gas Station (Manchester)
CJ's Party Store (Webster Twp)	Tippins Market (Lodi Twp)
Aubree's (Dexter)	Lodi Food Market (Lodi Twp)
Red Brick (Dexter)	CVS on E Michigan (Saline)
Beer Grotto (Dexter)	Busch's Market (Saline)
Skip's Party Store (Dexter Twp)	Saline Pharmacy (Saline)
Banfields West (Scio Twp)	Village Party Store (Saline)
Buster's Market (Ann Arbor)	

Non-Compliant Checks:

North Lake Party Store (Chelsea)
Baxter's Liquor (Scio Twp)
Sgt. Peppers Party Store (Ann Arbor)



Washtenaw County Sheriff's Office

Sheriff Jerry L. Clayton

Media Release

**** If you have any information pertaining to these incidents please call the W.C.S.O. Confidential Tip line at (734) 973-7711 or 1-800-SPEAK UP****

****A criminal charge is merely an accusation. All defendants are presumed innocent until and unless proven guilty.****

****For crime prevention tips and additional services, visit our website: www.washtenawsheriff.org****

- Going on vacation? Request a deputy to check on your home by completing the house watch form found at <http://www.ewashtenaw.org/government/sheriff/community/house-watch-1/house-watch>

Derrick Jackson – Director

Contact Information (734) 973-4503 / Cell Phone 891-2243

"Up-to-the-minute updates" from the Washtenaw County Sheriff's Office by e-mail and cell phone: www.nixle.com"



Public Safety – Quality Service – Strong Communities

Public Works Superintendent Dan Schlaff

Two Week Update 9.21.15

DPW

Put up/take down Main Street Banner

Bucket truck inspection/failed

Worked on bucket truck/ 2nd inspection failed

Finished sidewalk survey spreadsheet

Flags up and down twice

Worked on RTV

Demo contractor introduction meeting

Christmas decoration quotes

Sent bucket truck in to get fixed/ got rental one

Traffic count Meadow View and Ann Arbor

Worked on street paint numbers for paving/capeseal areas

Met Gino corner of Main & Jeffords

Baker Heights storm water complaint

Picked up garbage can and street pole from Richard Bros

Checked missing manhole lid at viaduct

Trimmed tree at corner Baker and Hudson for sight distance

Set time on clock downtown

Reset sprinklers downtown

Put plate on catch basin on Noble

Cut out catch basin on Bridgeway

Swept Ann Arbor, Broad, Main

Helped Judy with shrubs in front of Cottage Inn

3- tree evaluations

Trimmed trees at Lions Park

Backwashed

Fixed eyebolt on banner pole.

WATER TREATMENT

Morning rounds

Right-of-way inspections

Reads (final, beginning, NUBCO)

New meter and MXU install

Depth at well 5 9-7 25.0 ft 9-14 25.2 ft

Class for SCADA update

Miss digs

Sanitary survey with DEQ-

Sanitary survey is on-site review of a public water system's water source, facilities, equipment, operation, and maintenance. Surveys point out sanitary deficiencies and assess a system's capability to supply safe drinking water. A federally mandated review, sanitary survey lowers the risk of waterborne disease and identifies systems that require technical or capacity development. Eight areas are evaluated for compliance: water sources; treatment; distribution systems; finished water storage; pumps, pump facilities and controls; monitoring, reporting and data verification; water system management and operations; and operator compliance with state requirements.

WASTE WATER TREATMENT

WW monthly report sent through mi waters

Answered questions:

OHM on well head protection

F&V questions on ammonia for aeration tanks

Pre sanitary survey for Pat Brennan

Pumped water tower pit

Sanitary sewer inspection from Dexter crossings mall to lift station

Pumped 20,000 gal from EQ Basin, mostly rain water build up.

Rebuilt / painted CL2 scale at well five, waiting on new circuit board to finish

A&W sanitary connection and reviewed FOG program with owner

Received feedback from Bio Tech on fall haul, on schedule for late November early December

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 September 28, 2015 Council Meeting

Date: September 22, 2015

- Staff followed up with Mr. Haeussler regarding the letter he emailed the City on September 10, 2014. During our telephone conversation, Mr. Haeussler stated he spoke with Scio Township Supervisor, Spaulding Clark 3 to 4 weeks ago. He said he informed Mr. Clark that he would "go to the City" for annexation. He was not forthcoming about Mr. Clark's reaction. Staff confirmed that Mr. Haeussler spoke with Supervisor Clark. Courtney spoke with Supervisor Clark who stated that at this time, he does not anticipate that the Scio Township Board will be supportive of an annexation request.

Mr. Haeussler also said that the property is zoned for the type of development he has in mind, and he would "want" to put in a private wastewater treatment facility. He said he knows he would have to participate financially in any capacity study and/or improvements to increase capacity the public utilities system would need, in order to serve his desired development, and he wants to get that discussion started.

One thing he mentioned was that he has a surface water discharge permit that would allow him to build a private WWT facility. He would be discharging in to Mill Creek. I contacted Deb Snell with MDEQ. She is checking to see if there is a valid permit.

Related to this issue, staff received an email from Councilman Smith regarding the City's ability to plan for land uses adjacent to, but outside the city boundaries. Prior to the Planning Commission initiating any discussion, staff would like some direction from City Council on this issue.

- Staff received a request from Northern United Brewing Company for a meeting to discuss Industrial Revenue Bonds. A meeting has been scheduled for September 30th. Staff, Economic Development Corporation (EDC) President, Jim Carson and EDC Bond Counsel, Tom Colis will meet with Tony Grant, NUBC CEO and James Toner, NUBC Corporate Counsel.
- Last week MEDC laid-off a third of its work force. Staff was informed that our Business Development Manager (BDM) David Kurtycz was not laid-off, but he has been re-assigned. Staff is working with Ann Arbor SPARK to determine who our new BDM will be.
- It's that time of year again; time to update the CIP. The capital improvements plan (CIP) outlines a schedule of public service expenditures over the ensuing five-year period (fiscal years 2015-2020) and beyond. The CIP does not address all of the capital expenditures for the City, but provides for large, physical improvements that are permanent in nature, including the basic facilities, services, and installations needed for the functioning of the community. These include transportation systems, utilities, municipal facilities and other miscellaneous projects.

Preparation of the capital improvements plan is done under the authority of the Municipal Planning Commission Act (PA 33 of 2008), as amended. It is the City Planning Commission's goal that the CIP be used as a tool to implement the City's Master Plan and assist in the City's

financial planning.

- The capital improvements plan proposes project funding relative to the anticipated availability of fiscal resources and the choice of specific improvements to be achieved throughout the five-year plan. The process follows the following steps:

Task	Date
○ Individual Department, Board/Commission and Staff Assessment	Sept - Dec
○ Capital Improvement Programming	Oct-Dec
○ Planning Commission Adoption	Dec-March
○ City Council Receives CIP	March

- The SEMCOG General Assembly is scheduled for Thursday, October 22, 2015. The location is Schoolcraft College VisTa Tech Center. There will be a workshop and tours, followed by the business meeting. Governor Rich Snyder will be the Keynote Speaker!

Agenda

- Registration begins at 2:00 pm.
- Tech Workshop and Tour 2:30 – 4:15 pm
- Culinary Tours: 3:00 pm
- Business Meeting begins promptly at 4:30

Mayor Keough is the City's main delegate. I attend as the City's alternate delegate. Any Dexter official may attend, and since Dexter is a member of SEMCOG, there is no charge. However, advance registration is required. Please let me know if you would like to attend.

- As you will recall, earlier this summer Mr. Brouwer announced his desire to redevelopment the property has the corner of Grand Street and Baker Road for mixed density residential development. At that time, he asked Council to consider deeding over city property adjacent to the southeast corner of his property in exchange for an easement for the public storm sewer. Attached to this memo you will find a survey of the site, including an outline of the city property Mr. Brouwer would need to square off his site, and the location of the existing storm sewer easement. As a reminder, documentation regarding the storm sewer easement has not been located. Mr. Brouwer is working with Robert Gibbs on housing product type, design and site layout. His goal is to submit for preliminary site plan review before the end of the year.
- At council's last meeting a question was raised regarding signage at the Spice House. According to city records, the Spice House received the following permits on October 13, 2013:
 - 20 sq. ft. (5' x 4') house sign, and
 - 24 sq. ft. (6' x 4') vinyl sign banner (on what staff must assume was an existing wooden frame).
- The Spice House is located in the VC Village Commercial zoning district. In the VC District, ground and building signs are permitted, as follows:
 - According to Section 7.04A and Table B, a combination of building signs, in non-residential districts, may be established not to exceed the maximum sign area per Table B. The maximum sign area in the VC district is 30 sq. ft.

- According to Section 7.03A and Table A, one ground sign must be permitted for a zoning lot in a non-residential district, not to exceed the maximum sign area provided in Table A.
- According to Section 7.03F, ground signs must be setback 5 feet from all road rights-of-way and 15 feet from the edge of the principal driveway.
- According to Section 7.03H, the support structure for a ground sign cannot exceed 25% of the maximum sign area.
- According to Section 7.09C the message on a legally non-conforming sign may be changed, so long as sign structure or frame is not changed.

The signage at the Spice House appears to meet the requirements of the ordinance.



PETERS BUILDING CO.

172 S. INDUSTRIAL DRIVE • P.O. BOX 577
SALINE, MICHIGAN 48179
www.petersbuilding.com

(734) 429-4200

FAX: (734) 429-2678

RESIDENTIAL • COMMERCIAL • DEVELOPMENT

September 9, 2015

City of Dexter
Attention: Mayor Shawn Keough and Council Members
8140 Main Street
Dexter, Michigan 48130

RE: Kingsley and Sloan Property adjoining the south side of the City of Dexter

Dear Honorable Mayor and Council Members:

I appreciate the time and consideration given to me last month to provide an update on the status of the vacant land adjoining the south side of the City limits currently known as the Kingsley and Sloan properties.

Now that additional time and consideration on our part has been given to the possible uses of the property I would respectfully request that a discussion of this property be placed on your schedule as an agenda item for discussion or work session prior to a regularly scheduled meeting.

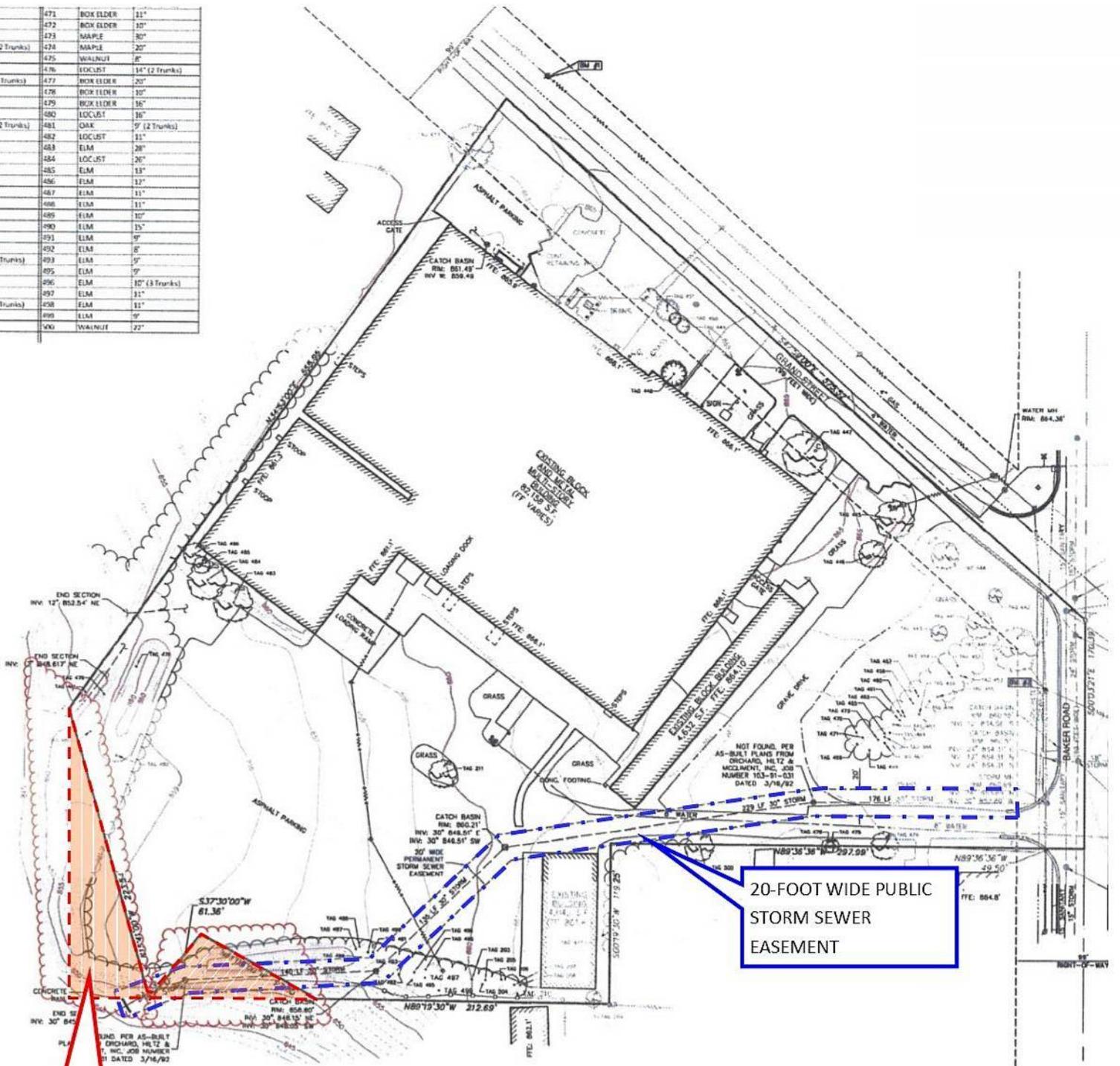
It is our intent to have an open discussion with the council on some of the possible visions for the future development of the property. We would sincerely appreciate the input from the City on their needs and desires as we develop concepts for the future use of the property.

Thank you for your time and consideration of the request and I look forward to meeting with you soon.

Sincerely,

James G. Haeussler, President
Peters Building Co.

14"	471	BOX ELDER	11"
9"	472	BOX ELDER	10"
9"	473	MAPLE	30"
18" (2 Trunks)	474	MAPLE	20"
30"	475	WALNUT	8"
16"	476	LOCUST	14" (2 Trunks)
9" (4 Trunks)	477	BOX ELDER	20"
12"	478	BOX ELDER	10"
18"	479	BOX ELDER	16"
26"	480	LOCUST	16"
18" (2 Trunks)	481	OAK	9" (2 Trunks)
32"	482	LOCUST	11"
22"	483	ELM	28"
12"	484	LOCUST	20"
10"	485	ELM	13"
20"	486	ELM	12"
8"	487	ELM	11"
10"	488	ELM	11"
10"	489	ELM	10"
10"	490	ELM	15"
8"	491	ELM	9"
18"	492	ELM	8"
9" (3 Trunks)	493	ELM	9"
9"	495	ELM	9"
9"	496	ELM	10" (3 Trunks)
22"	497	ELM	11"
9" (8 Trunks)	498	ELM	11"
10"	499	ELM	9"
10"	500	WALNUT	22"
10"			



20-FOOT WIDE PUBLIC STORM SEWER EASEMENT

CITY OWNED PROPERTY

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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: September 23, 2015
**Re: City Manager/Assistant to the Manager Report - Meeting of
September 28, 2015**

1. Meeting Review:
 - September 15th – Parks & Recreation Commission
 - September 17th – Downtown Development Authority
 - September 21st – Deposition in the Wellness Center Tax Tribunal Case
 - September 21st – Art Selection Committee
 - September 22nd – Sean Burton, Dexter Community Schools re: Playground Easement

2. Upcoming Meetings:
 - September 23rd – Pre Construction Meeting for Cape Seal Project
 - September 24th – Pre-developer Interview Meeting for 3045 Broad
 - September 25th – Project Update Meeting with Cadillac
 - September 28th – City Council Meeting
 - September 29th – Developer Interviews
 - September 30th – Northern United Brewing re: Industrial Development Bonds
 - October 2nd – Facility Committee
 - October 3rd – Mill Creek Park Work Day
 - October 6th – Arts, Culture & Heritage Committee
 - October 7th – Target Market Analysis Presentation
 - October 16th – Keep Michigan Beautiful Awards Luncheon in Frankenmuth

3. **Lion's Club Sculpture.** The Art Selection Committee met on Monday, September 21st to discuss the proposed sculpture to be commissioned by the Lions Club. Members of the Lions Club gave a brief presentation on the history of the sculpture, and then the Commission discussed the look and placement of the piece. The Lions stated that the look of the piece needs to be finalized by January due to the artist's schedule. A follow-up Art Selection Committee meeting has been proposed for October.

4. **November 3rd Election.** Absentee ballots for the November 3rd election were mailed on Friday, September 18th. To request an absentee ballot, Dexter residents should contact Justin Breyer by e-mail at Jbreyer@Dextermi.gov or by phone at 734-426-8303 x 17. The last day to register to vote in the November 3rd election is Monday, October 5th.

5. **Bicycle Signage.** Downtown business owner Frank Grohnert, e-mailed me several weeks ago to raise a concern about bicyclists riding on the sidewalks in the downtown area. He experienced a situation where he came out of the front door of his business and was almost struck by a person on a bicycle. According to the City Ordinance, bicycle riding on sidewalks is prohibited in certain restricted zones (including downtown), but the restriction must be posted for the ordinance to be enforceable. Currently there is no prohibition signage downtown. One solution could be to place signs that state that people need to walk their bike in the downtown area. They could be placed at the major entrances to downtown (Baker/Main, Alpine, Central Broad, Jeffords/Main) on the light poles. It is possible to affix them to the poles with a metal band. If Council is comfortable with that approach we will move forward with purchasing the signs. Two examples of signs that have been used in the City in the past are attached.

6. **Lions Park Playground Equipment.** There are a few updates regarding the Lions Park playground equipment. OHM is currently working on the last section of the easement agreement, which should be complete by September 25th. Justin Breyer met with Sean Burton from the Dexter School District on Tuesday, September 22nd, and the easement agreement should go before the School Board at their first meeting in October. If the School Board approves the easement, then the agreement and the playground equipment recommended by the Parks and Recreation Commission will come before City Council on October 26th.

7. **Road Project Update.** On Wednesday, September 23, 2015 the pre-construction meeting was held with Highway Maintenance for the cape seal project. At the meeting the contractor expressed concerns about completing the project this construction season. OHM is working on a memo summarizing our options and it will be provided as soon as it's available.



CENTRAL BUSINESS
DISTRICT SIDEWALKS
LIMITED TO
PEDESTRIAN
TRAFFIC ONLY
VILLAGE ORD. #88-1411001



**WALK
YOUR
BIKE**

Hello Residents and Fellow Council Members,

Presented below is my report for the September 28, 2015 meeting.

Recent Meetings/Conversations

Appointment Recommendations – I am recommending Martha Gregg to the Arts, Culture and Heritage Committee to fill a current vacancy. This is part of the consent agenda.

Mill Creek Terrace Building is a possible option for New City Offices – I spoke briefly with John Evans of Swisher Commercial regarding the cost of space for City offices in the Mill Creek Terrace building. I do not have any update from my last report. I hope to have some information to share for the facility committee meeting on October 2, 2015.

State of the City message – I am planning to have the Annual State of the City message included as part of the fall newsletter, which is scheduled for mid-October.

Dexter Downtown Development Authority – On September 17, 2015, the DDA met for its monthly meeting. Officers remain as follows: Steve Brouwer – Chair, Doug Finn – Vice Chair, Tom Covert – Treasurer, and Carol Jones – Secretary.

Dexter Area Fire Department Board Meeting and Fire Chief Selection Committee update – On September 17, 2015, the Fire Chief Selection Committee, as part of the DAFD meeting, recommended Robert Smith to the DAFD Board to be the next Fire Chief. The DAFD Board authorized the Selection Committee to conduct background investigations and begin contract negotiations. We hope to have the new Chief hired in early October 2015, pending a physical and evaluations.

I met with Mike Frazier and Dan Johnson from Dexter Fastener Technologies (Dextech) on September 18th at their offices. It has been one of my goals to stay in touch with them as they continue to plan their growth in Dexter. I provided Mike and Dan with an update on many things that we have been doing over the past year. We discussed in detail all the things that are going on around them, including topics such as the Baker Road/Dan Hoey/Shield Road intersection study, the future potential land swap with DTE of a portion of our Dan Hoey property (for a future sub station), our efforts to create an ordinance to regulate gas and oil explorations, the status of our efforts to upgrade our fire station, and the notification from Peter's Building regarding the Scio property to the south of them. They requested that we make them aware of any public discussions about the Scio property to the south of them. They expressed that business was very good for them and that they are already using up most of the space that they built in their most recent addition. While they did not provide an exact date or any certainty, it sounds like they may soon be approaching the start of another expansion at their Dexter Campus. We discussed their efforts to close out their Phase 1 project and their efforts and the challenges of being good neighbors to the residents to the east. They reiterated that the paving work that we completed last year has been a big improvement and they appreciate that we did that for all the businesses in the Dexter Business Research Park. They are looking forward to the cable upgrades that are currently being installed in the Business Park.

Dexter Wellness Center Tax Tribunal Case – The discovery period for depositions ended on September 21, 2015. On the 21st, CWF deposed Courtney Nicholls (City Manager), Chris Renius (City Assessor) and a financial accounting witness. Scott Munzel, on behalf of the City/DDA deposed Jim Merte, Scio Township Assessor. I attended the Pre-Trial Hearing in Lansing on September 22, 2015 with our attorney Scott Munzel. The formal hearing has been scheduled by Judge Marmon for January 4th through 15th, 2016. Ten days have been reserved for our case. All parties told Judge Marmon that they would be submitting Motions for Summary Disposition. These motions are due by November 24, 2015. Responses to those motions will be due from all parties by December 8, 2015.

Future Activities

September 28, 2015 – City Council meeting

September 29, 2015 – 3045 Broad Developer Interviews

October 2, 2015 – Facility Committee meeting

October 7, 2015 – Target Market Analysis presentation (5 pm at the Dexter District Library)

October 14, 2015 – Baker Road/Dan Hoey/Shield Road Intersection Traffic Study – Public Meeting

October 22, 2015 – SEMCOG General Assembly meeting

I hope everyone is enjoying this beautiful September weather.

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)

SUMMARY OF BILLS AND PAYROLL			9/14/2015
Payroll Check Register	09/16/15	\$35,298.65	Regular Pay
Payroll Check Register	09/16/15	\$884.50	Board of Review 1/1/15 - 7/31/15
Employer Costs (paid via electronic transfer)	09/16/15	\$3,132.31	Regular Pay
Employer Costs (paid via electronic transfer)	09/16/15	\$67.66	Board of Review 1/1/15 - 7/31/15
Account Payable Check Register		\$111,377.76	
		\$150,760.88	TOTAL BILLS & PAYROLL EXPENDED ALL FUNDS
The due date column on the accounts payable worksheets represents the date of the Council meeting			
ALL PAYABLES ARE WITHIN ACCEPTABLE BUDGET LIMITS			
DETAIL VENDOR LIST AND ACCOUNT SUMMARY PROVIDED			
<i>"This is the summary report that will be provided with each packet. Approval of the total bills and payroll expended, all funds will be necessary."</i>			

BANK CODE: POOL

Claimant	Amount Claimed	Amount Owed	Amount Rejected
1. ALEXANDER CHEMICAL CORPORATION	5,620.29		
2. ARBOR CARE TREE SURGEONS	400.00		
3. ARBOR SPRINGS WATER CO.INC	19.50		
4. AT&T	247.88		
5. BOULLION SALES	217.74		
6. CADILLAC ASPHALT, LLC	1,241.93		
7. CANNON EQUIPMENT	1,611.93		
8. CARLISLE-WORTMAN ASSOCIATES	110.00		
9. CARRIER & GABLE, INC.	39.38		
10. CITY OF DEXTER	1,540.30		
11. CMYK IMPERIAL PRINTING	12.50		
12. COMCAST - DPW	151.90		
13. COMCAST	330.10		
14. CORRIGAN OIL COMPANY	759.10		
15. DAPPRICH ENTERPRISES INC.	100.00		
16. DEPT. OF ENVIRN. QUALITY	140.00		
17. DEXTER COMMUNITY SCHOOLS	3,072.69		
18. DEXTER SENIOR CITIZENS CENTER	2,400.00		
19. DORNBOS SIGN & SAFTEY INC.	260.00		
20. DTE ENERGY	720.00		
21. DTE ENERGY-STREET LIGHTING	5,614.55		
22. EJ USA, INC.	170.00		
23. GRACIELA DEMERATH	184.00		
24. HOPP ELECTRIC, INC.	1,044.30		
25. JOHN'S SANITATION	210.00		
26. LOWE'S BUSINESS ACCOUNT	588.79		
27. MARK'S AUTO SERVICE, INC.	360.76		
28. MICHELLE ANIOL	607.82		
29. MICHIGAN DOWNTOWN ASSN	200.00		
30. NORTH CENTRAL LABORATORIES	347.20		
31. PARAGON LABORATORIES INC	55.00		
32. PM TECHNOLOGIES	545.57		
33. PNC	760.13		
34. PURCHASE POWER	24.99		
35. RENEE DEKROUB	124.45		
36. RESERVE ACCOUNT	1,000.00		
37. RICHARD BROTHERS PAINTING	415.00		
38. SCALETRON	584.96		
39. SCOTT E. MUNZEL, PC	5,139.07		
40. SMALL BUSINESS ASSOC OF MICH	23,041.57		
41. STAPLES BUSINESS ADVANTAGE	297.98		
42. THE SUN TIMES	178.20		
43. UNUM LIFE INSURANCE	598.93		
44. WASHTENAW COUNTY TREASURER	41,539.25		
45. WESTERN-WASH. AREA VALUE EXPR.	8,750.00		
TOTAL ALL CLAIMS	111,377.76		

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 101 CITY COUNCIL							
101-101-727.000	OFFICE SUPPLIES	PNC	SUPPLIES	09/24/15	09/28/15	137.82	
101-101-943.000	COUNCIL CHAMBERS LEASE	DEXTER SENIOR CITIZENS	RENT	09/21/15	09/28/15	1,000.00	
101-101-943.000	COUNCIL CHAMBERS LEASE	DEXTER SENIOR CITIZENS	RENT	09/21/15	09/28/15	1,000.00	
101-101-955.000	MISCELLANEOUS	PNC	SUPPLIES	09/24/15	09/28/15	114.43	
101-101-959.000	ARTS, CULTURE & HERITAGE	GRACIELA DEMERATH	DESIGN ART GARDENS PLAQUE	190	09/28/15	33.00	
101-101-959.000	ARTS, CULTURE & HERITAGE	LOWE'S BUSINESS ACCOUN	WWTP	09-22/15	09/28/15	115.77	
101-101-959.000	ARTS, CULTURE & HERITAGE	STAPLES BUSINESS ADVAN	SUPPLIES	09/21/15	09/28/15	79.28	
Total For Dept 101 CITY COUNCIL						2,480.30	
Dept 172 CITY MANAGER							
101-172-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	OCT 2015	09/21/15	09/28/15	6,046.91	
101-172-722.000	LIFE & DISABILITY INSURANC	UNUM LIFE INSURANCE	LIFE INSURANCE	09/21/15	09/28/15	121.56	
Total For Dept 172 CITY MANAGER						6,168.47	
Dept 210 ATTORNEY							
101-210-810.000	ATTORNEY FEES	SCOTT E. MUNZEL, PC	LEGAL	1632	09/28/15	4,544.07	
101-210-810.000	ATTORNEY FEES	SCOTT E. MUNZEL, PC	LEGAL	1630	09/28/15	595.00	
Total For Dept 210 ATTORNEY						5,139.07	
Dept 215 CITY CLERK							
101-215-901.000	PRINTING & PUBLISHING	THE SUN TIMES	PUBLIC NOTICE	46061	09/28/15	93.15	
101-215-901.000	PRINTING & PUBLISHING	THE SUN TIMES	NOTICES	46176	09/28/15	56.70	
Total For Dept 215 CITY CLERK						149.85	
Dept 253 TREASURER							
101-253-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	OCT 2015	09/21/15	09/28/15	1,565.36	
101-253-722.000	LIFE & DISABILITY INSURANC	UNUM LIFE INSURANCE	LIFE INSURANCE	09/21/15	09/28/15	36.50	
101-253-727.000	OFFICE SUPPLIES	STAPLES BUSINESS ADVAN	SUPPLIES	09/21/15	09/28/15	182.82	
Total For Dept 253 TREASURER						1,784.68	
Dept 265 BUILDINGS & GROUNDS							
101-265-727.000		ARBOR SPRINGS WATER CO	OFFICE	09/21/15	09/28/15	19.50	
101-265-728.000	POSTAGE	RESERVE ACCOUNT	POSTAGE	09/21/15	09/28/15	1,000.00	
101-265-920.000	UTILITIES	COMCAST	NOTICES	09/24/15	09/28/15	330.10	
101-265-920.001		AT&T	FARMERS MARKET	09/21/15	09/28/15	74.74	
101-265-936.000	EQUIPMENT SERVICE CONTRAC	PURCHASE POWER	WWTP	09/21/15	09/28/15	24.99	
101-265-955.000	MISCELLANEOUS	LOWE'S BUSINESS ACCOUN	WWTP	09-22/15	09/28/15	41.57	
Total For Dept 265 BUILDINGS & GROUNDS						1,490.90	
Dept 285 CITY TREE PROGRAM							
101-285-803.000	CONTRACTED SERVICES	ARBOR CARE TREE SURGEO	TREES	09/21/15	09/28/15	400.00	
Total For Dept 285 CITY TREE PROGRAM						400.00	
Dept 301 LAW ENFORCEMENT							
101-301-807.000		WASHTENAW COUNTY TREAS	ENFORCEMENT	26896	09/28/15	2,750.00	
101-301-807.000		WASHTENAW COUNTY TREAS	SEPTEMBER 2015	26793	09/28/15	38,789.25	
101-301-920.000	UTILITIES	CITY OF DEXTER	WATER BILLS	09/21/15	09/28/15	260.68	
Total For Dept 301 LAW ENFORCEMENT						41,799.93	
Dept 336 FIRE DEPARTMENT							
101-336-920.000	UTILITIES	CITY OF DEXTER	WATER BILLS	09/21/15	09/28/15	325.85	
Total For Dept 336 FIRE DEPARTMENT						325.85	
Dept 400 PLANNING DEPARTMENT							

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 400 PLANNING DEPARTMENT							
101-400-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	OCT 2015	09/21/15	09/28/15	1,563.55	
101-400-722.000	LIFE & DISABILITY INSURANCE	UNUM LIFE INSURANCE	LIFE INSURANCE	09/21/15	09/28/15	30.99	
101-400-802.000	PROFESSIONAL SERVICES	CARLISLE-WORTMAN ASSOC	ZONING MAP	2136663	09/28/15	110.00	
101-400-861.000	TRAVEL & MILEAGE	MICHELLE ANIOL	LEGAL	09/23/15	09/28/15	569.83	
101-400-901.000	PRINTING & PUBLISHING	THE SUN TIMES	PUBLIC NOTICE	46061	09/28/15	28.35	
101-400-955.000	MISCELLANEOUS	MICHELLE ANIOL	LEGAL	09/23/15	09/28/15	37.99	
101-400-958.000	MEMBERSHIPS & DUES	MICHIGAN DOWNTOWN ASSN	PARKS	1295	09/28/15	200.00	
101-400-960.000	EDUCATION & TRAINING	PNC	CONFERENCE	09/24/15	09/28/15	507.88	
Total For Dept 400 PLANNING DEPARTMENT						3,048.59	
Dept 441 DEPARTMENT OF PUBLIC WORKS							
101-441-720.000	SOCIAL SECURITY & MEDICARE	UNUM LIFE INSURANCE	LIFE INSURANCE	09/21/15	09/28/15	106.80	
101-441-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	OCT 2015	09/21/15	09/28/15	1,962.91	
101-441-722.000	LIFE & DISABILITY INSURANCE	UNUM LIFE INSURANCE	LIFE INSURANCE	09/21/15	09/28/15	36.12	
101-441-740.000	OPERATING SUPPLIES	STAPLES BUSINESS ADVAN	SUPPLIES	09/21/15	09/28/15	35.88	
101-441-751.000		CORRIGAN OIL COMPANY	DPW	6129061	09/28/15	396.60	
101-441-802.000	PROFESSIONAL SERVICES	HOPP ELECTRIC, INC.	RE-PROGRAM TIME CLOCK @ FARMERS MAR	S6441	09/28/15	1,044.30	
101-441-920.000	UTILITIES	CITY OF DEXTER	WATER BILLS	09/21/15	09/28/15	119.07	
101-441-920.000		COMCAST - DPW	DPW	09/21/15	09/28/15	151.90	
Total For Dept 441 DEPARTMENT OF PUBLIC WORKS						3,853.58	
Dept 442 DOWNTOWN PUBLIC WORKS							
101-442-731.000	LANDSCAPE SUPPLIES	LOWE'S BUSINESS ACCOUN	WWTP	09-22/15	09/28/15	71.16	
101-442-740.000	OPERATING SUPPLIES	LOWE'S BUSINESS ACCOUN	WWTP	09-22/15	09/28/15	63.85	
101-442-802.000	PROFESSIONAL SERVICES	DEXTER SENIOR CITIZENS	RENT	09/21/15	09/28/15	200.00	
101-442-802.000	PROFESSIONAL SERVICES	DEXTER SENIOR CITIZENS	RENT	09/21/15	09/28/15	200.00	
Total For Dept 442 DOWNTOWN PUBLIC WORKS						535.01	
Dept 448 MUNICIPAL STREET LIGHTS							
101-448-920.003	UTILITIES - STREET LIGHTS	DTE ENERGY-STREET LIGH	STREETLIGHTS	09/24/15	09/28/15	5,614.55	
Total For Dept 448 MUNICIPAL STREET LIGHTS						5,614.55	
Dept 728 ECONOMIC DEVELOPMENT							
101-728-901.000	PRINTING & PUBLISHING	CMYK IMPERIAL PRINTING	COMMENT CARDS	1837	09/28/15	12.50	
101-728-901.000	PRINTING & PUBLISHING	GRACIELA DEMERATH	GRAPHIC DESIGN	188	09/28/15	96.00	
101-728-901.000	PRINTING & PUBLISHING	GRACIELA DEMERATH	GRAPHIC DESIGN	187	09/28/15	39.50	
Total For Dept 728 ECONOMIC DEVELOPMENT						148.00	
Dept 751 PARKS & RECREATION							
101-751-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	OCT 2015	09/21/15	09/28/15	316.60	
101-751-722.000	LIFE & DISABILITY INSURANCE	UNUM LIFE INSURANCE	LIFE INSURANCE	09/21/15	09/28/15	5.83	
101-751-901.000	PRINTING & PUBLISHING	GRACIELA DEMERATH	CREATE WEB DOCUMENTS	189	09/28/15	15.50	
101-751-937.000	EQUIPMENT MAINTENANCE & RE	RICHARD BROTHERS PAINT	DPW	21217	09/28/15	190.00	
101-751-944.000	PORTABLE TOILET RENTAL	JOHN'S SANITATION	PARKS	42617	09/28/15	210.00	
Total For Dept 751 PARKS & RECREATION						737.93	
Dept 851 INSURANCE & BONDS							
101-851-721.001	RETIREE HEALTH INSURANCE	SMALL BUSINESS ASSOC O	OCT 2015	09/21/15	09/28/15	795.27	
Total For Dept 851 INSURANCE & BONDS						795.27	
Dept 875 CONTRIBUTIONS							
101-875-965.001	CONTRIBUTION TO WAVE	WESTERN-WASH. AREA VAL	OCT, NOV, DEC 015	09/21/15	09/28/15	4,625.00	
101-875-965.004	CONT TO WAVE DOOR TO DOOR	WESTERN-WASH. AREA VAL	OCT, NOV, DEC 015	09/21/15	09/28/15	4,125.00	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 875 CONTRIBUTIONS							
Total For Dept 875 CONTRIBUTIONS						8,750.00	
Dept 901 CAPITAL IMPROVEMENTS							
101-901-975.011	PROPERTY ACQUISITION	DTE ENERGY	7651 DAN HOEY	09/21/15	09/28/15	720.00	
Total For Dept 901 CAPITAL IMPROVEMENTS						720.00	
Total For Fund 101 GENERAL FUND						83,941.98	
Fund 202 MAJOR STREETS FUND							
Dept 463 ROUTINE MAINTENANCE							
202-463-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	OCT 2015	09/21/15	09/28/15	1,646.31	
202-463-722.000	LIFE & DISABILITY INSURANCE	UNUM LIFE INSURANCE	LIFE INSURANCE	09/21/15	09/28/15	30.30	
202-463-740.000	OPERATING SUPPLIES	CADILLAC ASPHALT, LLC	DPW	278937	09/28/15	360.00	
202-463-740.000	OPERATING SUPPLIES	CADILLAC ASPHALT, LLC	DPW	278932	09/28/15	199.43	
202-463-740.000	OPERATING SUPPLIES	CADILLAC ASPHALT, LLC	DPW	279052	09/28/15	347.50	
Total For Dept 463 ROUTINE MAINTENANCE						2,583.54	
Dept 474 TRAFFIC SERVICES							
202-474-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	OCT 2015	09/21/15	09/28/15	506.56	
202-474-722.000	LIFE & DISABILITY INSURANCE	UNUM LIFE INSURANCE	LIFE INSURANCE	09/21/15	09/28/15	9.32	
202-474-740.000	OPERATING SUPPLIES	LOWE'S BUSINESS ACCOUNT	WWTP	09-22/15	09/28/15	48.64	
202-474-740.000	OPERATING SUPPLIES	RICHARD BROTHERS PAINT	DPW	21217	09/28/15	75.00	
202-474-802.000	PROFESSIONAL SERVICES	DAPPRICH ENTERPRISES I	DPW	2015-15	09/28/15	100.00	
Total For Dept 474 TRAFFIC SERVICES						739.52	
Dept 478 WINTER MAINTENANCE							
202-478-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	OCT 2015	09/21/15	09/28/15	1,013.11	
202-478-722.000	LIFE & DISABILITY INSURANCE	UNUM LIFE INSURANCE	LIFE INSURANCE	09/21/15	09/28/15	18.64	
Total For Dept 478 WINTER MAINTENANCE						1,031.75	
Total For Fund 202 MAJOR STREETS FUND						4,354.81	
Fund 203 LOCAL STREETS FUND							
Dept 463 ROUTINE MAINTENANCE							
203-463-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	OCT 2015	09/21/15	09/28/15	506.55	
203-463-722.000	LIFE & DISABILITY INSURANCE	UNUM LIFE INSURANCE	LIFE INSURANCE	09/21/15	09/28/15	9.32	
203-463-740.000	OPERATING SUPPLIES	CADILLAC ASPHALT, LLC	DPW	279396	09/28/15	335.00	
Total For Dept 463 ROUTINE MAINTENANCE						850.87	
Dept 474 TRAFFIC SERVICES							
203-474-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	OCT 2015	09/21/15	09/28/15	126.64	
203-474-722.000	LIFE & DISABILITY INSURANCE	UNUM LIFE INSURANCE	LIFE INSURANCE	09/21/15	09/28/15	2.33	
203-474-740.000	OPERATING SUPPLIES	DORNBOS SIGN & SAFTEY	DPW	INV22480	09/28/15	260.00	
Total For Dept 474 TRAFFIC SERVICES						388.97	
Dept 478 WINTER MAINTENANCE							
203-478-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	OCT 2015	09/21/15	09/28/15	253.28	
203-478-722.000	LIFE & DISABILITY INSURANCE	UNUM LIFE INSURANCE	LIFE INSURANCE	09/21/15	09/28/15	4.66	
Total For Dept 478 WINTER MAINTENANCE						257.94	
Total For Fund 203 LOCAL STREETS FUND						1,497.78	
Fund 204 MUNICIPAL STREETS							
Dept 248 ADMINISTRATION							
204-248-721.001	RETIREE HEALTH INSURANCE	SMALL BUSINESS ASSOC O	OCT 2015	09/21/15	09/28/15	1,025.83	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 204 MUNICIPAL STREETS							
Dept 248 ADMINISTRATION							
Total For Dept 248 ADMINISTRATION						1,025.83	
Total For Fund 204 MUNICIPAL STREETS						1,025.83	
Fund 226 SOLID WASTE COLLECTION FUND							
Dept 000 ASSETS, LIABILITIES & REVENUE							
226-000-275.000	REFUSE	RENEE DEKROUB	UB refund for account: ED04-003580- 09/21/2015		09/28/15	32.35	
Total For Dept 000 ASSETS, LIABILITIES & REVENUE						32.35	
Total For Fund 226 SOLID WASTE COLLECTION FUND						32.35	
Fund 402 EQUIPMENT REPLACEMENT FUND							
Dept 441 DEPARTMENT OF PUBLIC WORKS							
402-441-939.000	VEHICLE MAINTENANCE & REPAIR	BOULLION SALES	DPW	277458	09/28/15	178.50	
402-441-939.000	VEHICLE MAINTENANCE & REPAIR	CANNON EQUIPMENT	DPW	S20432	09/28/15	1,611.93	
Total For Dept 441 DEPARTMENT OF PUBLIC WORKS						1,790.43	
Total For Fund 402 EQUIPMENT REPLACEMENT FUND						1,790.43	
Fund 590 SEWER ENTERPRISE FUND							
Dept 000 ASSETS, LIABILITIES & REVENUE							
590-000-275.000	SEWER	RENEE DEKROUB	UB refund for account: ED04-003580- 09/21/2015		09/28/15	60.17	
Total For Dept 000 ASSETS, LIABILITIES & REVENUE						60.17	
Dept 548 SEWER UTILITIES DEPARTMENT							
590-548-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC	OCT 2015	09/21/15	09/28/15	2,637.84	
590-548-721.001	RETIREE HEALTH INSURANCE	SMALL BUSINESS ASSOC	OCT 2015	09/21/15	09/28/15	902.31	
590-548-722.000	LIFE & DISABILITY INSURANCE	UNUM LIFE INSURANCE	LIFE INSURANCE	09/21/15	09/28/15	111.94	
590-548-740.000	OPERATING SUPPLIES	BOULLION SALES	NOTICES	275295	09/28/15	39.24	
590-548-740.000	OPERATING SUPPLIES	CARRIER & GABLE, INC.	WWTP	249128	09/28/15	39.38	
590-548-742.000	CHEMICAL SUPPLIES - PLANT	ALEXANDER CHEMICAL CORP	WWTP	16070	09/28/15	670.29	
590-548-742.000	CHEMICAL SUPPLIES - PLANT	ALEXANDER CHEMICAL CORP	WWTP	10037076	09/28/15	4,950.00	
590-548-743.000		NORTH CENTRAL LABORATORY	WWTP	361180	09/28/15	347.20	
590-548-920.000	UTILITIES	CITY OF DEXTER	WATER BILLS	09/21/15	09/28/15	834.70	
590-548-920.001		AT&T	WWTP	09/21/15	09/28/15	86.57	
590-548-937.000	EQUIPMENT MAINTENANCE & REPAIR	TECHNOLOGIES	WWTP	85700	09/28/15	545.57	
590-548-937.000	EQUIPMENT MAINTENANCE & REPAIR	RICHARD BROTHERS PAINT	WWTP	21218	09/28/15	150.00	
590-548-937.000	EQUIPMENT MAINTENANCE & REPAIR	SCALETRON	WWTP	16070	09/28/15	584.96	
590-548-939.000	VEHICLE MAINTENANCE & REPAIR	MARK'S AUTO SERVICE, INC.	WWTP	48786	09/28/15	40.60	
590-548-939.000	VEHICLE MAINTENANCE & REPAIR	MARK'S AUTO SERVICE, INC.	WWTP	48786	09/28/15	320.16	
Total For Dept 548 SEWER UTILITIES DEPARTMENT						12,260.76	
Total For Fund 590 SEWER ENTERPRISE FUND						12,320.93	
Fund 591 WATER ENTERPRISE FUND							
Dept 000 ASSETS, LIABILITIES & REVENUE							
591-000-275.000	SHUT-OFF	RENEE DEKROUB	UB refund for account: ED04-003580- 09/21/2015		09/28/15	31.93	
Total For Dept 000 ASSETS, LIABILITIES & REVENUE						31.93	
Dept 556 WATER UTILITIES DEPARTMENT							
591-556-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC	OCT 2015	09/21/15	09/28/15	1,679.35	
591-556-721.001	RETIREE HEALTH INSURANCE	SMALL BUSINESS ASSOC	OCT 2015	09/21/15	09/28/15	493.19	
591-556-722.000	LIFE & DISABILITY INSURANCE	UNUM LIFE INSURANCE	LIFE INSURANCE	09/21/15	09/28/15	74.62	
591-556-740.000	OPERATING SUPPLIES	LOWE'S BUSINESS ACCOUNT	WWTP	09-22/15	09/28/15	247.80	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 591 WATER ENTERPRISE FUND							
Dept 556 WATER UTILITIES DEPARTMENT							
591-556-751.000		CORRIGAN OIL COMPANY	WWTP	6126811	09/28/15	362.50	
591-556-824.000	TESTING & ANALYSIS	PARAGON LABORATORIES I	WWTP	42155-87961	09/28/15	55.00	
591-556-920.000	UTILITIES	DEXTER COMMUNITY SCHOO	5TH WELL	09/21/15	09/28/15	3,072.69	
591-556-920.001		AT&T	WWTP	09/21/15	09/28/15	86.57	
591-556-937.000	EQUIPMENT MAINTENANCE & RE	EJ USA, INC.	WWTP	3865852	09/28/15	62.00	
591-556-937.000	EQUIPMENT MAINTENANCE & RE	EJ USA, INC.	WWTP	3848997	09/28/15	108.00	
591-556-960.000	EDUCATION & TRAINING	DEPT. OF ENVIRN.	QUALI TRAINING	09/21/15	09/28/15	70.00	
591-556-960.000	EDUCATION & TRAINING	DEPT. OF ENVIRN.	QUALI TRAINING	09/21/15	09/28/15	70.00	
Total For Dept 556 WATER UTILITIES DEPARTMENT						6,381.72	
Total For Fund 591 WATER ENTERPRISE FUND						6,413.65	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund Totals:							
			Fund 101 GENERAL FUND			83,941.98	
			Fund 202 MAJOR STREETS FUND			4,354.81	
			Fund 203 LOCAL STREETS FUND			1,497.78	
			Fund 204 MUNICIPAL STREETS			1,025.83	
			Fund 226 SOLID WASTE COLLECTION FUND			32.35	
			Fund 402 EQUIPMENT REPLACEMENT FUND			1,790.43	
			Fund 590 SEWER ENTERPRISE FUND			12,320.93	
			Fund 591 WATER ENTERPRISE FUND			6,413.65	
Total For All Funds:						<u>111,377.76</u>	

Application and Release of Liability for Special Events, Park Use, Facility Use
and/or Road Closures - Page 4

Applicant Information

Event Name: Holiday Hustle 5K & 1 Mile Date(s): December 12, 2015

Event Description: 5K & 1 Mile Charity Run (1 mile 4:15pm, 5K 4:30pm, End 5:30pm)

Location: Monument Park

- Park Use Facility Use Road Closure Fire/Open Burn

Organization Name (if applicable): RF Events

Applicant Name: Randal Step Phone: 734-929-9027

Applicant Email: dawn@rfevents.com

Applicant/Organization Address: 5700 Jackson Rd, Ann Arbor, MI 48103

Additional Contact: Dawn McConnachie Cell 248-756-1422

Type of Activity (check all that apply)

- Road closure.
Notification date: by December 4, 2015
- Parade.
- Exhibitions, erection of any temporary building or structure, and/or selling or giving away food, drink or merchandise.
- Hold an assembly involving thirty (30) or more participants.
- Hold an assembly involving less than thirty (30) participants.
- Private event such as a wedding or birthday party.
- Furnish or sell alcoholic beverages.
- Fire or open burn.
- Village services such as barriers, barricades, detour signs, or other use of Village equipment or personal are requested. Please provide details below.

Additional information: Road Closures: Central Street closed race day (dec 12/15) from noon-7pm for the race & 5th Street from Dover to Broad from 4pm-5pm on race day (dec 12/15). We have always coordinated barricades with DPW Kurt Augustine & we plan to do the same this year. Partial closer of Dexter/AA Rd from Meadowview Dr to Kensington St (Westbound only) for a short time (20-25 minutes). See attached (or to follow by email) event description/sched & 5K/1Mile map. \$5 from every entry is donated to local Dexter charities. in 2014 we donated \$9000.

Hold Harmless Agreement: To the fullest extent permitted by law, RF Events agrees to defend, pay in behalf of, indemnify, and hold harmless the Village of Dexter, its elected and appointed officials, employees, volunteers, and others working on behalf of the Village of Dexter, against all claims, demands, suits, or loss, including all costs connected therewith, and for any damages, which may be asserted, claimed, or recovered against or from the Village of Dexter, its elected and appointed officials, employees, volunteers, and others working on behalf of the Village of Dexter, by reason of personal injury or death and/or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with this agreement.

[Signature] 9/23/15 [Signature] 9/23/15
Applicant's Signature Date Co-Applicant's Signature Date

Staff Review: Fee: \$ Date Received: 9/23/15 Receipt #

Required Pre-Approvals:

- Village Council Date:
- Washtenaw County Sheriff Date: 9/23/15
- Dexter Area Fire Dept. Date: 9-24-15

Signature: [Signature]
Signature: [Signature]

Attachment Check List:

Yes	No	N/A	Description
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Damage Deposit.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Homeowners Insurance.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	General Liability Insurance.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Michigan Liquor Control Permit.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Road Closure Diagram or Map.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Washtenaw County Sheriff Department Contract.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Dexter Area Fire Department Contract.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Sign permit.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Controlled Burn Permit.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other: <u> </u>

Approved Denied Date:

APPROVED OR DENIED BY:

CONDITIONS OF APPROVAL:

REASONS FOR DENIAL:

APPROVAL STAMP:

Dear Residents of Huron Farms,

12TH, 2015

Dexter's Annual Holiday Hustle 5K is Saturday, December 7th, 2015. An expected 1,500 runners and walkers will travel through Huron Farms from approximately 4:30pm to 5:30pm. The course will follow Lake St, Meadow View, Quakenbush, Noble & York. Course volunteers will be directing traffic as needed in an effort to keep participants safe.

We appreciate your cooperation and thank you for helping make this community event a success.

We invite you to run or walk the event or to come out and cheer the participants on. We encourage holiday music, lights & cheering. \$5 of every entry fee will go to local Dexter charities, including Dexter Lions, Faith in Action and Dexter Senior Center. We expect to raise over \$7000 this year!

Additional Information can be found at www.runholiday5k.com

Bring this flyer to any Running Fit location between now & Dec 31, 2015⁵ to receive \$10 off shoes/10% off apparel. Excludes sale items. Not valid with any other offer. Visit www.runningfit.com for store locations & hours, or call 734-929-9022.

Happy Holidays!



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Happy Holidays!





CITY OF DEXTER

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

APPLICATION FOR APPOINTMENT AS COMMISSION OR COMMITTEE MEMBER

Name: Deanda Pont Date: 9-17-15

Address: 7120 Dexter Ann Arbor Rd

Email: DPont@LaFontaine.com

Phone: 734-426-4677 Best time to call: any

Which Commission/Committee are you applying for?

- | | |
|--|---|
| <input type="checkbox"/> Zoning Board of Appeals | <input type="checkbox"/> Downtown Development Authority |
| <input type="checkbox"/> Planning Commission | <input type="checkbox"/> Parks Commission |
| <input type="checkbox"/> Arts, Culture & Heritage Committee | <input type="checkbox"/> Tree Board |
| <input checked="" type="checkbox"/> Farmers Market Oversight Committee | <input type="checkbox"/> Election Commission |
| <input type="checkbox"/> Board of Review | <input type="checkbox"/> Other (Specify) _____ |

Why are you interested in serving on this Commission/Committee? Are there current events that have spurred your interest? Stacey Mynt referred me to serve on this committee, I have many resources and ideas for my committee

What particular skills and/or background do you feel that you could bring to this appointment? What other, if any, commissions or committees have you served on? on Dexter Chamber Board as Ambassador Chair, coordinating all after hours & Grand openings for members.

Please list/attach any other information that you would like to have considered. _____

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CITY OF DEXTER

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

Agenda: 9/28/2015

Item: J-4

APPLICATION FOR APPOINTMENT AS COMMISSION OR COMMITTEE MEMBER

Name: Martha Gregg Date: 8-24-15

Address: 7850 Fifth Street

Email: Marthagregg@yahoo.com

Phone: 734-426-4988 (home) Best time to call: after 5 p.m.
313-268-4623 (cell) Please leave message.

Which Commission/Committee are you applying for?

- Zoning Board of Appeals
Downtown Development Authority
Planning Commission
Parks Commission
[X] Arts, Culture & Heritage Committee
Tree Board
Farmers Market Oversight Committee
Election Commission
Board of Review
Other (Specify)

Why are you interested in serving on this Commission/Committee? Are there current events that have spurred your interest? I have lived in Dexter for 30 years

and since retiring I have felt the need to become involved in some aspect of local government.

I am married to a professional photographer -> What particular skills and/or background do you feel that you could bring to this appointment? What other, if any, commissions or committees have you served on? I have never served

on a committee for Dexter. As a teacher I

served on many committees and chaired our school's School Improvement Team for several years.

Please list/attach any other information that you would like to have considered.

I am an excellent organizer and detail person.

I work well with people, especially in groups.

RECEIVED

AUG 26 2015

CITY OF DEXTER

and have always been interested in the arts.

RECEIVED

APR 19 1964

RECEIVED TO YOU

Memorandum

To: Mayor Keough and City Council

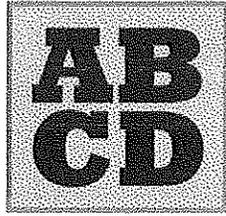
From: Courtney Nicholls, City Manager

Re: Consideration of: Resolution Recognizing the Athletic Booster Club of Dexter as a Nonprofit Organization

Date: September 22, 2015

The City has been contacted by Regina Lucas-Bell on behalf of the Athletic Booster Club of Dexter (ABCD). ABCD is interested in hosting raffles at Dexter Community Schools' sporting events in order to raise funds for their organization. The raffles are considered a charitable gaming event, which require a permit through the State of Michigan. In order to receive the State permit, the State requires that the local governing body with jurisdiction over the organization pass a resolution that recognizes the hosting organization as a nonprofit.

The required resolution is attached, along with proof of the organization's non-profit status.



**Athletic Booster
Club of Dexter**

September 8, 2015

Dear Members of Dexter City Council,

The Athletic Booster Club of Dexter (ABCD) seeks permission from Dexter City Council, to apply for a Charitable Gaming – Raffle License from the State of Michigan. The license will be used to allow ABCD to hold 50/50 raffles at Dexter Community Schools Sporting Events. The raffle will also allow ABCD to hold a raffle for a prize, at fundraising events if desired and provided we notify the State of the date. As part of the application process, we need to provide the State with the dates of all events where 50/50 raffles or other raffles will take place.

Once we meet all of the requirements for approval of the license the first time, and receive the license - subsequent yearly licenses and additional event dates can be added by simple notification to the State.

One of the many requirements of the initial application process is 'approval by a local governing body'.

ABCD requests at this time to be placed on the agenda at the September 18, 2015 Council meeting, where we will be seeking approval by council to pursue this license.

Dexter Community Schools have come to rely heavily on ABCD to be able to continue to offer a healthy athletic program by providing funds for needed equipment and supplies. Additional funds made available by holding 50/50 draws and raffles will go directly to athletic program necessities.

Thank you for your time and consideration.

Regina Lucas-Bell

President, ABCD



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

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

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

called to order by _____ on _____
DATE

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

Moved by _____ and supported by _____

that the request from _____ of _____,
NAME OF ORGANIZATION CITY

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

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

gaming licenses, be considered for _____
APPROVAL/DISAPPROVAL

APPROVAL

DISAPPROVAL

Yeas: _____

Yeas: _____

Nays: _____

Nays: _____

Absent: _____

Absent: _____

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

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

meeting held on _____
DATE

SIGNED: _____
TOWNSHIP, CITY, OR VILLAGE CLERK

PRINTED NAME AND TITLE

ADDRESS

COMPLETION: Required.
 PENALTY: Possible denial of application.

BSL-CG-1153(R6/09)

INTERNAL REVENUE SERVICE
P. O. BOX 2506
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JAN 11 2008

ATHLETIC BOOSTER CLUB OF DEXTER
PO BOX 461
DEXTER, MI 48130

Employer Identification Number:
56-2416657
DLN:
17053193033045
Contact Person:
CHADWICK A KOWALCZYK ID# 31221
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
June 30
Public Charity Status:
509(a)(2)
Form 990 Required:
Yes
Effective Date of Exemption:
October 30, 2003
Contribution Deductibility:
Yes

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed information for Exempt Organizations Under Section 501(c)(3) for some helpful information about your responsibilities as an exempt organization.

If you distribute funds to other organizations, your records must show whether they are exempt under section 501(c)(3). In cases where the recipient organization is not exempt under section 501(c)(3), you must have evidence the funds will be used for section 501(c)(3) purposes.

Letter 947 (DO/CG)

MICHIGAN DEPARTMENT OF LABOR & ECONOMIC GROWTH BUREAU OF COMMERCIAL SERVICES													
Date Received	(FOR BUREAU USE ONLY)												
AUG 04 2006	<p>This document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.</p> <p style="text-align: right;">FILED</p> <p>TRAN INFO: 1 11980171-1 07/14/06 CHK#: 1225 Amt: \$20.00 AUG 08 2006 ID: ATHLETIC BOOSTER CLUB OF DEXTER</p>												
<table border="1" style="width: 100%;"> <tr> <td colspan="4">Name ABCD</td> </tr> <tr> <td colspan="4">Address P O BOX 461</td> </tr> <tr> <td>City Dexter</td> <td>State MI</td> <td colspan="2">Zip Code 48130</td> </tr> </table>		Name ABCD				Address P O BOX 461				City Dexter	State MI	Zip Code 48130	
Name ABCD													
Address P O BOX 461													
City Dexter	State MI	Zip Code 48130											
Administrator BUREAU OF COMMERCIAL SERVICES EFFECTIVE DATE:													

Document will be returned to the name and address you enter above. If left blank document will be mailed to the registered office.

800420

ARTICLES OF INCORPORATION
For use by Domestic Nonprofit Corporations
 (Please read information and instructions on the last page)

Pursuant to the provisions of Act 162, Public Acts of 1982, the undersigned corporation executes the following Articles:

ARTICLE I

The name of the corporation is: **Athletic Booster Club Of Dexter**

ARTICLE II

The purpose or purposes for which the corporation is organized are:
To raise and distribute funds to enhance the level of support of the athletic program beyond the capabilities of the athletic budget.

ARTICLE III

1. The corporation is organized upon a no-stock basis.
 (Stock or Nonstock)

2. If organized on a stock basis, the total number of shares which the corporation has authority to issue is n/a. If the shares are, or are to be, divided into classes, the designation of each class, the number of shares in each class, and the relative rights, preferences and limitations of the shares of each class are as follows:

Y/PC

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STAFF MEMORANDUM

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

From: Michelle Aniol, Community Development Manager

Re: Final Site Plan Review FSPR #2015-03 Dan Hoey Medical Office, revised plan dated 9-16-2015
Parcel #08-08-08-200-024

Applicant: A. R. Brouwer Company, Allison Bishop, representing

Zoning: Dexter Crossing Planned Unit Development with PB, Professional Business District and ARC Ann Arbor Corridor Overlay District as the underlying zoning

Date: September 22, 2015

Attached for your consideration and action are the reviews and application information regarding the Final Site Plan (FSP), for a medical office building, at the southwest corner of the intersection of Dan Hoey Road and Lexington Drive.

The final site plan calls for the development of an 8,053 square foot medical office building on vacant property located on the south side of Dan Hoey Road, adjacent to the west of Lexington Drive. Associate site improvements include, ingress/egress, parking, internal sidewalks, exterior lighting, landscaping, stormwater management, and public utilities (i.e. sewer and water).

The site is zoned Dexter Crossing Planned Unit Development, with an underlying zoning of PB, Professional Business. The proposed use is consistent with the recorded Area Plan.

PLANNING COMMISSION RECOMMENDATION

On September 8, 2015, based on the information provided and pursuant to Section 21.04, subsection E6 Planning Commission Action, the Planning Commission unanimously recommended **APPROVAL** of the Final Site Plan for the a medical office building, at the southwest corner of the intersection of Dan Hoey Road and Lexington Drive, to City Council, subject to the following conditions:

1. A reduction in the number of required loading spaces from 3 to 1, and the location of the loading spaces must be identified on the plan;
2. Signage and pavement markings for the loading space must be added;
3. The substitution of 4 deciduous trees and an additional 15 shrubs (45 total) or the 3-foot high decorative fence or masonry wall to screen the parking lot from the road;
4. Require an upright evergreen screen to be provided on the south and east sides of the generator/transformer, in place of the proposed deciduous shrubs;
5. Remove proposed building and ground mounted signage from the plan, and add a notation to the plan that indicates all future signage shall conform to current regulations in the City's Zoning Ordinance;
6. Recommendations cited in the OHM review letter dated August 25, 2015; and
7. Recommendations cited in the DAFD review letter dated September 1, 2015;
8. Allow landscape buffer on the southern property line to be phased in two phases, with phase one being installed adjacent to lots 1 – 6 immediately, and phase 2 adjacent to lots 7 – 11 at a later date.

Following the Planning Commission's action, the applicant submitted a revised plan that meets the conditions for final site plan. The revised site plan satisfies the recommended conditions of approval.

Accompanying this memo you will find the following documentation:

- Application for Final Site Plan Review
- Site Plan revision dated, September 16, 2015
- Cover letter from Washtenaw Engineering dated, September 15, 2015
- Review letters from:
 - Staff dated, August 28, 2015
 - CWA dated, August 24, 2015,
 - OHM dated August 25, 2015, and
 - DAFD, dated August 29, 2015.

SUGGESTED MOTIONS –Dan Hoey Medical Office Building Final Site Plan Review

Based on a recommendation by the Planning Commission, information provided at the September 28, 2015 City Council meeting and pursuant to Section 21.04, sub-section E6 City Council Action, City Council moves to **(APPROVE/ DENY)** the Final Site Plan for the a medical office building at the southwest corner of the intersection of Dan Hoey Road and Lexington Drive, subject to the following conditions:

1. _____
2. _____
3. _____

OR

Based on the information provided at the September 28, 2015 City Council meeting and pursuant to Section 21.04, sub-section E6, City Council moves to **(POSTPONE)** action on the Final Site Plan for the a medical office building at the southwest corner of the intersection of Dan Hoey Road and Lexington Drive until **(DATE)**, to allow the applicant more time to address the following:

1. _____
2. _____
3. _____

Please let me know if you have any questions or comments.

Thank you.



VILLAGE OF DEXTER

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

VILLAGE OF DEXTER

SITE PLAN REVIEW & SPECIAL USE APPLICATION

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

Property Address: Vacant - Dan Hoey Road

Tax ID Number: 08-08-08-200-024

Proposed Use: Office Building

Zoning District: PB Professional Business

Property Owner Name: BLMS, LLC Phone: 734-649-1948

Property Owner Address: 8031 Main Street, Suite 303, Dexter, MI 48130

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

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

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

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

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

	Plan Submitted	Requirement	
1. Front Yard Setback (ft)	<u>25'</u>	<u>25'</u>	<input checked="" type="checkbox"/> check here if corner lot
2. Side Yard Setback (ft)	<u>10'</u>	<u>10'</u>	
3. Rear Yard Setback (ft)	<u>25'</u>	<u>25'</u>	
4. Lot Coverage (%) (7a/6)	<u>4.3%</u>	<u>--</u>	
5. Height (ft)	<u>25'</u>	<u>35'</u>	
6. Total Site Area (ft)	<u>4.26 acres</u>	<u>2 acres</u>	
7a. Building Coverage (ft)	<u>4%</u>	<u>--</u>	
7b. Floor Area (ft)	<u>6811 sf</u>	<u>--</u>	

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

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



CIVIL ENGINEERS * PLANNERS * SURVEYORS
TRANSPORTATION ENGINEERS
LANDSCAPE ARCHITECTS

RECEIVED

SEP 16 2015

CITY OF DEXTER

September 15, 2015

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

Attn: Michelle Aniol, Community Development Manager

RE: Dan Hoey Medical Office Building
Final Site Plan Review No. 2

Ms. Aniol:

We offer the following comments in response to the following review letter:

OHM letter dated August 25, 2015:

STORMWATER MANAGEMENT

1. To allow for drainage, perforations shall be provided at the bottom of the outlet control structure. The perforations should be capable of draining the fore bay within 24 hours to facilitate successful vegetative growth.
We have added the calculations to sheet 8.
2. The use of the term "BMS, LLC" on the Maintenance Schedule shall be clarified.
BLMS, LLC is the owner listed on the cover sheet.

WATER MAIN

3. The water main design is acceptable. The Engineer shall submit four (4) sets of plans and an Act 399 Application to this office for processing.
*Four (4) sets of plans and the updated application are attached to this letter and electronic copy will be emailed as well.
(We do not have existing system data to complete Parts G and H)*

Alison Bishop, email dated September 14, 2015:

1. Bubble the landscaping shown behind Lots 7-west and label deferred until Phase 2 development.
Area is bubbled and notes as requested.
2. Label one loading parking space, sign and strip accordingly.
We have added a sign to one space.
3. Change the shrub species around the generator to an evergreen shrub.
Plants have been changed to sea green junipers.

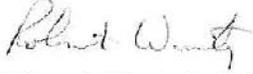
3526 W. LIBERTY RD, SUITE 400, PO BOX 1128, ANN ARBOR, MI 48106-1128
PHONE: 734-761-8800

S:\PROJECTS\BROUWER - DAN HOEY MED OFFICE\Reviews\City150915response\tr

4. Remove all ground signage specific to a location and replace with a note "All signage will conform to City of Dexter Zoning Ordinance at time of application".
Signage was removed and notes added.

If you have any questions please contact the undersigned.

Sincerely,



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

RJW/dlm

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

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STAFF MEMORANDUM

To: Matt Kowalski, Chairman and Planning Commissioners
Courtney Nicholls, City Manager

From: Michelle Aniol, Community Development Manager

Re: Final Site Plan Review FSPR #2015-03 Dan Hoey Medical Office, revised plan dated 8-4-2015
Parcel #08-08-08-200-024

Applicant: A. R. Brouwer Company, Allison Bishop, representing

Zoning: Dexter Crossing Planned Unit Development with PB, Professional Business District and ARC Ann Arbor Corridor Overlay District as the underlying zoning

Date: August 28, 2015

On July 27, 2015 City Council voted to approve the preliminary site plan for a medical office building at the southwest corner of the intersection of Dan Hoey Road and Lexington Drive, as recommended by the Planning Commission.

Following this approval, the applicant submitted an application for final site plan review and approval. Details regarding landscaping and stormwater management have been provided on the final site plan.

The final site plan calls for the development of an 8,053 square foot medical office building on vacant property located on the south side of Dan Hoey Road, adjacent to the west of Lexington Drive. Associate site improvements include, ingress/egress, parking, internal sidewalks, exterior lighting, landscaping, stormwater management, and public utilities (i.e. sewer and water).

The site is zoned Dexter Crossing Planned Unit Development, with an underlying zoning of PB, Professional Business. The proposed use is consistent with the recorded Area Plan.

CONSIDERATIONS

- A. Loading Space(s). The Planning Commission discussed required parking and loading spaces during preliminary plan review. You may recall the applicant's correspondence, which identified the type and number of deliveries. When the Planning Commission recommended conditional approval of the preliminary site plan to council, included in the motion was the reduced of the number of parking spaces, but overlooked a reduction in the number of loading spaces. Based on the types and number of anticipated deliveries, staff could support a reduction from 3 to 2 loading spaces. Additionally, the location of the loading spaces must be identified on the plan.
- B. Parking Lot Screening. According to Section 6.04, sub-section B, ARC Dexter-Ann Arbor Road Corridor District, the applicant has 3 options for screening the parking lot from the road:
- 1) 10 shrubs per lineal 30 feet (60 shrubs would be required);
 - 2) 5 shrubs per 30 lineal feet and a 3-foot high decorative fence (30 shrubs with fence); or
 - 3) 5 shrubs per 30 lineal feet and a 3-foot high masonry screen wall (30 shrubs with screen wall)

The applicant would like the Planning Commission's approval to substitute 4 trees and an additional 15 shrubs for the 3-foot high decorative fence or masonry wall. Staff could support this substitution, especially since no one single screening option is prevalent throughout the ARC District.

- C. Generator. During preliminary site plan review there was some discussion regarding the location of the generator and the potential negative impacts on the adjacent residential area to the south. The applicant has stated that the location of the generator correlates to the mechanic layout of the building, and that the generator to be installed will be ¼ of the size of the generator that has caused concerns elsewhere in the City. The site plan shows 5 ninebark shrubs along the east side of the generator/transformer. Ninebark is a deciduous shrub, as shown below.



The location of the trash enclosure will also screen the generator/transformer. While the ninebark shrub would be a beautiful screen during the spring and summer months; it's not likely to provide adequate screening during the fall and winter months. Staff recommends the Planning Commission consider an upright evergreen screen be provided on the south and east sides of the generator/transformer, in place of the proposed deciduous shrubs.

- D. Decorative Building Mounted Lights. The applicant is proposing an architecturally decorative wall mounted fixture for all elevations of the building. The planning consultant correctly identified that the zoning ordinance requires 1) all non-residential uses to have full-cut-off shades for lighting sources, 2) light must be directed downward and away from adjoining properties, and 3) building mounted fixtures shall be parallel to the ground. Staff would like to note that the site is subject to the standards of the ARC Dexter-Ann Arbor Road Corridor Overlay District, which requires that site elements, including lighting be coordinated and compatible with the building design and harmonious with the intended character of the District. The proposed fixtures would meet the requirements of the ARC District.
- E. Signage. According to Section 7.04, sub-section (1)B, signage within PUD District shall be determined during the PUD plan review process. This requirement was established after the Dexter Crossing PUD was approved and signage was not determined during the Dexter Crossing PUD plan review. Furthermore, if details, such as location, type, size, area and height of signs, are not known at time of final site plan submittal, the ordinance requires that a notation be added to the plan to indicate all future signage must conform to current regulations in the City's Zoning Ordinance. The proposed building and ground signage does not contain the details needed to determine compliance with the current sign regulations, and should be removed from the plan. The above cited notation requirement must be added to the plan, as well.

- F. Engineers Review. According to the engineering consultant, the plans are acceptable and ready for construction contingent on the receipt of the following:
- 1) Corrected outlet control design for the proposed forebay treatment
 - 2) Act 399 Water Supply Permit
 - 3) Washtenaw County Soil Erosion Permit (with preliminary zoning compliance application)
 - 4) Dexter R.O.W. permit (with preliminary zoning compliance permit)

Accompanying this memo you will find the following documentation:

- Application for Final Site Plan Review
- AR Brouwer Response Letter dated, August 31, 2015
- Cover letter from Washtenaw Engineering dated, August 10, 2015
- Site Plan revision dated, August 4, 2015
- Review letters from:
 - CWA dated, August 24, 2015,
 - OHM dated August 25, 2015, and
 - DAFD, dated September 1, 2015.

RECOMMENDATIONS

If the Planning Commission is prepared to take action on the above referenced final site plan and, staff would advise an affirmative recommendation to the City Council with the following conditions:

1. A reduction in the number of required loading spaces from 3 to 2, and the location of the loading spaces must be identified on the plan;
2. The substitution of 4 deciduous trees and an additional 15 shrubs for the 3-foot high decorative fence or masonry wall to screen the parking lot from the road;
3. Require an upright evergreen screen be provided on the south and east sides of the generator/transformer, in place of the proposed deciduous shrubs;
4. The proposed architectural lighting fixtures meet the requirements of the ARC District;
5. Remove proposed building and ground mounted signage from the plan, and add a notation to the plan that indicates all future signage shall conform to current regulations in the City's Zoning Ordinance.
6. Recommendations cited in the OHM review letter dated, August 25, 2015; and
7. Recommendations cited in the DAFD review letter dated, September 1, 2015.

SUGGESTED MOTIONS –Dan Hoey Medical Office Building Final Site Plan Review

Based on the information provided by at the September 8, 2015 Planning Commission meeting and pursuant to Section 21.04, sub-section E6 Planning Commission Action, the Planning Commission recommends that the City Council (**APPROVE/ DENY**) the Final Site Plan for the a medical office building at the southwest corner of the intersection of Dan Hoey Road and Lexington Drive, subject to the following conditions:

1. _____
2. _____
3. _____

OR

Based on the information provided by at the September 8, 2015 Planning Commission meeting and pursuant to Section 21.04, sub-section E6 Planning Commission Action, the Planning Commission moves to **(POSTPONE)** action on the Final Site Plan for the a medical office building at the southwest corner of the intersection of Dan Hoey Road and Lexington Drive until **(DATE)**, to allow the applicant more time to address the following:

1. _____
2. _____
3. _____

Please let me know if you have any questions or comments.

Thank you.



ARCHITECTS. ENGINEERS. PLANNERS.

August 25, 2015

CITY OF DEXTER
8140 Main Street
Dexter, MI 48130

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

Regarding: Dan Hoey Medical Center
Final Site Plan – Review No. 2
OHM JN: 0130-15-1031

Ms. Aniol:

The applicant, Steve Brouwer with AR Brouwer Company, is proposing an office building with surrounding parking lot in the northwest quarter of Section 8. We have reviewed the final site plan in accordance with the City of Dexter Engineering Standards and recommend approval contingent on a few minor revisions. The following items shall be addressed prior to construction:

STORM WATER MANAGEMENT

1. To allow for drainage, perforations shall be provided at the bottom of the outlet control structure. The perforations should be capable of draining the fore bay within 24 hours to facilitate successful vegetative growth.
2. The use of the term “BMS, LLC” on the Maintenance Schedule shall be clarified.

WATER MAIN

3. The water main design is acceptable. The Engineer shall submit four (4) sets of plans and an Act 399 Application to this office for processing.

Should you have any questions about this review, please feel free to contact me at 734-466-4573 or via e-mail at pat.droze@ohm-advisors.com.

Sincerely,
OHM Advisors

A handwritten signature in black ink that reads "Patrick M. Droze".

Patrick M. Droze, P.E.
Project Engineer

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

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OHM Advisors
34000 PLYMOUTH ROAD
LIVONIA, MICHIGAN 48150

T 734.522.6711
F 734.522.6427

OHM-Advisors.com

Date: July 24, 2015
Revised: August 24, 2015

Final Site Plan Review For City of Dexter, Michigan

GENERAL INFORMATION

Applicant: A. R. Brouwer Company

Project Name: Dan Hoey Medical Office

Plan Date: May 21, 2015

Latest Revision: August 4, 2015

Location: Vacant Dan Hoey (west of Lexington Drive) (HD-08-08-200-024)

Zoning: PB, Professional Business / PUD / Dexter Ann Arbor Road Corridor Overlay District

Action Requested: Final Site Plan Approval

Required Information: Deficiencies are noted in the sections below.

PROJECT AND SITE DESCRIPTION

This is our second review of the final site plan submittal for a new medical office and associated site improvements. The site is located at the southwest quadrant of the Dan Hoey and Lexington Drive intersection. The overall site is 4.26 acres and is zoned PB, Professional Office / PUD / Dexter Ann Arbor Road Corridor Overlay District.

The proposed project includes construction of an 8,053 square foot building (including basement) on the northeastern portion of the site. The remaining portion (to the west) is shown for future development. Site improvements associated with the construction of the medical office include: parking areas, installation of drive from Dan Hoey, internal sidewalks, and exterior lighting.

We have reviewed the PUD development agreement that was approved by the City (then Village) in 1996 with the Blackhawk Development Group. The recorded Area Plan designated this portion of the development to coincide with the PB, Professional Business zoning district.

Office uses are listed as a permitted use in the PB district.

Further, since our preliminary review of the project, the building has been repositioned by rotating 90 degrees (longer elevation parallel to Dan Hoey as opposed to the previous submittal with longer elevation parallel to Lexington Drive).

Aerial Photo



AREA, WIDTH, HEIGHT, SETBACKS

The subject site is zoned PB, Professional Business. The dimensional requirements of the PB district are as follows:

	Required	Proposed	Compliant
Lot Area	2 acres	4.26 acres	Complies
Lot Width	200 feet	628.51 feet (at Dan Hoey)	Complies
Building Setbacks			
Front:	25 feet	29.8 feet (Dan Hoey) 28.2 feet (Lexington)	Complies
Side:	10 feet / 20 feet total	496 feet (west – to building)	Complies
Rear:	25 feet	25.5 feet (to parking) 120 feet (to building)	Complies
Building Height	2.5 stories / 35 feet	22 feet / 1 story	Complies
Maximum Lot Coverage	--	4.3%	Complies

All dimensional requirements of the PB district are demonstrated as being met as presented on the final site plan provided.

Items to be addressed: None.

NATURAL FEATURES

Topography: Existing topography is provided on Sheet 2, and demonstrates an approximate 15-foot grade reduction from the northeast corner of the site to the southwest corner.

Woodlands: Woodlands are not present on the subject site, but we note several existing trees are located along both the east and west property lines. These all appear to remain as part of this initial development of the site.

Wetlands: No wetlands are present on the subject site.

Soils: Soil data is provided on Sheet 2. Site soils include Conover Loam, 0-4% slopes. These soils are characterized by having some constraints to development which can be overcome by special planning, design or installation. The applicant has noted a sediment forebay has been added to the plans.

Items to be Addressed: None.

BUILDING LOCATION AND SITE ARRANGEMENT

The location of the proposed addition is acceptable as it meets all of the dimensional requirements of the PB district

Parking areas are configured along the west and south sides of the proposed structure. Future parking areas are also denoted west of the proposed site development area.

Items to be addressed: None.

ESSENTIAL SERVICES

The site will be served by sanitary sewer from Lexington Drive and water from Dan Hoey. As discussed during preliminary site plan review, stormwater detention is provided in part via the existing detention for the overall Dexter Crossing development.

We defer additional review and comment regarding the site’s essential services and proposed rain garden to the City Engineer.

Items to be Addressed: City Engineer review of site’s essential services.

PARKING, LOADING

Section 5.03 requires Medical/Dental Clinic/Office to provide 4 parking spaces per 1,000 square feet of gross floor area.

	Maximum Allowed	Total Parking Provided
Medical Office (4 per 1,000 s.f. – 8.053 x 4 = 32 spaces)	32	38
Barrier Free	2	2
Loading Space	3	2

The site plan provides the proposed parking calculation information on Sheet 3. Based upon the building area provided, we calculate the maximum parking spaces allowed to be 32 spaces; 38 spaces have been provided. (Section 5.03 provides maximum requirements). The Planning Commission allowed a deviation from the requirements based on the applicant’s demonstration of need during preliminary site plan review for six (6) additional parking spaces (as proposed). During their preliminary site plan review, the applicant indicated to the Planning Commission the need for additional spaces due to the number of staff and high number of clientele turn-over throughout the day.

Parking spaces meet the dimensional requirements of Section 5.06 B. Additionally, two (2) bicycle parking hoops are demonstrated at the main building entrance on along the west elevation.

A loading area has not been provided. Based on the size of the proposed structure, one (1) loading space is required. Section 5.07 G. allows the Planning Commission to permit deviations from the loading requirements based upon the needs of the applicant/site. The applicant noted typical box truck deliveries will be accommodated on-site. While this deviation was discussed during preliminary site plan review, it was not made part of the motion of approval.

Items to be addressed: *Planning Commission consideration of deviation from loading space requirement (deficient one (1) loading space).*

SITE ACCESS AND CIRCULATION

The site will be accessed via a new driveway approach from Dan Hoey Road which has been aligned with the existing driveway on the north side of Dan Hoey Road. The proposed driveway is located approximately 320 feet from the Dan Hoey / Lexington intersection as well.

Truck circulation appears satisfactory as truck turning radii have been provided on Sheet 3. We defer further comment on site access and circulation to the DAFD and the City Engineer.

Items to be addressed: *DAFD and City Engineer review of site access and circulation.*

SIDEWALKS

The existing public sidewalk on Dan Hoey will be modified to allow for driveway placement. Internal sidewalks have also been incorporated into the site design from the parking areas along the north, west and south building elevations and from the northern entry to the public sidewalk located along Dan Hoey Road. No internal pedestrian connection has been accommodated from the Lexington Road public sidewalk since there is no entry along the eastern elevation.

Items to be addressed: *None.*

LANDSCAPING

A landscape plan has been provided on Sheet 5 of the plan set, and it is signed and sealed by a landscape architect licensed in the State of Michigan as required. The landscape plan contains the following information:

Composition – Section 6.02 B. notes *no more than 25% of any one genus or 10% of any one species per site plan* is allowed. As presented on the planting schedule (Sheet 5), the composition of the proposed junipers (JS) has been reduced as noted in our previous review.

Parking Lot Screening – Section 6.04 requires parking lots that abut a public street to provide specific screening. Due to the configuration of the site presented, the parking areas do not directly abut either Dan Hoey or Lexington Drive; however, they are visible. Section 6.04 B. requires three (3) variations of screening requirements: 1) 10 shrubs per lineal 30 feet (60 shrubs would be required); 2) 5 shrubs per 30 lineal feet and a 3-foot high decorative fence (30 shrubs with fence); or 3) 5 shrubs per 30 lineal feet and a 3-foot high masonry screen wall (30 shrubs with screen wall).

The applicant as provided a combination of 45 shrubs and four (4) trees along the northern extent of the access drive between the drive and Dan Hoey Road. This screening is in addition to the street trees proposed along Dan Hoey Road. The Planning Commission should consider whether the proposed plantings are a suitable alternative to the three (3) options noted above.

Interior Parking Lot Landscaping – One (1) canopy tree and 100 square feet of landscaped area are required for every 10 spaces (rounded upward) (Section 6.08 D.1.). Based upon this standard and the 38 parking spaces proposed, four (4) parking lot trees and 400 square feet of landscaped area are required. The applicant has provided six (6) parking lot trees and noted 1,581 square feet of landscaped area within the parking area.

Buffer/Screen – Section 6.06 outlines the buffer requirements for screening between land uses. The subject site is located north of the existing Dexter Crossing subdivision requiring a Buffer Zone “C” along the south property line. Buffer Zone “C” is required to be composed of a minimum of 15 feet in width with a 6-foot wall / fence or a 3-foot berm that shall have one (1) ornamental tree OR one (1) evergreen tree AND five (5) upright shrubs every 30 feet along the property line. Based upon this requirement, 23 ornamental or evergreen trees and 115 shrubs are required within the 15-foot buffer area along the entire length of the south property line. The plan demonstrates 23 trees and 90 shrubs within the required 15-foot buffer area along the entire length of the southern property line of the development.

We note the Landscaping Requirements table on Sheet 6 indicates 115 shrubs have been provided as required. However, only 90 shrubs are depicted on the plan. Further, due to the proximity of the proposed development to the existing Dexter Crossing residential development, we had recommended previously that the applicant screen the entire south property line at this time. While the plan has been improved to demonstrate plantings along the entire south property line, a note has been added indicating the portion that will be part of a future phase (westernmost portion).

Detail of the rock/boulder wall south of the parking area is provided on Sheet 4. The top of the berm is seven (7) feet higher than the existing grade at the south property line. The berm cross-section (Sheet 4) depicts an 18” tall rock wall will in addition to the evergreen and shrub plantings will aid in mitigating headlight glare onto the adjacent residential properties.

Site Landscaping – Section 6.07 requires 5% of the total lot area be provided for site landscaping. The landscape schedule indicates 6.2% of the site contains additional landscaping.

Street Trees – One (1) street tree is required every 40 feet (maximum). The applicant has provided for five (5) trees along Dan Hoey as required.

Waste Receptacle / Equipment Screening – The dumpster enclosure is located south of the building east of the proposed parking area. Detail of the enclosure is provided on Sheet 6. A note on Sheet 3 indicates the dumpster enclosure to be constructed with the same exterior materials as the proposed building at a 6-foot height. A row of Wichita Blue Junipers is proposed to screen the eastern side of the enclosure from Lexington Drive, and Miss Kim Lilac plantings will screen the dumpster along the south side of the enclosure.

A transformer and generator are located north of the patio adjacent to the southeast corner of the building, north of the patio area. This area will be enclosed with a 6-foot white vinyl fence, and a row of Emerald Green Arborvitae is proposed to screen the eastern periphery from Lexington Drive. Detail of the proposed fence has been provided on Sheet 6.

Further, due to the potential noise created from the generator, its location may create a disturbance to the residential neighbors. An alternate location should be considered where potential noise can be mitigated away from the residential area. The applicant has noted in their cover letter the generator location has not changed.

Tree Removal and Replacement – No trees are demonstrated for removal as part of the development. However, existing shrubbery in the northeast corner of the site is noted to be removed and relocated adjacent to the proposed corner feature.

Items to be addressed: 1) The Planning Commission should consider if the proposed plantings along the parking lot drive between the western parking area and the Dan Hoey ROW are an acceptable alternative. 2) Provide buffer/screening along entire southern property line during initial development phase. 3) Consider alternate location for generator.

LIGHTING

A lighting plan has been provided on Sheet 1 of 1 (Page 12). Five (5) 18-foot tall pole-mounted fixtures and 14 wall-mounted fixtures are shown on the lighting plan. Detail of the proposed pole-mounted fixtures demonstrates they are downward directed, fully shielded fixtures.

Section 3.19 E. (4) provides on-site exterior lighting requirements as they related to non-residential developments. As proposed, illumination levels along the south property line meet the 0.1 foot-candle requirement along a property line shared with residential uses. Parking lots having less than 100 spaces are allowed light poles with a maximum height of eighteen (18) feet. As demonstrated on the lighting plan, mounting height of the proposed fixtures has been reduced from the previously proposed 25 feet height to the allowed 18 feet.

We note decorative light fixtures are shown on all building elevations (Sheet A 4.1). These fixtures have been included on the photometrics presented on Sheet 1 of 1. Detail of the wall-mounted fixtures has been provided; however, Section 3.19 E. (3) requires *for all non-residential uses, full-cut-off shades are required for light sources so as to direct the light onto the site and away from adjoining properties. The light sources shall be recessed into the fixture so as not to be visible from off site. Building and pole mounted fixtures shall be parallel to the ground.*

The applicant has not provided an alternative wall-mounted fixture that is downward directed. They have added a note to Sheet 1 of 1 that states: *All building-mounted fixtures (except designated security fixtures) to be installed on programmable timer switch. Fixtures to be turned off during non-operational hours.* This however, does not meet the requirement of Section 3.19 E. (3) as noted above.

Items to be addressed: *Wall-mounted fixtures are required to be parallel to the ground.*

SIGNS

A freestanding sign is demonstrated on the east side of the proposed driveway. Dimensions from the property line and driveway have been provided to verify compliance with dimensional requirements outlined in Section 7.03 F. (10 feet from ROW / 15 feet from edge of principal driveway). However, the sign is located 30 feet from the existing ROW and approximately 3 feet from the proposed ROW. The sign is positioned 15 feet to the east of the drive, but only six (6) feet (estimated) from the northern boundary of the driveway. We understand signage placement will be difficult due to the configuration of the drive and the existing/proposed ROW. However, if the sign is proposed to be installed in the location demonstrated, a variance will have to be obtained due to the reduced setbacks from the proposed ROW and driveway.

Signage detail of the ground sign has been included in the plan set on Sheet 6. As provided the dimensions of the proposed sign are adequate. Detail of the sign base materials and internal illumination will be approved by the Zoning Administrator prior to installation.

Additionally, two (2) wall sign locations totaling 42 square feet of area (21 square feet each) are also proposed along the north building elevation. The proposed wall signage meets the requirements of Section 7.04 as presented.

Items to be addressed: *1) Obtain variances for signage setbacks. 2) Provide base structure and illumination detail of ground sign for Zoning Administrator review and approval prior to installation.*

FLOOR PLANS AND ELEVATIONS

Floor plans as well as all elevations have been provided. See the ARC Architectural Standards section below for further analysis.

Items to be addressed: None.

ARC – DEXTER ANN ARBOR ROAD CORRIDOR ARCHITECTURAL STANDARDS

Section 15(B).02 outlines the architectural standards for the Dexter Ann Arbor Road Corridor District including requirements related to:

Building Orientation:

The main entrance of the building is oriented toward the parking lot (west). However, the northern façade also allows for pedestrian access from Dan Hoey Road. The east elevation adjacent to Lexington does not provide direct access via an entry, but has been designed with the same features as the north and west elevations that do provide access.

Building Scale:

We find the building scale appropriate with surrounding commercial uses. Additionally, the building design allows for façade modulation through the use of columns, varying exterior materials (brick, stone, EIFS), providing canopies at entries, and variation in the roofline through the use of columns and a parapet feature.

Defined Streetscape:

As proposed, the building meets the dimensional requirements of the PB district. Further, as noted above, the building has appropriate massing, and is oriented toward Dan Hoey Road. The internal sidewalk provides a direct connection to the public sidewalk along Dan Hoey.

Building Materials/Design:

Variety in building materials and design is shown through the use of arched canopies and entrances; columns and parapet alternating the roofline; brick, stone and EIFS materials; and decorative lighting. All facades exceed 40 feet in length and are required to demonstrate varying building lines, entrance accents and windows which have all been provided.

Where the side or rear of a structure will be visible from a residential zoning district such façade shall be constructed to a finished quality comparable to the front façade (Section 15(B).02 D. 5.). As provided, the south building elevation faces the Dexter Crossing residential subdivision. The exterior materials provided on the south building elevation are the same as those found on the front façade. However, based on the design, it is clear this is the rear façade as there is not the same entry component (parapet, arched canopy, columns) as proposed on all other facades.

As a corner lot, the building is required to provide distinct and prominent features or site elements which reflect the importance of the building's corner location and creates a positive landmark. Entry features such as benches, signage, public art, etc. may be required by the Planning Commission. The applicant has provided for brick paver area with a boulder wall and benches as the corner feature.

Transformer and generator location is depicted along the eastern building elevation which will be visible from Lexington Drive. Section 15(B).02 D. 7. requires all mechanical equipment be screened from public view. This includes roof-mounted equipment as well. See the landscaping section above with regard to the transformer and generator screening. The applicant has added a note to Sheet A4.1 stating: *rooftop mechanical units will be screened as required. Exact unit sizes and locations are subject to final engineering.*

Overall, the proposed exterior materials meet the 80% requirement (Section 15(B).02 D. 8. as demonstrated on the tables provided for each elevation on Sheet A4.1. We note EIFS is only allowed as an accent and does not exceed 5% of the total exterior building materials to be used on any elevation.

Items to be Addressed: None.

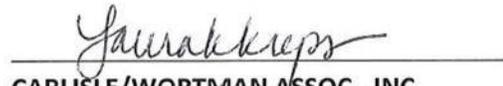
RECOMMENDATIONS

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

1. City Engineer review of site's essential services.
2. Planning Commission consideration of deviation from loading space requirement (deficient one (1) loading space).
3. DAFD and City Engineer review of site access and circulation.
4. The Planning Commission should consider if the proposed plantings along the parking lot drive between the western parking area and the Dan Hoey ROW are an acceptable alternative.
5. Consider alternate location for generator.
6. Wall-mounted fixtures are required to be parallel to the ground.
7. Obtain variances for signage setbacks.
8. Provide base structure and illumination detail of ground sign for Zoning Administrator review and approval prior to installation.



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



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

241-1417

cc: Steve Brouwer, 7444 Dexter Ann Arbor Rd., Suite F, Dexter, MI 48130
Washtenaw Engineering, 3526 W. Liberty Rd., Suite 400, Ann Arbor, MI 48103
BLMS, LLC, 8031 Main Street, Suite 303, Dexter, MI 48130



Dexter Area Fire Department

August 29, 2015

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

Subject: Plan review of: Dan Hoey Medical Office
Plans dated: August 4, 2015

Dear Mrs. Aniol:

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

DAFD Comments: None

Village of Dexter Engineering Standards (as it refers to fire hydrant location & fire department connections): Within Standards

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

DAFD Requirements: Noted on Plans

DAFD Recommendations: Support Approval

Donald Dettling
Fire Inspector

Cc/

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

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Memorandum

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

From: Michelle Aniol, Community Development Manager

Re: SLU #2015-02 Beer Grotto Outdoor Seating Special Land Use Request
Planning Commission Recommendation

Applicant: Kirsten Sell, Director of Purchasing for the Beer Grotto

Zoning: CBD Central Business District

Date: September 21, 2015

Attached for your consideration and action are the application information and staff's review for a special land use request, for an outdoor seating area at 8059 Main Street (a/k/a the Beer Grotto). The subject site is zoned CBD, Central Business District. According to Section 15(A).03 outdoor cafes and eating areas are permitted as a special land use in the Central Business District.

PLANNING COMMISSION RECOMMENDATION

On September 8, 2015 based on the information provided by the applicant, staff's review and findings, and following a duly noticed public hearing, the Planning Commission voted unanimously to recommend special land use approval of an outdoor seating area at 8059 Main Street (a/k/a the Beer Grotto) to City Council.

The SLU request for an outdoor seating area in front of the Beer Grotto calls for the following:

- Six (6) square bistro tables, with a seating capacity of 21; three (3) 4-top tables and three (3) 3-top tables;
- A 5-foot clear unobstructed sidewalk for pedestrian access between the building front and the outdoor seating area;
- A 5-foot 10-inch pedestrian aisle adjacent to on-street parking; and
- A temporary chain barrier with steel posts to enclose the outdoor seating area.

The sidewalk in front of the Beer Grotto measures 11 feet 3 inches wide and expands to a width of 28 feet. Two existing structures limit the size and location of the proposed outdoor seating area and include:

- An existing 10-foot diameter tree and grate
- An existing 20-foot raise planter and tree

The plan calls for the seating area to be located around the existing 20-foot raised planter and tree, while maintaining a 5-foot pedestrian pathway.

Accompanying this memo you will find staff's review of the proposed request.

PLANNING COMMISSION COMMENTS

- Concern regarding the traffic coming out of the Dairy Queen parking lot, especially the visibility for left turning traffic.

- Would the enclosure posts be located in on the sidewalk or curb, and would there be a possibility of cars side-swiping the posts.

There were no comments from the public.

STAFF UPDATE

The applicant must obtain an outdoor service permit from the Michigan Liquor Control Commission. However, in order to obtain a permit, the applicant must demonstrate approval from the local municipality. Therefore, any action by the Council to approve the special land use request should be subject to the applicant obtaining the required licensing from Michigan Liquor Control Commission.

SUGGESTED MOTIONS – Outdoor Seating, 8059 Main Street (Beer Grotto)

Based on the Planning Commission's recommendation, information provided by the applicant, staff's review and findings, and pursuant to Section 8.03, Special Land Use review standards, the Dexter City Council moves to **(APPROVED/DENY)** the Special Land Use application for outdoor seating at 8059 Main Street (a/k/a the Beer Grotto).

The Special Land Use permit is granted with the following conditions:

1. Applicant must obtain an Outdoor Service Permit from the Michigan Liquor Control Commission.
2. _____
3. _____

OR

Based on the information provided at the September 28, 2015 City Council meeting and pursuant to Section 8.03, Special Land Use review standards, City Council moves to **(POSTPONE)** the Special Land Use request submitted for the Outdoor Seating at the Beer Grotto, located at 8059 Main Street until **(DATE)**, to allow the applicant more time to address the following:

1. _____
2. _____
3. _____



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

PC meeting
 1st Monday of the
 month

CITY OF DEXTER

\$350

SITE PLAN REVIEW & SPECIAL USE APPLICATION

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

Property Address: 8059 main street

Tax ID Number: 46-3388547

Proposed Use: outdoor seating

Zoning District: CBD

Property Owner Name: Troy Ontko Phone: _____

Property Owner Address: 2531 Jackson Rd ste 351 Ann Arbor, MI 48103

Applicant Name: Kirsten Sell Phone: 734-216-8907

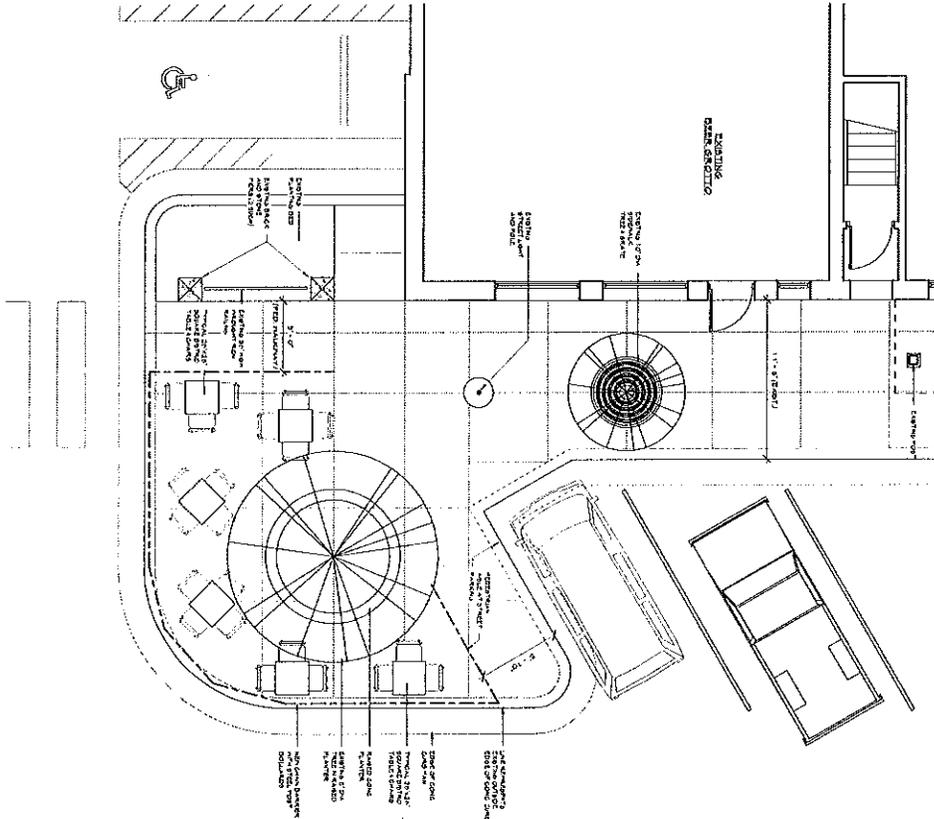
Applicant Address: 2531 Jackson Rd ste 351 Ann Arbor, MI 48103

Representative (e.g. Engineer) Name: _____ Phone: _____

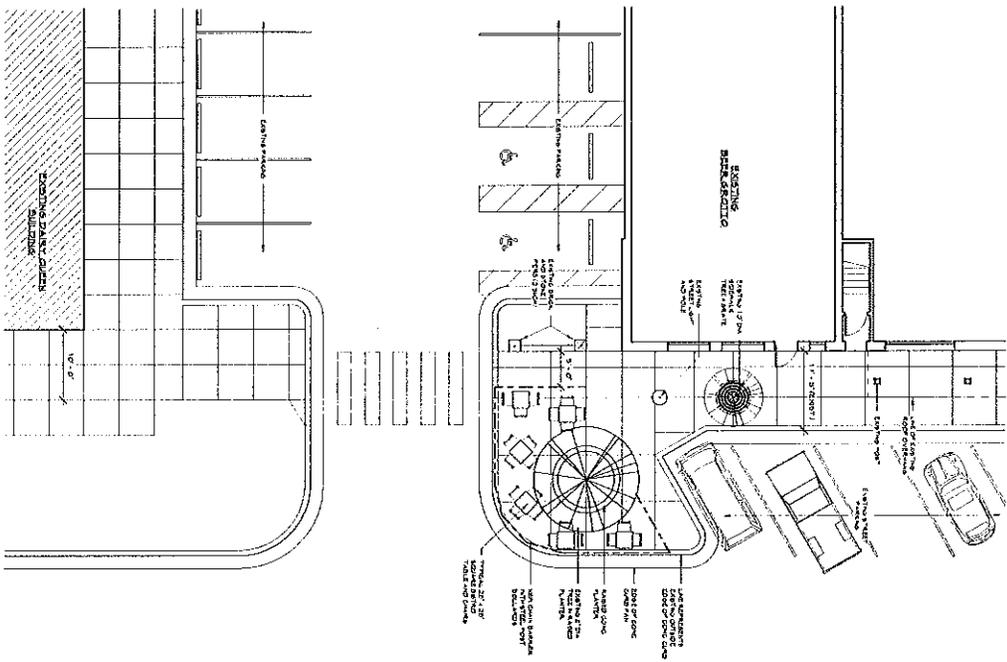
Representative Address: _____

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

	Plan Submitted	Requirement	
1. Front Yard Setback (ft)	_____	0'	check here if corner lot
2. Side Yard Setback (ft)	_____	0'	
3. Rear Yard Setback (ft)	_____	0'	
4. Lot Coverage (%) (7a/6)	_____	NA	
5. Height (ft)	_____	NA	
6. Total Site Area (ft)	_____	NA	
7a. Building Coverage (ft)	_____	NA	
7b. Floor Area (ft)	_____	NA	

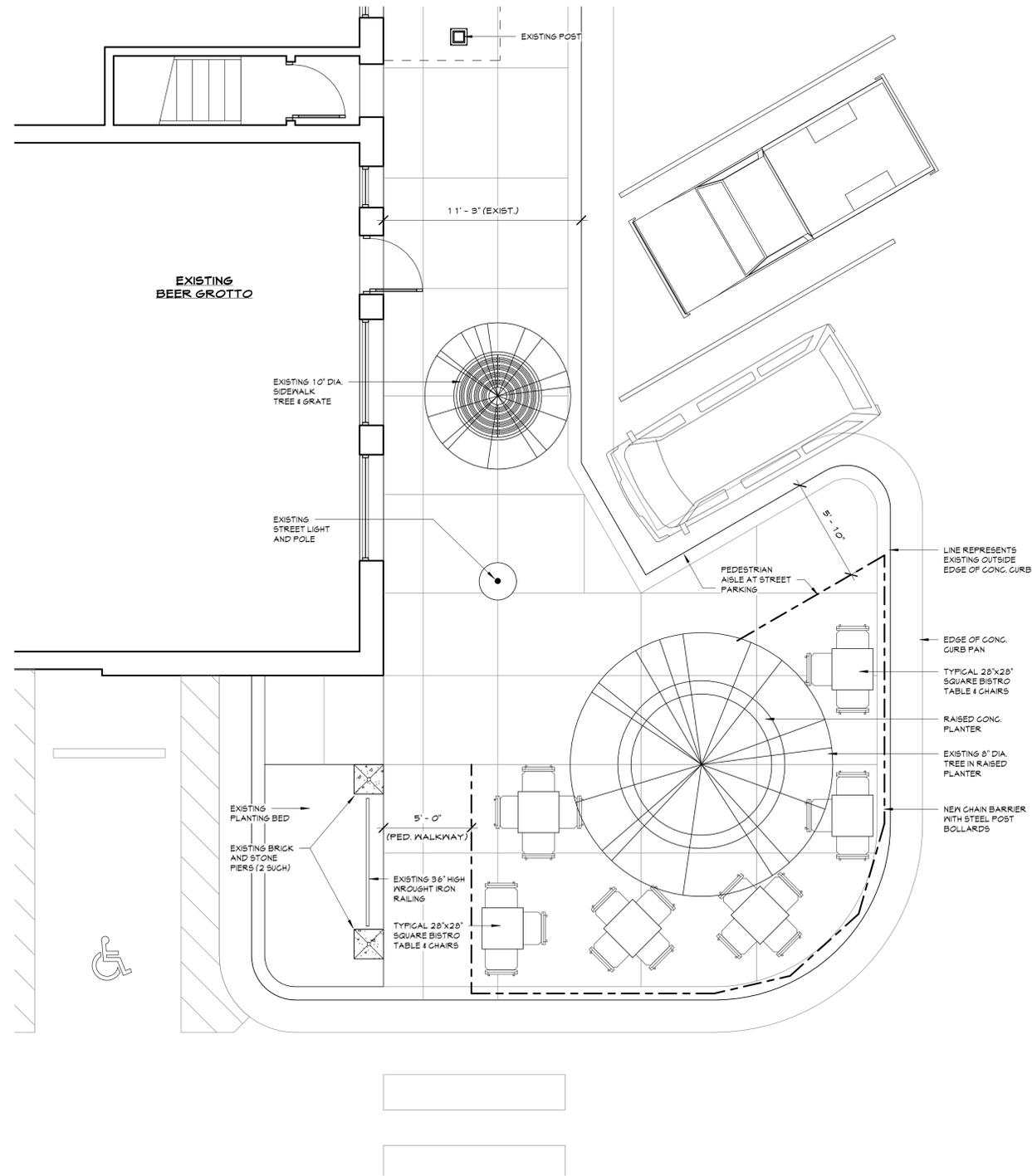


2 BEER GROTTO TABLE LAYOUT
 SCALE: 1/8" = 1'-0"
 0 2 4 8



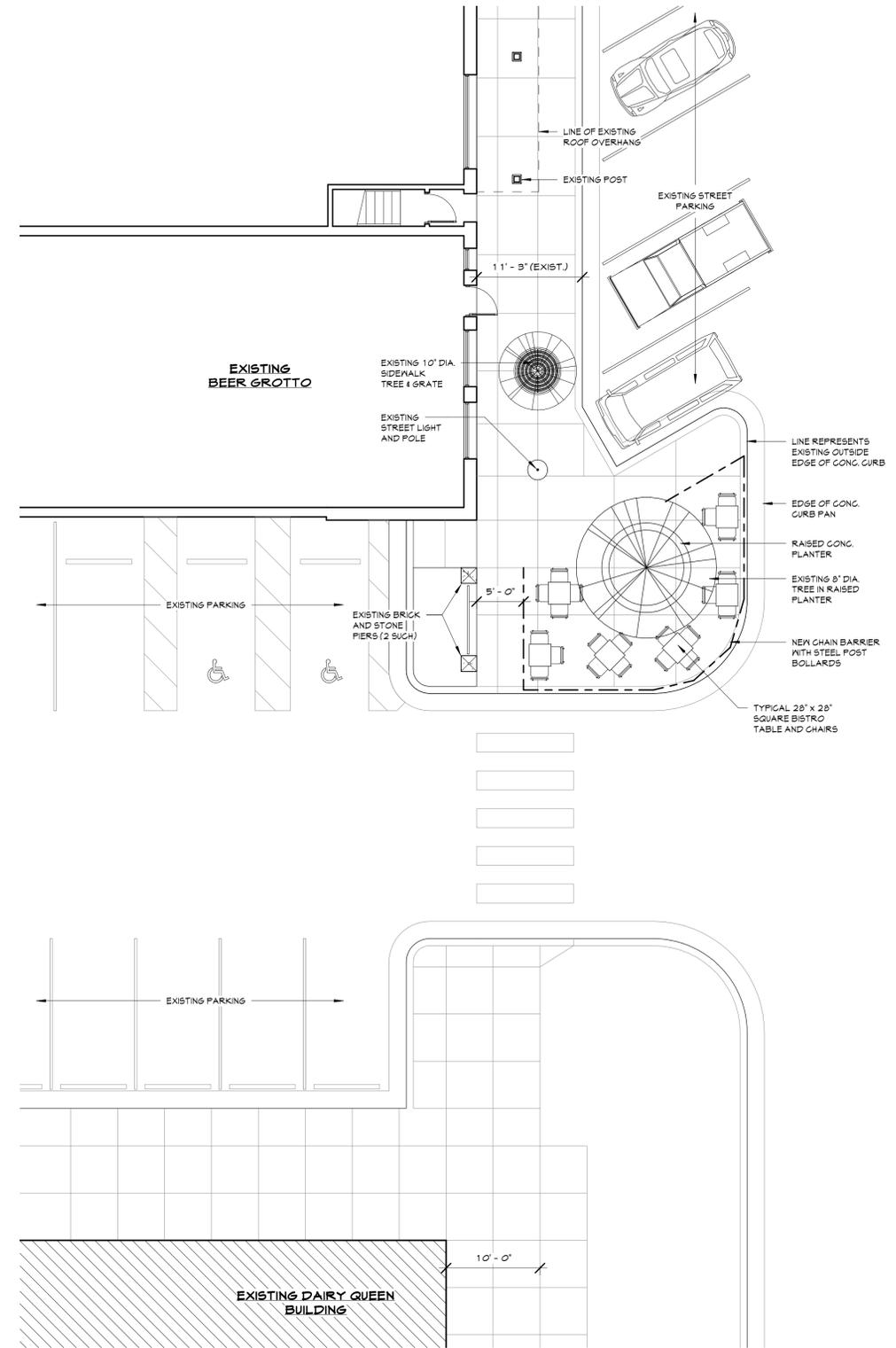
1 BEER GROTTO AREA PLAN
 SCALE: 1/8" = 1'-0"
 0 2 4 8

<p>SCOTT B. ALLEN ARCHITECTS</p> <p>1401 East Main Street Ann Arbor, Michigan 48106 Tel: 734.769.1234 Fax: 734.769.1235</p>	<p>BEER GROTTO AREA & SEATING PLAN</p> <p>The Beer Grotto</p> <p>2059 Main Street • Dexter, Michigan 48130</p>		<p>Date: 05.JUN.2015</p> <p>Permitted: 100</p> <p>Drawn By: 1402</p> <p>Project #: 1402</p> <p>Sheet Number:</p>	<p>A1</p>
	<p>DATE: 05.JUN.2015</p> <p>PERMITTED: 100</p> <p>DRAWN BY: 1402</p> <p>PROJECT #: 1402</p> <p>SHEET NUMBER:</p>			<p>A1</p>



2 BEER GROTTO TABLE LAYOUT

SCALE: 1/4" = 1'-0"



1 BEER GROTTO AREA PLAN

SCALE: 1/8" = 1'-0"



BEER GROTTO AREA & SEATING PLAN

© COPYRIGHT 2004

The Beer Grotto

8059 Main Street · Dexter, Michigan 48130

Date: 09-JUN-2015

Revised:

Drawn by: sba

Project #: 1406

Sheet Number

A1



Note: Style may vary.

Only

\$58.99/Each

Other Available Sizes:

36" x 36"

Item: 132ALM3030

Units: Each

Shipping: Usually Ships in 4-7 Business Days

Reviews: ★★★★★
6 reviews

MFR Item: ALM3030

Condition: New



American Tables & Seating, Mfg.

Details

This durable 30" x 30" square iron mesh top outdoor table features an attractive black powder coated finish and an umbrella hole, making it perfect for your pool deck, outdoor cafe or outdoor patio.

Dimensions:

Length: 30"

Width: 30"

Height: 29"

This Item Ships via Common Carrier. For more information and tips to help your delivery go smoothly, click [here](#).

Because this item is not stocked in our warehouse, processing and transit times will vary. If you need your items by a certain date, please contact us prior to placing your order. Expedited shipping availability may vary. We cannot guarantee that this item can be cancelled off of the order once it is placed.

&
Reviews
>

Cautiontape

Rating:

I needed this for wrapping a gag gift this Christmas. It was reasonably priced and was a huge roll when it arrived. It arrived quickly and met my expectations.

1-3 of 4



EquiCross Deluxe Full Size Plastic Stanchion with C-Hooks (Pack of 4)

Today: \$75.99 - \$88.99

Earn: \$1.52 | 2% Rewards*

(2 reviews)



EquiCross Plastic Chain - 6mm/1.5 inch (50 Foot Bag)

Today: \$27.99 - \$32.99

Earn: \$0.56 | 2% Rewards*



EquiCross Crowd Control Stanchion Kit With Chain and C-hooks (Pack of 4)

Today: \$89.99 - \$91.99

Earn: \$1.80 | 2% Rewards*



Tatco 6-foot Crowd Control Rope



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Save Time and Money on the Perfect New or Used Car. **Save Now >**



Emergency Preparedness

Being prepared for an emergency gives you peace of mind. >



GET MORE WITH CLUB O

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5-40%
In Club O Rewards



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EVEN MORE REWARDS

- Get \$20 back with your first use[†]
- A Free Club O Membership
- Up to 8% back in Club O Rewards

LEARN MORE >

Sign up for mail™

Receive exclusive discounts by email.

Enter Email Address

Today: \$94.99
~~\$109.45~~ Save: 13%
Earn: \$1.90 | 2% Rewards*

(1 reviews)



Pro Line Economy Retractable Belt Stanchion (Set of 2)

Today: \$123.99
Earn: \$2.48 | 2% Rewards*



Equicross 28-inch Stain-resistant Impact Flex PVC Traffic Safety Cone

Today: \$28.99
Earn: \$0.58 | 2% Rewards*



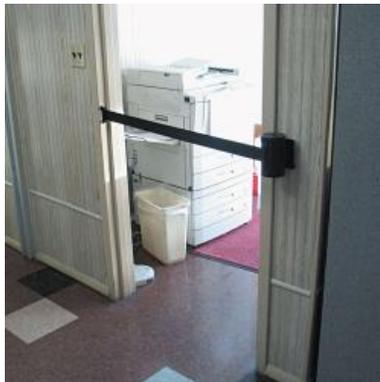
Rubbermaid Portable Mobile Yellow Safety Barrier

Today: \$542.23
~~\$724.60~~ Save: 25%
Earn: \$10.84 | 2% Rewards*



Tatco Crowd Control Stanchions

Today: \$327.99
~~\$370.99~~ Save: 12%
Earn: \$6.56 | 2% Rewards*





Only

\$55.99/Each

✓ Industry standard 300 lb. weight capacity

Item:	13290B
Units:	Each
Shipping:	Usually Ships in 4-7 Business Days
Reviews:	★★★★★ 1 review
MFR Item:	90B
Condition:	New



American Tables & Seating, Mfg.

Details

Provide seating at your pool deck, outdoor cafe, or patio with this American Tables and Seating 90B metal black outdoor chair with mesh design! This durable, welded-frame iron chair features a powder coated finish and a modern mesh-look seat and back design. To complete the look of your outdoor seating area, this chair's mesh design matches other American Tables and Seating outdoor tables. For storage convenience, this chair is stackable. See companion items for matching tables.

Overall Dimensions:

Width: 21"

Depth: 23"

Height: 33"

Memorandum

To: Chairman Kowalski and Planning Commissioners
Courtney Nicholls, City Manager

From: Michelle Aniol, Community Development Manager

Re: SLU #2015-02 Beer Grotto Outdoor Seating Special Land Use Request

Applicant: Kirsten Sell, Director of Purchasing for the Beer Grotto

Zoning: CBD Central Business District

Date: August 31, 2015

The Planning Commission is scheduled to conduct a public hearing to consider a special land use request submitted for the Beer Grotto, located at 8059 Main Street. The SLU request is for an outdoor seating area in front of the Beer Grotto. The site plan submitted by the applicant calls for the following:

- Six (6) square bistro tables, with a seating capacity of 21; three (3) 4-top tables and three (3) 3-top tables;
- A 5-foot clear unobstructed sidewalk for pedestrian access between the building front and the outdoor seating area;
- A 5-foot 10-inch pedestrian aisle adjacent to on-street parking; and
- A temporary chain barrier with steel posts to enclose the outdoor seating area.

The sidewalk in front of the Beer Grotto measures 11 feet 3 inches wide and expands to a width of 28 feet. Two existing structures limit the size and location of the proposed outdoor seating area and include:

- An existing 10-foot diameter tree and grate
- An existing 20-foot raised planter and tree

The plan calls for the seating area to be located around the existing 20-foot raised planter and tree, while maintaining a 5-foot pedestrian pathway.

The subject site is zoned CBD, Central Business District. According to Section 15(A).03 outdoor cafes and eating areas are permitted as a special land use in the CB District

SPECIAL LAND USE PROCEDURES

The intent of the special land use process is to regulate uses that may be compatible with uses in some, but not all, locations within a particular zoning district. The special land use process is designed to accomplish the following:

- Provide a mechanism for public input on decisions involving more intense land uses.
- Establish criteria for both new development and infill/redevelopment consistent with the City's land use goals and objectives as stated in the City Master Plan.
- Regulate the use of land on the basis of impact to the City overall and adjacent properties in particular.
- Promote a planned and orderly development pattern which can be served by public facilities and service in a cost-effective manner.

- Ensure uses can be accommodated by the environmental capability of specific sites.
- Provide site design standards to diminish negative impacts of potentially conflicting land uses.
- Provide greater flexibility to integrate land uses within the City.

The process for special land use requires the Planning Commission to conduct a public hearing, followed by a recommendation of approval, denial or approval with conditions to City Council. City Council is responsible for taking final action to approve, deny or approve with conditions.

SPECIAL LAND USE CONSIDERATIONS

Staff has reviewed the proposed special land use with respect to the general review standards listed in Section 8.03 of the Zoning Ordinance and the specific standards for outdoor cafes and eating areas outlined in Section 8.11 B. 27 of the Zoning Ordinance, and offers the following comments for your consideration:

- A. *The Special Land Use will be consistent with the goals, objective and future land use plan described in the Dexter Master Plan.*

The future land use map shows the subject site as CBD Central Business District. The CBD is intended to be the core area of the city, which contains a mixture of land uses. The CBD also encourages more intense development with uses such as restaurants, retail and personal service establishments.

The proposed outdoor seating meets the desired mix of uses within the CBD and compliments the existing mix of restaurants and outdoor seating activity currently available in the CBD. Outdoor seating is a use that is typically associated with a food/beverage related commercial business.

- B. *The Special Land Use will be consistent with the stated intent of the zoning district.*

The outdoor seating area is proposed for and by the Beer Grotto, a retail craft beer store and bar/lounge, with limited food service available. Bars, taverns and lounges are uses that are considered customary in a Central Business District, but do require special land use approval. The Beer Grotto received special land use approval in December 2013 . As noted in the Zoning Ordinance the intent of the CBD is to encourage improvements that add to the character, social and environmental diversity of the downtown area and to foster an appealing high-density pedestrian environment. Uses along the primary streets, including Main Street, are retail and eatery uses.

The intent of the outdoor seating area is to increase the number of guests that the establishment can serve and bring more people downtown. Outdoor seating will also compliment the city's vibrant downtown by providing a place for people to relax and enjoy Dexter. Outdoor seating will also "add to the character and social environment" in the downtown.

- C. *The Special Land Use will be designed, constructed, operated and maintained to be compatible with, and not significantly alter, the existing or intended character of the general vicinity in consideration of environmental impacts, views, aesthetics, noise, vibration, glare, air quality, drainage, traffic, property values or similar impacts.*

The applicant is proposing six (6) bistro style tables with chairs to accommodate 21 patrons. A 5-foot wide area between the building front and the proposed outdoor seating would provide unobstructed pedestrian access. A removable chain barrier with steel posts is proposed as required for establishments serving alcohol.

Pursuant to Section 8.11, sub-section B. 25, outdoor seating must also meet the following requirements:

- a. *Pedestrian Circulation:* To allow for pedestrian circulation, a minimum of five feet of clear sidewalk along the street frontage, and leading to the entrance to the establishment shall be maintained free of any encumbrances. A minimum of ten feet of sidewalk width must be provided to accommodate outdoor seating, if outdoor seating is placed on the public sidewalk. The sidewalk in front of the Beer Grotto measures 11 feet 3 inches wide and expands to a width of 28 feet. A 5-foot wide area between the building front and the proposed outdoor seating would provide unobstructed pedestrian access.
- b. *Street Corner Clearance:* When outdoor seating is located at a street corner, a ten-foot setback from the corner of the building shall be maintained along both frontages. The proposed use is not located at a street corner.
- c. *Enclosure:* Planters, posts with ropes, or other removable enclosures are encouraged and shall be used as a way of defining the area occupied by the outdoor eating area. If liquor is served a removable enclosure is required. The State of Michigan Liquor Control Commission (LCC) requires that outdoor seating areas serving alcohol be enclosed. The applicant has provided information on the proposed enclosure. The proposed enclosure is typical for outdoor seating areas in the city.
- d. *Canopies and umbrellas:* Extended awnings, canopies, or large umbrellas shall be permitted and located to provide shade. Colors shall complement building colors. The applicant did not provide information regarding the type or color of umbrellas that may be used. If umbrellas are desired, the applicant must provide the required information. Staff notes the applicant will be required to provide examples of the umbrellas upon submittal of the outdoor seating application.
- e. *Street Furniture:* Tables, chairs, planters, trash receptacles, and other elements of street furniture shall be compatible with the architectural character of the building where the establishment is located. Photographs, drawings or manufacturers brochures fully describing the appearance of all proposed tables, chairs, umbrellas, awnings, canopies, or other fixtures related to the outdoor seating area shall be included with the application. The applicant has provided cut-sheets showing the design and color of tables, chairs and enclosure post and chain. The proposed street furniture and enclosure materials are compatible with the architectural design of the building.
- f. *Signage:* No additional signage is proposed or permitted.
- g. *Trash:* The operators of the establishment shall be responsible for keeping the outdoor eating area and the immediately adjacent area, clean and void of litter at all times. The applicant has not proposed any additional trash receptacles. Trash will be taken care of by servers serving the area. The applicant is responsible for keeping the area clean and void of litter at all times.
- h. *Hours of Operation:* The City may restrict the hours of operation for outdoor seating areas immediately abutting residential districts. Applicants may on a case-by-case basis request to allow outdoor seating furniture remain outdoors (overnight). The applicant has indicated that the tentative hours of operation for the outdoor seating will be from 3 -10pm Monday thru Friday, from 11am-11pm on Fridays and Saturday and from 4pm-8:30pm on Sundays. Outdoor seating will not be provided in the winter and the tables and chairs will be removed and stored.

The applicant is proposes to leave the tables and chairs outdoors in the evening. The applicant has indicated that the tables and chairs will be secured each evening to prevent theft.

- i. *Public Safety: Outdoor seating furniture and elements such as umbrellas and awnings, associated with outdoor seating furniture, must be of substantial weight so that at no time will the outdoor seating furniture present an obstruction or risk to public safety. Proposed outdoor seating materials should be reviewed and considered on a case-by-case basis. If the outdoor seating furniture and elements associated with outdoor seating furniture is temporary in nature it is the responsibility of the proprietor to remove the outdoor seating furniture during inclement weather. All umbrellas should be closed and removed each evening. The City of Dexter accepts no liability for any injury/damage caused by outdoor seating furniture. Applicants for outdoor seating will also be required to sign and submit the City's Hold Harmless Agreement. It is the responsibility of the applicant to remove the outdoor seating during inclement weather. Based on the seating examples provided it appears that the outdoor seating furniture is of substantial weight so that it should not present an obstruction or risk to the public safety. The applicant will also be required to submit the City's hold harmless agreement at time of preliminary zoning compliance, and annually thereafter.*
- D. *The Special Land Use will not significantly impact the natural environment. No additional impacts to the natural environment are anticipated since the site is already developed.*
- E. *The Special Land Use can be served adequately by public facilities and services such as police and fire protection, schools, drainage structures, water and sewage facilities, and refuse disposal. The site is currently served adequately by public facilities and services.*
- F. *The proposed use shall be of a nature that will make vehicular and pedestrian traffic no more hazardous than is normal for the district involved. The applicant is also proposing a 5-foot pedestrian pathway, as required.*
- G. *The proposed use shall be such that the location and height of buildings or structures, and the location, nature and height of walls, fences, and landscaping will not interfere with or discourage the appropriate development and use of adjacent land and buildings or unreasonably affect their value. The proposed use will occupy an existing sidewalk and be utilized and maintained by an existing business.*
- H. *The proposed use shall be designed, located, planned, and operated to protect the public health, safety, and welfare. Negative impacts to the health, safety, or welfare to the public are not anticipated.*

CONCLUSIONS

1. Outdoor seating area is a use typically associated with a food/beverage related commercial business. The proposed Beer Grotto outdoor seating area is consistent with the desired mix of uses identify in the Master Plan for the Central Business District.
2. The proposed use is consistent with the intent of the CBD Central Business District.
3. The proposed use would be compatible with the existing character of the general vicinity.
4. The proposed use will not significantly impact the natural environment.
5. The proposed use will be adequately served by public services.
6. The proposed use should not be more hazardous to vehicle and pedestrian traffic than is normal for the district.

7. The proposed use would comply with the height, yard setbacks, and lot coverage and size regulations for structures in the Central Business District.
8. The proposed use meets the requirements for pedestrian circulation, street corner clearance, enclosure, canopies/umbrellas, street furniture, signage, trash, hours of operation and public safety.

SUGGESTED MOTIONS – Outdoor Seating, 8059 Main Street (Beer Grotto)

Based on the information provided at the September 8, 2015 Planning Commission meeting and pursuant to Section 8.03, Special Land Use review standards, the Planning Commission recommends that the City Council (**APPROVE/ DENY**) the Special Land Use application for the Outdoor Seating at the Beer Grotto, located at 8059 Main Street.

The Special Land Use permit is granted with the following conditions:

1. _____
2. _____
3. _____

OR

Based on the information provided at the September 8, 2015 Planning Commission meeting and pursuant to Section 8.03, Special Land Use review standards, the Planning Commission moves to (**POSTPONE**) the Special Land Use request submitted for the Outdoor Seating at the Beer Grotto, located at 8059 Main Street until (**DATE**), to allow the applicant more time to address the following:

1. _____
2. _____
3. _____

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

Re: Consideration of: Award of Demolition Contract to ILE Excavating Inc. for 7651 Dan Hoey Rd. and 8258 Huron St.

Date: September 18, 2015

The City took ownership of the property located at 7651 Dan Hoey Rd. in December of 2009. The demolition to be conducted at 7651 Dan Hoey Rd. includes the primary building, one out-building and an old concrete structure that is believed to have been a pig pen. The proposed demolition does not include three out-buildings in which the Department of Public Works stores equipment and Community Garden supplies.

The City purchased 8258 Huron St. in October 2012 under the terms of a life lease. The previous owner was allowed to continue to live in the home until his death in March 2015. The demolition to be conducted at 8258 Huron St. includes the primary residence, detached garage, and a wooden fence located along the western boundary.

The City posted an Invitation to Bid on the Michigan Inter-governmental Trade Network (MITN) for these demolition services. The City received two bid responses for the following amounts:

ILE Excavation - \$28,720.00

E.T. MacKenzie Company - \$49,115.00

Based on the bid amounts, staff sat down with representatives of ILE Excavation to verify their ability to perform the work and to discuss a modified project timeline. After discussion with the proposed contractor, the demolition to be conducted on Dan Hoey will take place after the Community Garden closes in October. Since water is currently provided to the Community Garden via the well located inside of the Dan Hoey home, this delay would also give the City the opportunity to investigate options that will ensure that there will be a method to deliver water to the Garden in 2016.

Staff also checked with their references who were very complimentary of ILE's work describing the employees as very knowledgeable in the field and the work they perform as thorough, timely and within budget.

The proposed motion is to award the demolition contract to ILE Excavating Inc. for 7561 Dan Hoey Rd. and 8258 Huron St. in an amount not to exceed \$29,000. Funds for these demolitions will come from 1101-901-975.011 and 590-901-975.011. The budget estimates were \$20,000 for the Dan Hoey house and \$10,000 for the Huron Street house. \$1800 of the Huron Street budget has been used for utility disconnections and asbestos removal. A budget amendment to the general fund line item might be necessary depending what solution is determined for the Community Garden well.



CITY OF DEXTER

INVITATION TO BID

BID TITLE: DEMOLITION OF BUILDINGS LOCATED AT 7651 DAN HOEY RD. AND 8258 HURON ST., DEXTER, MI 48130

BID DUE DATE: THURSDAY, AUGUST 13, 2015 2:00 PM

ISSUING AGENCY INFORMATION

ISSUED BY: City of Dexter, 8140 Main Street, Dexter, MI 48130

ISSUE DATE: 07-07-2015

RETURN TO: City of Dexter Assistant to the City Manager Justin Breyer 8140 Main Street (mailing) 8123 Main Street (drop off) Dexter, MI 48130

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

Website: www.dexter.mi.gov

INSTRUCTIONS TO BIDDERS

COMPLETE THE INFORMATION BELOW AND RETURN THIS PAGE WITH YOUR BID AND ANY REQUIRED DOCUMENTS TO THE ADDRESS LISTED ABOVE UNDER "ISSUING AGENCY INFORMATION."

Alternate Bids: Vendors may submit alternate bids (a bid on services other than specified). Alternate bids are considered only if the vendor is the lowest responsible vendor on their primary bid. Bids must be clearly identified as "Primary" and "Alternate".

BIDDERS MUST COMPLETE THE FOLLOWING

PAYMENT TERMS: NET 30 DAYS

DELIVERY DATE: 8/12/15

BIDDER NAME/ADDRESS/CERTIFICATIONS:

AUTHORIZED BIDDER SIGNATORY (print and sign in ink):

ILE Excavating, Inc. P.O. Box 871412 Canton, MI 48187

Adam Bressler [Signature]

BIDDER PHONE #: (734) 664.3608

BIDDER FAX #: (734) 414.0026

BIDDER EMAIL ADDRESS AND WEBSITE: adam@ileexcavatinginc.com

www.ileexcavatinginc.com

IMPORTANT: SEE STANDARDS AND TERMS

STANDARD TERMS AND CONDITIONS

By submitting a response to this invitation for bid, request for proposal, limited solicitation, or acceptance of a contract, the vendor agrees to acceptance of the following Standard Terms and Conditions and any other provisions that are specific to this solicitation or contract.

ACCEPTANCE/REJECTION OF BIDS, PROPOSALS, OR LIMITED SOLICITATION RESPONSES: The City reserves the right to accept or reject any or all bids, proposals, or limited solicitation responses, wholly or in part, and to make awards in any manner deemed in the best interest of the City. Bids, proposals, and limited solicitation responses will be firm for 30 days, unless stated otherwise in the text of the invitation for bid, request for proposal, or limited solicitation.

ACCESS AND RETENTION OF RECORDS: The contractor agrees to provide the City, or their authorized agents, access to any records necessary to determine contract compliance. The contractor agrees to create and retain records supporting the services rendered or supplies delivered for a period of three years after either the completion date of the contract or the conclusion of any claim, litigation, or exception relating to the contract.

ALTERATION OF SOLICITATION DOCUMENT: In the event of inconsistencies or contradictions between language contained in the City's solicitation document and a vendor's response, the language contained in the City's original solicitation document will prevail.

ASSIGNMENT, TRANSFER AND SUBCONTRACTING: The contractor shall not assign, transfer or subcontract any portion of the contract without the express written consent of the department.

COMPLIANCE WITH LAWS: The contractor must, in performance of work under the contract, fully comply with all applicable federal, state, or local laws, rules and regulations. Any subletting or subcontracting by the contractor subjects subcontractors to the same provision.

CONFORMANCE WITH CONTRACT: No alteration of the terms, conditions, delivery, price, quality, quantities, or specifications of the contract shall be granted without prior written consent of the City of Dexter. Supplies delivered which do not conform to the contract terms, conditions, and specifications may be rejected and returned at the contractor's expense.

E-MAIL/FACSIMILE RESPONSES: E-Mail and Facsimile responses will be not be accepted. Bids or portions thereof received after the deadline will not be considered.

HOLD HARMLESS/INDEMNIFICATION: The contractor agrees to protect, defend, and save the City, its elected and appointed officials, agents, and employees, while acting within the scope of their duties as such, harmless from and against all claims, demands, causes of action of any kind or character, including the cost of defense thereof, arising in favor of the contractor's employees or third parties on account of bodily or personal injuries, death, or damage to property arising out of services performed or omissions of services or in any way resulting from the acts or omissions of the contractor and/or its agents, employees, representatives, assigns, subcontractors, except the sole negligence of the City, under this agreement.

LATE BIDS AND PROPOSALS: Regardless of cause, late bids and proposals will not be accepted and will automatically be disqualified from further consideration. It shall be solely the vendor's risk to assure delivery at the designated office by the designated time. Late bids and proposals will not be opened and may be returned to the vendor at the expense of the vendor or destroyed if requested.

QUESTIONS: Vendors may submit questions until July 15, 2015 at 5:00 pm by e-mail to Jbreyer@dextermi.gov or phone at 734-426-8303 x 17. Responses to all submitted questions will be posted to the website at <http://www.dextermi.gov/doing-business-village-2> by July 17, 2015 at 5:00 pm.

PAYMENT TERM: All payment terms will be computed from the date of delivery of supplies or services OR receipt of a properly executed invoice, whichever is later. Unless otherwise noted in the solicitation document, the City is allowed 30 days to pay such invoices.

TAX EXEMPTION: The City of Dexter is tax exempt (#38-6004671).

TERMINATION OF CONTRACT: Unless otherwise stated, the City may, by written notice to the contractor, terminate the contract in whole or in part at any time the contractor fails to perform the contract.

COMPLIANCE WITH WORKERS' COMPENSATION ACT

The Contractor is required to supply the City of Dexter with proof of compliance with the Workers' Compensation Act while performing work for the City of Dexter. Neither the Contractor nor its employees are employees of the City. The proof of insurance/exemption must be in the form of workers' compensation insurance, an independent contractor exemption, or documentation of corporate officer status and must be received by the City, within 10 working days of the Notice of Award and must be kept current for the entire term of the contract.

CONTRACTS WILL NOT BE ISSUED TO VENDORS WHO FAIL TO PROVIDE THE REQUIRED DOCUMENTATION WITHIN THE ALLOTTED TIME FRAME.

CONTRACT TERMINATION

Termination for Cause. The City may, by written notice to the Contractor, terminate this contract in whole or in part at any time the Contractor fails to perform this contract.

INSURANCE REQUIREMENTS – BID/PROPOSAL

General Requirements: The Contractor shall maintain for the duration of the contract, at its cost and expense, insurance against claims for injuries to persons or damages to property, including contractual liability, which may arise from or in connection with the performance of the work by the Contractor, agents, employees, representatives, assigns, or subcontractors. This insurance shall cover such claims as may be caused by any negligent act or omission. All coverages shall be with insurance companies licensed and admitted to do business in the State of Michigan. All coverages shall be with insurance carriers acceptable to the City of Dexter, Michigan.

Primary Insurance: The Contractor's insurance coverage shall be primary insurance as respect to the City, its officers, officials, employees, and volunteers and shall apply separately to each project or location. Any insurance or self-insurance maintained by the City, its officers, officials, employees or volunteers shall be in excess of the Contractor's insurance and shall not contribute with it.

Specific Requirements for Commercial General Liability: The Contractor shall purchase and maintain occurrence coverage with combined single limits for bodily injury, personal injury, and property damage of \$300,000 per occurrence and \$1,000,000 aggregate per year to cover such claims as may be caused by any act, omission, or negligence of the Contractor or its officers, agents, representatives, assigns or subcontractors. Coverages shall include the following extensions: (a) Contractual Liability; (b) Products and Completed Operations; (c) Independent Contractor's Coverage; (d) Broad Form General Liability Extensions, or equivalent; (e) Deletion of all Explosion, Collapse and Underground (XCU) Exclusions, if applicable.

Additional Insured Status: The City, its officers, officials, employees, and volunteers are to be covered and listed as additional insureds; for liability arising out of activities performed by or on behalf of the Contractor, including the insured's general supervision of the Contractor; products and completed operations; premises owned, leased, occupied, or used.

Specific Requirements for Automobile Liability: The Contractor shall purchase and maintain coverage with limits of not less than \$300,000 per person (personal injury), \$1,000,000 per accident occurrence (personal injury), and \$100,000 per accident occurrence (property damage), OR combined single limits of \$1,000,000 per occurrence to cover such claims as may be caused by any act, omission, or negligence of the Contractor or its officers, agents, representatives, assigns or subcontractors. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.

Certificate of Insurance/Endorsements: Insurance must be placed with an insurer with a Best's rating of no less than A-. This insurance must be maintained for the duration of the contract. The City must receive all required certificates and endorsements within 10 days from the date of the Notice of Award before a contract will be issued. Work may not commence until a contract is in place. The Contractor must notify the City immediately, and no less than 30 days, of any material change in insurance coverage, such as changes in limits, coverage, change in status of policy, etc. The City reserves the right to require complete copies of insurance policies at all times.

Proof of Insurance Coverage: The contractor shall provide the City of Dexter, Michigan, at the time contracts are returned for execution, certificates and policies listed below:

- A. Certificate of Insurance for Worker's Compensation Insurance;
- B. Certificate of Insurance for Commercial Liability Insurance;
- C. Certificate of Insurance for Automobile Liability Insurance;
- D. Original Policy, or Original Binder pending insurance policy, or Owner's & Contractor's Protective Liability Insurance;
- E. If so requested, certified copies of all policies mentioned above will be furnished.

**DEMOLITION OF BUILDINGS AT 7651 DAN HOEY RD. AND 8258 HURON ST.
PROJECT SCOPE**

Project Location:

7651 Dan Hoey Rd., 8258 Huron St.
Dexter, MI 48130

Site Information:

Asbestos abatement and removal on both properties has been coordinated and completed by the City prior to the issuance of this Invitation to Bid.

Electric, gas, water and sewer services will be shut-off and removed by the City prior to the start of demolition. The selected vendor shall coordinate with the City's Department of Public Works to ensure that the timeline for this work matches the proposed demolition schedule.

Septic field abatement will be conducted independent of this Invitation to Bid.

The building located at 8258 Huron St. is a single-level residential home and garage totaling 1087 sqft. The building sits on a concrete slab with no crawl space. There is a detached garage that will also be demolished as a part of this Invitation to Bid. Please note that the gazebo located on the property will not be demolished. The property is located adjacent to the Huron River and the City's Wastewater Treatment Facility. A map of the primary structure and detached garage are included as attachments.

The building located at 7651 Dan Hoey Rd. is a multiple-level residential farm house of approximately 1711 sqft. This structure sits on a full basement. There are two detached structures that are included for demolition in addition to the primary structure. A map of these structures are included as attachments.

Permitted Activity:

The project consists of the demolition of buildings as shown on the attached map. Both locations are former residential properties that have fallen into disrepair. The property located at 8258 Huron St. is located adjacent to the Huron River. The selected vendor shall remove all above and below ground structures as presented, including basement. Properly fill and compact area.

The vendor will be required to determine if a soil erosion permit is necessary, especially with regards to the 8258 Huron St. property.

Demolition permits will be required from the Washtenaw County Building Department and the City of Dexter.

The vendor will be required to request an open hole inspection.

Any areas disturbed by the demolition must be restored, including seeding.

Site walks will be scheduled upon request.

Contractor Requirements:

Contractors bidding must be qualified to complete the work as proposed.

City Staff and/or consultants will perform the inspection of the project.

Project Timeline:

This project shall be completed before October 31, 2015.

COMPANY NAME: <i>ILE Excavating, Inc.</i>	
PLEASE PROVIDE THE COMPANIES/SUPERVISORS QUALIFICATIONS AND EXPERIENCE PERFORMING SUCH WORK. MUNICIPAL REFERENCES ARE REQUIRED:	
<i>SEE ATTACHED</i>	
PLEASE PROVIDE TWO REFERENCES SPECIFIC TO DEMOLITION OF A "FACILITY" AS DEFINED BY STATE LAW:	
<i>SEE ATTACHED</i>	
LIST BID CONTINGENCIES/CONDITIONS/DEVIATIONS:	
<i>NONE</i>	
DEMOLITION COST – 7651 DAN HOEY RD AND ATTACHED STRUCTURES: <i># 20,978.⁰⁰</i>	
DEMOLITION COST – 8258 HURON ST: <i># 8,742.⁰⁰</i>	
REDUCTION DUE TO SALVAGE MATERIALS: <i># 1,000.⁰⁰</i>	
TOTAL BID PRICE: <i># 28,720.⁰⁰</i>	
START DATE: <i>UPON CONTRACT</i>	END DATE: <i>10-30-15</i>
TERMS: <i>NET 30 (per CONTRACT)</i>	
BID MUST BE FIRM IN ACCORDANCE WITH PLANNED SCHEDULE	F.O.B CITY OF DEXTER



August 12, 2015

Re: ILE References:

To Whom It May Concern,

Please find 3 references from similar previous completed projects.

- 1. Devon Industrial Group
Detroit, MI

Rick Ryan, Senior Estimator

(313) 350-3518**

- 2. Hartwell Cement
Oak Park, MI

Dan Omally, Owner

(248) 789-4155**

- 3. Walbridge Concrete Services
Detroit, MI

Jim Kretz, Operations Manager

(313) 304-0373**

If you have any questions or concerns please feel free to give me a call.

Thank you,

ILE Excavating

Adam Bressler

(734) 664-3608

adam@ileexcavatinginc.com

P.O. Box 871412, Canton, Michigan 48187



August 12, 2015

Re: ILE Qualifications:

To Whom It May Concern,

ILE has performed numerous demolition and underground projects for several prime contractors both large and small. Some of the larger demolition contracts include Ford Rouge aluminum F150 transition project and a UPS distribution center paving replacement. The ILE supervision staff has over 68 years of combined experience in both underground excavation as well as demolition. ILE was established in 2012 and has approximately 3 years of service. We have included resumes from our project manager, operations manager and field superintendent for your review.

DDC Security Camera underground installation	Ford	\$126,000.00
UPS Distribution Hub	UPS	\$47,628.00
SPI Line renovations	Ford	\$242,062.00
Stamping Plant renovations	Ford	\$710,000.00
DDMP renovations	Ford	\$450,000.00

If you have any questions or concerns please feel free to give me a call.

Thank you,

ILE Excavating

Adam Bressler

(734) 664-3608

adam@ileexcavatinginc.com

P.O. Box 871412, Canton, Michigan 48187

Adam Bressler

2784 West Albain Road • Monroe, MI 48161
P: 734-664-3608 • Email: adam@ileexcavatinginc.com

Construction Project Management / Supervision

- Recognized construction professional offering 18 years expertise in construction management overseeing site activity and leading projects valued as high as \$8.4 million. Ensure completion of projects while adhering to strict requirements, project goals and budgets.
- Manage field operations, trades personnel, and subcontractors with a focus on quality, safety, and applicable codes and standards. Organize and schedule work to maintain efficient operations. Work collaboratively with engineers.
- Offer excellent analytical skills; able to read and evaluate drawings and specifications. Keep management abreast of developments and project schedules.

*Multi-site Project Management
Labor / Project Cost Containment
Quality Assurance / Government
Compliance
U.S. Army Corp of Engineers
Project Estimating
Inspections
Vendor Relations & Vendor Invoices
Project Tracking / Milestones
Staff Training & Development
Safety & OSHA Compliance
Hiring & Management of Sub-contractors
Labor Relations - Union & Non-Union*

Career Synopsis

ILE Excavating Inc.; Canton, MI • June 2014- Present

Estimator/Project Manager (June 2014-Present)

Oversee day-to-day management of critical projects, coordination between trades, effectively communicated between owner and trades, estimating, and the monitoring and management of trades. Maintain project schedules and QA / QC. Establish and manage budget and cost analysis of all projects. Maintain communications between field designs. Coordinate clients, workers, schedules, material acquisition.

Barton Malow; Southfield, MI • 2011-June 2014

Project Supervisor (2011 – June 2014)

Oversee day-to-day management of critical projects, coordination between trades, effectively communicated between owner and trades, estimating, and the monitoring and management of trades. Maintain project schedules and QA / QC. Establish and manage budget and cost analysis of all projects. Maintain communications between field designs. Coordinate clients, workers, schedules, material acquisition. Projects include large scale utility projects, storm, sanitary, and water installations in addition to site grading and large scale mass balance projects.

Select projects included:

- **Facility for Rare Isotope Beams- MSU Campus • \$800M**
- **Monroe DTE Site Improvement Phase I-IV • \$5M**
- **Chrysler Trenton Engine Plant • \$2M**

Gleason Construction; Toledo, Ohio • 2011-2011

Project Estimator (2011 – 2011)

Estimating Various Projects from large scale utility projects, storm, sanitary, and water installations in addition to site grading and large scale mass balance projects. Establish and manage budget and cost analysis of all projects. Maintain communications between field designs. Coordinate clients, workers, schedules, material acquisition. Projects include

large scale utility projects, storm, sanitary, and water installations in addition to site grading and large scale mass balance projects.

W.P.M. INC; Grand Blanc, MI • 1997 – 2011

Family-owned site contractor that specializes in earth work and underground site utilities. www.wpmexc.com

Project Manager (2007 – Present)

Oversee day-to-day management of critical projects, estimating, change orders, and the monitoring and management of 12 crews spanning five states. Maintain project schedules and QA / QC. Establish and manage budget and cost analysis of all projects. Maintain communications between field designs. Coordinate clients, workers, schedules, material acquisition. Projects include large scale utility projects, storm, sanitary, and water installations in addition to site grading and large scale mass balance projects.

Select projects include:

- **Toyota Manufacturing Plant; Blue Spring, MS (new motor manufacturing plant / supervised up to 30) • \$8.4M**
- **Toledo SSO Basin, Toledo, OH (supervised up to 15) • 3.5M**
- **Fort Stewart 2nd Brigade; Hinesville, GA (new buildings and infrastructure improvements) • \$2.3M**
- **Dynamic Facility Naval Base; Corpus Christi, TX (new dynamic rebuild helicopter pad) • \$2.2M**
- **Fort Jackson Barracks; Columbia, SC • \$1.8M**
- **Fort Hood Barracks; Killeen, TX • \$1.5M**
- **Fort Stewart 5th Brigade; Hinesville, GA (Tactical Equipment Maintenance Facility) • \$1M**
- **Reyes Automotive; San Antonio, TX (estimated and managed for this new Toyota supplier building) \$800K**
- **Toyota Parking Expansion; San Antonio, TX • \$600K**

Superintendent (2000 – 2007)

Managed and coordinated all aspects of project activities to include work of subcontractors. Inspected job site to maintain compliance with established designs, specifications and company / industry standards. Completed daily construction reports, contractor / vendor evaluations, and project close-out reports. Traveled to various locations in support of multiple projects. Inspected work in progress and enforced modifications required to ensure compliance. Prepared and managed project schedules.

W.P.M. Inc. Superintendent ... continued

Select projects included:

- **Detroit Metro Airport – McNamara Terminal B & C; Detroit, MI • \$4.5M**
- **Honda SPX; Anna, OH • \$3.1M**
- **Four Winds Casino; New Buffalo, MI • \$1M**
- **Monsanto Seed Company; Rensselaer, IN • \$2.7M**
- **Toyota TMMAL; Huntsville, AL • \$3.5M**
- **West Orange High School; Orlando, FL • \$8.1M**
- **Schoolcraft College; Livonia, MI • \$1.5M**
- **Sumpter Peaker Plants; Bellville, MI • \$1M**
- **Fermi Nuclear Power Plant; Newport, MI • \$1M**

Foreman (1999 – 2000)

Provided leadership over teams carrying out major improvements and renovations.

Select projects included:

- **University of Michigan; Ann Arbor, MI (improvements)**
- **University of Eastern Michigan; Ypsilanti, MI (improvements)**
- **IHM; Monroe, MI (renovations)**

W.P.M. Inc. F... continued

- **Park Davis; Ann Arbor, MI (renovations)**
- **Ford Rouge Mustang Assemble; Melvindale, MI**

Laborer (1997 – 1999)

Education

Life University Graduate School of Chiropractic; Atlanta, GA • 2000

Monroe Community College; Monroe, MI • General Studies • 1999

Certifications & Accreditations

CQM Accreditation

OSHA 30-hour Construction and Safety; Health Training

GSWCC Level 1A Certified

US Army Corp of Engineers: Construction Quality Management for Contractors

NCLAS Competent Person Training

State of Michigan Department of Environmental Quality

Florida MOT Certified

Red Cross: First Aid and CPR Certifications

Technology Toolkit

Microsoft Word, Excel and Project

SureTrack and ViewPoint

Chris Musa

371 W. Canford Park, Canton, Michigan 48187
P: 734-664-4183 • Email: chris@ileexcavatinginc.com

Operations Manager

Recognized construction professional offering 37 years expertise in construction supervision overseeing site activity and leading projects valued as high as over \$100 million.

- Quality Assurance/Government
- Inspections
- Staff Training & Development
- Hiring & Management of Subcontractors
- Trucking & Materials
- U.S. Army Corp of Engineers
- Vendor Relations & Vendor Invoices
- Safety & OSHA Compliance
- Labor Relations – Union & Non-Union
- Manage Equipment

Career Synopsis

ILE Excavating Inc.; Canton, MI • June 2012- Present

Family-owned site and demolition contractor.

Operations Manager

Oversee office staff and field operations. Oversee and coordinate all projects from estimating to completion in field.

Select projects include:

- Ford Rouge F-150 Aluminum Transition Project
- Ford Dearborn Stamping Plant Building Modernization
- Ford DTP Body Shop
- Ford DDMP Plant Modernization
- Ford Rouge Engine Demo

W.P.M. Inc.; Grand Blanc, MI • 1990 – 2011

Family-owned site contractor that specializes in earth work and underground site utilities.

General Superintendent

Oversee day-to-day operations of critical projects, monitoring and management of multiple crews spanning six states, including equipment, equipment moves and material and trucking operations. Maintain project schedules and QA/QC. Coordinate clients, workers, schedules and material acquisitions. Responsibilities include hiring of all field personnel, superintendents, foreman, equipment operators, and laborers. Projects include large scale utility projects, storm, sanitary, and water installations in addition to site grading and large scale mass balance projects, sewer treatment plants, military projects and sinking or large caissons.

Select projects include:

- George Kuhn Drain, Oakland County, MI (supervised up to 50) •\$8.4M
- Baby Creek Sanitary, Detroit, MI (supervised up to 30) •\$ 5.1M
- Dearborn Ford Body & Assembly, Dearborn, MI (supervised up to 30) •\$5M
- Fort Myers GGG High School, Fort Meyers, FL (supervised up to 20) •\$7M
- West Orange High School, Orlando, FL (supervised up to 20) •\$8.1M
- Fort Benning Site & Utilities, Columbus, GA (supervised up to 70) •\$24M
- San Antonio Airport Demo & New Parking, San Antonio, TX (supervised up to 15) •\$5M
- Fort Stewart Site & Utilities, Hinesville, GA (supervised up to 20) •\$5M
- Detroit Metropolitan Airport Terminal B & C, Romulus, MI (supervised up to 30) •\$5M
- Honda SPX, Anna, OH (supervised up to 20) •\$3.1M
- River Rouge Basin Caisson, River Rouge, MI (supervised up to 15) •\$4M

C.J. Rogers Inc., Detroit, MI • 1975 – 1990

Family-owned contractor that specialized in earth work, underground utilities, tunnels, highways, trucking and mining.

General Superintendent (1987 – 1990)

Oversee day-to-day operations of critical projects. Monitored and managed projects and superintendents to insure the projects were completed on schedule, on budget and safely. Responsibilities included hiring of all field personnel, overseeing a fleet of over 500 pieces of equipment, 55 gravel trains, 5 lowboys, field personnel and mechanics. Also managed 3 gravel pits and several dirt dumps.

Select projects include:

- I-696 Expressway, Oakland County, MI • \$72M
- Chrysler Headquarters, Auburn Hills, MI • \$10M
- Detroit Burner & Steamlines, Detroit, MI • \$8M
- DWSD Lagoons & Caissons, Detroit, MI • \$12M
- Chrysler Jefferson Assembly, Detroit, MI • \$8M
- I-75 & Big Beaver Interchange, Troy, MI • \$7M

Superintendent (1983 - 1987)

Select projects included:

- I-696 Expressway 4 Sections, Oakland County, MI • \$48M

Foreman (1978 - 1983)

Select projects included:

- University of Michigan Hospital Addition, Ann Arbor, MI
- Allen Park Clay Mine Capping and Dikes, Allen Park, MI
- Michigan Avenue Replacement, Detroit, MI
- Ford Rouge Additions, Dearborn, MI
- Ford Livonia Transmission, Livonia, MI
- Masco Corporation, Taylor, MI

Laborer (1975 - 1978)

Select projects included:

- I-96 Expressway, Wayne County, MI: 2yrs on Sewer Crew
- I-96 Expressway, Wayne County, MI: 2yrs as a Gradechecker

Education

Northwestern College Aviation, Traverse City, MI (1976 – 1977)

Certifications & Accreditations

CQM Accreditation

OSHA 30-hour Construction and Safety; Health Training

US Army Corp of Engineers: Construction Quality Management for Contractors

NCLAS Competent Person Training

State of Michigan Department of Environmental Quality

Red Cross: First Aid and CPR Certifications

M.U.S.T. Safety 18 Modules

Christopher J. Musa

1537 N. Beck Rd., Canton, Michigan 48187
P: 734-664-9102 • Email: christopher@ileexcavatinginc.com

General Field Superintendent

Construction professional offering 9 years expertise in construction supervision overseeing site activity and leading projects.

- Quality Assurance/Government
- Inspections
- Staff Training & Development
- Management of Subcontractors
- Trucking & Materials
- U.S. Army Corp of Engineers
- Vendor Relations & Vendor Invoices
- Safety & OSHA Compliance
- Labor Relations – Union & Non-Union
- Manage Equipment

Career Synopsis

ILE Excavating Inc.; Canton, MI • June 2012- Present

Family-owned site and demolition contractor.

General Field Superintendent

Oversee day-to-day operations of critical projects; monitoring and management of multiple crews, including equipment, equipment moves and material and trucking operations. Maintain project schedules and QA/QC. Coordinate clients, workers, schedules and material acquisitions. Responsibilities include hiring of all field personnel, superintendents, foreman, equipment operators, and laborers. Projects include utility projects, storm, sanitary, and water installations, in addition to site grading and balance projects, select demolition and large scale demolition projects.

Select projects include:

- Ford Rouge F-150 Aluminum Transition Project
- Ford Dearborn Stamping Plant Building Modernization
- Ford DTP Body Shop
- Ford DDMP Plant Modernization
- Ford Rouge Engine Demo

W.P.M. Inc.; Grand Blanc, MI • 2004 - 2012

Family-owned site contractor that specializes in earth work and underground site utilities.

Superintendent

Oversee day-to-day operations of critical projects, monitoring and management of multiple crews, including equipment, material and trucking operations. Maintain project schedules and QA/QC. Coordinate clients, workers, schedules and material acquisitions. Responsibilities include hiring of field personnel, equipment operators, and laborers. Projects include large scale utility projects, storm, sanitary, and water installations in addition to site grading and large scale mass balance projects and military projects.

Select projects include:

- Consolidated Drill Sergeant School Barracks, Ft. Jackson, SC
- Varsity Ann Arbor Apartment High Rise, Ann Arbor, MI
- Toledo JEEP Addition (Foundation/Floor Slab Sub-grade), Toledo, OH

Foreman (2006 - 2010)

Select projects included:

- Fort Benning Site & Utilities, Columbus, GA

W.P.M. Inc. Foreman..... continued

- Downtown Fort Myers Streetscapes, Fort Meyers, FL
- Seacrest High School, Naples, FL
- Walmart, Punta Gorda, FL
- Hyundai Stamping Plant, Evergreen, AL
- Toyota Engine Plant Addition, Huntsville, AL

Laborer (2004 - 2006)

Select projects included:

- George Kuhn Drain, Oakland County, MI (Pipe Crew)
- Honda SPX, Anna, OH (Grade Checker)

Education

Plymouth Salem High School Michigan 2004

Certifications & Accreditations

OSHA 30-hour Construction and Safety; Health Training

US Army Corp of Engineers: Construction Quality Management for Contractors

Red Cross: First Aid and CPR Certifications

M.U.S.T. Safety 18 Modules

State of Michigan Residential Builders License

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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
Re: Consideration of: City Manager Employment Agreement
Date: September 23, 2015

Provided for Council's review is the City Manager Employment Agreement. The updates have been redlined, with the exception of the places where village was changed to city.

The agreement is written to expire at the end of the fiscal year, instead of my anniversary. This way it will coincide with the budgeting and City Manager review process.

EMPLOYMENT AGREEMENT

2015

CITY MANAGER CITY OF DEXTER

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This is an Employment Agreement (the "Agreement"), made and entered into on September 28, 2015, by and between the City Council of Dexter, State of Michigan, a Home Rule City, hereinafter called "Employer" or "Council" as party of the first part, and Courtney Nicholls, hereinafter called "Nicholls" as party of the second part.

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WHEREAS, It is the desire of the employer to employ Nicholls as City Manager of the City of Dexter, subject to the terms and conditions herein provided; and

WHEREAS, Nicholls desires to accept employment as City Manager of the City of Dexter subject to the terms and conditions herein provided;

NOW THEREFORE: in consideration of the mutual covenants herein contained, the parties agree as follows:

SECTION 1 DUTIES

Ms. Nicholls agrees to serve the City of Dexter in the manner and according to the duties and responsibilities prescribed for the City Manager by the Mayor, the City Charter, the City Ordinances, and resolutions of the City Council and by Law.

SECTION 2 TERM OF EMPLOYMENT

- A. Nicholls agrees to remain in the employ of the Employer until her termination date. The term of employment under this Agreement will commence September 8, 2014. The current term of employment under this Agreement will continue to June 30, 2016, at the pleasure of the Employer.
- B. In the event written notice of termination is not given by either party of this Agreement 30 days prior to its expirations date as hereinafter provided, the Agreement shall be extended on the same terms and conditions as herein provided, for an additional period up to one year.
- C. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the Council to terminate the services of Nicholls. Nicholls may be suspended, terminated and /or removed by affirmative vote of the majority of the members of the Council for any reason or no reason, and with or without cause, as determined by the Council.
- D. Nothing in the Agreement shall prevent, limit or otherwise interfere with the right of Nicholls to resign at any time from her position with Employer, subject only to the provisions of Section 5 of this Agreement.

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SECTION 3 SUSPENSION

Employer may suspend Nicholls with pay and benefits at any time during the term of this Agreement for any reason or no reason, with or without cause, and for any period of time, upon an affirmative vote of the majority of the members of the City Council.

SECTION 4 TERMINATION AND SEVERANCE PAY

In the event Nicholls is terminated by the Council without stated cause before expiration of this Agreement and during such time that Nicholls is willing and able to perform her duties under this Agreement, then in that event, Employer agrees to pay Nicholls a lump cash payment equal to three months salary during the first year; five months salary during the second year; six months salary during the third year and subsequent years of employment. Nicholls shall also be compensated for all earned and unused vacation, holidays, pension and insurance benefits accrued up to the date of her employment. In the event Nicholls is terminated for cause, Employer shall have no obligation to make the lump sum cash payment herein provided.

For the purpose of this provision "Cause" shall be construed to mean [1] commission of criminal offense, and / or [2] having been charged with any act involving moral turpitude, which the Council has reasonable grounds to believe, is true, and / or [3] the willful and habitual failure to perform duties and responsibilities in the manner prescribed by the Council.

SECTION 5 RESIGNATION

In the event Nicholls voluntarily resigns her position with Employer before expiration of this Agreement, then Nicholls shall give Employer thirty (30) days notice in advance, unless the parties agree otherwise.

SECTION 6 SALARY

Employer agrees to pay Nicholls for her services, rendered pursuant hereto, an annual base salary of \$74,825 (effective July 1, 2015), payable in installments at the same time as other management employees of the Employer are paid.

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In addition, Employer agrees to review said base salary and/or benefits of Nicholls on the basis of an annual performance review of Nicholls prior to the end of the fiscal year, with the next review scheduled for April 2016. The City Manager position is considered exempt from overtime or compensatory time.

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SECTION 7 PERFORMANCE EVALUATION

The Council will review goals and evaluate the performance of Nicholls once a year. Said review and evaluation shall be in accordance with the criteria developed jointly by the Employer and Nicholls, which may be added to or deleted from as the Council sees fit. Further, the President and the City Council shall provide Nicholls with a summary of the Council's evaluation of performance and provide an adequate opportunity for Nicholls to discuss the evaluation with Council.

Annually, Council and Nicholls shall define the goals and performance objectives that they determine necessary for the proper operation of the City of Dexter and in the attainment of the Council's objectives. The Council working with Nicholls shall also establish priority among those various goals and objectives and attempt to reasonably ensure they are attainable within the annual operating and capital budgets adopted by the Council.

SECTION 8 FRINGE BENEFITS

Vacation Time - Nicholls shall be credited with twenty [20] days vacation leave annually on her anniversary date. In the event that Nicholls does not complete the year her vacation time will be prorated. The balance available will be determined by the total days received annually divided by 12 months, which is accrued on the first day of each month. Vacation time will be used in the year accrued except that five [5] days may be carried forward to the next year.

Sick Time - Nicholls shall receive twelve [12] days sick leave each year. Sick leave may be accrued and carried forward equal to the number of days needed to cover a 3-month period of disability. Nicholls may accumulate a maximum of 520 hours of sick leave. Sick leave benefits are available for periods of incapacity due to illness or injury while actively employed with the City. Accrued sick leave hours will not be paid out under any other circumstances.

Insurance Benefits – Except as otherwise provided in this Agreement, the Employer agrees to provide Nicholls the comprehensive health, dental, life (\$50,000) and short term disability insurance, under the same plans as apply to other non-bargaining Department Heads of the Employer. The health insurance plan provided to non-bargaining employees will include options for a combination of deductibles paid by the employee and/or premium co-payments from payroll, which is subject to change at the discretion of the City.

In the event Nicholls elects not to participate in the hospitalization, surgical and comprehensive medical insurance coverage provided by the Employer, then in-lieu of said coverage the Employer will make a payment to Nicholls in an amount equal to 60% of the total cost of coverage for a single person up to a maximum annual payment of \$3,500.00.

Retirement – The Employer agrees to contribute to the MERS defined contribution program for Nicholls at a rate of 4% of salary, with an additional 1% of salary directed to ICMA.

SECTION 9 PROFESSIONAL DEVELOPMENT

- a. Professional Growth: The City agrees to pay for travel and subsistence expenses of Nicholls for courses, institutions, and seminars that are necessary for her professional development and for the good of the City, as authorized by the Mayor, and limited only by the employer's budget.

SECTION 10 ARBITRATION

It is mutually agreed between the parties that arbitration shall be the sole and exclusive remedy to redress and dispute, claim or controversy involving the interpretation of this Agreement or the terms, conditions or termination of Nicholls' employment with the Employer. Any such dispute, claim or controversy arising under or in connection with this Agreement shall be settled exclusively by arbitration in accordance with the Voluntary Labor Arbitration Rules of the America Arbitration Association then in effect. The arbitrator's sole authority shall be to interpret or apply the provisions of this Agreement; he shall not change, add to, or subtract from any of its provisions. The Arbitrator shall have the power to compel attendance or witnesses at a hearing. The arbitration award shall be final and binding and shall be the sole remedy for any claimed breach of this Agreement. Judgment may be entered on the arbitrator's award in any court having jurisdiction, but neither party may otherwise resort to any court or administrative agency with respect to any dispute that is able to arbitrate under this section except for claims that the arbitrator will be borne by the Employer and Nicholls equally. This arbitration provision shall, with respect to any dispute, claim or controversy rising under or in connection with this Agreement, survive the termination or expiration of the Agreement.

SECTION 11 INDEMNIFICATION

Employer shall defend, save harmless, and indemnify Nicholls against any tort, professional liability claim or demand or other legal action to the extent provided for under the City's insurance policies with its carriers arising out of an alleged act or omission occurring within the scope of employment and in the good faith performance of Nicholls' duties as City Manager.

SECTION 12 BONDING

Employer shall bear the full cost of any fidelity or other bonds required of Nicholls under any law or ordinance.

SECTION 13 OTHER TERMS AND CONDITIONS

The Council, in consultation with Nicholls, shall fix any such other terms and conditions of Nicholls' employment, as it may determine from time to time provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, the City Charter or any law.

SECTION 14 REPRESENTATION OF EMPLOYER

Employer represents that it has the legal authority to enter into and be bound by the terms of this Agreement.

SECTION 15 SEVERABILITY

Should a court of jurisdiction hold any provision of this Agreement unlawful, all other provisions of the Agreement shall remain in force for the duration of the Agreement.

SECTION 16 NOTICES

Notices pursuant to this Agreement shall be given by personal delivery to the other party, or by certified mail through the United States Postal Service, postage prepaid, addressed as follows:

Mayor
8140 Main St.
Dexter, MI 48130

Nicholls' Address:
[287 Victoria](#)
[Dexter, MI 48130](#)

Deleted: 16435 Terrace Village Drive
Deleted: Taylor, MI 48180

Alternatively, notices required pursuant to this Agreement may be personally served in the same manner as is applicable to civil judicial practice. Notice shall be deemed given as of the date of personal service or deposit with the United States Postal Service.

SECTION 17 ENTIRE AGREEMENT

This Agreement contains the entire agreement between the parties relating to the subject matter hereof and supersedes all previous discussions, negotiations, and agreements between the parties, whether written or oral, with respect to the subject matter hereof. This Agreement cannot be modified, altered, or amended except by written agreement, signed by both parties. Each of the parties has received an executed original of this Agreement.

SECTION 18 BINDING NATURE, NON-ASSIGNMENT

This Agreement shall be binding upon and inure to the benefit of the parties hereto and Ms. Nicholls' respective heirs, personal representatives and attorneys-in-fact. This Agreement is non-assignable.

IN WITNESS WHEREOF, The City of Dexter has caused this Agreement to be signed and executed on its behalf by the Mayor, the day and year written above.

Courtney Nicholls
City Manager

Date

Shawn W. Keough
Mayor

Date

| Approved by City Council at their regular meeting on _____, 2015.

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