

H. COMMUNICATIONS:

1. Upcoming Meeting List
2. Sign Calendar

Question - Did we eliminate the Healthy Community Steering Committee? (Yes, and it will be removed from future Meeting Calendars.)

I. REPORTS

1. Finance Director/Treasurer – Marie Sherry

Ms. Sherry submits her written report as per packet. Ms. Sherry answered questions and gave the following updates:

- Closed a Certificate of Deposit account and reinvested it into a shorter-term CD.
- Question - There is a “City’s” typo on page 14. (Yes, it is a typo.)
- Question - Did you receive a phone call from a resident about the Huron Commons Fire and their valuation? (That person spoke to the City Assessor. The valuation date is December 31st. Because the fire occurred after that date, there is no method to change or reduce the valuation. If the homes are not rebuilt by December 31st of 2016, then there will be a change.)
- Assessment notices will go out in a few weeks.

2. Public Services Superintendent – Dan Schlaff

Mr. Schlaff submits his written report as per packet. Mr. Schlaff answered questions and gave the following updates:

- Question – Did we buy more bows? (We purchased 26 bows to finish this budget. We have \$5,000 budgeted for next Fiscal Year.)
- Question – How long do batteries in Meter Transceiver Units (MXUs) last? (It depends on the weather, but usually a couple of years.)
- Question – What were the LED (light emitting diode) replacements for? (There are a number of locations throughout the City, but these were along Jeffords. We are also testing different LEDs along Central St.)
- The City is still working with Fleis and Vanderbrink on a response to NUBCO. The City is still working on sampling and data collection.
- Contacted DTE about electricity usage with regard to the blower. We will be using less energy because of the BFD, so we are trying to get a substantial rebate for energy savings.

3. Community Development Manager – Michelle Aniol

Ms. Aniol submits her report as per packet.

- Mayor Keough asked a question to Council Member Smith – How did the pro/con discussion go? (It went well. Michelle did a good job of explaining the information.)

Ms. Aniol gave the following updates and answered questions:

- We received a request from the MDEQ about underground storage tanks at 3045 Broad. I asked Tom Wackerman about it, and apparently they are trying

to close several open accounts. They are looking to sample in order to verify that remediation needs to take place, or to close the account. Unfortunately, they will not be doing a full site analysis. We need to let them know that the property is under consideration for redevelopment and all activities will comply with Part 201 and Part 213.

- Met with a resident on 3rd Street about the unimproved Kensington right-of-way. The resident would like the City to vacate a portion of the right-of-way so that they can make improvements to their property and so that they do not have to park in the right-of-way.
- Question – Is this a case of adverse possession? (I have not gotten that sense from the resident.)
- There will be planning and zoning training on Monday, March 5th for elected officials. Carlisle-Wortman will be conducting the training.
- I will be meeting with A.R. Brower and Foremost about the Community Revitalization Program, which may provide an opportunity to fill in funding gaps for some of our projects.
- A.R. Brouwer is hosting an Open House on Wed, Feb 17th, from 7:00 – 9:00 pm, at the Dexter District Library. The purpose of the Open House is to share information with the community regarding the proposed redevelopment project at the southwest corner of Grand St and Baker Rd.

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

Sgt. Fox of the Washtenaw County Sheriff’s Department provided a January Written Report to Council. Discussion followed.

- There was an armed robbery Saturday night – Sunday morning at Mugg and Bopps. There is video of the event.

5. Subcommittee Reports

Facilities

- The Facilities Committee met on Friday and talked about different options.
- The architect refined an option to renovate the existing Fire Station. This reduced the cost by about \$500,000. Now he is working on refining an option to put the City Office there. This should be done for March, then there will be a report to City Council.

6. City Manager Report

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

- Staff wanted to determine the direction that Council wants to take with drone regulation before developing ordinance language. I spoke with Mrs. Tuscano, and we have not received any calls or questions about it. Discussion about a potential drone ordinance followed.
- Mr. Breyer commented that Council should submit Parks and Recreation Master Plan comments before Friday, February 12th.
- Met with Kurt who spoke with a representative of Dornvost about replacing signs. It was staff’s impression from those meetings that it would make sense to put aluminum coverings over existing signs because all of the City’s signage is different.

- Question – Do we want to standardize them? (It would be more expensive.)
- Question – How much do we have in the budget? (Nothing.)
- Council expressed an interest in receiving quotes for both: leaving the signs as-is, and standardizing them.
- The Art Selection Committee will meet on February 24th.
- DTE sent a notice of tree trimming. Home owners will be informed if their tree is going to be trimmed.
- Ms. Nichols, Ms. Fisher, and Mr. Smith met with Faith in Action. They are looking for 1,500 square feet of permanent space.
 - Question – Did you offer alternative options? (Yes, many.)
- The Road Committee will need to meet to talk about the next round of 2016 road projects.
 - Question – Did we cut any projects? (Yes, from Highway Maintenance. We will need to reassess projects.)
- Met with John Kingsley about 8180 Main St. Scio Township indicated that they would sign off, but Webster Township indicated that they would prefer a 425 agreement. John Kingsley is concerned about setting a precedent, but he agreed to take it to the Webster Township Board as a resolution.
 - Question – Is the building close to the property line? (Yes, it is almost on top of it.)
 - The City could take the 8180 Main St. issue to the State Boundary Commission; John Kingsley indicated that they would likely not object to the State. It could have been drawn into the City had the previous owner not objected. Council expressed the opinion that the matter should be kept simple and that the property should not remain empty.

7. Mayor's Report

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

- Would like to check dates for goal setting.
- Question – Will I get birthday cake? (Yes.)
- Goal setting sessions are set for March 2nd and March 19th. Councilmembers expressed the opinion that it should not be held later than 6:00pm.
- The pre-development agreement with Foremost has been reviewed and the Committee is close to completing a draft to go back to Foremost. The goal is to have something to the DDA before they meet on the 18th.

J. CONSENT AGENDA

1. Consideration of: Bills and Payroll in the amount of \$132,802.03

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

Unanimous voice vote approval.

K. OLD BUSINESS - Consideration and Discussion of:

None

L. NEW BUSINESS-Consideration of and Discussion of:

1. Consideration of: 2015-2016 2nd Quarter Budget Amendments

Motion Tell; support Fisher to approve the 2015-2016 2nd Quarter Budget Amendments as presented by the Treasurer.

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

Nays: None

Motion carries

2. Consideration of: Proposal from Smith Group JJR to Assist with Michigan Natural Resource Trust Fund Grant

Motion Fisher; support Knight to approve the proposal from SmithGroupJJR for Tasks One and Two in an amount not to exceed \$20,100.

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

Nays: None

Motion carries

3. Consideration of: Parks and Recreation Commission Recommendation to Provide Trout Unlimited with a Letter of Support for the Creation of a Path in Mill Creek Park

Motion Fisher; support Smith to approve providing Trout Unlimited with a letter of support for building steps, weed whacking a path to the steps at the presented locations, and placing warning signage at the entrance to the path, with conditions that staff have the opportunity to review any plans and specifications, and that Trout Unlimited meet all MDEQ requirements.

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

Nays: None

Motion carries

4. Consideration of: Parks and Recreation Commission Recommendation to Partner with the Washtenaw Area Transportation Study (WATS) for the Purchase and Installation of Pedestrian Counters on Dexter Walking Paths

Motion Smith; support Carson to approve entering into an agreement with the Washtenaw Area Transportation Study whereby WATS will purchase two pedestrian counters and the City will provide installation and maintenance to the system.

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

Nays: None

Motion carries

5. Consideration of: Bid Award for 2016-2017 Tree Planting to Ann Arbor Landscaping and Increase in Tree Planting Budget

Motion Tell; support Fisher to award the bid for 2016 – 2017 Tree Planting to Ann Arbor Landscaping and to authorize an increase in the Tree Planting Budget authorize in the amount of \$4,000 from the City’s Tree Fund.

Ayes: Tell, Michels, Knight, Smith, Carson, and Fisher
Nays: Keough
Motion carries

M. COUNCIL COMMENTS

Fisher There was discussion at the Arts, Culture, and Heritage Committee meeting about the proposed sculptures. I would recommend looking at the proposed locations. They are big sculptures. The pole for the bicycle sculpture is 25 feet high.

- Question – Is there something at Lion’s Park now? (No, but you should look at the location of the proposed sculpture.)

Knight The light in the alley between 3rd and 4th Streets is out. Do we report that to DTE? (Yes.)

Michels Another community started a safe trade area with lights and cameras for Craigslist at their police station. Is that something that we should investigate? (Discussion followed.) Michelle, do you have adequate direction from Council? (Yes.) Commented that he grew up in an area with a good tree program. People used to burn leaves.

Jones None
Carson None
Fisher None
Tell None

N. NON-ARRANGED PARTICIPATION

Fire Chief Robert Smith – Stated that there has been a successful injunction filed in U.S. District Court against P.A. 269 (the “gag order” bill). The injunction suspends enforcement by the State against local officials for using public resources to communicate with voters. He then spoke about the Communications Millage on the March 8 ballot. Mr. Smith stated that if the millage doesn’t pass, then the Dexter Fire Department will need to fund its own communications improvements.

O. ADJOURNMENT

Motion Smith; support Carson to adjourn at 9:17 PM.

Unanimous voice vote approval.

Respectfully submitted,

Justin Breyer
Asst. to the City Manager, City of Dexter

Approved for Filing: _____

PAGE LEFT INTENTIONALLY BLANK

Meeting Calendar

Board	Date	Time	Location	Website	City Representative
Dexter Community Schools Board of Education	2/22/2016	7:00 p.m.	Creekside Intermediate School	http://dexterschools.org/	
Dexter City Council	2/22/2016	7:30 p.m.	Dexter Senior Center	http://www.dextermi.gov	
Western Washtenaw Area Value Express	2/23/2016	8:00 a.m.	Catherine Crippen Building	http://www.ridethewavebus.org/	Jim Carson
Huron River Watershed Council	2/25/2016	5:30 p.m.	1100 N. Main, Suite 210, Ann Arbor	http://www.hrwc.org/	Paul Cousins
Washtenaw CVB CTAP Grant Meeting	2/26/2016	1:30 p.m.	Dexter District Library		
Arts, Culture, and Heritage Committee	3/1/2016	6:30 p.m.	Dexter Senior Center	http://www.dextermi.gov	Donna Fisher
Washtenaw Area Transportation Study - Technical	3/2/2016	9:30 a.m.	200 N Main St., Basement	http://www.miwats.org/	Rhett Gronevelt
City Council Goal Setting Workshop	3/2/2016	6:00 p.m.	Creekside Media Center	http://www.dextermi.gov	
Dexter Area Historical Society Board	3/3/2016	7:00 p.m.	Dexter Area Historical Museum	http://dexterhistory.org	
Dexter Facility Committee	3/4/2016	8:00 a.m.	City Offices	http://dextermi.gov	
Dexter District Library Board	3/7/2016	7:00 p.m.	Dexter District Library	http://www.dexter.lib.mi.us/	Pat Cousins
Planning Commission	3/7/2016	7:00 p.m.	Dexter Senior Center	http://www.dextermi.gov	Jim Smith
Election Day	3/8/2016	7:00 a.m.	Dexter Senior Center	http://www.dextermi.gov	
5H - Dexter Coalition	3/8/2016	5:30 p.m.	Dexter Wellness Center		Becky Murillo
CAPT/DART - As Needed	3/9/2016	7:00 p.m.	TBD	http://www.ewashtenaw.org/	Jim Carson
Dexter Area Chamber of Commerce	3/9/2016	9:00 a.m.	Copeland Board Room	http://www.dexterchamber.org/	Julie Knight

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

PAGE LEFT INTENTIONALLY BLANK

PAGE LEFT INTENTIONALLY BLANK

**Dan Schlaff, Public Services Superintendent
Two Week Report Ending February 15, 2016**

Agenda: 2/22/2016
Item: I-2

DPW

- Rebuilt box on 1-Ton Truck
- Primed and painted box on 1-Ton Truck
- Fixed salter on Kubota RTV
- Finished street name sign survey and ordered materials
- Swept up from accident on Baker Rd.
- Greased garage doors
- Swept up debris downtown
- Salted streets and sidewalks
- Installed stop sign in Industrial Park
- Fixed banner arm on street pole
- Installed 4th St. and Central street name sign
- Pulled 2 sign posts
- Met Hopp Electric about lights behind office
- Serviced Kubota Sweeper, and Kubota RTV
- Changed spinner on International Truck
- Sanded alleys
- Met vendor about bobcat
- Picked up steel for 1-Ton Truck
- Called in 2 Miss Digs
- Spoke to Sylvania again about replacement of LED street lights
- Did engine hours worksheet
- Replaced LED lighting at 3620 Central
- Ordered storm booms for baffle box on Forest
- Fixed backup alarm on International Truck
- Helped barricade off section of ice rink
- Finished compost report
- Signed and sent ACT 51 map back to state

WATER

- Morning rounds
- Reads (final, beginning, NUBCO)
- Miss Digs
- Depth at well 5: 2/01/2016 - 26.4; 2/8/2016 - 26.6
- Backwashed
- Grabbed samples for arsenic and fluoride testing from the filter building and Well House
- Right-of-way inspections
- Meter install
- MXU install
- Check high use
- Filled chlorine at the Filter Building and Well 5
- Filled polyphosphate at Well 5
- Worked on light switch at Well 5
- Worked on the filter valves at the Filter Building
- Calibrated 2 water meters
- Cross connections inspections

- Installed 12” hydrant extension on Dan Hoey Rd
 - Waiting on parts to finish. Hydrant is functional.
- Researched Lead and Copper history for Ms. Nicholls
- Revised utility work schedule to minimize over time
- Water Supply Monthly Operating Report
- Bacti sampling
- Serviced 3 valves at Water Filter Building

WASTE WATER

- Submitted DTE incentive apps
 - Lab lights to LED approved for \$92.24 incentive
 - Project cost \$2,200
 - Energy savings of \$250 year
 - Blower project pending
 - Potential of \$18,000 incentive
 - Incentive to equal one year of energy savings if approved.
- NUBC
 - Meeting regarding interior construction addition of floor drains
 - Monthly reads / inspection
 - Inspected new floor drains awaiting updated prints
- Communicate with Bio Tech, spring haul scheduled for May
- Received chemical delivery
- UIS in to change remote access from team viewer to logmein
- Botcher Walk through with owner and reviewed spill plan, expect paper copy in March
- Contact Oxford in regards to Dexter Crossings Mall
 - Semiannual cleaning scheduled for 2/17
 - Replacement grease traps not installed by 1/31 as planned
 - Alpha Cony replacement to start 2/17
 - Food Zone is refusing to install a functional trap. Oxford has asked for City support of enforcement.
- Tertiary Sand filter maintenance
- Repaired lab water distiller and performed quality testing
- Repaired oiler on WWTP back wash pump #1
- Cleared Ferric clog on Pump #2
- Repaired leak on lab eyewash
- Flushed all WWTP Eye washes

STAFF REPORT

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

From: Michelle Aniol, Community Development Manager

Date: February 16, 2016

Miscellaneous Updates

- Rene Papo requested a meeting with staff to discuss Mill Creek Terrace. The meeting was scheduled for Tuesday, Feb. 16th. Staff provided Mr. Papo with copies of the approved site plan and development agreement.
- Staff has three meetings with developers and the MEDC on Wed, Feb 17th, to discuss the potential for Community Revitalization Program (CRP) and Community Development Block Grant (CDBG) funding assistance programs for the following projects:
 - Strawberry Alarm Clock – Jack Savas
 - 3045 Broad Street – Foremost Development
 - Grandview Commons – AR Brouwer

A copy of the MEDC CRP Guidelines accompanies this report.

- The Michigan Economic Developers Association (MEDA) Capital Day program is scheduled for Tuesday, February 23rd, at the Radisson Hotel in Downtown Lansing. Capitol Day is MEDA's annual legislative conference. This one-day conference includes sessions on the latest legislative issues related to economic development as well as State and Federal agency updates on economic development initiatives and laws. Capital Day also provides a unique opportunity to sit down one-on-one with your local legislator and discuss issues specific to your community or region. Capitol Day attendees are encouraged to invite their legislators and legislative staff.

The kick-off session this year is a panel titled, The Real Return on Investment for Economic Development Programs and Services. The panelists will talk about how decisions and/or assistance at the local and state level impacted their location and/or growth decisions. Dexter will be uniquely represented, as Dexter's NUBC CEO, Tony Grant will be a panelist.

Other sessions will be addressing skilled labor challenges, potential legislative amendments to TIF legislation, and how and what to communicate to your legislator regarding economic development in Michigan.

A copy of the agenda is attached for your convenience. Please let me know if you would like to attend.

- Staff and Ann Arbor Spark are conducting a business retention call with Rob Toth at Dexter Research Center on Wed, Feb 24th.
- The first Dexter Business Summit for 2016 has been scheduled for Thurs, Mar 3rd from 7:30 – 9:00 am. Our host is MC3. The Save-the-Date announcement is attached to this report.



MICHIGAN COMMUNITY REVITALIZATION PROGRAM GUIDELINES

PROGRAM GOALS

The Michigan Strategic Fund (MSF) Act, MCL 125.2011 et. seq. was amended to add Chapter 8C to create and operate the Michigan Community Revitalization Program (MCRP), administered by the Michigan Economic Development Corporation (MEDC) on behalf of the MSF. Community Revitalization will accelerate private investment in areas of historical disinvestment, contribute to Michigan's reinvention as a vital, job-generating state, foster redevelopment of functionally obsolete properties, reduce blight, support the rehabilitation of historic resources, and protect the natural resources of this state. The focus of the MCRP is to encourage and promote capital investment and redevelopment on brownfield and historic preservation sites located in traditional downtowns and high-impact corridors.

ELIGIBLE APPLICANTS

Any person or multiple persons may apply to the MSF for approval of a MCRP incentive associated with a project.

PROJECT CONSIDERATIONS

Projects must meet the Community Development Guidance standards as established by the MEDC, which can be reviewed at: http://www.michiganbusiness.org/cm/Files/Community_Development/2015-Community-Incentive-Guidance.pdf. If the project meets the Community Development Guidance standards, a review of all statutory criteria will be conducted. The following legislative criteria will be evaluated by the MSF for all projects regardless of their applicability to any individual project:

- I. The amount of local community and financial support for the project. For example:
 - Community has committed financial support in the form of tax increment revenue or tax abatements.
 - Community has deemed this project a priority and the project type falls within their identified local plans.
- II. The applicant's financial need for a community revitalization incentive. For example:
 - A gap in financing is demonstrated via the submitted pro-forma and application.
- III. Whether the project is financially and economically sound. For example:
 - Ability to secure all sources of financing for the project.
 - Financial gap no longer exists after MCRP incentive is applied.
 - Reasonable assumptions are used for rental rates and owner occupied space.
- IV. Whether the project involves the rehabilitation of a historic resource. For example:
 - Property qualifies as a historic resource as defined in the Eligible Property section of this document.
 - Significant historic restoration and rehabilitation on the resource is to be performed.

- Applicant consultation with the State Historic Preservation Office (SHPO).
 - Utilization of federal historic tax credits.
- V. The level and extent of environmental contamination. For example:
- Department of Environmental Quality (DEQ) has determined the site a Facility.
 - DEQ committed funding for cleanup of the site via a loan or grant.
 - Applicant consultation with the DEQ.
- VI Competition with existing Michigan businesses. For example:
- Extent of comparable existing businesses in the region.
- VII Any other requirements required by the MSF Board

The MSF will evaluate any other legislative criteria as applicable to the specific project including, but not limited to:

- The extent of reuse of vacant buildings and redevelopment of blighted property
- Whether the project promotes mixed-use development and walkable communities
- If the project will act as a catalyst for additional revitalization of the community in which it is located.
- Creation of jobs.
- The level of private sector and other contributions, including, but not limited to, federal funds and federal tax credits.
- Whether the project increases the density of the area.
- Whether the project converts abandoned public buildings to private use.
- Whether the project promotes sustainable development.
- Whether the project addresses area wide redevelopment.
- Whether the project addresses underserved markets of commerce.

LEVEL OF SUPPORT

MSF support for a single project shall not exceed 25% of the eligible investment, and in no event shall the MSF support exceed a total of \$10,000,000 for any project (including any combination of loan, grant or other economic assistance). However, legislation allows that annually the MSF may consider support up to three single projects that shall not exceed 50% of the eligible investment up to \$10,000,000 for the specific purpose of historic preservation. Further, no part of the MSF support that is in the form of a grant shall exceed \$1,500,000 for any project.

ELIGIBLE PROPERTY

Documentation that the project is located on an eligible property is required at the time the application is submitted. While subject to legislative change, eligible property includes one or more of the following:

- I. Facility: As defined in Public Act 451 of 1994, MCL 324.20101, means any area, place, or property where a hazardous substance in excess of concentrations that satisfy the cleanup criteria for unrestricted residential use has been released, deposited, disposed of, or otherwise comes to be located. A Phase I and Phase II Baseline Environmental Assessment is used to determine whether the property is a facility. The MEDC will confirm with the MDEQ who will certify the property as a facility after adequate documentation is received from the developer.
- II. Historic Resource: Means a publically or privately owned historic building or structure,

individually listed, or located within a historic district designated by the National Register of Historic Places, the State Register of Historic Sites, or a local unit acting under the Local Historic Districts Act, 1970 PA 169. Documentation is required to verify any of the above designations. These projects must meet the federal Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings, (Standards) (36 CFR 67);

- III. **Functionally Obsolete:** Means that the property is unable to be used to adequately perform the function for which it was intended due to a substantial loss in value resulting from factors such as overcapacity, changes in technology, deficiencies or super adequacies in design, or other similar factors that affect the property itself, or the property's relationship with other surrounding property as determined by a Michigan Advanced Assessing Officer or a Michigan Master Assessing Officer.
- IV. **Blighted:** Means any property that meets any of the following criteria as determined by the respective unit of government, building official, or assessor when applicable:
 - Has been declared a public nuisance in accordance with a local housing, building, plumbing, fire, or other related code or ordinance;
 - Is an attractive nuisance to children because of physical condition, use, or occupancy;
 - Is a fire hazard, or is otherwise dangerous to the safety of persons or property;
 - Has had the utilities, plumbing, heating, or sewerage permanently disconnected, destroyed, removed, or rendered ineffective so that the property is unfit for its intended use;
 - Is tax reverted property owned by a qualified local governmental unit, by a county, or by this state;
 - Is property owned, by or under the control of, a land bank fast track authority under the Land Bank Fast Track Act, 2003 PA 258; and
 - Has substantial subsurface demolition debris buried on site so that the property is unfit for its intended use.
- V. **Adjacent or Contiguous:** Other parcels that are adjacent or contiguous to property described in (I) through (IV), as long as the property is improved and the taxable value is increased for the adjacent and contiguous property in conjunction with the project property.
- VI. **Any Other Property:** "Any Other property" means property that previously met the conditions described in (I), (III) and (IV) within the last 15 years for which assistance will further the program goals of the MCRP

ELIGIBLE INVESTMENT

An eligible investment, as adopted in Resolution 2013-031, Approval of the Definition of Eligible Investment for the MCRP Program, means at least one, or any combination of, the following expenditures which may have occurred prior to the MSF approval of the application and has not been completely reimbursed to, or paid for on behalf of, the applicant. Collectively these expenditures are eligible investments and are referred to as "Hard Costs":

- Any fees or costs for alteration, construction, improvement, demolition, or rehabilitation of buildings of an approved project, including utility tap fees, and fees and costs paid to a governmental entity for permits, zoning, and inspections;

- Any fees or costs for site improvements to an approved project, including, a surface parking lot, parking garage, parking ramp, utilities and public infrastructure, such as roads, curbs, gutters, sidewalks, landscaping, lighting, grading and land balancing;
- Any fees or costs for the addition of machinery, equipment or fixtures to an approved project; or
- Professional fees or costs for an approved project for architectural services, engineering services, Phase I environmental site assessment, Phase II environmental site assessment, or Baseline Environmental Assessment, or surveying services.

The MSF or MSF Fund Manager, on its behalf, may impose additional terms and conditions involving any Hard Costs that meet eligibility for reimbursement under any tax increment financing, including requiring those costs to be repaid to the MSF, or excluding any such costs from Hard Costs.

In no event shall any of the following, which are collectively referred to as "Soft Costs", be deemed any part of the Hard Costs:

- acquisition fees or costs for real property,
- developer fees or costs,
- closing fees or costs,
- legal fees or costs,
- professional fees or costs (other than those included above as part of the Hard Costs),
- title commitment fees or costs,
- title insurance fees, premiums or costs,
- management fees or costs (including Project management and construction management),
- appraisal fees or costs,
- bank or other lender financing, interest, or inspection fees or costs,
- leasing or sales commission fees or costs,
- shared savings, or fees or costs arising from penalties or other reductions in payment from any contract for improvements to the Project,
- performance bond and other risk contingency fees and costs,
- marketing fees or costs,
- LEED certification costs,
- zoning fees or costs (other than those zoning fees or costs paid to a governmental entity included above as part of the Hard Costs),
- taxes, or
- hazard, liability or any other insurance fees and costs.

PROJECT EVALUATION, PROCESS AND MSF SUPPORT

Request for MSF support of projects, includes the following:

- Intake form, pro-forma, financial and supporting documentation and MEDC leadership consideration;
- Letter of Interest, when appropriate;
- A completed application package;
- Financial structure and terms sheet;
- Payment of any required fees;
- Michigan Strategic Fund consideration;
- Development Agreement and milestone completion; and
- Project completion, required reporting following project completion, and closeout.

All MSF support shall be memorialized by final written grant, loan or other economic assistance agreements, with terms and conditions in accordance with state law, these guidelines and otherwise satisfactory to the MSF, including, without limitation, requiring performance-based milestones which shall govern disbursements; and requiring periodic reporting of data, financial information, and any other information required to facilitate reporting to the MSF and the Michigan legislature, including periodic reporting after completion of a project. The program may require applicants to pay reasonable application fees, and any other expenses incurred in administering the program, to the MEDC.

MEDA's Corporate Sponsors



8:30 a.m. Registration Opens

9:00 a.m. The Real Return on Investment for Economic Development Programs and Services

Even though Michigan is becoming a more business-friendly state, state and local programs and services such as incentives still have a strong influence on corporate decisions to expand in our state and others. Engage with leaders in the business community as they talk about what was vital in their decision making process on whether to stay or grow in Michigan.

Confirmed Moderator: *Steven Black, Transaction Manager, RACER Trust*

Confirmed Panelists: *Tony Grant, CEO, Northern United Brewing Company*
Joseph Martin, Program Officer, Charles Stewart Mott Foundation
Others TBD

9:45 a.m. Break

10:00 a.m. Skilled Labor Challenges

Being there for client companies nowadays often means being asked to help them find workers but often economic developers don't have the tools to work with. Learn about a few creative things that have been done with what is available and discuss what could be available for increased success.

Confirmed Moderator: *Colby Spencer-Cesaro, Senior Director, Research & Strategy, Workforce Intelligence Network (WIN)*

Confirmed Panelists: *Stephanie Comai, Director, Talent Investment Agency*
Janene Erne, Apprenticeship Coordinator, Oakland Community College
Laura McGuire, North American Educational Development and Training Manager, Denso Manufacturing
Brian Sarvello, Career and Technical Education Director, Marquette-Alger RESA

10:45 a.m. Networking Break

11:00 a.m. Putting the Right TIF Forward

Recent attempts have been made to rewrite Tax Increment Financing Authority (TIFA) laws, which has resulted in concerns about the potential negative impacts on economic development. There are a lot of players in the game. Both supporters of the current TIFA laws, and those that would like to make changes, will put forth their concerns regarding and the pros and cons of the proposed changes.

Potential Moderator: *Al McFadyen, Consultant, Bay MCF*

Confirmed Panelists: *Kurt Brauer, Attorney/Partner, Warner, Norcross & Judd LLP*
Representative Kurt Heise, Michigan House District 20
Kris Larson, DDA Director, City of Grand Rapids

11:45 p.m. Lunch and Membership Meeting

12:45 p.m. What Needs to be Communicated to Your Legislators

More than a typical update, this session will talk about the impression that the MEDC is getting from the business community as well as what's on the horizon regarding the challenges that we face.

Confirmed Speaker: *Jeremy Hedges, Deputy Director for Policy and Legislative Relations, Michigan Department of Talent and Economic Development*

1:30 – 4:00 p.m. Meetings that You Scheduled With Your Legislators or Their Staff

3:00 – 5:00 p.m. Report Back Reception at Midtown Brewing

Join the MEDA staff and Advocacy Committee to talk about your discussion with your legislator or just to mingle with fellow attendees.

SAVE

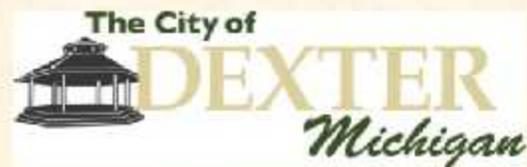
THE

DATE

March 3, 2016
7:30—9:00AM

Dexter Business Summit

Host: MC3
2555 Bishop Circle E
Dexter, MI 48130





**The Big 400 Maple Festival
Saturday, March 12, 2016**

CONTACT: Katie McGlashen, Park Interpreter, Eddy Discovery Center, Waterloo Recreation Area, (734)475-3170 or Heather Price, Executive Director, Sandhill Crane Vineyards, (517)764-0679

JACKSON MI, FEBRUARY 11, 2016 - It's maple syrup time! The communities of The Big 400 are teaming up to celebrate maple syruping in southern Michigan with a festival on Saturday, March 12, 2016. The festival includes pancake breakfasts, tours of tapping areas and the syruping process, the release of a local maple wine, and lots of good things to eat.

PANCAKE BREAKFAST

Chelsea Alehouse (Chelsea) - The menu includes pancakes, and bacon... with real maple syrup. 8:00 - 11:30 am
420 N Main St #100, Chelsea, MI 48118 734.433.5500
Proceeds from the breakfast go to support The Big 400 in guiding tourists to our region.

2nd Sunday Jazz Brunch, Sandhill Crane Vineyards (Sunday, March 13)

Stay overnight in the area to enjoy Sandhill Crane Vineyards' 2nd Sunday Jazz Brunch the day after the festival. The March brunch menu features dishes made with local maple syrup: Brown Sugar Pancakes with Maple-Bacon Butter, Apple-Cheese Panini with Maple Dijon Sauce, Maple Granola with Locally Made Vanilla Yogurt, Baked Brie with Maple-Roasted Cranberries, Maple Latte, and two maple wine cocktails: *Sunday Nap* & *Hibernation*. Jazz music by the Trent Harris quartet. Call 517.764.0679 to make reservations.

4724 Walz Rd, Jackson, MI 49201 517.764.0679

MAPLE TOURS AND INTERPRETATION

Hike at Legacy Land Conservancy/Beckwith Preserve, 1:00-3:00 pm

The sugar maple has long been the preferred tree for tapping due to its high yields of sugar-rich sap. But what if there are no sugar maples to tap on your property? Never fear! As part of the Big 400's spring

celebration, join the Legacy Land Conservancy for a guided hike to discover the many varieties of trees that can be tapped to produce novel and delicious syrups you won't find on any supermarket shelf. Free.
E. Main Street on north side just after Maple intersection, Stockbridge

Hudson Mills Metropark, Hudson Mills Metropark Activity Center near Dexter, Saturdays and Sundays, Take a journey to the sugar bush and experience how maple syrup has been made over the years. Tap a tree, and then see the sap being boiled into syrup. Stay and enjoy an all-you-can-eat pancake and sausage breakfast. Program only: \$5/Adults or \$3/Child Breakfast is \$5.50/Adults or \$3.50/Child served from 9 a.m. to 1 p.m. Please pre-register. (734) 426-8211

Metropark vehicle entry permits are required in all Metroparks. \$10/Daily, \$35/Annual or \$21/Senior Citizens (62 and over)

8801 N. Territorial Road, Dexter MI 48130 734.426.8211

FEATURED MAPLE WINE

Sandhill Crane Vineyards, (Jackson), 11 am – 7 pm, A highlight of the Maple Festival is featuring Sandhill Crane Vineyards' limited edition dessert wine made with local maple sap and syrup. Annie's Mapleshine is maple wine aged in vintage in bourbon barrels from the Grand Traverse Distillery. The result is a rich fortified wine with hints of oak and bourbon. Light and not too sweet, Annie's Mapleshine pairs beautifully with light desserts, sweet cheeses, and the winery's famous Bacon Chocolate Chip Cookies. The winery also offers live music that day from 2:00 to 5:00 pm with local musician Alex Mendenall. Free admission; wine tasting: \$5

4724 Walz Road, Jackson, MI 49201, 517.764.0679

March 13, 10:30 am – 1:00 pm

MAPLE DISHES AT LOCAL RESTAURANTS

A number of local restaurants will be featuring dishes (and beverages) made with real maple syrup:

Chelsea

Clery's Pub – Maple-Balsamic Glazed Swordfish Steak, served over grilled asparagus with a baked sweet potato, Maple-Bacon Martinis and Maple Crown Manhattans

133 S. Main St, Chelsea, MI 48118 734.475.1922

Common Grill – Grilled Maple Pork Tenderloin with Michigan Dried Cherry Chutney

112 S Main St, Chelsea, MI 48118 734.475.0470

Chelsea Alehouse - Maple Stout

Maple Bacon Brownie with Calder Dairy Ice Cream, Candied Bacon and Maple Syrup

420 N Main St #100, Chelsea, MI 48118 734.433.5500

Jackson

Sandhill Crane Vineyards - a wide range of maple entrees, salads, maple wine cocktails, maple coffee drinks, and desserts during the Maple Festival

4724 Walz Rd, Jackson, MI 49201 517.764.0679

MAPLE SYRUPING SUPPLIES

Chelsea

Chelsea Farmers Supply – Long time suppliers to local maple syrup producers. They carry a full line of maple syrup supplies from “how to” books to tree tape, spiles, buckets, filters, and tubing. Everything you need to tap your own trees and make maple syrup.

122 Jackson St, Chelsea, 734.475.1777

A TASTE OF THE IRISH HILLS

Saturday, March 12 - Sunday, March 13

Tickets are on sale for the *Taste of the Irish Hills* event that will take place Saturday and Sunday, March 12 & 13. Tickets are only \$25 for two days of eating! We have 20 participating establishments this year, with a couple new ones to try. Tickets are available online at IrishHills.com at the Brooklyn-Irish Hills Chamber of Commerce office, 124 S. Main Street, Brooklyn; ERA Reardon Realty, 250 S. Main Street, Suite 2, Brooklyn; Clark Lake Golf Course, 5535 Wesch Road, Brooklyn; The Pointe Bar & Grill, 1200 Eagle Point Drive, Clarklake and Woodstock Wine & Cheese, 6409 US 223, Addison. The first 300 tickets receive a commemorative pub glass filled with goodies. Call 517-592-8907 for more information.

OTHER MAPLE EVENTS DURING MARCH

March 19

Eddy Discovery Center (Waterloo), 10 am to 4 pm It's time for that traditional rite of spring – tapping maple trees. Watch a short film about how maple syrup is made, and then go on a guided walk to see various methods of collecting sap and how it is boiled down to make syrup. Antique equipment for making syrup will be on display from the Waterloo Farm Museum, and maple products will be available for purchase. Contact the Center at (734) 475-3170 for more information. Cost: Free.

17030 Bush Rd, Chelsea, MI 48118, 734.475.3170

Dahlem Environmental Education Center, 12:00 - 2:00 (Jackson), Join us for our annual celebration of the sugar maple tree and its sweet gifts! This family-friendly program is a great introduction to the seasonal delights of maple sugar production. Learn how to identify the right trees, how to tap and collect sap, and visit the sugar shack to see (and taste) the sap being boiled down into syrup. Lots of hands-on activities. Guided tours leave every 20 minutes. FEE: \$3/member; \$5/non-member. Guided walks head out every 20 minutes. Call to reserve your spot.

7117 South Jackson Road, Jackson, MI, 49201 517.782.3453

March 20

Sugaring & Shearing Festival, Ella Sharp Museum

Welcome Spring's arrival at the Ella Sharp Museum's annual Sugaring & Shearing Festival Sunday, March 20, from noon to 4 p.m. Rain or shine, there is plenty to do indoors and out! Farm Lane will be bustling with activities such as Puddingstone Farm's petting zoo, sheep shearing, traditional craftsmanship, and docents in all of the historical buildings. Don't miss the “sap-to-syrup” demonstrations at the sugar bush, and Haigh's Maple Syrup will be back in the Country Store selling their delicious products.

3225 Fourth St, Jackson, MI 517.787.2320

About The Big 400

The mission of the Big 400 is to prepare and execute plans which stimulate commerce in the communities sharing a common border local and state public lands, while concurrently partnering with the stewards of these public lands to promote and encourage their use and preservation.

History

The Big 400 began as a project spearheaded by the Chelsea Area Chamber of Commerce seeking to establish an economic development strategy that linked the Waterloo Recreation Area to the business community of Chelsea, Michigan. A working committee was formed that included representatives from 7 key stakeholder organizations:

Chelsea Area Chamber of Commerce, Chelsea Public Schools, City of Chelsea, Waterloo Recreation Area, Chelsea Center for the Arts, Legacy Land Conservancy, and The Conservation Fund.

A program developed by The Conservation Fund, "Balancing Nature and Commerce in Communities that Neighbor Public Lands" became the strategic road map for this endeavor. Once the Chelsea team completed the training, they understood the success of this project demanded expansion to other regional partners and organizations.

Neighboring communities of Dexter, Manchester, Stockbridge, Pinckney and East Jackson County were invited to join the team along with the Pinckney Recreation Area. Additionally, the Convention and Visitors Bureaus of Jackson County, Ann Arbor Area, and Ypsilanti joined the effort. The committee currently represents 4 counties, 4 municipalities, 3 Convention and Visitors Bureaus, 2 State Recreation Areas, land and nature conservancies.

It encompasses a 20 mile by 20 mile area, hence the term "Big 400."

CITY OF DEXTER

cnicholls@dextermi.gov

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

MEMO

To: Mayor Keough and Council Members
From: Courtney Nicholls, City Manager
Date: February 17, 2016
**Re: City Manager/Assistant to the Manager Report - Meeting of
February 22, 2016**

1. Meeting Review:
 - February 4th – Faith in Action
 - February 5th – Tom Colis re: refinancing of Facility Bond
 - February 8th – Possible annexation of 8180 Main
 - February 10th – Fire Department re: lighting upgrade
 - February 16th – Parks & Recreation Commission
2. Upcoming Meetings:
 - February 17th – Chuck Colby of Encore Theatre
 - February 18th – Downtown Development Authority
 - February 24th – Art Selection Committee
 - February 26th – Community Tourism Action Plan Update with Washtenaw County Convention and Visitor's Bureau
 - March 1st – Arts, Culture & Heritage Committee
 - March 2nd – City Council Goal Setting Work Session
 - March 3rd – Business Summit
 - March 4th – Facility Committee
 - March 5th – City Office open for absentee voting
 - March 8th – Presidential Primary
3. **March 8, 2016 Absentee Ballots.** The City of Dexter will be hosting the Presidential Primary Election on March 8, 2016. The City Office will be open on Saturday, March 5th from 9:00am – 2:00pm to accept absentee ballots. Absentee ballot request forms are currently available for this election. The Election Commission will hold a meeting on February 25th at 2:00pm in the City Office to conduct the Public Accuracy Test of the AccuVote voting machines. To request an absentee ballot, to serve as an election inspector, or for other elections-related questions please contact Justin Breyer at Jbreyer@dextermi.gov or by phone at 734-580-2234.
4. **Traffic Signal on Dexter Ann Arbor.** Attached is an e-mail received via the website with a request for a left turn signal at Meadowview and Dexter Ann Arbor Rd. Also attached are the results of a three day study the DPW did last year that counted the turning movements during school hours. A traffic warrant to add a left turn signal would be necessary, which would require a traffic study. OHM estimated that a traffic study for this intersection would cost approximately \$1500. In speaking with Patrick

- Droze from OHM it is unlikely that a warrant would be met, however, due to the traffic volume.
5. **Health Care Renewal.** We have received our renewal rates for health care effective June 1, 2016. The overall renewal rate change is an increase of 6.4%. This increase less than the 9% that was included in the projected 2016-2017 budget. It is also less than the 10% or higher increase that would require an increase in employee contributions. We currently have 9 employees on the Platinum 500 plan, 5 retirees on the Platinum 500 plan, 6 employees on the H.S.A. plan and 2 employees that do not receive benefits from the City. Currently employees pay \$95 per paycheck for the Platinum 500 plan (\$205.83 per month) and \$13 per paycheck for the H.S.A. plan (\$28.17 per month). One retiree also premium shares in the amount of \$205.83 monthly. The two plans we offer are still being provided with no changes. Employees will have the option to switch between the two plans prior to the June 1 renewal date.
 6. **Bond Refinancing.** Staff has been working with bond counsel and our financial advisor on the refunding of the 2006 Facility Bond. Due to the impending swap of a portion of the land on Dan Hoey with DTE and the uncertainty of what will be done with the remaining piece of the property, we are recommending that the outstanding bonds attributable to the purchase of the Dan Hoey property not be refunded. That way those bonds will remain callable so that we can pay them off once the land is swapped. If we end up keeping the rest of the parcel for a non-taxable purpose, we will keep making a small bond payment each year. The rest of the bond will be refunded at a lower interest rate.
 7. **8180 Main.** Scio Township Supervisor Spaulding Clark has indicated that the Township Board will support a resolution to annex the front portion of 8180 Main into the City of Dexter. Mayor Keough, Webster Township Supervisor John Kingsley, the property owners and I met to discuss the portion of the property in Webster Township. Supervisor Kingsley stated he would prefer to do a 425 Agreement on the property instead of a straight annexation. He reviewed the idea for a straight annexation with his board at their meeting on February 16th and they were generally supportive of doing the straight annexation due to the small size of the property. The prospective property owners are currently reevaluating their options, however, so we will need to wait for them to make their decision regarding the annexation request before moving forward with the process.
 8. **Fire Department Lighting.** On February 11, 2016 I participated on a conference call with Fire Chief Smith to review the attached powerpoint presentation on replacing the Fire Departments interior lighting with LEDs. One of the firefighters had requested the study after hearing about the company's work for the Chelsea Area Fire Authority. The total cost of replacing 37 indoor fixtures on the fire department side of the building is \$5237 however the cost of the project to the City would be \$3577 due to a rebate from DTE that would go to the contractor in the amount of \$1660. The estimated payback time for the reduction in energy costs is a little over 2 years. Some of the reduction would be on City electric bills, while some would be on the Fire

Department electric bills. Funds to do this project are not currently included in the budget, but could be included for 2016-2017 depending on whether we are interested in putting money into building improvements.

9. **Washtenaw Area CVB Community Tourism Action Plan Grant.** The Washtenaw Area Convention and Visitors Bureau (CVB) will be hosting a meeting on Friday, February 26th at 1:30pm at the Dexter District Library for the 2016 Community Tourism Action Plan (CTAP) Grant Program. The Washtenaw Area CVB provides an annual \$10,000, plus a 20% grant match, to select Washtenaw communities for promoting regional tourism. The grant requires that participating communities submit project requests that meet the program's goals. The meeting on February 26th has been set to discuss potential projects for the City of Dexter.
10. **Liquor License Compliance.** Attached for Council's review is a draft of language for a resolution that would establish standards by which Council can evaluate establishments that hold liquor licenses. This would allow Council to make recommendations to the Liquor Control Commission (LCC) regarding license renewals (annual) and/or revocations. The language was taken from other community's guidelines for license review, primarily from the City of Plymouth. The only additional language I added was regarding compliance with water/sewer ordinances, including grease trap requirements and backflow prevention. For the guidelines to be binding the LCC requires that they be "fair and equitable, capable of explanation and understanding, and most of all, be determined and announced in advance of being instituted". We can accomplish this by publishing them in the newspaper and providing them via certified mail to our licensed establishments. If Council is comfortable with the requirements, it will be drafted for consideration at a future meeting.
11. **Easter Eggstravaganza.** The City of Dexter Parks and Recreation Commission will be hosting the 6th Annual Easter Eggstravaganza on Saturday, March 26th from 10 am to 12 pm at Community Park. Tickets for the event will go on sale February 29th.
12. **City Assessor Report.** Attached is an assessing update from City Assessor Chris Renius. Chris will be attending an upcoming Council meeting (likely in April) to provide an overview of and answer any questions regarding our first assessing cycle.

From: [Rogers](#)
To: cnicholls@dextermi.gov
Subject: Turn Signal at Mill Creek School
Date: Tuesday, February 09, 2016 8:38:57 AM

Submitted on Tuesday, February 9, 2016 - 08:38

Submitted by user:

Submitted values are:

First Name: Chevon

Last Name: Rogers

Email: crogers2002@gmail.com

Subject : Turn Signal at Mill Creek School

Comments:

Hi, I go to Mill Creek in the morning to drop off my son and come from the direction of Zeeb Road. Turning left into the school takes forever with the traffic coming down Dexter Ann Arbor Road. I requested a left turn signal into the school a while back and haven't heard anything. This would be great even if it was a short turn signal. Right now only one, maybe two, cars can turn into the school and usually on a yellow light. Is this something we can get approved?

Thanks for the consideration.

Chevon Rogers

Traffic Count at Dexter/Ann Arbor rd. and Meadow View

1st day

9-16-15 7:18am to 8:15 am

30 cars and 2 buses turned left from Dexter/Ann Arbor to MCMS

2 cars had to wait for a second light

25 cars turned left onto Meadow View

2nd day

9-17-15 7:20am to 8:17am

25 cars turned left from Dexter/Ann Arbor to MCMS

No buses

1 car had to wait for second light

21 cars turned left onto Meadow View

3rd day

9-18-15 7:24am to 8:15am

26 cars turned left from Dexter/Ann Arbor to MCMS

No buses

No cars had to wait for second light

25 cars turned left onto Meadow View

PAGE LEFT INTENTIONALLY BLANK

Hawks and Associates Inc.

Presented to:

**Dexter Area Fire Association
Michael Grissom and Fire Chief, Robert Smith**

LED Lighting Project

Presented by:

Cary Church, Certified Energy Manager
Hawks and Associates Inc.

February 11, 2016

Page 35 of 112

Hawks and Associates (HAI)

Scope of Work

- ▶ Retrofitting a Total of (37) Fixtures w/LED:
 - (35) Fluorescent T12 fixtures (2 lamps/fixture)
 - and (2) CFL Fixtures
- ▶ New LED lamps are 15 Watts and 9 Watts
- ▶ 72 LED lamps are required

Dexter Area Fire Station Investment, Savings and Rebate

- ▶ Total Investment of \$5,237* incl. Shipping and Labor
- ▶ Potential Utility Rebate of \$1660 from DTE Energy
- ▶ Total Savings with LED lighting is \$1700
- ▶ Net Cost is \$3577 after rebate deduction
- ▶ Need 60% of Total Project Cost* to Order Material
- ▶ Simple Payback – 2.1 years

Hawks and Associates Inc.

Lighting Solutions

- ▶ Recommended HAI LED products:
 - are designed and developed for commercial, industrial, municipal and residential applications
 - are designed to fit the existing infrastructure of existing applications (if required) and provide a significant reduction in energy consumption
 - lower maintenance and inventory cost
 - provide measurable ROI's of between 2-5 years (depends on how rebates, labor and material costs are factored in the ROI)
 - are available today with over 400 types of lights for both in-door and out-door applications

LED Lighting Benefits



Improved Quality of Lighting



Reduced Lighting Operating Cost



Reduced Maintenance

- Elimination of Ballast
- Lamp life is 12 years minimum based on current operating parameters
- 10 year warranty

Hawks and Associates Inc.

Benefits

- ▶ Energy
 - Both a demand and supply side energy partner
 - Certified Energy Managers through Association of Energy Engrs.
 - Identify significant energy savings
 - Improve bottom line
 - Minimize carbon footprint



Hawks and Associates Inc.

Partial Client List

- ▶ AT&T Ann Arbor
- ▶ AT&T Traverse City
- ▶ AT&T Lansing
- ▶ BD Electrical
- ▶ CB Richard Ellis (2)
- ▶ Chandler Park Academy (2)
- ▶ Chelsea Area Fire Authority
- ▶ Chelsea Library
- ▶ Comerica
- ▶ Detroit Public Library
- ▶ Detroit Public Schools (9)
- ▶ Ford Motor Company
- ▶ Greektown Casino and Hotel
- ▶ Production Spring LLC
- ▶ Wayne State University

PAGE LEFT INTENTIONALLY BLANK

Draft Guidelines – Liquor Control Compliance

Each year the Dexter City Council will undertake a review of liquor licenses for the purpose of making a recommendation to the Michigan Liquor Control Commission regarding renewal of said license. The Council shall consider whether a licensed establishment has been operated in a manner consistent with the provisions of this resolution and all other applicable laws, and regulations of the City and State of Michigan

Each year, the City Manager shall cause an investigation to be made relative to each existing on-premises licensed establishment. A report of the investigation shall be provided to City Council by the first meeting in February each year. The investigation shall include, but not be limited to, the following:

- An inspection of City records to determine whether all taxes and other monies due the City are timely paid.
- A review with the Dexter Area Fire Department and Washtenaw County Sheriff to determine whether any activity in connection with the licensed premise is in violation of the law, disturbs the public peace and tranquility, constitutes a nuisance, or contributes to the disruption of the normal activities of those in the area of the licensed premise.
- A review with the Community Development Manager and Public Services Superintendent to identify any violations of City ordinance.
- A review and possible site inspection to determine compliance with the guidelines in Section __

Each establishment within the City for which a liquor license is granted shall be operated and maintained in accordance with all applicable laws and regulations of the City of Dexter and State of Michigan. Upon any violation of this section, the City Council may, after notice and hearing, request the Michigan liquor Control Commission to revoke such license.

Upon any violation(s) of this ordinance, the City will notify the licensee of the specific violation(s) and afford the licensee an opportunity to come into compliance with this article. Licensee must reach compliance in that time established by the City Manager, but in no event more than ten days after notification to licensee by City of such violation. Absent compliance within that time established by the City Manager, the City may hold the above mentioned hearing and request that the Michigan Liquor Control Commission not renew and/or revoke such license and/or permit.

Before filing any objection to renewal or request for revocation of a license or permit with the Michigan Liquor Control Commission, the City shall serve the licensee with notice and proceed in accordance with this article, as amended. The City shall serve the licensee by first class mail mailed at least ten days prior to the hearing with notice of the hearing, which shall contain the following:

- Date, time and place of the hearing.
- Notice of the proposed action.
- Reasons for the proposed action.
- Names of witnesses known at the time who will testify.

- A statement that the licensee may present evidence or any testimony that may refute or respond to the claims of adverse witnesses.
- A statement requiring the licensee to notify the City Manager's office at least three days prior to the hearing date if they intend to contest the proposed action, and to provide the names of witnesses known at the time who will testify on their behalf.

Upon completion of the hearing, the City Council shall submit to the licensee and the Michigan liquor Control Commission a written statement of its findings and determination.

The City Council may recommend non-renewal or revocation of a license to the Liquor Control Commission upon a determination based upon a preponderance of the evidence presented at the hearing that any of the following exists:

- Violations of the state liquor laws or regulations of the Liquor Control Commission.
- Violations of state laws, or local ordinances including, but not limited to those laws or ordinances concerning the public health, safety or public welfare.
- Maintenance of a nuisance upon or in connection with the licensed premises including but not limited to any of the following:
 - a) Failure to correct violations of building, electrical, mechanical, plumbing, zoning, health, fire or other applicable regulatory codes, to include the history thereof;
 - b) Failure to correct violations of the water and sewer ordinance, including back flow prevention and grease trap requirements.
 - c) A pattern of patron conduct in the vicinity of the licensed premises, which is a violation of the law and /or disturbs the peace, order and tranquility of the area; including types of police, fire or medical services related to this operation.
 - d) Failure to maintenance the grounds and exterior of the licensed premises, including litter, debris, or refuse blowing or being deposited upon adjoining properties or rights of way
 - e) Entertainment on the premises or activity in connection with the licensed premises which by its nature causes, creates or contributes to disorder, disobedience to rules, ordinance or laws, or contributes to the disruption of normal activity of those in the area of the licensed premise.
 - f) An off-premises licensee has sold alcoholic liquor on at least 2 separate occasions in a single calendar year to a person who is less than 21 years of age.
 - g) An on-premises licensee has sold alcoholic liquor to a person who is less than 21 years of age.
- Failure by the licensee to permit the inspection of the licensed premises by the City's agents or employees in connection with the enforcement of this article.
- Failure to pay taxes or make other payments due to the City in a timely manner.

Once adopted, the standards outlined in this resolution shall be effective 30 days after the resolution is published in the paper and mailed via certified mail to all establishments holding a Class C liquor license.

Memo

To: City Council
CC: Courtney Nicholls, City Administrator
Date: February 17, 2016
Re: Assessing Department Update

This memo is to give you a brief overview of what has been taking place in the assessing department:

March Board of Review

- The March Board of Review will meet on Monday, March 14th and Wednesday March 16th. These are the dates where property owners can appeal the 2016 assessments.
- The assessment notices will be mailed on Friday, February 26, 2016.
- This year, the Consumer Price Index (CPI) increase on taxable value is 0.3%.
- We have the following ratios and multipliers in the classes of property within the City:
 - Commercial 201 Class:
 - Ratio 47.40, Multiplier 1.0548
 - Industrial 301 Class:
 - Ratio 48.27, Multiplier 1.0358
 - Residential 401 Class
 - Ratio 45.77, Multiplier 1.0924
- The 2016 assessment roll is very close to be completed. The values for the real property have been set. We are finishing up personal property statement data entry. The filing deadline for the Personal Property Small Business Exemption was February 10, 2016 and the filing deadline for the Personal Property Statement is February 22, 2016. I will not have solid preliminary values for budgeting purposes for a few weeks.

Mapping

- One of the requirements of the AMAR is to have proper mapping for the City. I have been working with the County GIS department to develop the required maps for the assessing department. Recently, I had multiple maps created by the County including sales maps, vacant sales maps, ECF maps, Land Code maps and land value maps, all of which are a requirement of the AMAR.

Sales

- For the sales study period used in Equalization of October 1, 2013 through September 30, 2015, we had 198 arms-length transactions occur in the city. This timeframe is the period used by Equalization to determine if values are increasing or decreasing in a unit of Government. We have an overall increase in the following classes of property:
 - 201 Commercial: 5.5% increase
 - 301 Industrial: 3.5% increase
 - 401 Residential: 9% increase

New construction

- For the 2016 assessment roll, I received 131 building permits from Washtenaw County Building Department that were issued in the 2015 calendar year.
- I also had 92 building permits from Washtenaw County Building Department that were issued in the 2014 calendar year that I had to review to determine if the assessment was complete or as a partial assessment.

Michigan Tax Tribunals

- Currently we have a total of 4 pending full tribunal actions and 1 pending small claims tribunal actions. The small claims appeal has been heard and a decision rendered in our favor, however the Tribunal had issued a notice that allows the Petitioner to submit an appeal to the decision within 14 days of the notice.

**Mayor Report
Shawn Keough
Prepared on February 17, 2016**

Hello Residents and Council members,

It is hard to believe that we are halfway through February of 2016 already. There is a lot going on in Dexter that I am proud of. Here is a brief report of my activities over the past couple of weeks and my calendar of activities looking ahead:

Recent Activities

February 15, 2016 – I met with City Manager Courtney Nicholls to review my draft of the State of the City. It will be formatted and sent out as part of the next newsletter.

February 15, 2016 – Paul McCann (Director of the Dexter District Library) asked me to participate in a phone interview that was organized by a consultant for the Library Board. The Library will be seeking a renewal of their operating millage this year. In preparation, the Library was conducting a series of interviews to assess their public perception. I shared with their consultant that I am very supportive of the Library and consider it a very important part of our community.

February 15, 2016 – Union Negotiation with Firefighters Local 4090 - we had our first meeting with members of our Local 4090 Firefighter Union to discuss contract revisions for the next 3 years. We discussed pension benefits, retiree health care, medical coverage and costs, and wages. It was a productive first meeting.

New Dropoff Mailbox – I am proud to announce that we now have a drive up drop off US Postal Mailbox in the City of Dexter. It is located on Meadowview north of Dexter Ann Arbor Road. Please use caution in this area as people get used to the new location.

Upcoming Activities

February 18, 2016 – Downtown Development Authority meeting – the DDA will be reviewing the draft Pre-Development Agreement for the 3045 Broad Redevelopment Project.

February 18, 2016 – Dexter Area Fire Department Board meeting

February 22, 2016 – City Council meeting

Council Goal Setting Sessions – just a reminder to make sure that March 2nd (6:30 pm – Creekside Media Center) and March 19th (9 am – Dexter District Library) are on your calendar.

April 18, 2016 – Ann Arbor Downtown Kiwanis Club – I have been invited to speak at the Ann Arbor Kiwanis Club to promote our new Dexter Michigan Visitor Guide.

Please feel free to contact me at any time with questions or suggestions.

I look forward to seeing you around our town.

Shawn Keough

Mayor, City of Dexter
skeough@DexterMI.gov
(313) 363-1434 (cell)

PAGE LEFT INTENTIONALLY BLANK

SUMMARY OF BILLS AND PAYROLL	2/22/2016
-------------------------------------	------------------

Payroll Check Register	02/17/16	\$37,596.01	Regular Payroll
Employer Costs (FICA/MERS/ICMA) paid via electronic transfer	02/17/16	\$3,467.34	Regular Payroll
Account Payable Check Register	02/17/16	\$156,750.71	
		\$197,814.06	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 EXCEPT AS NOTED BELOW
DETAIL VENDOR LIST AND ACCOUNT SUMMARY PROVIDED**

"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."

BANK CODE: POOL

Claimant	Amount Claimed	Amount Owed	Amount Rejected
1. AKTPEERLESS	1,100.00		
2. ALEXANDER CHEMICAL CORPORATION	670.29		
3. ALLIED EAGLE SUPPLY CO	149.59		
4. AT&T	57.29		
5. BS&A SOFTWARE	2,771.00		
6. CIESA DESIGN	198.00		
7. CINTAS CORPORATION	1,090.41		
8. CORRIGAN OIL COMPANY	1,330.59		
9. CRIBLEY WELL DRILLING CO INC	14.25		
10. DETROIT SALT COMPANY	5,320.30		
11. DEXTER COMMUNITY SCHOOLS	2,387.34		
12. DEXTER GARDEN CLUB	100.00		
13. DEXTER MILL	6.26		
14. DTE ENERGY	11,966.63		
15. ECONO	129.90		
16. EJ USA, INC.	469.76		
17. ELHORN ENGINEERING CO	4,053.80		
18. ETNA SUPPLY CO	4,163.38		
19. F&V OPERATIONS	1,442.00		
20. GRAINGER	141.71		
21. HACKNEY HARDWARE	414.52		
22. HOPP ELECTRIC, INC.	245.00		
23. JOHN'S SANITATION	190.00		
24. KLAPPERICH WELDING	413.60		
25. MEDA	270.00		
26. MICHELLE ANIOL	527.70		
27. MICHIGAN ECONOMIC DEVELOPERS	95.00		
28. MID STATES BOLT & SCREW CO	88.23		
29. NORTH CENTRAL LABORATORIES	401.88		
30. NORTHERN SAFETY CO INC	63.63		
31. ORCHARD, HILTZ & MCCLIMENT INC	4,245.25		
32. PARAGON LABORATORIES INC	125.00		
33. PNC	226.50		
34. RENIUS & RENIUS	2,496.00		
35. RICOH AMERICAS CORPORATION	598.01		
36. SHERWIN WILLIAMS CO	94.68		
37. SHULTS EQUIPMENT, INC.	98.25		
38. SMALL BUSINESS ASSOC OF MICH	23,100.49		
39. STAPLES BUSINESS ADVANTAGE	417.65		
40. STATE OF MICHIGAN	230.00		
41. THE SUN TIMES	234.90		
42. THOMSON REUTERS	23.00		
43. UNIQUE PAVING MATERIALS	628.18		
44. UNUM LIFE INSURANCE	530.94		
45. UTILITIES INSTRUMENTATION SERV	1,595.50		
46. WASHTENAW COUNTY EQUALIZATION	65.00		
47. WASHTENAW COUNTY TREASURER	40,343.25		
48. WASTE MANAGEMENT OF MICHIGAN	41,426.05		
TOTAL ALL CLAIMS	156,750.71		

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 101 CITY COUNCIL							
101-101-960.000	EDUCATION & TRAINING	MICHIGAN ECONOMIC DEVE	TOOLBOX PROGRAM	10341	02/22/16	95.00	
Total For Dept 101 CITY COUNCIL						95.00	
Dept 172 CITY MANAGER							
101-172-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	MAR 2016	02/17/16	02/22/16	6,014.28	
101-172-722.000	LIFE & DISABILITY INSURANC	UNUM LIFE INSURANCE	MARCH 2016	02/16/16	02/22/16	121.56	
Total For Dept 172 CITY MANAGER						6,135.84	
Dept 201 FINANCE DEPARTMENT							
101-201-802.000	PROFESSIONAL SERVICES	BS&A SOFTWARE	ANNUAL SUPPORT	105074	02/22/16	2,771.00	
Total For Dept 201 FINANCE DEPARTMENT						2,771.00	
Dept 215 CITY CLERK							
101-215-901.000	PRINTING & PUBLISHING	THE SUN TIMES	PUBLIC NOTICE	47782	02/22/16	137.70	
101-215-901.000	PRINTING & PUBLISHING	THE SUN TIMES	NOTICE	47814	02/22/16	40.50	
101-215-901.000	PRINTING & PUBLISHING	THE SUN TIMES	NOTICE	47925	02/22/16	56.70	
Total For Dept 215 CITY CLERK						234.90	
Dept 253 TREASURER							
101-253-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	MAR 2016	02/17/16	02/22/16	1,565.36	
101-253-722.000	LIFE & DISABILITY INSURANC	UNUM LIFE INSURANCE	MARCH 2016	02/16/16	02/22/16	36.50	
101-253-977.000	EQUIPMENT	THOMSON REUTERS		02/17/16	02/22/16	23.00	
Total For Dept 253 TREASURER						1,624.86	
Dept 257 ASSESSING DEPARTMENT							
101-257-803.000	CONTRACTED SERVICES	RENIUS & RENIUS	FEB 2016	02/16/16	02/22/16	2,496.00	
101-257-902.001	ASSESSING NOTICE PRINTING	WASHTENAW COUNTY EQUAL	MAPS	3254	02/22/16	65.00	
Total For Dept 257 ASSESSING DEPARTMENT						2,561.00	
Dept 265 BUILDINGS & GROUNDS							
101-265-727.000		HACKNEY HARDWARE	ACCT #6430	02/16/16	02/22/16	17.55	
101-265-727.000	OFFICE SUPPLIES	STAPLES BUSINESS ADVAN	SUPPLIES	02/16/16	02/22/16	202.04	
101-265-803.000	CONTRACTED SERVICES	CIESA DESIGN	FEB- MAR 2016	12623	02/22/16	198.00	
101-265-920.001	UTILITIES - TELEPHONES	AT&T	424 1790	02/17/16	02/22/16	57.29	
101-265-935.000		CINTAS CORPORATION	OFFICE	02/16/16	02/22/16	143.66	
101-265-936.000		RICOH AMERICAS CORPORA	LEASE	5040261650	02/22/16	598.01	
Total For Dept 265 BUILDINGS & GROUNDS						1,216.55	
Dept 301 LAW ENFORCEMENT							
101-301-807.000		WASHTENAW COUNTY TREAS	ENFORCEMENT	27903	02/22/16	1,166.00	
101-301-807.000		WASHTENAW COUNTY TREAS	FEB 2016	27869	02/22/16	39,177.25	
Total For Dept 301 LAW ENFORCEMENT						40,343.25	
Dept 400 PLANNING DEPARTMENT							
101-400-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	MAR 2016	02/17/16	02/22/16	1,563.55	
101-400-722.000	LIFE & DISABILITY INSURANC	UNUM LIFE INSURANCE	MARCH 2016	02/16/16	02/22/16	30.99	
101-400-861.000	TRAVEL & MILEAGE	MICHELLE ANIOL	MILEAGE	02/16/16	02/22/16	527.70	
101-400-958.000	MEMBERSHIPS & DUES	MEDA	MEMBERSHIP	10556	02/22/16	270.00	
Total For Dept 400 PLANNING DEPARTMENT						2,392.24	
Dept 441 DEPARTMENT OF PUBLIC WORKS							
101-441-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	MAR 2016	02/17/16	02/22/16	1,962.91	
101-441-722.000	LIFE & DISABILITY INSURANC	UNUM LIFE INSURANCE	MARCH 2016	02/16/16	02/22/16	36.12	
101-441-740.000	OPERATING SUPPLIES	CRIBLEY WELL DRILLING	DPW	02/16/16	02/22/16	4.75	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 GENERAL FUND							
Dept 441 DEPARTMENT OF PUBLIC WORKS							
101-441-740.000		HACKNEY HARDWARE	ACCT 6431	02/16/16	02/22/16	125.11	
101-441-745.000		CINTAS CORPORATION	JAN 2016	02/16/16	02/22/16	461.45	
101-441-751.000		CORRIGAN OIL COMPANY	DPW	6194487	02/22/16	306.13	
Total For Dept 441 DEPARTMENT OF PUBLIC WORKS						2,896.47	
Dept 442 DOWNTOWN PUBLIC WORKS							
101-442-730.000	FARMERS MARKET SUPPLIES	DEXTER GARDEN CLUB	GREEN DAY	02/16/16	02/22/16	100.00	
101-442-802.000	PROFESSIONAL SERVICES	HOPP ELECTRIC, INC.	DPW	S6970	02/22/16	245.00	
Total For Dept 442 DOWNTOWN PUBLIC WORKS						345.00	
Dept 447 ENGINEERING							
101-447-830.000	ENGINEERING CONSULTING	ORCHARD, HILTZ & MCCLI	SERVICES THRU JAN 9 2016	02/16/16	02/22/16	818.25	
Total For Dept 447 ENGINEERING						818.25	
Dept 751 PARKS & RECREATION							
101-751-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	MAR 2016	02/17/16	02/22/16	316.60	
101-751-722.000	LIFE & DISABILITY INSURANCE	UNUM LIFE INSURANCE	MARCH 2016	02/16/16	02/22/16	5.83	
101-751-944.000	PORTABLE TOILET RENTAL	JOHN'S SANITATION	PARKS	02/16/16	02/22/16	190.00	
Total For Dept 751 PARKS & RECREATION						512.43	
Dept 851 INSURANCE & BONDS							
101-851-721.001	RETIREE HEALTH INSURANCE	SMALL BUSINESS ASSOC O	MAR 2016	02/17/16	02/22/16	732.87	
Total For Dept 851 INSURANCE & BONDS						732.87	
Total For Fund 101 GENERAL FUND						62,679.66	
Fund 202 MAJOR STREETS FUND							
Dept 463 ROUTINE MAINTENANCE							
202-463-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	MAR 2016	02/17/16	02/22/16	1,646.31	
202-463-722.000	LIFE & DISABILITY INSURANCE	UNUM LIFE INSURANCE	MARCH 2016	02/16/16	02/22/16	30.30	
202-463-740.000	OPERATING SUPPLIES	UNIQUE PAVING MATERIAL	DPW	251937	02/22/16	313.60	
202-463-802.000	PROFESSIONAL SERVICES	ORCHARD, HILTZ & MCCLI	SERVICES THRU JAN 9 2016	02/16/16	02/22/16	1,314.25	
Total For Dept 463 ROUTINE MAINTENANCE						3,304.46	
Dept 474 TRAFFIC SERVICES							
202-474-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	MAR 2016	02/17/16	02/22/16	506.56	
202-474-722.000	LIFE & DISABILITY INSURANCE	UNUM LIFE INSURANCE	MARCH 2016	02/16/16	02/22/16	9.32	
Total For Dept 474 TRAFFIC SERVICES						515.88	
Dept 478 WINTER MAINTENANCE							
202-478-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	MAR 2016	02/17/16	02/22/16	1,013.11	
202-478-722.000	LIFE & DISABILITY INSURANCE	UNUM LIFE INSURANCE	MARCH 2016	02/16/16	02/22/16	18.64	
Total For Dept 478 WINTER MAINTENANCE						1,031.75	
Total For Fund 202 MAJOR STREETS FUND						4,852.09	
Fund 203 LOCAL STREETS FUND							
Dept 451 CONTRACTED ROAD CONSTRUCTION							
203-451-970.000	CONTRACTED CAPITAL IMPROVE	ORCHARD, HILTZ & MCCLI	SERVICES THRU JAN 9 2016	02/16/16	02/22/16	1,045.75	
Total For Dept 451 CONTRACTED ROAD CONSTRUCTION						1,045.75	
Dept 463 ROUTINE MAINTENANCE							
203-463-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	MAR 2016	02/17/16	02/22/16	506.55	
203-463-722.000	LIFE & DISABILITY INSURANCE	UNUM LIFE INSURANCE	MARCH 2016	02/16/16	02/22/16	9.32	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 203 LOCAL STREETS FUND							
Dept 463 ROUTINE MAINTENANCE							
203-463-740.000	OPERATING SUPPLIES	UNIQUE PAVING MATERIAL DPW		251938	02/22/16	314.58	
Total For Dept 463 ROUTINE MAINTENANCE						830.45	
Dept 474 TRAFFIC SERVICES							
203-474-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	MAR 2016	02/17/16	02/22/16	126.64	
203-474-722.000	LIFE & DISABILITY INSURANCE	UNUM LIFE INSURANCE	MARCH 2016	02/16/16	02/22/16	2.33	
Total For Dept 474 TRAFFIC SERVICES						128.97	
Dept 478 WINTER MAINTENANCE							
203-478-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	MAR 2016	02/17/16	02/22/16	253.28	
203-478-722.000	LIFE & DISABILITY INSURANCE	UNUM LIFE INSURANCE	MARCH 2016	02/16/16	02/22/16	4.66	
203-478-740.000	OPERATING SUPPLIES	DETROIT SALT COMPANY	DPW	53698	02/22/16	5,320.30	
Total For Dept 478 WINTER MAINTENANCE						5,578.24	
Total For Fund 203 LOCAL STREETS FUND						7,583.41	
Fund 204 MUNICIPAL STREETS							
Dept 248 ADMINISTRATION							
204-248-721.001	RETIREE HEALTH INSURANCE	SMALL BUSINESS ASSOC O	MAR 2016	02/17/16	02/22/16	776.21	
Total For Dept 248 ADMINISTRATION						776.21	
Total For Fund 204 MUNICIPAL STREETS						776.21	
Fund 226 SOLID WASTE COLLECTION FUND							
Dept 528 SOLID WASTE							
226-528-805.000	CONTRACTED SOLID WASTE SEFWASTE MANAGEMENT OF MI	JAN 2016		8378007	02/22/16	41,426.05	
Total For Dept 528 SOLID WASTE						41,426.05	
Total For Fund 226 SOLID WASTE COLLECTION FUND						41,426.05	
Fund 402 EQUIPMENT REPLACEMENT FUND							
Dept 441 DEPARTMENT OF PUBLIC WORKS							
402-441-939.000	VEHICLE MAINTENANCE & REPAIR	KLAPPERICH WELDING		1757	02/22/16	413.60	
402-441-939.000	VEHICLE MAINTENANCE & REPAIR	SHULTS EQUIPMENT, INC.	DPW	0001719	02/22/16	98.25	
Total For Dept 441 DEPARTMENT OF PUBLIC WORKS						511.85	
Total For Fund 402 EQUIPMENT REPLACEMENT FUND						511.85	
Fund 590 SEWER ENTERPRISE FUND							
Dept 548 SEWER UTILITIES DEPARTMENT							
590-548-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	MAR 2016	02/17/16	02/22/16	2,436.30	
590-548-721.001	RETIREE HEALTH INSURANCE	SMALL BUSINESS ASSOC O	MAR 2016	02/17/16	02/22/16	1,453.33	
590-548-722.000	LIFE & DISABILITY INSURANCE	UNUM LIFE INSURANCE	MARCH 2016	02/16/16	02/22/16	135.22	
590-548-740.000	OPERATING SUPPLIES	CRIBLEY WELL DRILLING	WWTP	02/16/16	02/22/16	9.50	
590-548-740.000	OPERATING SUPPLIES	ECONO	WWTP	57314	02/22/16	64.95	
590-548-740.000		HACKNEY HARDWARE	ACCT # 6433	02/16/16	02/22/16	13.94	
590-548-740.000		HACKNEY HARDWARE	ACCT #6432	02/16/16	02/22/16	171.81	
590-548-740.000	OPERATING SUPPLIES	MID STATES BOLT & SCRE	WWTP	30723023	02/22/16	88.23	
590-548-740.000	OPERATING SUPPLIES	PNC	WWTP	AL0CD11AF92A	02/22/16	74.50	
590-548-740.000	OPERATING SUPPLIES	PNC	WWTP	02/16/16	02/22/16	77.50	
590-548-740.000	OPERATING SUPPLIES	SHERWIN WILLIAMS CO	WWTP	1739-9	02/22/16	94.68	
590-548-740.000	OPERATING SUPPLIES	STAPLES BUSINESS ADVAN	SUPPLIES	02/16/16	02/22/16	107.81	
590-548-743.000		NORTH CENTRAL LABORATO	WWTP	368077	02/22/16	77.87	
590-548-745.000		CINTAS CORPORATION	JAN 2016	02/16/16	02/22/16	408.91	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 590 SEWER ENTERPRISE FUND							
Dept 548 SEWER UTILITIES DEPARTMENT							
590-548-751.000		CORRIGAN OIL COMPANY	WWTP	6191810	02/22/16	126.67	
590-548-751.000		CORRIGAN OIL COMPANY	WWTP	6187201	02/22/16	276.95	
590-548-802.000	PROFESSIONAL SERVICES	F&V OPERATIONS	WWTP	1402	02/22/16	1,442.00	
590-548-802.000	PROFESSIONAL SERVICES	ORCHARD, HILTZ & MCCLI	SERVICES THRU JAN 9 2016	02/16/16	02/22/16	125.00	
590-548-938.001	SCADA MAINTENANCE	UTILITIES INSTRUMENTAT	WWTP	02/16/16	02/22/16	1,595.50	
590-548-939.000	VEHICLE MAINTENANCE & REPA	HACKNEY HARDWARE	ACCT #6432	02/16/16	02/22/16	5.42	
590-548-960.000	EDUCATION & TRAINING	STATE OF MICHIGAN	TIM STEWART	02/16/16	02/22/16	70.00	
Total For Dept 548 SEWER UTILITIES DEPARTMENT						8,856.09	
Total For Fund 590 SEWER ENTERPRISE FUND						8,856.09	
Fund 591 WATER ENTERPRISE FUND							
Dept 556 WATER UTILITIES DEPARTMENT							
591-556-721.000	HEALTH & DENTAL INSURANCE	SMALL BUSINESS ASSOC O	MAR 2016	02/17/16	02/22/16	1,612.17	
591-556-721.001	RETIREE HEALTH INSURANCE	SMALL BUSINESS ASSOC O	MAR 2016	02/17/16	02/22/16	614.46	
591-556-722.000	LIFE & DISABILITY INSURANC	UNUM LIFE INSURANCE	MARCH 2016	02/16/16	02/22/16	90.15	
591-556-740.000	OPERATING SUPPLIES	ECONO	WWTP	57314	02/22/16	64.95	
591-556-740.000	OPERATING SUPPLIES	GRAINGER	WWTP	9938858645	02/22/16	141.71	
591-556-740.000		HACKNEY HARDWARE	ACCT # 6433	02/16/16	02/22/16	23.56	
591-556-740.000		HACKNEY HARDWARE	ACCT #6432	02/16/16	02/22/16	22.00	
591-556-740.000	OPERATING SUPPLIES	NORTHERN SAFETY CO INC	WWTP	901784338	02/22/16	63.63	
591-556-740.000	OPERATING SUPPLIES	PNC	WWTP	AL0CD11AF92A	02/22/16	74.50	
591-556-740.000	OPERATING SUPPLIES	STAPLES BUSINESS ADVAN	SUPPLIES	02/16/16	02/22/16	107.80	
591-556-743.000	CHEMICAL SUPPLIES - LAB	ALEXANDER CHEMICAL COR	WWTP	10041566	02/22/16	670.29	
591-556-743.000	CHEMICAL SUPPLIES - LAB	ELHORN ENGINEERING CO	WWTP	263585	02/22/16	4,053.80	
591-556-745.000		CINTAS CORPORATION	JAN 2016	02/16/16	02/22/16	76.39	
591-556-745.000	UNIFORM ALLOWANCE	DEXTER MILL	WWTP	43424	02/22/16	6.26	
591-556-751.000		CORRIGAN OIL COMPANY	WWTP	6194488	02/22/16	228.26	
591-556-751.000		CORRIGAN OIL COMPANY	WWTP	6187782	02/22/16	392.58	
591-556-751.000	GASOLINE & OIL	DTE ENERGY	JAN 2016	6187782	02/22/16	11,966.63	
591-556-802.000	PROFESSIONAL SERVICES	ORCHARD, HILTZ & MCCLI	SERVICES THRU JAN 9 2016	02/16/16	02/22/16	942.00	
591-556-824.000	TESTING & ANALYSIS	NORTH CENTRAL LABORATO	WWTP	367615	02/22/16	324.01	
591-556-824.000	TESTING & ANALYSIS	PARAGON LABORATORIES I	WWTP	42155--90395	02/22/16	125.00	
591-556-920.000	UTILITIES	DEXTER COMMUNITY SCHOO	5TH WELL ELECTRICITY	02/16/16	02/22/16	2,387.34	
591-556-935.000	BUILDING MAINTENANCE & REPA	ALLIED EAGLE SUPPLY CO	WWTP	834213	02/22/16	149.59	
591-556-935.000	BUILDING MAINTENANCE & REPA	HACKNEY HARDWARE	ACCT # 6433	02/16/16	02/22/16	35.13	
591-556-960.000	EDUCATION & TRAINING	STATE OF MICHIGAN	RONALD CHABOT	02/16/16	02/22/16	90.00	
591-556-960.000	EDUCATION & TRAINING	STATE OF MICHIGAN	TODD VIEBAHN	02/16/16	02/22/16	70.00	
591-556-977.000	EQUIPMENT	EJ USA, INC.	WWTP	3928690	02/22/16	469.76	
591-556-977.000	EQUIPMENT	ETNA SUPPLY CO	WWTP	S101711841.001	02/22/16	4,163.38	
Total For Dept 556 WATER UTILITIES DEPARTMENT						28,965.35	
Total For Fund 591 WATER ENTERPRISE FUND						28,965.35	
Fund 701 TRUST & AGENCY FUND							
Dept 000 ASSETS, LIABILITIES & REVENUE							
701-000-255.012	8080 GRAND PASS THROUGH	AKTPEERLESS	8080 GRAND	41703	02/22/16	1,100.00	
Total For Dept 000 ASSETS, LIABILITIES & REVENUE						1,100.00	
Total For Fund 701 TRUST & AGENCY FUND						1,100.00	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund Totals:							
			Fund 101 GENERAL FUND			62,679.66	
			Fund 202 MAJOR STREETS FUND			4,852.09	
			Fund 203 LOCAL STREETS FUND			7,583.41	
			Fund 204 MUNICIPAL STREETS			776.21	
			Fund 226 SOLID WASTE COLLECTION FUND			41,426.05	
			Fund 402 EQUIPMENT REPLACEMENT FUND			511.85	
			Fund 590 SEWER ENTERPRISE FUND			8,856.09	
			Fund 591 WATER ENTERPRISE FUND			28,965.35	
			Fund 701 TRUST & AGENCY FUND			1,100.00	
Total For All Funds:						<u>156,750.71</u>	

PAGE LEFT INTENTIONALLY BLANK

February 2, 2016

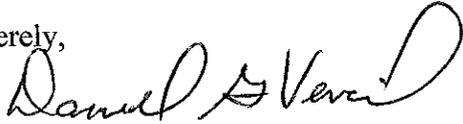
Dear Council Members;

In past years the City of Dexter has been kind enough to let members of the Knights of Columbus pass out tootsie rolls on the sidewalks of the city to help raise funds in support of the mentally impaired. We have contributed at least 50% of all money raised to help support the *special education programs in the Dexter School District*. The remaining funds are donated to the *St. Louis Center in Chelsea*.

This year's ***Tootsie Roll Drive*** is slated for **March 18, 19, and 20.**

We hope you can see it in your hearts to grant us permission again, this year, to allow us to raise funds for a very worthy cause. Please call me, should you have any questions concerning this fundraiser. I may be contacted at (734) 474-3069

Sincerely,

A handwritten signature in cursive script, appearing to read "Daniel Vencil".

Daniel Vencil, Chairman
Dexter Knights of Columbus
Council No. 2959

PAGE LEFT INTENTIONALLY BLANK

OFFICE OF COMMUNITY DEVELOPMENT

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

Staff Report

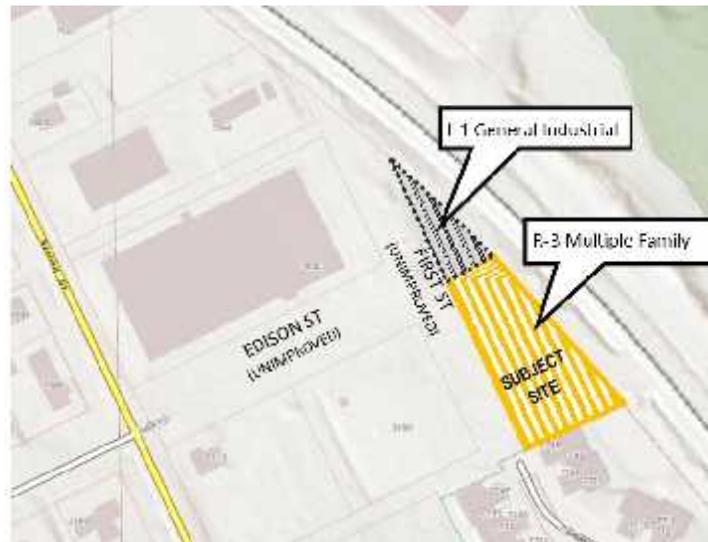
To: Mayor Keough and City Council
Courtney Nicholls, City Manager

From: Michelle Aniol, Community Development Manager

Re: RZ #2015-02 Rezoning First Street Park (08-08-05-235-006)
Re-adoption of Zoning Map Amendment (i.e. Rezoning)

Date: February 17, 2016

On January 11, 2016 City Council adopted a Zoning Map Amendment when it approved the request to rezone a portion of First Street Park (08-08-05-235-006), located at the intersection of Edison and First Streets, from R-3 Multiple Family Residential and I-1 Limited Industrial to PP Public Park.



According to PA 110 of 2006 (the Zoning Enabling Act), as amended, following the adoption of a zoning map amendment, a notice of adoption must be published in a local paper within 15 days. Due to staff oversight, the required publication of the notice was not published. Therefore, staff respectfully requests that Council re-approve the rezoning. This will allow staff to have the required notice of adoption published on February 24, 2016, in accordance with state statute.

ACTION REQUESTED

Based on the Planning Commission's recommendation, information provided by staff and reflected in the minutes of its January 11, 2016 and February 22, 2016 meetings, and pursuant to Section 23.05, Criteria for Amendment of the Official Zoning Map, City Council approves the request to rezone a portion of First Street Park (08-08-05-235-006), located at the intersection of Edison and First Streets, from R-3 Multiple Family Residential and I-1 Limited Industrial to PP Public Park.

PAGE LEFT INTENTIONALLY BLANK

OFFICE OF COMMUNITY DEVELOPMENT

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

STAFF MEMO

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

From: Michelle Aniol, Community Development Manager

RE: Pre-Development Agreement with Foremost Development Company

Date: February 16, 2016

On Thursday, February 18, 2016 the DDA will consider a request from the RFQ Committee to recommend approval of the proposed Pre-development Agreement with Foremost Development Company to City Council. The document has been reviewed and recommended by the City/DDA Attorney, Scott Munzel.

The Pre-Development Agreement sets forth the following:

- The subject properties:
 - 3045 Broad Street (08-08-06-280-001)
 - 8077-8087 Forest Street (08-08-06-280-024 and 08-08-06-280-025)
 - 8090 Grant Street (08-08-06-280-002)
- Provides the City and Developer an exclusive six (6) month period to try to develop a conceptual plan that each want, and if both side are happy, provides the Developer with an additional three (3) month period to reach an agreement with the City on the purchase of the property;
- Outlines a public meeting process the Developer must undertake, at his expense for obtaining public input on design, layout and use(s) of the property;
- Outlines tasks for each side during the Study Period, including whatever physical inspections the developer wants/needs, in order to provide a preliminary pro forma analysis;
- Clarifies the City is under no obligation to approve anything and neither party is required to enter into a Development Agreement, if parties cannot agree on terms; and
- Clarifies that neither Foremost, nor any professionals it uses during the public meeting process shall have a proprietary interest in any design work resulting from the public meeting process. In addition, the agreement also requires Foremost to include language in any contracts it enters with professionals that clarifies the professionals do not have a proprietary interest in any design works they may produce.

As you will recall, on December 22, 2015 City Council voted unanimously to authorize the RFQ Committee to pursue a Pre-Development Agreement with Foremost Development Company. The approval was subject to the DDA reviewing the Pre-Development Agreement, and then making a recommendation to City Council.

If the DDA recommends approval of the Pre-Development Agreement, Council could consider the recommendation at its Monday, February 22, 2016 meeting.

PRE-DEVELOPMENT AGREEMENT

THIS PRE-DEVELOPMENT AGREEMENT (“Agreement”), made and entered into this ____ day of _____, 2016 (the “Effective Date”), by the City of Dexter, a Michigan municipal corporation (the “City”), and Bailey Xenos Holdings, LLC, a Michigan limited liability company d/b/a Foremost Development Company (the “Developer”). (The City and Developer shall be known singularly as a Party or together as the Parties.)

Recitals

- A. The City collectively owns four parcels of land equaling approximately 3 acres, southwest of Main Street, between Grand and Forest Streets, and directly fronting to the west on the City’s award-winning Mill Creek Park, in downtown Dexter (Attachment A), which includes 3045 Broad Street, 8077-8087 Forest Street and 8090 Grant Street (08-08-06-280-001, 08-08-06-280-024, 08-08-06-280-025, 08-08-06-280-002)(the “Property”).
- B. The City desires that the Property be redeveloped to meet several goals. First, provide a residential environment with diverse housing options for City residents, recognizing that a viable, healthy residential market is of primary importance to the overall health and vitality of the community. Second, preserve and strengthen the existing character of the downtown area as an historic, pedestrian-scaled community, with traditional site and architectural designs which create an aesthetically memorable place containing vibrant streetscapes and community spaces. Third, incorporate common design elements, such as architecture, streetscape, signage, and landscaping, that promote the continuation of the downtown theme for downtown redevelopment projects. Fourth, expand the downtown core in a manner that supports and encourages walkability, and adds mixed-use, high-density residential and retail/commercial uses in and within close proximity to the downtown (the “Project”).
- C. The City recently completed a process to select a developer who the City believes has the experience, interest and financial capability to successfully undertake the Project, the exact nature of which would involve creating consensus for the Project between the developer and the City after significant public input.
- D. To pursue the potential development of the Property with the Project, the City and the Developer agree to enter in to this Agreement.

Agreement

In consideration of the mutual promises and covenants contained below, and for other good and valuable consideration, the receipt and sufficiency of which is acknowledged, the City and Developer agree as follows:

1. Exclusive Ability to Pursue the Project: For the six (6) months after the Effective Date (the "Study Period"), the Developer shall have the exclusive right and ability to pursue the Project and the Property, and undertake the Project Evaluation outlined below; and the City agrees that it shall not solicit for contracts, enter into any contracts, or negotiate for any contracts with any person or entity for any development or improvements on the Property during the Study Period.
2. Project Evaluation: The City and Developer shall undertake the following actions during the Study Period:
 - a). The City and the Developer shall jointly organize and participate in three (3) public meetings regarding the potential site plan, uses, and design of the Project. The City and the Developer shall use their best efforts to schedule the first of the three (3) public meetings to take place near the end of March 2016, the second to take place near the end of April 2016, and the third to take place near the end of May 2016. At least one (1) of the public meetings, at the beginning of the Study Period, shall be a "visioning" session for members of the community to provide comments on their visions and issues for the Project. The purpose of the public meetings is to assess the community's and the City's preferences and concerns related to the Project with the goal of creating a development plan or plans that will be i) consistent with the City's vision for the Property and ii) successful in the marketplace for the Developer (the "Development Plan(s)"). The Development Plan(s) shall include a site plan depicting the layout and arrangement of the building(s) on the Property, the uses within the Project, and façade design and architectural details of the building(s).
 - b). The actual costs to undertake the public meetings will be paid by Developer. The City will attempt to assist the Developer in minimizing such costs, for instance by providing meeting space; however, the City is under no obligation to provide any particular assistance. The public meetings shall be subject to the Open Meetings Act.
 - c). The City and Developer shall jointly evaluate the results of the public meetings. If, at any time, the Developer concludes, in its sole discretion, the results indicate that the successful development

of the Property is unlikely for any reason, the Developer may terminate this Agreement with no further obligation or liability on the part of the City or the Developer (except as stated in Sections 6 and 16 below). If, at any time, the City concludes, in its sole discretion, the results indicate that the successful development of the Property is unlikely for any reason, the City may terminate this Agreement with no further obligation or liability on the part of the City or the Developer (except as stated in Sections 6 and 16 below).

d). The City shall appoint a single point-of-contact for communications between the Parties required under this Agreement.

3. Specific Tasks During Study Period: During the Study Period, the Developer shall:

a). undertake, at its sole cost, such physical inspection or studies of the Property so as to allow Developer to determine the feasibility of the Development Plan(s). The Developer shall provide copies of any such inspections or studies to the City.

b). prepare preliminary financial pro forma(s) for the construction of the buildings and site depicted in the Development Plan(s), which pro formas would indicate financing sources, estimated construction costs, other development costs, and a tentative land value for the Property. The Developer shall share these pro formas with the City.

During the Study Period, the City shall:

c). undertake such studies as it determines are necessary to determine the current capacities of the infrastructure supporting the Project site and what infrastructure would be required to support the Development Plan(s). The City shall provide copies of any such studies to the Developer.

d). provide to the Developer an anticipated timeline for the removal/relocation of a DTE building structure, and power distribution lines (if they are to be moved) on the Property.

e). assist Developer in exploring options for tax increment financing for the Project. To this end, the City shall use its best efforts to procure meetings between representatives of the Developer, the City, the Downtown Development Authority and the Washtenaw Brownfield Redevelopment Authority, Michigan Economic Development Corporation, and Michigan Department of Environmental Quality, time being of the essence. The City shall provide a letter of support for the Development

Plan(s) to be included in redevelopment incentive applications, if any, submitted to the County, State and Federal Government.

f). as soon as practicable, provide to Developer all environmental and geotechnical information regarding the Property that is known to the City. If, during the term of this Agreement, environmental or geotechnical information regarding the Property becomes available to the City, the City shall likewise provide that information to Developer.

4. Development Plan and Development Agreement: If at the conclusion of the Study Period, the Developer and the City determine that one or more of the Development Plan(s) meet their respective goals, they shall so notify the other Party prior to the expiration of the Study Period. If both Parties so notify each other, then the Developer will have the exclusive right, for a three (3) month period (the "Negotiation Period"), in which to negotiate a development agreement (the "Development Agreement") with the City for the development of the Property implementing one of the Development Plans. The Development Agreement would include the items typically included in the City's development agreements, as well as the terms for the purchase of the Property. Either Party may determine, in its sole discretion, that the terms of the proposed Development Agreement are unacceptable, in which case this Agreement shall terminate and the Parties shall have no further obligations to each other (except as stated in Sections 6 and 16 below). During the Negotiation Period, the City agrees that it shall not solicit for contracts, enter into any contracts, or negotiate for any contracts with any person or entity for any development or improvements on the Property. If one or the other Party notifies the other that the activities during the Study Period have not resulted in a Development Plan(s) which that Party believes meets its respective goals, this Agreement shall terminate and the Parties shall have no further obligations to each other (except as stated in Sections 6 and 16 below).

5. Mutual Covenants: The City and Developer covenant and agree as follows:

a). Neither Party shall unreasonably withhold its participation during the Study Period and from preparation of the Development Plan(s).

b). In the course of implementing the activities above, issues may arise which are outside the scope of this Agreement but which require resolution in order to proceed with successful development of the Property. Whenever such issue(s) is identified by either Party, the City and Developer mutually agree to enter into good faith negotiations for the purpose of resolving said issue(s), which may include amendment to this Agreement.

- c). Both the Developer and the City understand that this Agreement does not require the City to use its power of eminent domain; and the City does not anticipate using such power for the development of the Property.
 - e). The City makes no representation or warranty that even if the Parties reach a consensus on the Development Plan(s), that such Development Plan(s), or any proposed development of the Property, will be approved by the City, and the City explicitly reserves the right to reject the Development Plan(s) (or any proposed development of the Property), for any reason or no reason at all (notwithstanding that such rejection must comply with all otherwise applicable legal standards).
 - f). Neither the Developer, nor any architect or any other professional consultant retained by Developer, shall have any copyright, trademark, or other proprietary interest in the Development Plan(s), or any other site plan, layout, or design materials created as part of the evaluation of the Property and Project; and the City shall have the right to use any and all such materials in the future, notwithstanding the termination of this Agreement. Developer shall include this language in any contracts it enters into with any architect or other professional consultant retained by Developer to work on the Property or Project.
6. Access to Property: During the term of this Agreement, Developer shall have the right for itself, its agents, employees, licenses and contractors (i) to enter upon any portion of the Property which is under the City's control with persons, equipment and material to make any and all inspections, surveys, test borings and other site investigations as it may deem appropriate, and (ii) to discuss the Property and the Project with governmental and other appropriate agencies as it may deem appropriate in order to determine any use to which the Property, or any part thereof, may feasibly be put. The Developer will provide liability insurance acceptable to the City in connection with its conduct of activities described in clause (i) above, shall name the City as an additional insured on such insurance, and will provide evidence of such insurance prior to entry upon the Property. Upon conclusion of any investigations or in the event of termination of this Agreement, the Developer shall return the Property to its original condition. The Developer shall not allow any liens to be recorded against the Property based on any contractors or consultants it retained to work on the Property or the Project, and shall immediately act to have any such liens discharged. Furthermore, Developer shall defend, hold harmless, and indemnify the City from and against any and all claims or damages which result from Developer's investigation of the Property.

The obligations contained in this Section shall survive the termination of the Agreement.

7. Termination: This Agreement shall terminate upon the earliest of the following events:
 - a). The Developer's or the City's decision to terminate as set forth in Section 2 above.
 - b). The mutual agreement of the Developer and the City.
 - c). Upon occurrence of a default as set forth in Section 8.
8. Remedies on Default: The Parties recognize that this Agreement does not transfer an interest in the Property, but in the event of default, except as otherwise stated in this Agreement, each Party shall be limited to the remedies provided below. If either Party is in default of performing the responsibilities set forth above, which default is not cured upon notice (a) within a reasonable time for the circumstances creating the default, but in no event more than forty-five (45) days after notice is given or as otherwise agreed to by the Parties, then the non-defaulting Party shall have the right to terminate this Agreement, and the Parties shall have no further obligations to each other, except for those stated in Sections 6 and 16, which survive the termination of the Agreement
9. Broker: The City represents and warrants to the Developer that it has employed no broker in connection with this Agreement or any purchase and sale to be consummated pursuant to this Agreement and the City shall defend, indemnify and hold the Developer harmless from and against any claim by real estate agent or broker in connection with or arising out of any acts or agreements of the City. The Developer represents and warrants to the City that it has employed no broker in connection with this Agreement or any purchase and sale to be consummated pursuant to this Agreement, and Developer shall defend, indemnify and hold the City harmless from any claim by real estate agent or broker retained by the Developer, or claiming through or under the Developer.
10. Notices: All notices sent pursuant to this Agreement shall be sent by certified mail, return receipt requested. Notices shall be deemed given on the date deposited with the United States Postal Service with proper address and postage fully prepaid. Notice as required under this agreement shall be:

If the City, to:

City of Dexter

Attention: Michelle Aniol
Community Development Manager
8140 Main Street
Dexter, MI 48130

If the Developer, to:

Foremost Development Company
Attention: Elias T. Xenos
550 W. Merrill Street, Suite 100
Birmingham, MI 48009

12. Time: Time shall be of the essence in this Agreement.
13. Binding Effect: This Agreement shall be binding upon and inure to the benefit of the Parties and their respective successors and assigns; provided however that the Developer cannot assign its rights in this Agreement to any other entity without the prior approval of the City.
14. Agreement: This Agreement constitutes the entire agreement of the Parties; all prior agreements between the Parties, whether written or oral, are merged in to this Agreement and shall be of no force or effect. This Agreement cannot be changed, modified or released orally, but only by an agreement in writing signed by the Parties against whom enforcement of said change, modification, or discharged is sought.
15. Counterparts: This Agreement may be executed in counterparts, each of which is an original document and all of which together constitute but one and the same document.
16. Violations of Agreement: In any dispute over this Agreement or its terms, the prevailing Party shall be entitled to reimbursement of the costs it incurred in enforcing the Agreement or its terms, including reasonable attorneys' fees, from the non-prevailing Party. The obligations contained in this Section shall survive the termination of the Agreement.

DEVELOPER:

Bailey Xenos Holdings, LLC
a/k/a Foremost Development Company

By: _____

Its: Authorized Representative

CITY:

This Agreement was approved by the _____ and the Mayor and Clerk were authorized to sign this Agreement on the ____ day of _____, 20__ and was signed by the Mayor and Clerk on the ____ day of _____, 20__.

CITY OF DEXTER

Mayor

Clerk

EXHIBIT A
Property Description

OFFICE OF THE CITY MANAGER

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

Memorandum

To: Mayor Keough and Council Members

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

Re: Consideration of: 2016 – 2021 Parks and Recreation Master Plan

Date: February 17, 2016

The City of Dexter's Parks and Recreation Master Plan development process began in April 2015 with a discussion at the Parks and Recreation Commission as to the steps that the City would need to take to update the 2009 – 2014 Plan. Since that time, the City has engaged the public and collected feedback through a survey, an input session, and a 30-day public comment period on the draft Plan.

The 30-day public comment period ended on Monday, February 15th. The Parks and Recreation considered the Plan along with the feedback received during the comment period on February 16th, and unanimously voted to recommend adoption of the Plan to City Council. If City Council adopts the Plan on February 22nd, then it will be sent to the Michigan Department of Natural Resources before the March 1, 2016 deadline.

A copy of the current Master Plan document may be obtained in hard-copy at the City Office or online at: <http://dextermi.gov/events/public-hearing-parks-and-recreation-commission>

The following are items that have been updated since the last time that Council received a draft copy of the Plan:

- Demographic tables have been updated with SEMCOG 2015 actual data.
- Various grammatical and factual edits (i.e. Dam removed in 2008, not 2012. WAVE instead of WWAVE)
- Maps were rearranged for better print quality.
- Soils section updated with more up-to-date information.
- Organizational structure graphic updated.

Items that still need to be updated as of 2/17/2016 (included in the resolution below):

- Map of Lion's Park edited to include new playground.
- Add items to appendix:
 - Notices of Public Hearing
 - Parks and Recreation Commission Minutes (2/16/2016)
 - City Council Minutes (2/22/2016)
 - Notice of 30-Day Public Comment Period
 - Website information related to public hearing and public comment period
- Update maps with correct City boundaries.
- Public Hearing Section (page 55) updated with information from Parks and Recreation Commission Public Hearing (2/16/2016)
- Anything discussed by Parks and Recreation Commission and City Council as a part of the resolution of adoption

The recommended resolution is as follows:

WHEREAS, the City of Dexter has undertaken a Five Year Parks and Recreation Plan which describes the physical features, existing recreation facilities and the desired actions to be taken to improve and maintain parks and recreation facilities during the period of 2016 and 2021; and

WHEREAS, public input was generated through a public survey and a public input session held on December 3, 2015 to provide an opportunity for citizens to express opinions, ask questions, and discuss all aspects of the Recreation Plan; and

WHEREAS, a public hearing was held Tuesday, February 16, 2016 at the Dexter District Library during a Parks and Recreation Commission Regular Meeting; and

WHEREAS the Plan has been developed as a guideline for improving parks and recreation for the residents of the City of Dexter;

NOW, THEREFORE, BE IT RESOLVED, the City of Dexter Parks and Recreation Commission recommends to the Dexter City Council adoption of the 2016 – 2021 Parks and Recreation Master Plan with the following changes to the presented document:

- Update of language in the soils section relating to
- Map of First Street Park edited to include new playground.
- Add items to appendix:
 - Notice of Public Hearing
 - Parks and Recreation Commission Minutes (2/16/2016)
 - City Council Minutes (2/22/2016)
 - Notice of 30-Day Public Comment Period
 - Website information related to public hearing and public comment period
- Update maps with correct City boundaries.
- Public Hearing Section (page 55) updated with information from Parks and Recreation Commission Public Hearing (2/16/2016)

MOVED BY:

SECONDED BY:

YEAS:

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED THIS 22nd DAY of FEBRUARY 2016.

Shawn W. Keough, Mayor

I hereby certify that the attached is a true and complete copy of a resolution adopted by the City of Dexter Council, County of Washtenaw, State of Michigan, at a regular meeting held on the 22nd day of FEBRUARY 2016.

CERTIFIED BY:

Carol J. Jones, Interim City Clerk



OFFICE OF COMMUNITY DEVELOPMENT

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

STAFF MEMORANDUM

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

From: Michelle Aniol, Community Development Manager

RE: Consider Resolution to Adopt an Amendment to Master Plan

Date: February 2, 2015

Attached for your consideration is a Resolution to Adopt an Amendment to the City of Dexter Master Plan, as unanimously recommended by the Planning Commission.

The Planning Commission conducted a public hearing to consider an Amendment to the City of Dexter Master Plan regarding Oil and Gas Drilling Operations on January 4, 2016. The Planning Commission postponed action to its next meeting (i.e. February 1, 2016), following the public hearing.

The proposed amendment includes the following modifications to the current Master Plan:

- Page 13 – A new heading entitled “Oil and Gas Drilling” has been added under City Planning Initiatives.
- Page 19 – The introductory paragraph has been modified to include protection of resources.
- Page 21 – A new bullet (last bullet) under City of Dexter Goals was added.
- Page 22 – Objective #9 under Natural Resources was added (numbering modified for inclusion).
- Page 32 – Objective #3 under Transportation was added (number modified for inclusion).
- Page 34 – Objective #9 under Community Facilities was added.
- Page 45 – Oil and gas exploration and development was added to the listing of appropriate uses in the Light Industrial Future Land Use Category.
- Page 46 – Oil and gas exploration and development was added to the listing of appropriate uses in the Light Industrial Future Land Use Category.
- Page 77 – Water Resources (bottom of page) was re-drafted to include language related to conservation and protection of water bodies as a single interconnected hydrologic system.
- Page 87 – Bullet #5 under Zoning Requirements modified to include natural resource reference.
- Page 88 – (First Bullet on page) Last bullet under Zoning Requirements was added.
- Page 88 – Item #7 has been added under Zoning Adjustments.
- Page 89 – Items #2-4 have been added under Zoning Adjustments.

Resolution #2016-xx

CITY OF DEXTER

CITY COUNCIL

WASHTENAW COUNTY, MICHIGAN

CITY OF DEXTER MASTER PLAN AMENDMENT ADOPTION RESOLUTION

CITY OF DEXTER COUNCIL

WHEREAS, Act 33, Public Acts of Michigan, 2008, as amended, provides for a Municipal Planning Commission to prepare, amend and adopt a Master Plan for the physical development of the community; and,

WHEREAS, the City of Dexter Planning Commission has prepared an amendment to the Master Plan for the City in compliance with said Act 33, including relevant charts, maps and text; and,

WHEREAS, the City of Dexter Planning Commission has provided opportunity for public input into the Master Planning amendment process; and,

WHEREAS, the City of Dexter Council approved and subsequently distributed a draft copy of the Amendment to the Master Plan to all of the bodies required by said Act 33 for review and comment; and,

WHEREAS, no person or entity submitted comments indicating that the proposed City of Dexter Amendment to the Master Plan is substantially inconsistent with the Master Plan of any adjacent community; and,

WHEREAS, The City of Dexter Planning Commission held a formal public hearing on the draft Amendment to the Master Plan on January 4, 2016 in order to provide additional opportunity for public comment; and,

WHEREAS, the citizens of the City of Dexter were afforded the opportunity to provide oral and written comments on the draft plan amendment, which comments have been carefully considered by the Planning Commission; and

WHEREAS, based on the consideration of public comments the City Planning Commission is satisfied that the Amendment to the Master Plan is ready for adoption:

NOW, THEREFORE, LET IT BE RESOLVED, that the City of Dexter Planning Commission recommended that the City of Dexter Amendment to the Master Plan be adopted by the City Council, during a regular meeting of the Planning Commission held on February 1, 2016; and

FURTHER, LET IT BE RESOLVED that the City Council has reviewed the Amendment to the Master Plan and approved the Amendment to the Master Plan.

MOVED BY:

SECONDED BY:

YEAS:

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED THIS 22nd DAY of FEBRUARY 2016.

Shawn W. Keough, Mayor

I hereby certify that the attached is a true and complete copy of a resolution adopted by the City of Dexter Council, County of Washtenaw, State of Michigan, at a regular meeting held on the 22nd day of FEBRUARY 2016.

CERTIFIED BY:

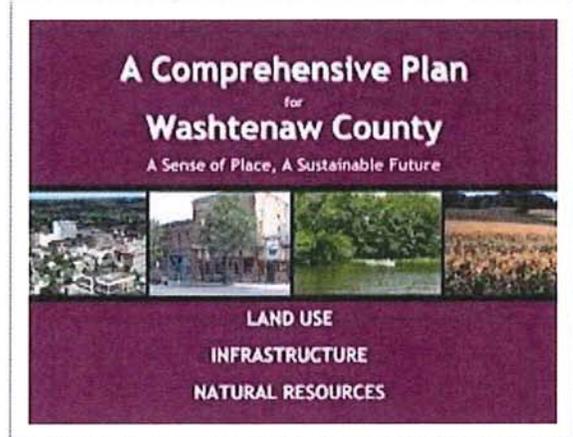
Carol J. Jones, Interim City Clerk

Oil and Gas Drilling - The City of Dexter has experienced increased interest in oil and gas exploration and development, which the City will balance with other community goals for existing and planned land uses, including natural resource protection.

County Planning Initiatives

A number of planning initiatives recently took place in Washtenaw County and the City of Dexter which have relevance to the current Plan. Elements of these various plans and initiatives are incorporated throughout this document.

2004 Washtenaw County Comprehensive Plan – While the County Plan is now becoming dated, there are elements of this plan that remain relevant for the City of Dexter. The 2004 Comprehensive Plan for Washtenaw County recommends a development pattern for the City of Dexter described and illustrated below as follows:



- * Sustainable small city and village development encouraging social interaction and environmental health;
- * Reduce negative impacts and made future development more livable by changing existing land use patterns in areas surrounding villages;
- * Development within one-half (1/2) mile of existing village limits should be developed at higher densities, and a grid system of roads with sidewalks should be required to provide convenient and alternative vehicle and pedestrian access to downtown main streets;
- * Encourage infill development opportunities, particularly by encouraging urban service districts; and
- * Develop model ordinance to ensure desired character of community is retained such as architectural guidelines, landscaping, signs, lighting and parking standards.

Washtenaw Area Transportation Study (WATS)(Updated 2011) - The Washtenaw Area Transportation Study has updated a long-range transportation plan for the County. The plan includes goals and capital and operating improvement projects which involve reconstruction or resurfacing, transit improvements, intersection and widening projects, as well as non-motorized projects (see Transportation Plan (pg. 49) for additional information).

Washtenaw County Non-Motorized Plan (2006) - WATS was also involved in the Washtenaw County Non-Motorized Plan which inventoried existing County-wide, non-motorized transportation facilities, identified missing links and provided

Community Goals and Objectives

The City of Dexter is a growing community that faces the difficult challenge of accommodating increasing growth and development, and private land uses and values, while retaining its small town character, protecting natural resources, including air, water and public land. A key component of the City of Dexter Master Plan is the articulation of a vision for the City's future growth and the formulation of community goals which reflect the community desires regarding how to respond to future development.

The goals of the community attempt to balance the various interests and ensure that each development decision is consistent with the overall vision for the City. They help convey preferred development strategies and outline development policies for the City.

The goals were developed with input from residents, property and business owners, the Planning Commission, the City Council and other City officials. Public participation was sought through an on-line survey of residents. A summary of the survey findings can be found in the Appendix.

Public Participation

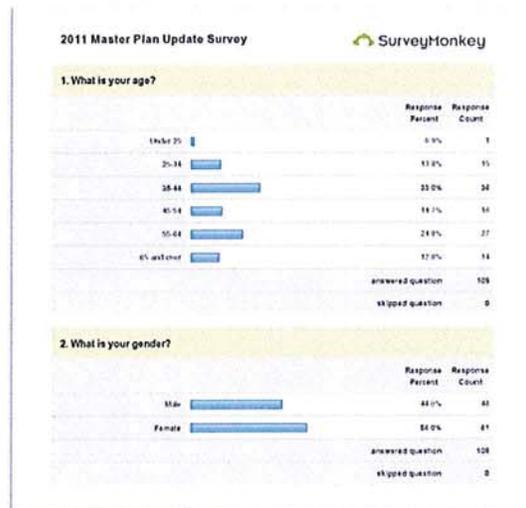
Master Plan Update Survey

In early 2011, the City of Dexter began a comprehensive survey of its residents. Surveys are an important tool in obtaining the input of participants on many important issues facing the community. This input will assist the City's elected and appointed officials in the process of preparing a Master Plan. The responses provided will help guide the City in the process of preparing land use and transportation, arts and culture, recreation and leisure activities and other City policies.

An on-line community survey was made available to residents in early 2011. A total of 162 people participated in the survey which concluded in spring 2011.

The survey included four (4) sub-topics of questions:

- (1) Demographics – inquired about age, gender, educational attainment, household income, employment status, etc.
- (2) Strengths and Weaknesses – these questions were primarily open-ended in nature. They asked respondents what they like best/least about the City of



- * Encourage development in the Baker Road and Dexter-Ann Arbor Road corridors that is separate and distinct from the Downtown that serves the needs of Dexter's growing population.
- * Encourage common design elements, such as: architecture, streetscape, signage, and landscaping that promote continuation of the downtown theme along the Baker Road corridor.
- * Provide commercial areas that meet the needs of City residents in terms of location and services offered.
- * Promote quality, job producing economic development within the City that serves the needs of the City residents.
- * Provide a variety of safe, efficient modes of transportation to meet the needs of City residents and visitors.
- * Provide timely, efficient and quality governmental services to City residents.
- * Assure that new development , and existing residential, commercial and industrial areas, protect the City's small town character, open space, natural resources and recreational values of the City from activities and land uses related or ancillary to mineral, sand and gravel, and oil and gas exploration and development.

Natural Resources

Protect and maintain the City's natural resources, particularly the Huron River and Mill Creek areas.

Objectives:

1. Guide development to foster the responsible use of land, preserve natural features, and to make the best use of existing public services, utilities, and infrastructure.
2. Protect and enhance the Huron River and Mill Creek. Collaborate with Huron-Clinton Metropolitan Authority, Washtenaw County Water Resources, Huron Watershed Council and Washtenaw County, when possible to improve water quality.
3. Promote protection and maintenance of the City's natural landscape.
4. Protect and preserve existing trees and wooded areas within the City.



5. Promote street tree planting to help preserve the residential character and tree-lined streets of the City.
6. Promote safe management of disposal of all waste materials, both hazardous and non-hazardous, which are generated within or transported through the City through coordination with state and local agencies to ensure that contaminated sites are returned to an acceptable environmentally safe condition.
7. Reduce noise and air pollution and site lighting levels so as to minimize their impact on residential areas.
8. Continue to concentrate efforts on wellhead protection and groundwater quality to protect this vital community resource through the protection program initiated by the City.
9. Protect the water quantity and quality of the City's rivers, streams, groundwater, springs, lakes, ponds, wetlands, and creeks, particularly the Huron River and Mill Creek, as a single interconnected hydrologic system.
10. Continue to monitor and improve the City's wastewater treatment and stormwater management systems to minimize negative impacts on City residents, the Huron River and Mill Creek.
11. Utilize progressive stormwater management and erosion control techniques to ensure that development will not adversely impact natural resources and surrounding property. Incorporate Federal Phase II Stormwater Requirements and Guidelines into planning review process of the City.
12. Encourage the use of best management practices and low impact development (LID) strategies to minimize stormwater run-off.

Recreation / Open Space

Provide various passive and active recreational opportunities for all residents of the City including programs and activities offered by the City and other agencies.

Objectives:

1. Meet present and future community needs for parks, greenways, trails and recreation by planning and developing a system of parks, greenways, open space and recreation facilities and encouraging the preservation of green space and the development of new parks and/or recreation assets when opportunities arise.

Transportation

Provide a variety of safe, efficient modes of transportation to meet the needs of City residents and visitors.

Objectives:

1. Maintain a transportation network that maximizes the capacity of existing roads while maintaining roadways and facilitating safe and efficient movement of vehicles and pedestrians throughout the Village.
2. Continue to evaluate and resolve issues with Village “through traffic” constraints by coordinating and cooperating with the County Road Commission.
3. Evaluate the impact of traffic generated by existing development and new or expanded land uses, including extractive uses, and work toward improvements, compatibility with other existing and planned uses, and safety concurrent with new development and uses.
4. Continue to implement access management standards for new development in order to improve the function and appearance of local streets, streetscapes and alleys; providing adequate rights-of-ways and appropriate improvements for traffic volume.
5. Encourage new streets to be designed in an interconnecting network with flexibility within the neo-traditional residential pattern, similar to the existing street network.
6. Coordinate transportation improvements with the County Road Commission and state agencies, including participation in Washtenaw Area Transportation Study (WATS).
7. Provide a variety of transportation choices including public transit and non-motorized transportation, and areas for bike parking.
8. Expand upon existing connections to create a City-wide, non-motorized network to provide opportunities for pedestrian activity such as walking, jogging and bicycling.

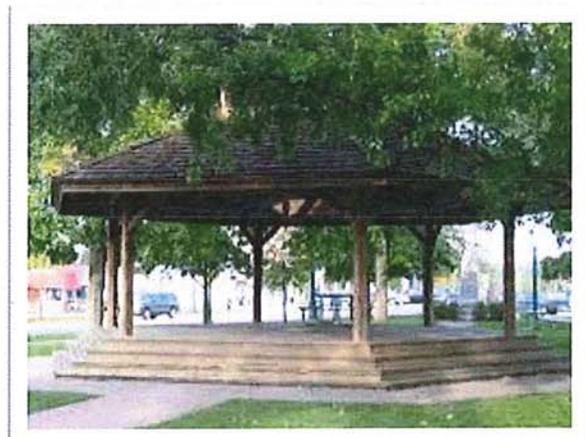
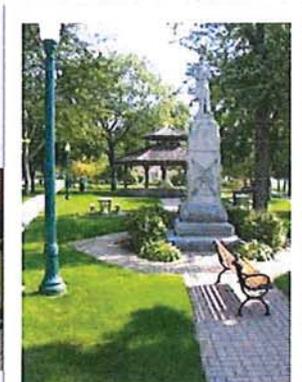
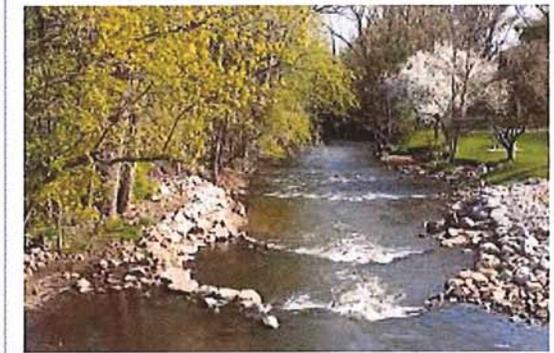


Community Facilities + Services

Provide timely, efficient and quality governmental services to City residents.

Objectives:

1. Provide and maintain open space, parks and recreation facilities to meet the needs of Village residents as formulated in the Parks and Recreation Master Plan.
2. Work with adjacent municipalities and Washtenaw County to provide area residents with high quality community services and facilities.
3. Provide adequate level of services regarding police, fire and safety services.
4. Provide adequate and affordable sewer and water service for Village residents.
5. Provide a public restroom facility in the Downtown area.
6. Provide adequate storm and seasonal services to Village residents.
7. Initiate stormwater upgrades as necessary and investigate whether a stormwater utility would be cost-effective for the Village.
8. Work with adjacent communities, Washtenaw County Water Resources Department, and the Huron River Water Shed Council to protect the area watershed.
9. Evaluate impact of new development and new and expanded land uses on community services and facilities, such as police, fire, and parks, and work to ensure there are adequate regulatory tools and resources available to support new development and uses while protecting existing and planned uses and environmental quality, in particular where uses involve a higher risk of release, discharge, or spill of hazardous substances, pollutants, or similar substances.



Light Industrial

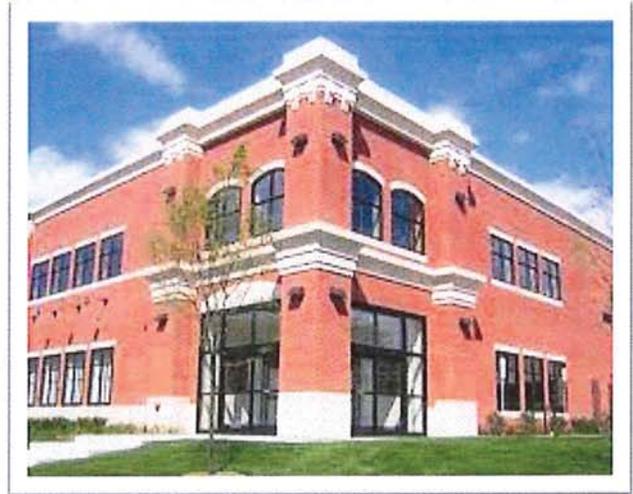
Intent: The Future Land Use Map establishes only one (1) area for Light Industrial use. This designation is intended to allow the continued operation of the current industrial uses.

Description: The Light Industrial area is located along Huron River Drive in the northeast corner of the City.

Relationship to Physical and Natural Features: Direct access to this area is provided via Huron River Drive. Municipal sewer and water are also available within this area.

Appropriate Uses: Desirable land uses and elements of the Light Industrial category are:

- * Light manufacturing, assembly, packaging, and testing facilities that provide:
 - Abundant landscaping
 - Screening of services and loading areas
 - Landscape buffering to protect adjacent residential uses
- * Oil and gas exploration and development, and similar extractive activities, to the extent the activities and uses are: sufficiently setback from incompatible uses, such as residential, office, commercial, recreation/conservation, and environmentally sensitive areas and natural resources; and the ancillary activities and uses generating potential nuisance effects such as traffic, lights, vibration, and noise will not be incompatible with surrounding existing or planned uses.



Land intensive industrial uses should not be permitted within the City limits due to the associated off-site impacts that have the potential to significantly detract from the quality of life in the City's residential neighborhoods.

Compatible Zoning Districts: The I-1, Light Industrial zoning district is compatible to the Light Industrial future land use classification.

Research/Development

Intent: The Research/Development land use classification provides for a diverse range of wholesale, parts assembly, high-tech industry, research facilities, laboratories and light fabrication operations.

Description: The Future Land Use Map designates two (2) areas for Research/Development use. The Dexter Business and Research Park is located south of Dan Hoey Road and is a subdivided industrial park targeted toward research and development activities. A second Research/Development area is located between Second Street and the Railroad. In this area, the Research/Development designation is intended to allow the continued operation of its current uses.

Relationship to Physical and Natural Features: Utilities are available throughout the Dexter Business and Research Park development area, and soils are generally good for building construction. A woodlands buffer exists to the south of the industrial park providing screening from uses within Scio Township.

The area between Second Street and the railroad has access via Second Street with proximity to rail available to the rear. Municipal sewer and water are also available within this area. Additional screening of the existing facility is appropriate due to its proximity to an established single-family neighborhood.

Appropriate Uses: Desirable land uses and elements of the Research/Development category are:

- * Wholesale, parts assembly, high-tech industry and light fabrication operations that provide:
 - Well-designed circulation systems
 - Supportive facilities such as utilities
 - Abundant landscaping, screening of services and loading areas
 - Landscape buffering to protect adjacent residential uses.
- * Oil and gas exploration and development, and similar extractive activities, to the extent the activities and uses are: sufficiently setback from incompatible uses, such as residential, office, commercial, recreation/conservation, and environmentally sensitive areas and natural resources; and the ancillary activities and uses generating potential nuisance effects such as traffic, lights, vibration, and noise will not be incompatible with surrounding existing or planned uses.

Compatible Zoning Districts: The RD, Research and Development, zoning district is compatible to the Research/Development future land use designation.

Public/Semi-Public

Intent: The Future Land Use Map designates uses such as existing and planned municipal buildings and facilities, parks, churches, cemeteries, public schools, and other uses providing public or semi-public services within this category. The Master Plan also designates areas for additional neighborhood parks in the City to assist in meeting the recreational needs associated with future population increases and the

2010, a Tree Replacement Account was set up with a significant contribution from the United Methodist Retirement Community for tree removal that occurred as part of the Cedars of Dexter site development. When considering land to be annexed, saving existing natural features and protecting habitats should be a priority.

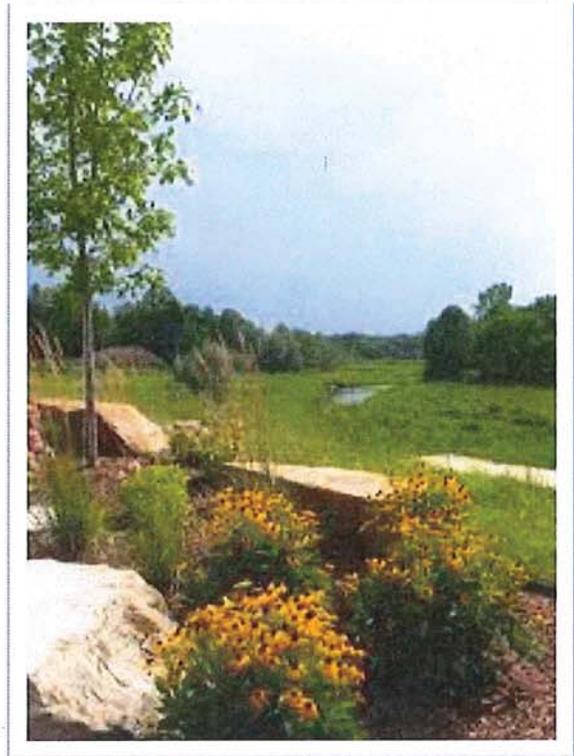
The Village's northeastern border along the Huron River remains the most naturally preserved. This section of town is within the Village's Public Park Zone, as can be seen in the City zoning map. The Public Park Zone has the greatest potential for becoming a link to the Washtenaw Counties regional greenway system due to its location adjacent to the Huron River and the abundant natural resources and recreation opportunities available.

The Mill Creek within the City provides residents with considerable access to natural resources. The Mill Creek, just west of downtown, was re-established in 2008 following the removal of the dam built by Henry Ford in 1932. In 2011-12 the City will begin the process of reclaiming the former dam impoundment into the Mill Creek Park with assistance from several grants, general funds and Washtenaw County Parks. Stream restoration efforts, habitat enhancement, boardwalks, fishing and observation decks, boat launches, an amphitheater and stone seating areas will be constructed within Mill Creek Park. Washtenaw County Parks and Huron Clinton Metropolitan Authority (HCMA) will also complete a portion of the Border-to-Border Trail north of the City by the fall of 2012. A subdivision connector to the Westridge Subdivision will also be completed in 2011. The combined trails north and east of the City will compile over fifteen (15) miles of non-motorized pathways around the Village's borders. The Mill Creek Park and the newly accessible areas will remain a place for wildlife to subsist and for residents and visitors to enjoy.

The City of Dexter is within the scenic and natural open areas of the Middle Huron River Watershed, which consists of plans to further develop the existing natural areas within the City to enhance the small town feel. The Village's goal is also to provide wildlife habitat and recreation opportunities for City residents and guarantee that the resources that exist today continue to be preserved into the future.

Water Resources

The Huron River and its largest tributary, the Mill Creek, encircle the City of Dexter. The Huron River constitutes primarily the northern border of the Village, with some minor exceptions. The Mill Creek is the west border of the Village, although a site condominium project (Westridge of Dexter) was also annexed beyond the Mill Creek. It is essential to the health of these water bodies to conserve and protect



water quality and quantity and to regulate in a manner that recognizes that groundwater, springs, creeks, streams, lakes, ponds, and wetlands are a single interconnected hydrologic system.

The Huron River Watershed Council (HRWC) is staffed with experts in the fields of watershed management, river ecosystems and river habitats. The HRWC provides information on watershed management and protection and organizes community groups and volunteers for river clean-up days and other habitat monitoring and restoration projects. The HRWC is a regional organization that the City participates with and is a member of, although the HRWC has taken the lead in the conservation and education of the river and its tributaries.

The Village, as well many communities along the middle stretch of the Huron River, is under a total maximum daily load for phosphorous into the Huron River. The City is working to address this through a cooperative effort with other impacted municipalities to reduce loading.

School Facilities

Dexter Community Schools are ranked in the top twenty percent (20%) of schools within the State of Michigan. The Dexter Community School District campus size has also dramatically increased in the past decade along with the Village's population. In 1998, two (2) new schools were built, Cornerstone Elementary and Mill Creek Middle School, and in 2002 a new high school opened.



Dexter Community School facilities include: two (2) kindergarten through second grade elementary schools (Bates and Cornerstone); one (1) third and fourth grade elementary school (Wylie); one (1) fifth and sixth grade intermediate school (Creekside); one (1) seventh and eighth grade middle school (Mill Creek); and Dexter High School for grades nine through twelve. The City collaborates with the school district on many initiatives given that a majority of the school's campus is located within the City limits.

Implementation

The Master Plan is essentially a statement of goals and objectives designed to accommodate future growth and redevelopment. As stated in the introduction of this document, the Master Plan is the officially-adopted document that sets forth an agenda for the achievement of goals and policies. It helps develop a balance of orderly change in a deliberate and controlled manner that permits controlled growth. As such, it provides the basis upon which zoning and land use decisions are made.

The Plan forms the philosophical basis for the more technical and specific implementation measures. It must be recognized that development and change will occur either with or without planning, and that the Plan will have little effect upon future development unless adequate implementation programs are established. This section identifies actions and programs that will be useful if the Plan is to be followed.

A variety of programs or administrative tools are available to allow the Plan to succeed. These include:

Zoning Requirements

Zoning is the development control that has been most closely associated with planning. Originally, zoning was intended to inhibit nuisances and protect property values. However, zoning should also serve additional purposes that include:

- * To promote orderly growth in a manner consistent with land use policies and the Master Plan.
- * To promote attractiveness in the Village's physical environment by providing variation in lot sizes, architectural design guidelines and appropriate land uses.
- * To accommodate special, complex or unique uses through mechanisms such as planned unit developments, overlay districts, or special land use permits – specifically within the areas designated for mixed use in order to allow complimentary uses and design guidelines.
- * To guide development away from conflicting land uses (i.e. industrial uses adjacent to residential areas).
- * To preserve and protect existing land uses, natural resources, air, land, water, and other significant natural features in accordance with the Master Plan.
- * To promote the positive redevelopment of underutilized areas of the Village.

- * To balance the increased interest in activities and land uses related or ancillary to oil and gas exploration and development with other community goals to ensure the uses occur in a manner consistent with other existing and planned uses, and in a manner that protects the open space, natural resources, recreation, and other priorities in the City.

The Zoning Ordinance and Future Land Use map by themselves should not be considered as the major long range planning policy of the Village. Rather, the Master Plan should be regarded as a statement of planning policy, and zoning should be used to assist in implementing that policy.

Zoning Adjustments

Certain areas of the City have been designated for a land use classification in the Master Plan which conflicts with either existing zoning or existing land uses. These designations were developed in order to guide the desired development of these areas. Certain areas may benefit from a Village-initiated rezoning in order to provide more consistency. Additionally, other areas may continue with an existing zoning designation that, although currently conflicting with the Future Land Use designation, may be rezoned in the future once the existing use terminates or conditions change. It is at this future time the land use recommendations will provide guidance as to the proper zoning. The City Planning Commission should further study and make decisions with regard to which areas warrant Village-initiated rezoning. The following should be considered for Village-initiated rezoning:

1. Encourage new residential developments to provide contiguous internal recreational amenities.
2. Modify the CBD zoning district to ensure redevelopment, increased viability, adequate parking, walkability and the reuse of the upper floors of the existing structures.
3. Create a tree preservation ordinance.
4. Create a Huron River, Mill Creek overlay zone to ensure natural feature preservation.
5. Evaluate the adequacy of the noise, air and light standards of the Zoning Ordinance.
6. Create provisions requiring bike parking for government, commercial and educational institutions.
7. Evaluate likely potential effects of mineral, sand and gravel, and oil and gas exploration and development, on the public health, safety, and welfare; and review existing zoning and other police power ordinances to ensure they balance the need for those uses with their effects on other existing and planned uses in a manner that furthers and protects community goals and priorities, including land use, land preservation and

the protection of natural resources and water quantity and quality, transportation, and safety and community facilities and services.

Adopt land development regulations that provide standards and regulations specific to various elements within the Village:

1. Develop Stormwater Management Regulations that comply with Phase II and encourage use of Best Management Practices.
2. Adopt regulations that recognize the connection of groundwater and surface water, and include limitations that protect, and prevent pollution, impairment or diminishment of, the quantity and quality of available water resources, including aquifers, springs, rivers, creeks, ponds, and wetlands, for existing and future water needs for residential recreation, commercial, industrial, and for protection and preservation of water bodies and their natural resources and uses.
3. Review City Ordinances to ensure the City is sufficiently reviewing and collecting data and information regarding the likely effects of land uses on the public health, safety, and welfare, including the effects on the City's environmental and natural resources.
4. Review ordinances to ensure the City requires sufficient disclosure of information and permits, with sufficient conditions, to allow the fire and police to provide an emergency response adequate to protect the public health, safety, and welfare to the spill or other release of hazardous or other dangerous substances or pollutants during transport of use.
5. Create development design guidelines as a means of preserving the existing architectural character of the Village. The emphasis of the guidelines shall be placed upon major renovation projects and new construction.
6. Work to create incentives for the maintenance and rehabilitation of the existing residential structures, such as Rental Rehabilitation and Façade Rehabilitation programs through the MEDC.
7. Continue coordination with the Washtenaw County Brownfield Authority and upon identifying a site, adopt a Brownfield Redevelopment Plan.
8. Pursue a property maintenance ordinance, a component of which would recognize property owners who further the historic character of the Village.
9. Continue to coordinate a Village-wide path system that requires developers to construct a pathway and/or contribute to the system which links new residential developments to downtown, local parks and/or schools.

City of Dexter
Assessing Department

Memo

To: City Council and City Manager
From: Chris Renius, Assessor
Date: 2/17/2016
Re: Hardship Exemptions

The Michigan Property Tax Act sets forth a mechanism for people who are “unable to contribute toward the public charges” to request an exemption from paying some or all of their real property taxes. The process is triggered through the Hardship Exemption Application to the Board of Review, who then follow guidelines set by the City Council to make a decision as to whether to grant relief from the property taxes. The relief comes in the form of reducing the taxpayer’s taxable value for one year.

The attached proposed guidelines mirror the guidelines adopted for the 2015 year with the federal poverty rates updated with the current data. The application itself will remain unchanged for the 2016 year.

RESOLUTION # xx-2016

**RESOLUTION TO SET 2016
HARDSHIP EXEMPTION GUIDELINES**

City of Dexter
County of Washtenaw
State of Michigan

At a regular meeting of the City Council of the City of Dexter, County of Washtenaw, State of Michigan, held on the 22nd day of February, 2016, at 7:30 p.m. Eastern Time,

PRESENT:

ABSENT:

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

WHEREAS, the Michigan Property Tax Act (Section 211.7u, as amended) provides that “the principal residence of persons who, in the judgment of the supervisor and board of review, by reason of hardship, are unable to contribute toward the public charges is eligible for an exemption in whole or in part from taxation under this act”, and

WHEREAS, the City Council is charged with the duty of establishing policy and guidelines for the Board of Review to use when deciding

NOW, THEREFORE, BE IT RESOLVED that the following policies and guidelines be adopted for the application for and granting of Hardship Exemptions in the City of Dexter in 2016.

SECTION I: APPLICATION PROCEDURE

Eligibility and Application: To be eligible for a hardship exemption the applicant must be both the taxpayer and a natural person (i.e., not a corporation, trust or other business association or entity), and must do all of the following on an annual basis:

1. Be an owner of and occupy as a homestead the property for which an exemption is requested. "Principal residence" means principal residence or qualified agricultural property as those terms are defined in MCL 211.7dd.
 - a. If owned by a trust, the real property must be the principal residence of the grantor of the trust and the trust must be a grantor trust under Internal Revenue Code sections 671-679.

2. File with the City Assessor a completed Hardship Exemption Application, on a form provided by the City of Dexter.
 - a. This application **must** be accompanied by any and all federal and state income tax returns for all persons residing in the principal residence, including any returns for property tax credit, that were filed in the immediately preceding year and in the current year.
3. Produce a valid driver's license or other acceptable form of identification, if required by the Assessor or the Board of Review.
4. Produce a deed, land contract or other evidence of ownership of the property for which an exemption is requested, if required by the Assessor or the Board of Review.

Filing Period and Personal Appearance: Fully completed Hardship Exemption Applications, with the required supporting information, will be accepted after January 1st through the day prior to the December Board of Review. Exemptions will be considered at the March, the July, or the December Board of Review meeting, whichever occurs next after receipt of the Application. The filing of a completed Hardship Exemption application shall constitute an appearance before the Board of Review for the purpose of preserving the applicant's right to appeal the decision of the Board of Review to the Michigan Tax Tribunal; however, a personal appearance may be required as hereinafter specified.

SECTION II: EVALUATION PROCEDURE

Administration of an Oath: Applicants appearing before the Board of Review may be administered the following oath: "Do you swear or affirm that information and testimony you will give before the Board of Review is the truth, the whole truth, and nothing but the truth."

Open Meetings Act: Board of Review meetings relative to hardship exemption applications shall be held in compliance with the Open Meetings Act.

Applicant's Presence: The Board of Review may request an applicant to personally appear before the Board to respond to any questions that the Board of Review or the Assessor may have.

Investigation: Applicants for hardship exemption may be investigated by the City in order to verify information submitted or statements made to the Assessor or to the Board of Review.

SECTION III: DETERMINING EXEMPTIONS

Criteria for Determining Exemption: The Board shall consider the following three (3) criteria in order to determine whether a full or partial hardship exemption should be granted:

1. Income:

- a. The total income of the applicant and each member of the applicant's household shall not exceed the Federal Poverty Income Standards (exhibit A), as defined and determined annually by the U.S. Department of Health and Human Services (HHS) for a one-person household, times a factor of 2.0, plus the modifier specified by HHS for to be added for each additional person over eight. Income shall include the following:
 - i. Money wages and salaries before any deductions;
 - ii. Net receipts from self-employment;
 - iii. Distributions or income from partnerships, limited liabilities companies, or corporations, whether or not taxable;
 - iv. Tax exempt income received including, but not limited to, interest income, disability income, social security or SSI;
 - v. Regular payments from Social Security, Railroad Retirement, unemployment compensation, strike benefits from union funds, workers compensation, veterans payments or any type of public assistance;
 - vi. Alimony, child support, and military family allotments or other regular support from an absent family member for someone not living in the household. For example, periodic gifts to assist the applicant or the applicant's household shall be included in income;
 - vii. Private pensions, government employee pensions (including military retirement pay), regular insurance or annuity payments;
 - viii. College or university scholarships, grants or fellowships;
 - ix. Dividends, interest, net rental income, net royalties, periodic receipts from estates or trusts, net lottery winnings and net gambling winnings; and
 - x. Payments made by a third party to or for the benefit of the applicant or a member of the applicant's household.
- b. Income shall not include any of the following:
 - i. Money received from the sale of property(such as stocks, bonds, house, car), unless the applicant or a member of the applicant's household is in the business of selling such property;
 - ii. Withdrawals of bank deposits;
 - iii. Borrowed monies;

- iv. Income tax refunds;
 - v. One time payouts from insurance companies;
 - vi. Losses including, but not limited to, capital losses or business losses;
 - vii. Gifts and/or inheritances, unless the purpose of such gift and/or inheritance, as determined by the Board of Review, is to assist in the support of the applicant or the applicant's household.
- c. The Board of Review may waive the income test for household with income greater than allowed under Section III(1)(a), but who have expenses beyond the ordinary scope of expected costs which are severe and unavoidable, such as unusually high health care costs not covered by insurance.

2. Assets:

- a. The total value of the assets of the applicant and each member of the applicant's household shall not exceed the Federal Poverty Income Standard as set forth in Section III(1)(a) times a factor of 14.0. The assets of each member of the applicant's household shall be examined to determine whether there are assets which can reasonably be invested, sold or used to pay the property taxes. If the assets are of a nature and value which reasonably indicates that a condition of hardship does not exist, then a hardship exemption shall be denied.
 - i. The total value of the assets shall include the value of the equity in the principal residence to the extent the principal residence's value exceeds the average assessed value for a home in the City as of December 31st of the year preceding the date of the application.
 - 1) Notwithstanding Section III(2)(a)(i), if the applicant has resided in the principal residence, as his/her principal residence, for a period of at least twenty (20) years prior to the date of application, the value of the equity in the principal residence shall not be counted as an asset.
 - ii. Gifts, inheritances, one-time payouts from insurance companies, income tax refunds and money received from the sale of property, such as stocks, bonds, house, car, (unless the applicant or a member of the applicant's household is in the business of selling such property), shall be included as assets of the applicant and/or members of the applicant's household.
- b. If the applicant and/or any members of the applicant's household transfers assets to another for less than full and adequate consideration in money or money's worth within sixty (60) months from date of the application for exemption, such exemption shall be denied. Such transfer shall include, but not be limited to, giving up all or partial ownership in an asset, selling an

asset, giving an asset away, refusing or disclaiming a gift or inheritance, or giving up the right to receive income. Such transfers shall not include transfers in the amount of \$100 or less.

3. Contributions from Other Sources:

- a. If the Board of Review determines that the applicant does or reasonably should receive contribution toward taxes from other sources, such as from a trust, inheritance, co-owner, relative, dependent, friend or other source, the Board may consider the amount of such contribution as an addition to the applicant's income. If the resulting sum exceeds Standards set in Section III(1), then a hardship exemption shall be denied.

SECTION IV: GRANTING EXEMPTIONS

Granting of Exemption: If the Board of Review determines that an applicant:

1. Does not have income in excess of the total income allowed under Section III(1) or the Board waives the income test under Section III(1); and;
2. Does not have assets which can reasonably be invested, sold or used to pay the property taxes under Section III(2); and
3. Does not receive or reasonably expect to receive contribution toward taxes from other sources under Section III(3),

Then, the Board of Review may grant a full or partial hardship exemption. The granted exemption under any circumstances shall not serve to reduce the amount refundable from the State of Michigan through the Homestead Property Tax Credit as determined utilizing Form MI-1040CR.

Deviation From Policy and Guidelines: The Board of Review shall follow the policy and guidelines set forth herein for granting or denying a hardship unless the Board of Review determines that there are substantial and compelling reasons why there should be a deviation from the policy and guidelines.

Exhibit A

Size of Family Unit	Poverty Guidelines
1	\$11,770
2	\$15,930
3	\$20,090
4	\$24,250
5	\$28,410
6	\$32,570
7	\$36,730
8	\$40,890

For each additional person \$4,160

AYES:

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED THIS 22nd DAY OF FEBRUARY, 2016.

Mayor – Shawn W. Keough

CERTIFICATION

I hereby certify that the attached is a true and complete copy of a resolution adopted by the City Council of the City of Dexter, County of Washtenaw, State of Michigan, at a regular meeting held on the 22nd day of February, 2016.

Interim City Clerk – Carol J. Jones

PAGE LEFT INTENTIONALLY BLANK

OFFICE OF THE CITY MANAGER

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

Memorandum

To: Mayor Keough and Council Members

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

Re: Consideration of: Setting a Public Hearing Date for the Michigan Department of Natural Resources Trust Fund Grant Application

Date: February 17, 2016

With City Council's approval on February 8, 2016, Paul Evanoff and Justin Breyer will be diligently working over the next several weeks to gather the necessary resources in order to complete the Michigan Department of Natural Resources Trust Fund Grant Application for the Mill Creek Park Trail Phase 2. The grant application team is expecting to complete the application package by the March 15th Parks and Recreation Commission meeting so that the Commission has a chance to vet the document before it is presented to City Council on March 28th. Additionally, in order to qualify for the grant, the City must host a public hearing for the grant application before its submittal.

Staff recommends that City Council set a public hearing date for March 28, 2016 for the purpose of hearing public comment on the Michigan Department of Natural Resources Trust Fund Grant Application for the Mill Creek Park Trail - Phase 2.

PAGE LEFT INTENTIONALLY BLANK

OFFICE OF THE CITY MANAGER8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

Memorandum

To: Parks and Recreation Commission

From: Justin Breyer, Assistant to the City Manager
Michelle Aniol, Community Development Manager

Re: Discussion of: First Street Park

Date: February 17, 2016

In 2013, the Parks and Recreation Commission recommended a shelter and storage area for inclusion in the Village's Capital Improvements Plan. The City budgeted \$5,000 in FY 2013-14 and FY 2014-15, to help with the cost of the project. Issues with the boundaries and zoning of the park led to a delay in construction. Funds were not budgeted for in 2015-16. Despite the lack of funding allocation, those involved with the project presumed that the shelter continued to have support from City Council.

During the rezoning process, Planning Commission asked the Parks and Recreation Commission to provide information relating to the proposed shelter. After discussion at their November meeting, the Commission decided that it may be a good idea to look more closely at First Street Park, and sit down with the Dexter Ringers. Members of the Dexter Ringers attended the Parks and Recreation Commission's January meeting and the two groups discussed several items, including the current look of the park, the need to keep all aspects of the park public, seating, and the park reservation process.

Since the January meeting, staff has further investigated probable construction and permitting costs for the proposed structure, the design of which is included as an attachment to this report. The probable costs for permitting and materials contribution exceed the originally estimated \$5,000 allocation for materials only. A cost figure of \$10,180 was presented to the Parks and Recreation Commission at their meeting on February 16, 2016. During that meeting, the Commission voted to recommend that City Council fund the project for the presented amount. A copy of the design and schematics are included as an attachment to this report.

The following table itemizes the estimate of costs associated with the permitting and construction of the First Street Park Shelter. As you can see, responsibility is assigned for a variety of required tasks, along with the time frame for completing the task and the fees associated with permitting and construction of the above referenced shelter.

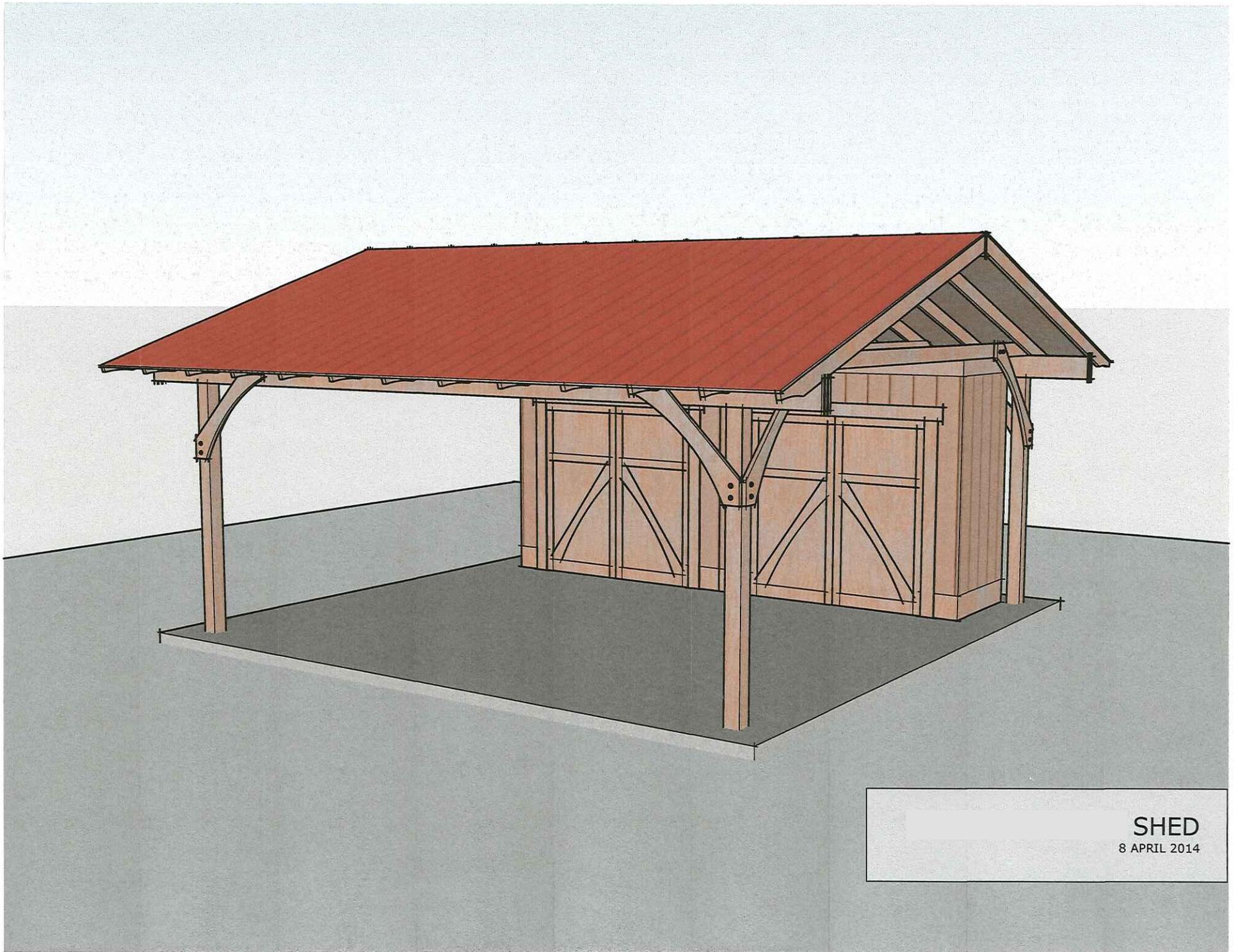
If Council remains in support of the construction of this shelter, a budget amendment will need to be made as part of our third quarter budget amendments and the funds for the project will come from reserves.

First Street Park Shelter Next Steps

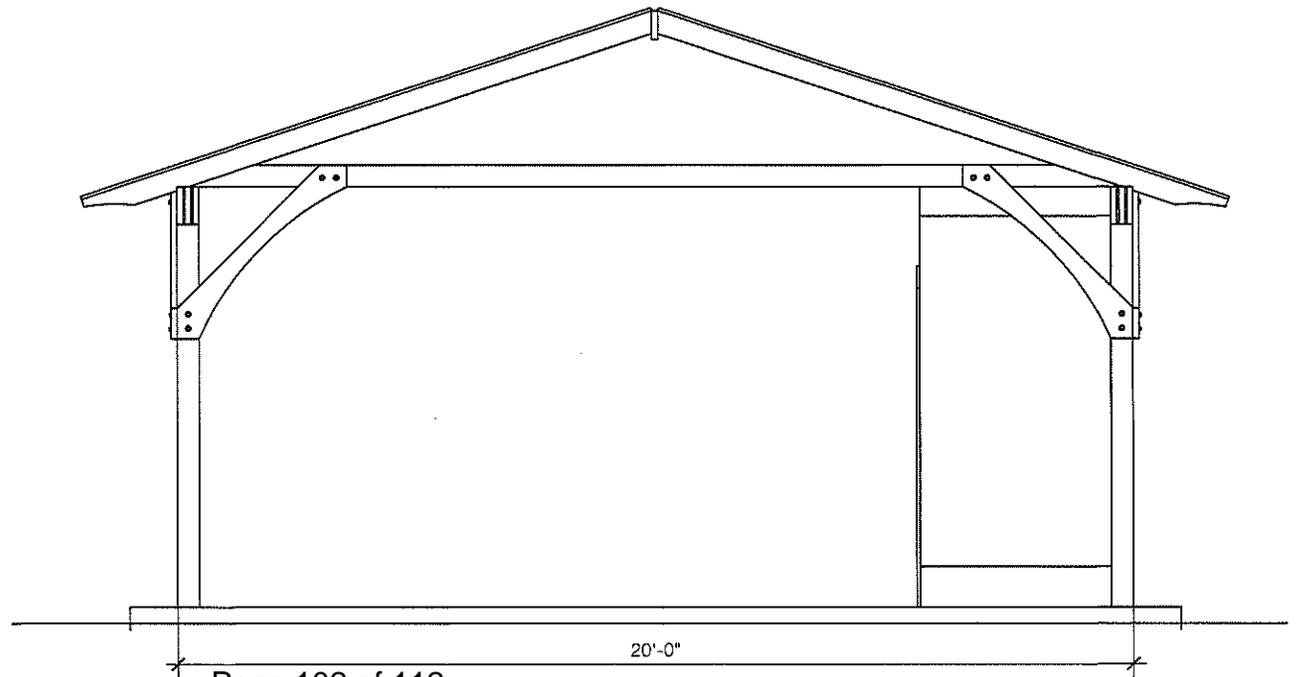
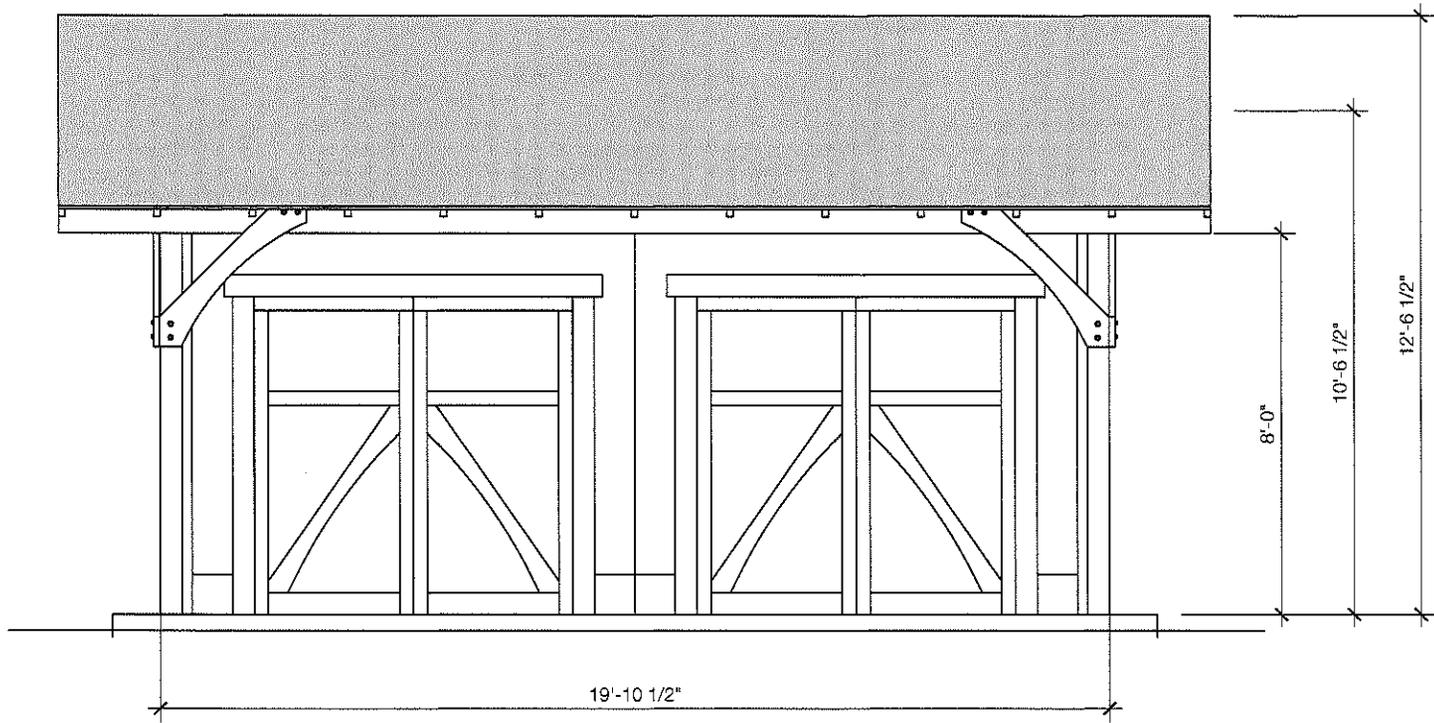
Responsibility	Task	Schedule	Fees
Admin	Secure funding from City Council (for City portion of construction materials)	Mar	\$5,000.00
OHM	Prepare plot plan for soil erosion and sedimentation control permit (SESC) from Washtenaw County, and preliminary zoning compliance (PZC) from City	Mar	\$1,600.00
Admin	Apply for SESC permit from Washtenaw County <ul style="list-style-type: none"> • Performance Guarantee • Maintenance Inspections (every other month); cost/hr. 	Mar	\$235.00
			\$500.00
			\$95.00
Admin	Apply for PZC (approved SESC permit required)	Mar	waived
Admin	Apply for building permit from Washtenaw County <ul style="list-style-type: none"> • Permit fee • GIS/Application fee • Plan review fee (per/hour) • Re-inspection fee 	Mar	\$110.00
			\$35.00
			\$75.00
			\$50.00
OHM	Stake location of shelter (1/2 day survey crew)	Apr	\$1,000.00
Admin	SESC Fencing materials	Apr	\$500.00
Ringers or DPS	Erect SESC fencing	Apr	
Ringers	Start construction	Apr	
Ringers	Call for inspections*	Apr	
Ringers	Notify Community Development Office when project is complete.	Apr	
Admin	Apply for FZC (final zoning compliance)	Apr	
Admin	Apply for C of O from Washtenaw County	Apr	\$100.00

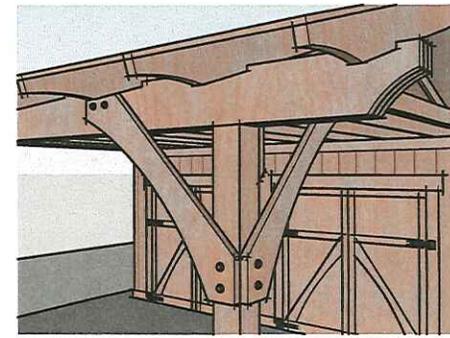
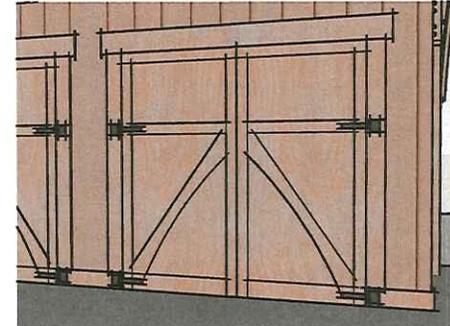
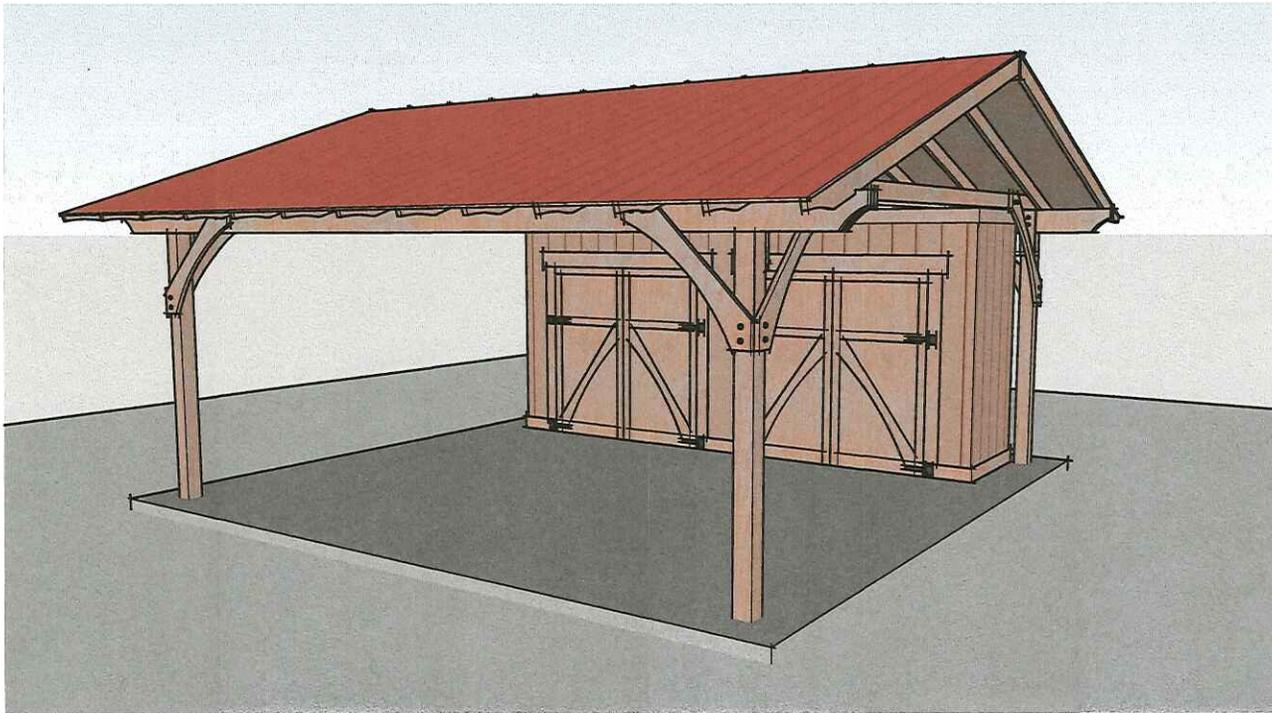
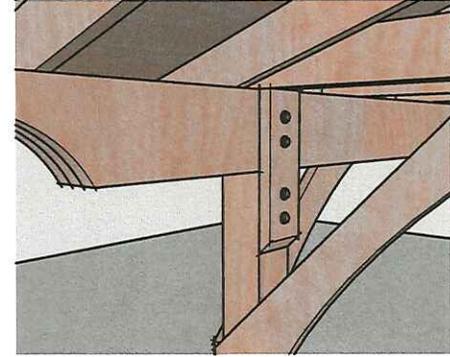
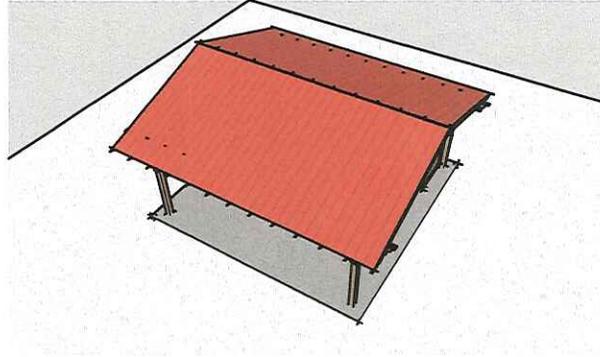
*The County does not charge for required inspections; however, if a re-inspection is required, then a \$50 fee is applied.

Subtotal Estimated Cost: \$9,300.00
10% Contingency: \$880.00
Total Estimated Cost: \$10,180.00



SHED
8 APRIL 2014





A DESIGN PARTNERSHIP
BETWEEN

THE KOLB COMPANY
DESIGN / BUILD / CONSULTING

**&
KJM**

DESIGN STUDIO

HAVE QUESTIONS?
FEEL FREE TO CALL OR
TEXT THE OFFICE AT
(734) 531-9759

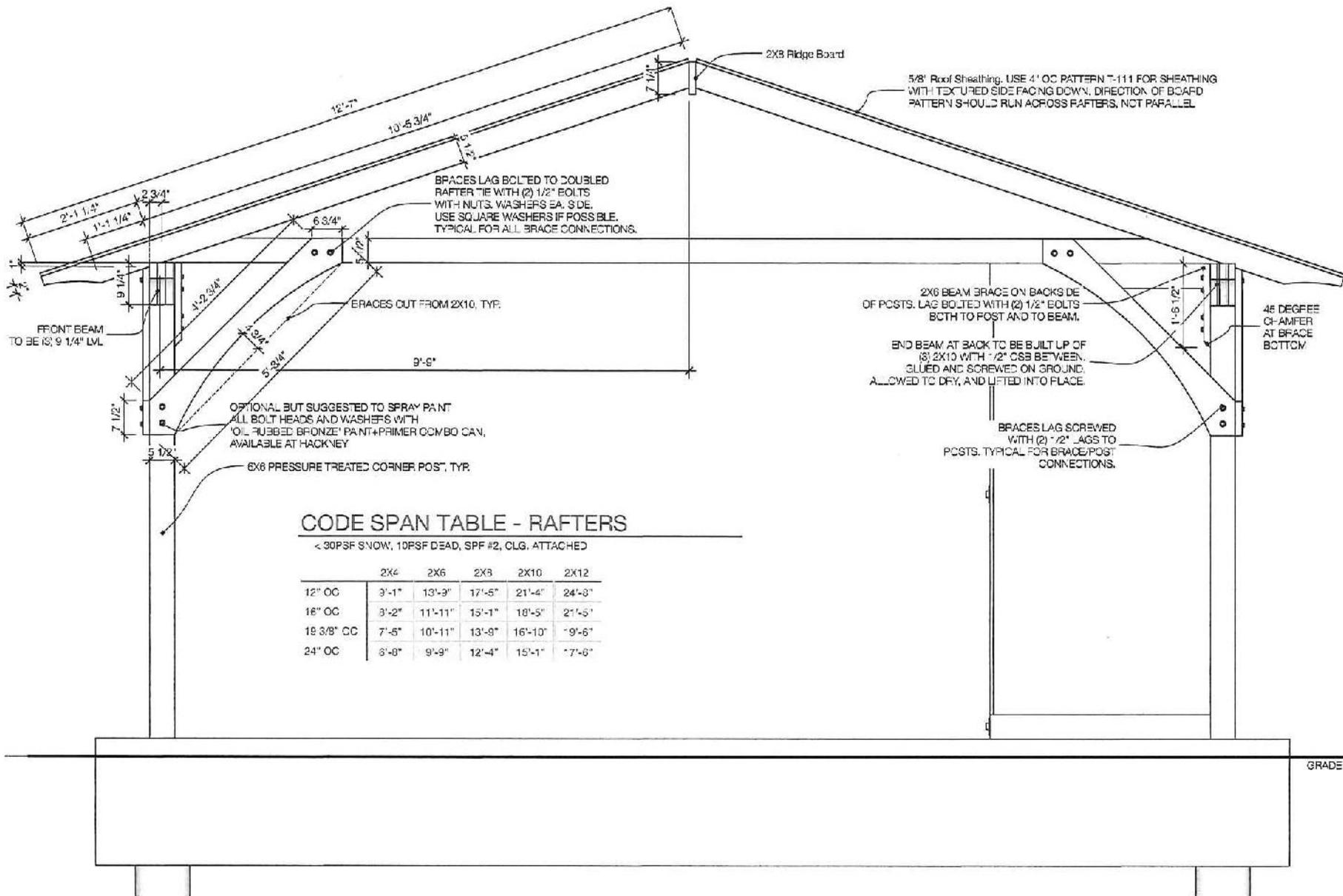
SHED
DEXTER, MI

PERMIT SET

REVIEW SET
14 MAY 2014

3D VIEWS

A1



CODE SPAN TABLE - RAFTERS

< 30PSF SNOW, 10PSF DEAD, SPF #2, CLG. ATTACHED

	2X4	2X6	2X8	2X10	2X12
12" OC	3'-1"	13'-3"	17'-5"	21'-4"	24'-3"
16" OC	3'-2"	11'-11"	15'-1"	18'-5"	21'-5"
18 3/8" OC	7'-5"	10'-11"	13'-8"	16'-10"	19'-6"
24" OC	6'-8"	9'-9"	12'-4"	15'-1"	17'-6"

A DESIGN PARTNERSHIP BETWEEN

THEKOLBCOMPANY
DESIGN / BUILD / CONSULTING

KJM

DESIGN STUDIO

HAVE QUESTIONS?
FEEL FREE TO CALL OR
TEXT THE OFFICE AT
(724) 581-9758

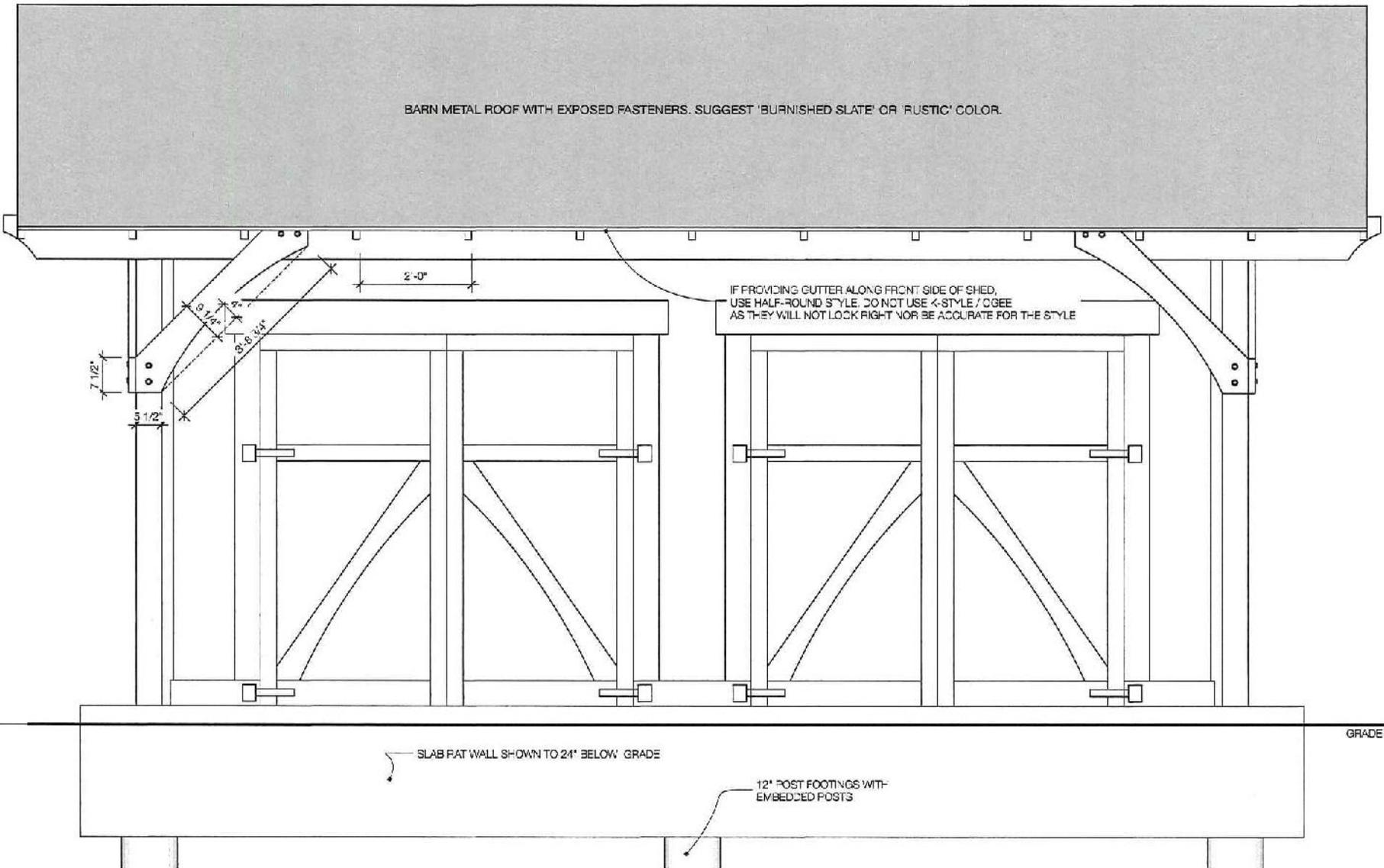
SHED
DEXTER, MI

PERMIT SET

REVIEW SET
14 MAY 2014

SIDE ELEVATION

A2



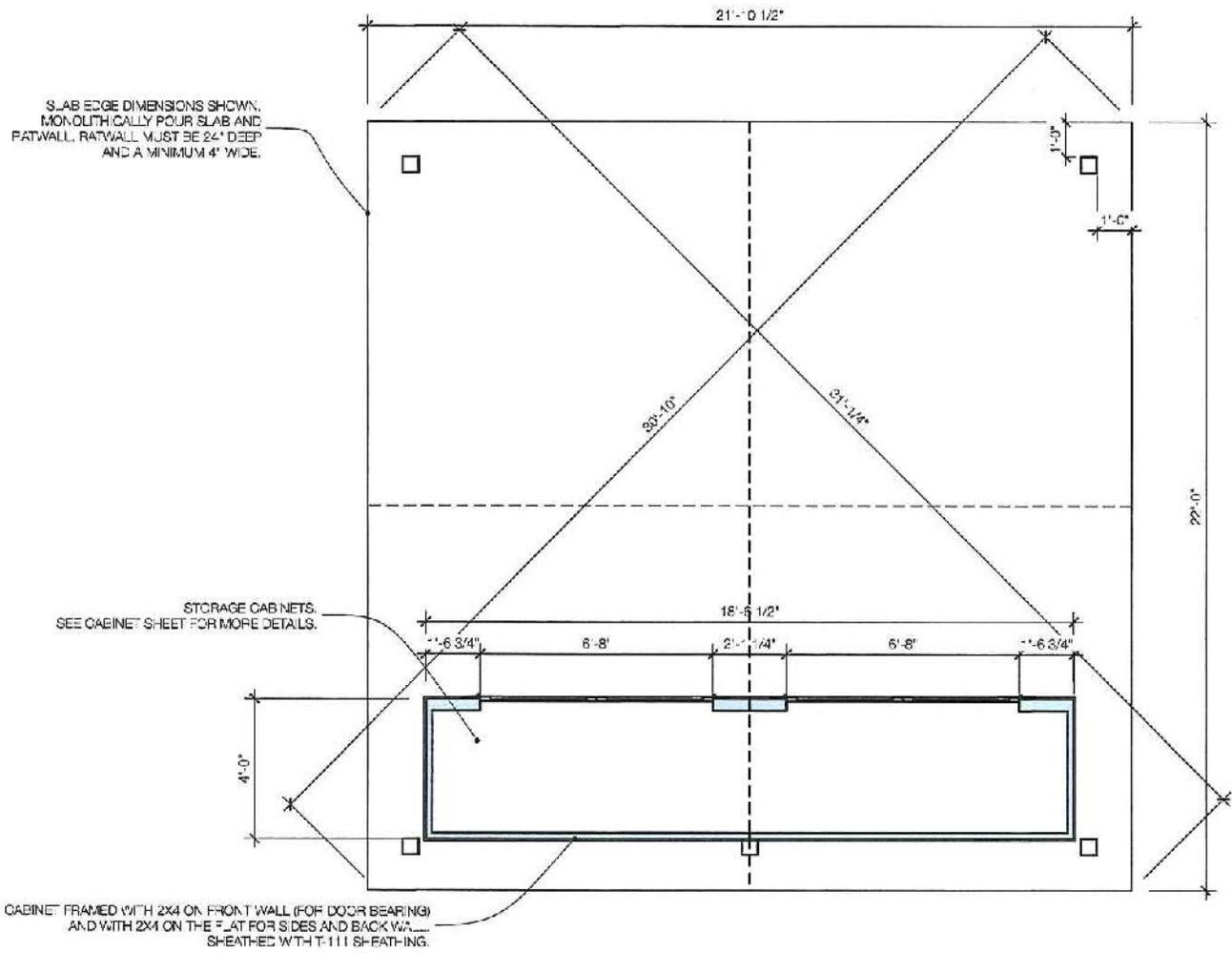
SHED
DEXTER, VI

PERMIT SET

REVIEW SET
14 MAY 2014

FRONT ELEVATION

A3



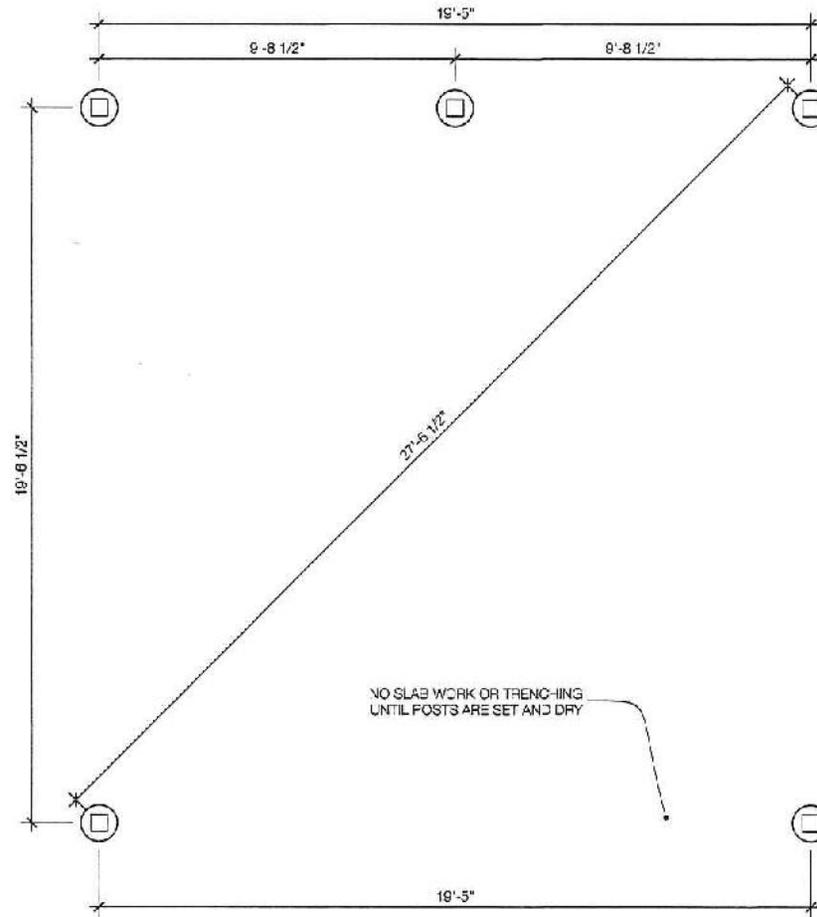
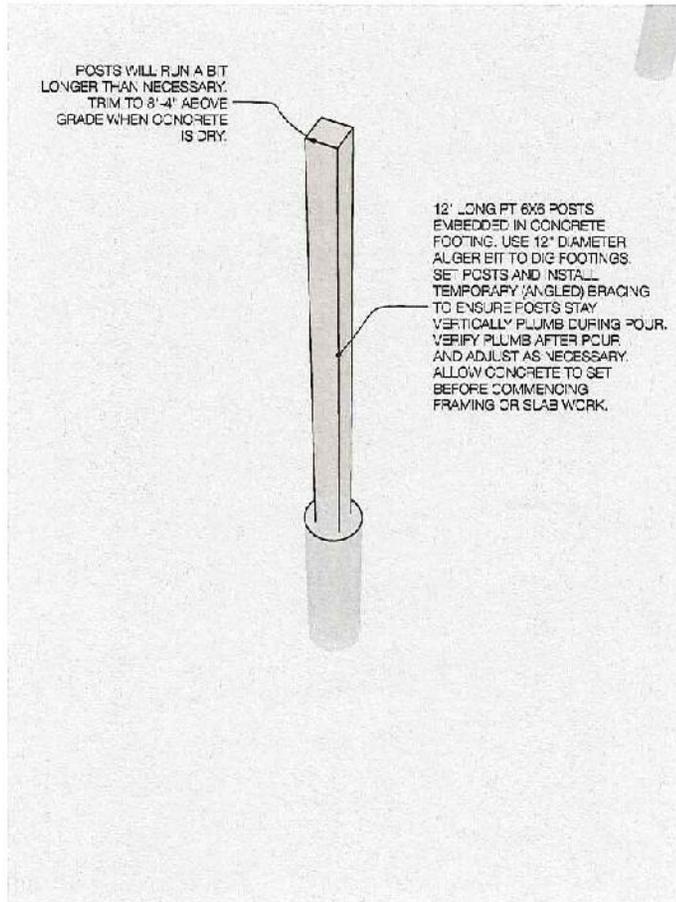
SHED
DEXTER, MI

PERMIT SET

REVIEW SET
14 MAY 2014

PLAN

A4



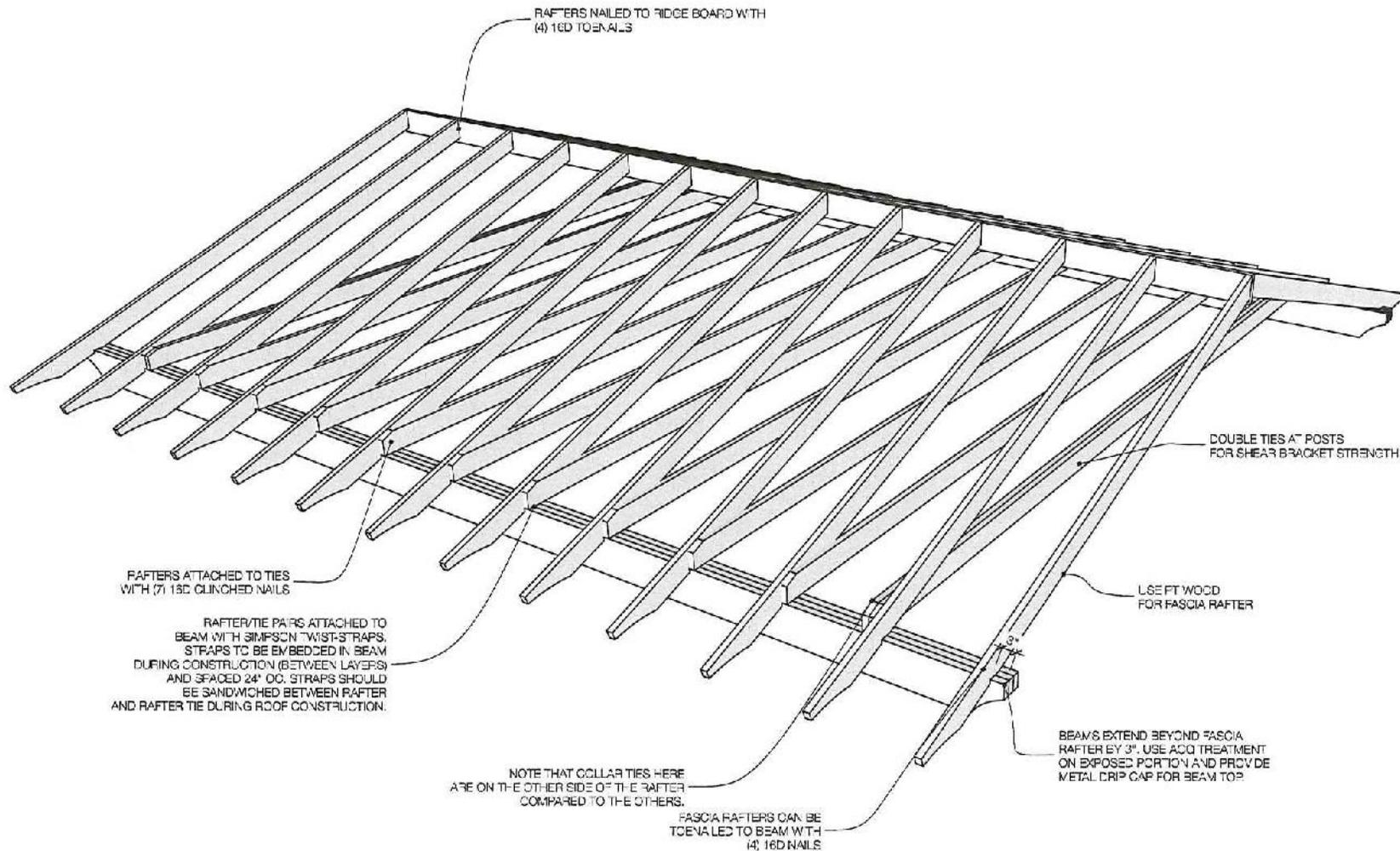
SHED
DEXTER, VI

PERMIT SET

REVIEW SET
14 MAY 2014

FOUNDATION

A5



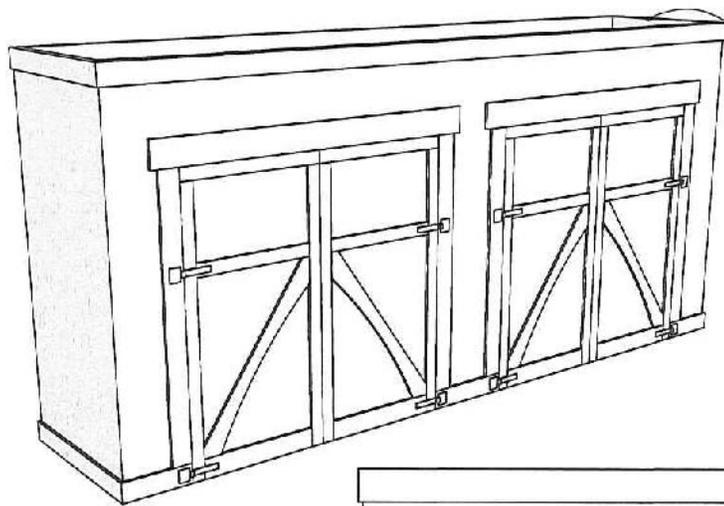
SHED
DEXTER, MI

PERMIT SET

REVIEW SET
14 MAY 2014

ROOF DETAILS

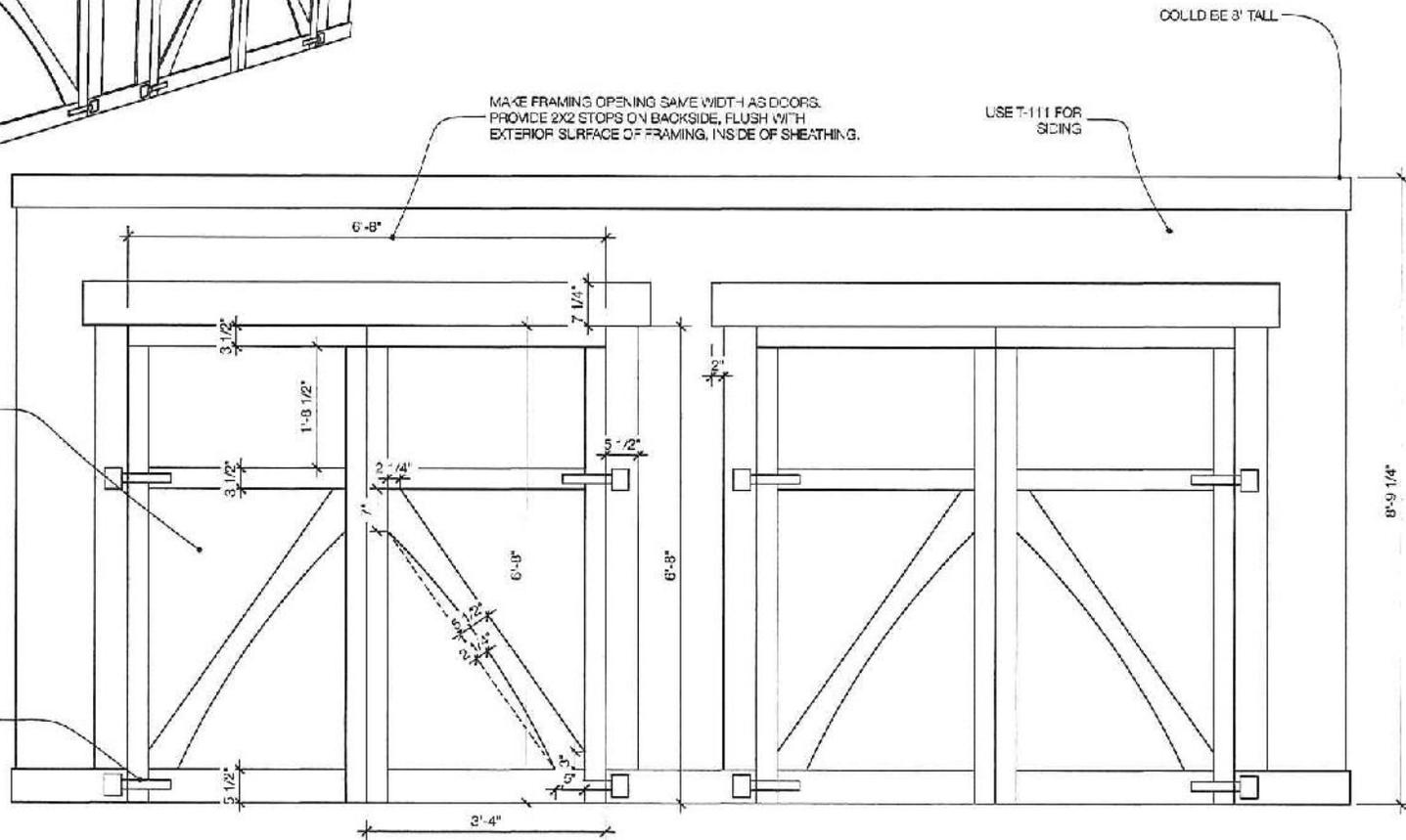
A6



SUGGEST OPEN TOP AS ALTERNATIVE TO CLOSING ALL THE WAY TO ROOF. THIS SHOULD HELP DISCOURAGE BRDS FROM NESTING BETWEEN CABINET AND ROOF. IF CLOSING BETWEEN CABINET AND ROOF, USE T-111 OR BFD NETTING.

DOORS CONSTRUCTED FROM 1/2" PLYWOOD, EXTER OR RATED STAIN GRADE TRIM APPLIED TO FACE OF PLYWOOD.

USE STRAP HINGES ON FACE OF DOOR AND TRIM. DOORS TO SWING FLUSH WITH FACE OF TRIM WHEN CLOSED. WHEN COMPLETED, DOOR THICKNESS WITH TRIM WILL MATCH SHEATHING + TRIM THICKNESS.



A DESIGN PARTNERSHIP BETWEEN

THEKOLBCOMPANY
DESIGN / B.L.O. / CONSULTING

&
KJM

DESIGN STUDIO

HAVE QUESTIONS?
FEEL FREE TO CALL OR
TEXT THE OFFICE AT
(734) 531-9755

SHED
DEXTER, MI

PERMIT SET

REVIEW SET
14 MAY 2014

CABINET DETAILS

A7

