

Dexter Downtown Development Authority

March 17, 2016 < > 7:30 AM

Dexter Senior Center
7720 Ann Arbor Street
Dexter, MI 48130

MINUTES

1. Call to Order: Called to order at 7:31 AM on March 17, 2016 by Chairman Steve Brouwer.

2. Roll Call

| | | |
|--------------------|------------------|----------------|
| Becker, Patrick-ab | Bellas, Rich | Brouwer, Steve |
| Covert, Tom | Darnell, Don -ab | Finn, Doug-ab |
| Jones, Carol | Keough, Shawn | Model, Fred-ab |
| O'Haver, Dan-ab | Schmid, Fred | Willis, Randy |

Also in attendance: Michelle Aniol, Community Development Manager and Chuck Eckenstahler, Fanning/Howey.

3. Approval of Minutes from the Special February 19, 2016 Meeting (No quorum at regular meeting on February 18, 2016)

Motion Keough; support Willis to approve the minutes of the February 19, 2016 Special Meeting and attach the notes from the February 18, 2016 Meeting.

Unanimous voice vote approval with Becker, Darnell, Finn Model and O'Haver absent.

4. Approval of Agenda:

Motion Schmid; support Willis to approve the agenda as presented.

Unanimous voice vote approval with Becker, Darnell, Finn Model and O'Haver absent.

5. Pre-arranged Audience Participation:

None

6. Non-Arranged Citizen Participation:

None

7. Treasurer's Report:

a) March Invoices: Invoice from Scott Munzel for Dexter Wellness Fees in the amount of \$11,596.50; invoice from Scott Munzel for Broad Street Pre-Application Agreement Attorney Fees in the amount of \$1,139.00; and invoice from PSLZ, LLP for Fiscal Year 2014-2015 Audit in the amount of \$1,500.00 with the total amount of invoices of \$14,235.50

Motion Willis; support Schmid to pay the three March invoices in the amount of \$14,235.50.

Unanimous voice vote approval with Becker, Darnell, Finn Model and O'Haver absent.

b) Approval of March 2016 Treasurer's Report.

Motion Belles; support Keough to approve the March Treasurer's report with the additional forecast forth coming.

Unanimous voice vote approval with Becker, Darnell, Finn Model and O'Haver absent.

c) FY 2016-2017 Forecast

Discussion followed on two possible forecast scenarios depending on the outcome of the Dexter Wellness Tax Tribunal case and how to handle the DTE Sub-station move.

8. Correspondence / Communications:

None

9. Action Items:

a) Old Business – None

b) New Business – Washtenaw County Road Millage Resolution – Consider adopting a resolution directing City Treasurer to remit capture of Washtenaw County Road Millage back to the County.

Motion Covert; support Schmid that in the spirit of intergovernmental cooperation the Downtown Development Authority directs the City Treasurer to remit their capture of the .5 road millage levied in December 2015 to Washtenaw County Treasurer for use in the City of Dexter as outlined in the City's resolution of August 2015, and that this action in no way endorses Washtenaw County's actions in exempting this millage from tax capture in the absence of case law from within Washtenaw County addressing this issue, and that the Dexter Downtown Development Authority reserves the right to retain the capture from any future road millage levied under PA 283 of 1909.

Ayes: Bellas, Brouwer, Covert, Jones, Keough, Schmid, and Willis.

Nays: None

Absent: Becker, Darnell, Finn, Model and O'Haver.

10. Discussion Updates:

- a) Chuck Eckenstahler – Retail Market Analysis Presentation #4: Final Report.

Mr. Eckenstahler presented the following concluding comments:

- 1) Dexter has an economically viable downtown today and for the future under the present economic conditions of the State of Michigan and the United States.*
- 2) The amount of income captured for sales and businesses in Dexter. About ½ of income is lost to outside sales.*
- 3) Recommendation to inform households of this marketing program by the DDA and the Chamber of Commerce.*
- 4) The Good and the Bad – have a downtown filled with businesses but do not have space for future development.*
- 5) The concept of residential and commercial occupying the same footprint is the trend nationwide and Dexter needs to do so. The question for the future is how do we incentivize such a development.*

11. City Mayor and Staff Reports

- a) Mayor – Shawn Keough

- *The Market Study will be presented at the City Council meeting on March 28.*
- *Rene Papo is looking at the Mill Creek Terrace property with first floor commercial and second and third floors as residential.*
- *Council will hold a Work Session on Saturday, March 19. Will be heading into budget season soon.*
- *Scott Munzel is working day and night preparing the report to the Tax Tribunal (due March 17) on the Wellness Center. Ms. Sherry, City Financial Director, has informed me that possible legislation from the state may be forthcoming on wellness centers.*

- b) Staff – Michelle Aniol

- *There will be a ZBA meeting on Monday, March 21 regarding setbacks and the ground sign on Dr. Kolb's building project. In April ZBA will also be meeting to discuss a front yard setback for Northern United Brewing.*
- *SEMCOG General Assembly meeting will be held next Thursday, March 24.*
- *A very good Business Summit was held with 30 attendees. Dr. Timmis from Dexter Schools talked of initiative and involvement with businesses and the schools.*

12. Chairman's Report:

a) April 2,. 2016 Agenda: Consider FY 2016-17 Forecast with Budget Review in May and Action on the Budget in June.

13. Non-Arranged Citizen Participation:

None

14. Adjournment

Motion Keough; support Willis to adjourn at 8:24 AM.

Unanimous voice vote approval with Becker, Darnell, Finn Model and O'Haver absent.

Respectfully submitted,

Carol Jones, Secretary

Dexter Downtown Development Authority

April 11, 2016 < > 7:30 AM

Dexter Senior Center
7720 Ann Arbor Street
Dexter, MI 48130

CLOSED SESSION

1. Call to Order: Called to order at 6:02 PM on April 11, 2016 by Vice-Chairman Doug Finn.

2. Roll Call

| | | |
|-----------------|-----------------|-------------------|
| Becker, Patrick | Bellas, Rich | Brouwer, Steve-ab |
| Covert, Tom | Darnell, Don | Finn, Doug |
| Jones, Carol | Keough, Shawn | Model, Fred-ab |
| O'Haver, Dan-ab | Schmid, Fred-ab | Willis, Randy-ab |

Also in attendance: Michelle Aniol, Community Development Manager, Courtney Nicholls, City Manager; Marie Sherry, Finance Director/Treasurer; Justin Breyer, Assistant to the City Manager; Donna Fisher, Julie Knight, Zach Michels, Jim Smith and Ray Tell, City Council Members; and Scott Munzel, Attorney for the DDA and City of Dexter.

3. Closed Session

Motion Becker; support Bellas to go into Closed Session to discuss pending litigation in accordance with MCL 15.268.

Ayes: Becker, Bellas, Covert, Darnell, Finn, Jones, and Keough

Nays: None

Absent: Brouwer, Model, O'Haver, Schmid and Willis

Motion carries

Motion Covert; support Darnell to leave Closed Session at 7:23 PM.

Ayes: Becker, Bellas, Covert, Darnell, Finn, Jones, and Keough

Nays: None

Absent: Brouwer, Model, O'Haver, Schmid and Willis

Motion carries

14. Adjournment

Motion Covert; support Darnell to adjourn at 7:24 PM.

Unanimous voice vote approval with Becker, Model, O'Haver, Schmid and Willis absent.

Respectfully submitted,

Carol Jones, Secretary

Approved for Filing: _____

Memo

To: Dexter DDA

From: Thomas Covert, DDA Treasurer and Marie Sherry, City Treasurer

Date: April 15, 2016

Re: Treasurer's Report – April 2016 Meeting

Invoice Approval Notes

- Scott E. Munzel, P.C.; Dexter Wellness Center Attorney Fees \$5,403.39 and Broad Street Redevelopment \$2,057.00 for a total: \$7,460.39
- USA Bancorp; Bond Payments: \$146,754.38
- Washtenaw County Office of Community & Economic Development; LaFontaine Brownfield Payment: \$36,806.07
- Dexter Chamber of Commerce; Retail Market Study: \$1,095.00
- Combined total due for all invoices is \$191,115.84

Cash Status

| DDA Cash Balances Report | | | |
|---------------------------------|---|-----------------------------------|----------------------------------|
| 3-31-16 | | | |
| Fund | Account Name | General Ledger Balance | Notes |
| 248 - DDA General | TCF Pooled Account | \$ - | |
| 394 - DDA Debt | TCF Pooled Account | \$ - | |
| | Total DDA Pooled Checking | \$ - | |
| 248 - DDA General | TCF Money Market Account | \$ 494,151.95 | |
| 394 - DDA Debt | TCF Money Market Account | \$ - | |
| | Total DDA Pooled Savings | \$ 494,151.95 | |
| 248 - DDA General | ONB Money Market Account | \$ 202,587.55 | |
| 394 - DDA Debt | ONB Money Market Account | \$ - | |
| | Total DDA Pooled Savings | \$ 202,587.55 | |
| 248 - DDA General | | | |
| | Total Non-Pooled | \$ - | |
| | | | |
| | Total General Cash | \$ 696,739.50 | |
| | Total Debt Cash | \$ - | |
| | | \$ 696,739.50 | |
| | | | |
| | Month End Cash | \$ 696,739.50 | |
| | Projected FY 15/16 Revenue All Funds | \$ 181,152.22 | |
| | Projected FY 15/16 Expenditures All Funds | \$ (469,167.92) | |
| | Delinquent Taxes Due from County | \$ 20,371.85 | |
| | Brownfield Capture Due to County | \$ (36,806.07) | |
| | Wellness Center Set Aside | \$ (226,275.09) | Added set aside for FY 2015-2016 |
| | Projected Year End Cash | \$ 166,014.49 | |

Budget FY 15/16

Following are the Fiscal Year 2015-2016 Revenue and Expenditure Reports through March 31st.

| 04/15/2016 REVENUE AND EXPENDITURE REPORT FOR CITY OF DEXTER | | | | | | |
|--|-------------------------------------|------------|------------|-------------------|-------------------|----------|
| PERIOD ENDING 03/31/2016 | | | | | | |
| % Fiscal Year Completed: 75.14 | | | | | | |
| | | 2015-16 | 2015-16 | YTD BALANCE | AVAILABLE | |
| | | ORIGINAL | AMENDED | 03/31/2016 | BALANCE | % BDGT |
| GL NUMBER | DESCRIPTION | BUDGET | BUDGET | NORMAL (ABNORMAL) | NORMAL (ABNORMAL) | USED |
| Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY | | | | | | |
| Revenues | | | | | | |
| Dept 000-ASSETS, LIABILITIES & REVENUE | | | | | | |
| 248-000-415.000 | TAX CAPTURE REVENUE | 287,500.00 | 287,500.00 | 277,641.57 | 9,858.43 | 96.57 |
| 248-000-574.001 | PERSONAL PROPERTY TAX REIMBURSEMENT | 5,300.00 | 5,300.00 | 7,821.41 | (2,521.41) | 147.57 |
| 248-000-665.000 | INTEREST EARNED | 500.00 | 500.00 | 1,974.01 | (1,474.01) | 394.80 |
| 248-000-671.000 | OTHER REVENUE | 0.00 | 0.00 | 4,320.37 | (4,320.37) | 100.00 |
| 248-000-695.494 | TR IN DDA PROJECT FUND 494 | 186,500.00 | 186,500.00 | 186,201.83 | 298.17 | 99.84 |
| Total Dept 000-ASSETS, LIABILITIES & REVENUE | | 479,800.00 | 479,800.00 | 477,959.19 | 1,840.81 | 99.62 |
| TOTAL Revenues | | 479,800.00 | 479,800.00 | 477,959.19 | 1,840.81 | 99.62 |
| Expenditures | | | | | | |
| Dept 248-ADMINISTRATION | | | | | | |
| 248-248-802.000 | PROFESSIONAL SERVICES | 5,000.00 | 5,000.00 | 1,875.00 | 3,125.00 | 37.50 |
| 248-248-803.000 | CONTRACTED SERVICES | 1,700.00 | 1,700.00 | 1,095.00 | 605.00 | 64.41 |
| 248-248-810.000 | ATTORNEY FEES | 15,000.00 | 70,000.00 | 49,268.79 | 20,731.21 | 70.38 |
| 248-248-880.000 | DOWNTOWN EVENTS | 500.00 | 500.00 | 500.00 | 0.00 | 100.00 |
| 248-248-957.002 | DDA CAPTURE REFUNDS | 500.00 | 500.00 | 0.00 | 500.00 | 0.00 |
| Total Dept 248-ADMINISTRATION | | 22,700.00 | 77,700.00 | 52,738.79 | 24,961.21 | 67.87 |
| Dept 442-DOWNTOWN PUBLIC WORKS | | | | | | |
| 248-442-803.015 | CITY MAINTENANCE | 5,000.00 | 5,000.00 | 0.00 | 5,000.00 | 0.00 |
| 248-442-970.000 | CONTRACTED CAPITAL IMPROVEMENTS | 15,900.00 | 15,900.00 | 13,928.00 | 1,972.00 | 87.60 |
| Total Dept 442-DOWNTOWN PUBLIC WORKS | | 20,900.00 | 20,900.00 | 13,928.00 | 6,972.00 | 66.64 |
| Dept 901-CAPITAL IMPROVEMENTS | | | | | | |
| 248-901-972.001 | PURCHASE OF HOUSE | 20,000.00 | 20,000.00 | 0.00 | 20,000.00 | 0.00 |
| 248-901-972.002 | DTE SUBSTATION MOVE | 25,000.00 | 25,000.00 | 0.00 | 25,000.00 | 0.00 |
| 248-901-972.004 | 3045 BROAD STREET REDEVELOPMENT | 25,000.00 | 25,000.00 | 0.00 | 25,000.00 | 0.00 |
| Total Dept 901-CAPITAL IMPROVEMENTS | | 70,000.00 | 70,000.00 | 0.00 | 70,000.00 | 0.00 |
| Dept 965-TRANSFERS OUT - CONTROL | | | | | | |
| 248-965-999.394 | TR OUT FOR BOND PAYMENTS - 394 | 282,200.00 | 282,200.00 | 102,881.73 | 179,318.27 | 36.46 |
| Total Dept 965-TRANSFERS OUT - CONTROL | | 282,200.00 | 282,200.00 | 102,881.73 | 179,318.27 | 36.46 |
| TOTAL Expenditures | | 395,800.00 | 450,800.00 | 169,548.52 | 281,251.48 | 37.61 |
| Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY: | | | | | | |
| TOTAL REVENUES | | 479,800.00 | 479,800.00 | 477,959.19 | 1,840.81 | 99.62 |
| TOTAL EXPENDITURES | | 395,800.00 | 450,800.00 | 169,548.52 | 281,251.48 | 37.61 |
| NET OF REVENUES & EXPENDITURES | | 84,000.00 | 29,000.00 | 308,410.67 | (279,410.67) | 1,063.49 |

| | | | | | |
|--|--------------------------------|--------------|--------------|--------------|--------------|
| Fund 394 - DDA DEBT FUND | | | | | |
| Revenues | | | | | |
| Dept 000-ASSETS, LIABILITIES & REVENUE | | | | | |
| 394-000-695.248 | TRANSFER IN FROM DDA FUND 248 | 282,200.00 | 282,200.00 | 102,881.73 | 179,318.27 |
| Total Dept 000-ASSETS, LIABILITIES & REVENUE | | 282,200.00 | 282,200.00 | 102,881.73 | 179,318.27 |
| TOTAL Revenues | | 282,200.00 | 282,200.00 | 102,881.73 | 179,318.27 |
| Expenditures | | | | | |
| Dept 850-LONG-TERM DEBT | | | | | |
| 394-850-992.000 | BOND FEES | 1,000.00 | 1,000.00 | 1,000.00 | 0.00 |
| 394-850-997.003 | DDA 2008 TAXABLE BOND (\$1.6M) | 80,700.00 | 89,000.00 | 13,400.92 | 75,599.08 |
| 394-850-997.004 | DDA 2008 BOND (\$2+M) | 117,500.00 | 117,500.00 | 46,220.63 | 71,279.37 |
| 394-850-997.005 | 2011 REFUNDING BOND (\$620K) | 83,000.00 | 83,000.00 | 42,260.18 | 40,739.82 |
| Total Dept 850-LONG-TERM DEBT | | 282,200.00 | 290,500.00 | 102,881.73 | 187,618.27 |
| TOTAL Expenditures | | 282,200.00 | 290,500.00 | 102,881.73 | 187,618.27 |
| Fund 394 - DDA DEBT FUND: | | | | | |
| TOTAL REVENUES | | 282,200.00 | 282,200.00 | 102,881.73 | 179,318.27 |
| TOTAL EXPENDITURES | | 282,200.00 | 290,500.00 | 102,881.73 | 187,618.27 |
| NET OF REVENUES & EXPENDITURES | | 0.00 | (8,300.00) | 0.00 | (8,300.00) |
| Fund 494 - DDA PROJECT FUND | | | | | |
| Revenues | | | | | |
| Dept 000-ASSETS, LIABILITIES & REVENUE | | | | | |
| 494-000-665.000 | INTEREST EARNED | 0.00 | 0.00 | 6.86 | (6.86) |
| Total Dept 000-ASSETS, LIABILITIES & REVENUE | | 0.00 | 0.00 | 6.86 | (6.86) |
| TOTAL Revenues | | 0.00 | 0.00 | 6.86 | (6.86) |
| Expenditures | | | | | |
| Dept 965-TRANSFERS OUT - CONTROL | | | | | |
| 494-965-999.248 | TRANSFER OUT TO DDA FUND 248 | 186,500.00 | 186,500.00 | 186,201.83 | 298.17 |
| Total Dept 965-TRANSFERS OUT - CONTROL | | 186,500.00 | 186,500.00 | 186,201.83 | 298.17 |
| TOTAL Expenditures | | 186,500.00 | 186,500.00 | 186,201.83 | 298.17 |
| Fund 494 - DDA PROJECT FUND: | | | | | |
| TOTAL REVENUES | | 0.00 | 0.00 | 6.86 | (6.86) |
| TOTAL EXPENDITURES | | 186,500.00 | 186,500.00 | 186,201.83 | 298.17 |
| NET OF REVENUES & EXPENDITURES | | (186,500.00) | (186,500.00) | (186,194.97) | (305.03) |
| TOTAL REVENUES - ALL FUNDS | | | | | |
| | | 762,000.00 | 762,000.00 | 580,847.78 | 181,152.22 |
| TOTAL EXPENDITURES - ALL FUNDS | | | | | |
| | | 864,500.00 | 927,800.00 | 458,632.08 | 469,167.92 |
| NET OF REVENUES & EXPENDITURES | | (102,500.00) | (165,800.00) | 122,215.70 | (288,015.70) |

Fund 494 has been closed and all assets moved to Fund 248.

Revenue Notes

- \$20,216.14 has been recorded as real property delinquent tax capture receivable and is reflected in the revenue line and on the cash balances report.
- Delinquent personal property within the DDA has not yet been recorded as a receivable as aggressive collection activities are ongoing. There are currently five collectible outstanding personal property parcels within the DDA (one with a payment plan) and one uncollectable parcel (company out of business) that will eventually be purged.

LaFontaine Chevrolet Michigan Tax Tribunal Case

- After discussion with Nathan Voght at Washtenaw County, the preliminary decision in regard to the 2015-2016 brownfield payment is to set it aside in escrow until resolution of the Tax Tribunal case. The Brownfield payment has been removed from the revenue line (recorded as a payable), and is in front of the DDA for approval at this meeting.
- County Brownfield will be responsible for holding the funds at issue.

Tax Settlement

- The payment and settlement record for the Downtown Development Authority for the 2015 tax season is included with this report for your reference.

DDA Financial Forecast – An updated forecast starting with FY 16-17 should be presented to the DDA at their March 17th meeting.

DDA Project Summaries – *Nothing new at this time*

Required Reporting

- Form 5176 – Request for State Reimbursement of Tax Increment Finance Authority. Deadline to file for 2016 is June 15th.
- Form 2604 – Tax Increment Financing Plan Report for Capture of Property Taxes (deadline to file is July 31st of each year).
- Qualifying Statement – File the Fiscal Year 2015-2016 Statement by December 31, 2016
- Audit – File the 2015-2016 Audit by December 31, 2016.
- Publish the Fiscal Year 2014-2015 Annual Report by February 2017.

Tax Capture Update – *Nothing new at this time*

- The City has the assessment roll. Over the course of the next several months, the roll will be reviewed by the assessor, and he is aware that the DDA would like a review of parcels included within the district.

Downtown Development Authority

| | Operating | Interest | Streets | Interest | County Summer | Interest | Washtenaw CC | Library | County Winter | Tax Total | Interest Total | Tax + Interest | Transfer Total | TR # | Date |
|---------------------|------------|----------|------------|----------|---------------|----------|--------------|------------|---------------|-------------|----------------|----------------|----------------|-------------|------------|
| DDA Capture | 202,830.81 | 140.57 | 69,797.86 | 48.39 | 46,179.00 | 32.01 | 70,195.58 | 22,911.37 | 17,819.82 | 429,734.44 | 220.97 | 429,955.41 | - | | |
| Total Taxes Due | 202,830.81 | 140.57 | 69,797.86 | 48.39 | 46,179.00 | 32.01 | 70,195.58 | 22,911.37 | 17,819.82 | 429,734.44 | 220.97 | 429,955.41 | - | | |
| | 5,980.15 | - | 2,057.88 | - | 1,361.52 | - | - | - | - | 9,399.55 | - | 9,399.55 | 9,399.55 | 20151970110 | 7/16/2015 |
| | 5,495.60 | - | 1,891.12 | - | 1,251.19 | - | - | - | - | 8,637.91 | - | 8,637.91 | 8,637.91 | 20152170091 | 8/5/2015 |
| | 16,532.11 | - | 5,689.02 | - | 3,763.91 | - | - | - | - | 25,985.04 | - | 25,985.04 | 25,985.04 | 20162290078 | 8/17/2015 |
| | 38,827.98 | - | 13,361.47 | - | 8,840.06 | - | - | - | - | 61,029.51 | - | 61,029.51 | 61,029.51 | 57967133317 | 9/2/2015 |
| | 118,745.64 | 14.24 | 40,862.56 | 4.90 | 27,035.10 | 3.24 | - | - | - | 186,643.30 | 22.38 | 186,665.68 | 186,665.68 | 10556160059 | 9/16/2015 |
| | 8,443.19 | 56.65 | 2,905.45 | 19.51 | 1,922.28 | 12.90 | - | - | - | 13,270.92 | 89.06 | 13,359.98 | 13,359.98 | 20152820101 | 10/9/2015 |
| | 919.17 | 18.33 | 316.30 | 6.31 | 209.27 | 4.17 | - | - | - | 1,444.74 | 28.81 | 1,473.55 | 1,473.55 | 20153070041 | 11/3/2015 |
| | 932.87 | 18.65 | 321.01 | 6.41 | 212.39 | 4.26 | - | - | - | 1,466.27 | 29.32 | 1,495.59 | 1,495.59 | 20153070047 | 11/3/2015 |
| | 116.91 | 3.51 | 40.23 | 1.21 | 26.61 | 0.80 | - | - | - | 183.75 | 5.52 | 189.27 | 189.27 | 20153200089 | 11/16/2015 |
| | 227.26 | 5.97 | 78.21 | 2.06 | 51.74 | 1.36 | - | - | - | 357.21 | 9.39 | 366.60 | 366.60 | 20153450067 | 12/11/2015 |
| | 5.68 | 0.23 | 1.95 | 0.08 | 1.29 | 0.05 | 8,201.11 | 2,676.77 | 2,081.88 | 12,968.68 | 0.36 | 12,969.04 | 12,969.04 | 20153630055 | 12/29/2015 |
| | - | - | - | - | - | - | 14,328.27 | 4,676.65 | 3,637.21 | 22,642.13 | - | 22,642.13 | 22,642.13 | 20160130078 | 1/13/2016 |
| | - | - | - | - | - | - | 3,478.83 | 1,135.47 | 883.06 | 5,497.36 | - | 5,497.36 | 5,497.36 | 20160200089 | 1/20/2016 |
| | - | - | - | - | - | - | 1,929.26 | 629.67 | 489.69 | 3,048.62 | - | 3,048.62 | 3,048.62 | 20160390069 | 2/8/2016 |
| | - | - | - | - | - | - | 20,460.39 | 6,678.19 | 5,194.33 | 32,332.91 | - | 32,332.91 | 32,332.91 | 20160540111 | 2/23/2016 |
| | (4,157.96) | 22.99 | (1,430.84) | 7.91 | (946.61) | 5.23 | 16,905.60 | 5,517.92 | 4,291.90 | 20,180.01 | 36.13 | 20,216.14 | 20,216.14 | 20160920083 | 4/1/2016 |
| Subtotal Due | 10,762.21 | - | 3,703.50 | - | 2,450.25 | - | 4,892.12 | 1,596.70 | 1,241.75 | 24,646.53 | - | 24,646.53 | 405,308.88 | Total | |
| Delinquent Real | (9,043.86) | N/A | (3,112.18) | N/A | (2,059.06) | N/A | (3,896.05) | (1,271.64) | (989.06) | (20,371.85) | N/A | (20,371.85) | | | |
| Delinquent Personal | (1,718.35) | N/A | (591.32) | N/A | (391.19) | N/A | (996.07) | (325.06) | (252.69) | (4,274.68) | N/A | (4,274.68) | | | |
| Delinquent IFT | - | N/A | - | N/A | - | N/A | - | - | - | - | N/A | - | | | |
| Hold Back NSF Check | - | N/A | - | N/A | - | N/A | - | - | - | - | N/A | - | | | |
| Final Due | (0.00) | - | 0.00 | - | 0.00 | - | 0.00 | 0.00 | 0.00 | (0.00) | - | (0.00) | | | |



All of us serving you®

Invoice Date: 3/24/2016 Coded by: Marie
 Invoice Number: GL # 394 - 850 - 997 - 004 Amt. 71,220 63
 VILLAGE OF DEXTER
 8140 MAIN STREET
 DEXTER, Michigan 48130
 Scanned by: _____
 Date: _____

| Contact | Phone | Fax | Email |
|--------------|----------------|-----|-------|
| Marie Sherry | (734)-426-8303 | | |

Account Number: 802503000

VILLAGE OF DEXTER DOWNTOWN DEVELOPMENT BOND COUNTY OF WASHTENAW MICHIGAN SERIES 2008B (LIMITED TAX GENERAL OBLIGATION) *P/O CHK*

Invoice for Debt Service Payment on 5/1/2016

| Cusip | Maturity Date | Accrual Start Date | Accrual End Date | No. of Days | Principal Balance | Interest Rate | Interest | Principal | Premium/Discount |
|----------------|---------------|--------------------|------------------|-------------|-----------------------|---------------|--------------------|--------------------|------------------|
| 252248HR3 | 5/1/2016 | 11/1/2015 | 4/30/2016 | 180 | \$25,000.00 | 4.25% | \$531.25 | \$25,000.00 | |
| 252248HS1 | 5/1/2017 | 11/1/2015 | 4/30/2016 | 180 | \$25,000.00 | 4.375% | \$546.88 | | |
| 252248HT9 | 5/1/2018 | 11/1/2015 | 4/30/2016 | 180 | \$35,000.00 | 4.50% | \$787.50 | | |
| 252248HW2 | 5/1/2021 | 11/1/2015 | 4/30/2016 | 180 | \$255,000.00 | 4.60% | \$5,865.00 | | |
| 252248HZ5 | 5/1/2024 | 11/1/2015 | 4/30/2016 | 180 | \$510,000.00 | 4.80% | \$12,240.00 | | |
| 252248JB6 | 5/1/2026 | 11/1/2015 | 4/30/2016 | 180 | \$475,000.00 | 5.00% | \$11,875.00 | | |
| 252248JD2 | 5/1/2028 | 11/1/2015 | 4/30/2016 | 180 | \$575,000.00 | 5.00% | \$14,375.00 | | |
| Totals: | | | | | \$1,900,000.00 | | \$46,220.63 | \$25,000.00 | |

| | |
|------------------------|--------------------|
| Interest Due: | \$46,220.63 |
| Principal Due: | + \$25,000.00 |
| Principal Deposit Due: | |
| Net Due: | \$71,220.63 |

PAYMENT SUMMARY

| | |
|---------------------------|--------------------|
| Total Interest Due: | \$46,220.63 |
| Total Principal Due: | + \$25,000.00 |
| TOTAL DUE 5/2/2016 | \$71,220.63 |

Notes

| WIRING INSTRUCTIONS | |
|---|----------------------|
| US Bank must receive funds prior to 10:30 A.M. CST to ensure DTCC receives funds prior to their same day settlement deadline of 2:00 P.M. CST. Any payments received by DTCC after the 2:00 P.M. deadline will be allocated the next day. | |
| ABA: | 091000022 |
| BBK: | U.S. BANK NA |
| A/C: | 170225065771 |
| BNF: | U.S. Bank Trust N.A. |
| OBI: | DX08BLTDTXGO |

| CHECK INSTRUCTIONS |
|--|
| If paying by check, please include a copy of this invoice and remit payment 5 business days prior to payment date. |
| U.S. BANK St. Paul CM-9705 P.O. BOX 70870 St Paul, MN 55170 |

U.S. BANK CONTACTS
 TFM Specialist Sotta Sem **Email:** sotta.sem@usbank.com **Phone:** (651)-466-6106
 FTCU - DX08BLTDTXGO



All of us serving you®

Coded by: Marie
GL # 394-850-997 003 Amt. 75,592.75

Invoice Date: 3/24/2016 GL # _____ Amt. _____

Invoice Number: GL # _____ Amt. _____

CITY OF DEXTER, MI
8140 MAIN STREET
DEXTER, Michigan 48130
Scanned by: _____
Date: _____

Contact Phone Fax Email
MARY SHERRY (734)-426-8303

Account Name: CITY OF DEXTER COUNTY OF WASHTENAW **Account Number:** 0026982NS
2015 DOWNTOWN DEVELOPMENT REFUNDING BONDS
LIMITED TAX GENERAL OBLIGATION (TAXABLE)
Payment Date Rule: Semi-Annually/1 **Principal Pays:** 5/1/2017

Payment Date: 5/1/2016 **Payment Type:** Debt Service

| CUSIP: 252248KA6 | | 30/360 | | | | | | | | |
|------------------|---------------|--------|-------------------|------------|--------|-------------------|-----------------|----------------|---------------|--|
| Start of Period | End of Period | Days | Principal Balance | Rate Index | Spread | Liquidity Premium | Bank Multiplier | Interest Rate | Interest | |
| 11/1/2015 | 4/30/2016 | 180 | \$430,000.00 | | | | | 3.55% | \$7,632.50 | |
| Totals: | | 180 | | | | | | Interest Due: | \$7,632.50 | |
| | | | | | | | | Principal Due: | + \$45,000.00 | |
| | | | | | | | | Net Due: | \$52,632.50 | |

| CUSIP: 252248KB4 | | 30/360 | | | | | | | | |
|------------------|---------------|--------|-------------------|------------|--------|-------------------|-----------------|---------------|-------------|--|
| Start of Period | End of Period | Days | Principal Balance | Rate Index | Spread | Liquidity Premium | Bank Multiplier | Interest Rate | Interest | |
| 11/1/2015 | 4/30/2016 | 180 | \$985,000.00 | | | | | 4.65% | \$22,901.25 | |
| Totals: | | 180 | | | | | | Interest Due: | \$22,901.25 | |
| | | | | | | | | Net Due: | \$22,901.25 | |

PAYMENT SUMMARY

Total Interest Due: \$30,533.75
Total Principal Due: + \$45,000.00
Total Due on 5/2/2016: \$75,533.75

Notes

| WIRING INSTRUCTIONS | |
|---|----------------------|
| US Bank must receive funds prior to 10:30 A.M. CST to ensure DTCC receives funds prior to their same day settlement deadline of 2:00 P.M. CST. Any payments received by DTCC after the 2:00 P.M. deadline will be allocated the next day. | |
| ABA: | 091000022 |
| BBK: | U.S. BANK NA |
| A/C: | 180120521620 |
| BNF: | U.S. Bank Trust N.A. |
| OBI: | DEXTERLTGO15 |

| CHECK INSTRUCTIONS |
|--|
| If paying by check, please include a copy of this invoice and remit payment 5 business days prior to payment date. |
| U.S. BANK St. Paul CM-9705 P.O. BOX 70870 St Paul, MN 55170 |

U.S. BANK CONTACTS

TFM Analyst Sotta Sem Email: sotta.sem@usbank.com Phone: (651)-466-6106
TFM Specialist Sotta Sem Email: sotta.sem@usbank.com Phone: (651)-466-6106

◆◆ SCOTT E. MUNZEL, P.C.
ATTORNEY AT LAW

603 W. HURON STREET
ANN ARBOR, MI 48103
P: 734-994-6610 Fx: 734-769-9055
E: SEM@MUNZELLAW.COM

3/19/2016

Invoice
1835

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

Re: Invoice for Legal Services - Broad Street Redevelopment

Dear Ms. Nicholls:

The invoice for legal services provided in February is below. Please contact me if you have any questions.

| | | |
|-----------|---|-----------------|
| 2/1/2016 | Proof and revise updated Pre-Development Agreement; email to Dexter with comments | 1.0 |
| 2/4/2016 | Attend RFQ meeting re revisions to Agreement | 1.3 |
| 2/5/2016 | Revise Agreement per latest comments from RFQ Comm- ittee; research in to Xenos lawsuit against Walled Lake; email revised Agreement to parties | 1.7 |
| 2/8/2016 | TC Van Vanerian re Walled Lake litigation | NC |
| 2/16/2016 | TC Tom Covert re issues; revise Agreement for two minor changes; TC Courtney Nicholls re same; email to parties | 0.8 |
| 2/18/2016 | Attend DDA meeting- no quorum | 0.2 |
| 2/23/2016 | TC Michelle Aniol re Council approval, Foremost issues | 0.4 |
| | Total Time | 5.4 at \$170/hr |
| | Current Invoice \$ | 918.00 |
| | Expenses- none | |
| | Total Balance Due \$ | 918.00 |
| | Outstanding balance | \$1,139.00 |
| | Total amount due \$ | 2,057.00 |

Sincerely,

EIN 38-3120196


Scott E. Munzel

◆◆ SCOTT E. MUNZEL, P.C.
ATTORNEY AT LAW

603 W. HURON STREET
ANN ARBOR, MI 48103
P: 734-994-6610 Fx: 734-769-9055
E: SEM@MUNZEL.LAW.COM

3/19/2016

Invoice
DDA 1837

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

Re: Invoice for Legal Services - Dexter Wellness Center

Dear Ms. Nicholls:

The invoice for legal services provided in February is below. Please contact me if you have any questions. Please note I have divided this invoice between the City and DDA.

| | | |
|-----------|--|------------------|
| 2/20/2016 | Review transcript for evidence to use in Closing Brief | 4 |
| 2/22/2016 | Review transcript for evidence | 0.6 |
| 2/23/2016 | Review transcript for evidence | 1.5 |
| 2/24/2016 | Review transcript for evidence | 0.7 |
| 2/25/2016 | Review transcript for evidence | 2.5 |
| 2/26/2016 | Review transcript for evidence | 1.5 |
| 2/27/2016 | Review transcript for evidence | 1.5 |
| 2/28/2016 | Review transcript for evidence | 1.5 |
| | Total Time | 13.8 at \$170/hr |
| | Current Invoice | \$ 2,346.00 |
| | Minus courtesy discount | \$ 260.00 |
| | Revised Invoice | \$ 2,086.00 |
| | Expenses- Transcripts for 8 days of trial testimony | \$ 8,720.78 |
| | Total Balance Due | \$ 10,806.78 |
| | Divided between DDA and Village | \$5,403.39 |
| | Outstanding balance | \$12,618.56 |
| | Total amount due | \$18,021.95 |

Sincerely,

EIN 38-3120196


Scott E. Munzel



2700 Centennial Tower
101 Marietta Street
Atlanta GA 30303
888-486-4044
www.esquiresolutions.com
Tax ID # 45-3463120

Date 1/26/2016
Terms Net 30
Due Date 2/25/2016

Client Number C146779
Esquire Office Troy
Proceeding Type Trial
Name of Insured
Adjuster
Firm Matter/File #
Client Claim/Matter #
Date of Loss

Invoice INV0677342

Bill To

Scott E. Munzel, P.C.
603 W. Huron Street
Ann Arbor MI 48103

Services Provided For

Scott E. Munzel, P.C.
Munzel, Scott E
603 W. Huron Street
Ann Arbor MI 48103

| DATE | FILE NO | CITY | CASE NO | DESCRIPTION | QUANTITY | UNIT PRICE | TOTAL PRICE |
|-----------|----------|-------------------|---------|---|----------|------------|-------------|
| 1/13/2016 | J0263878 | Lansing, MICHIGAN | | THE CHELSEA HEALTH & WELLNESS FOUNDATION VS. SCIO | | | |
| | | | | TRANSCRIPT - COPY-WI | 128 | 3.10 | 396.80 |
| | | | | ROUGH ASCII | 103 | 1.55 | 159.65 |
| | | | | CONDENSED TRANSCRIPT | 1 | 30.00 | 30.00 |
| | | | | BENCH TRIAL | | | |
| | | | | BENCH TRIAL | | | |
| | | | | BENCH TRIAL | | | |

Subtotal 586.45
Shipping Cost (FedEx) 27.59
Total 614.04
Amount Due \$614.04

Attorney is responsible for payment of all charges incurred. Payment is due by "Due Date" shown on invoice. Failure to pay by "Due Date" may result in the assessment of a late fee. Transcript package typically includes transcript/word index, exhibits, appearance fee, condensed transcript, litigation support disk, shipping, video charges and may include other service charges based on job or region. Some services and rates may vary by job or region. Please contact your local office for specific detail and questions. Full Terms and Conditions are viewable online at www.esquiresolutions.com/invoice-terms. These stated terms and conditions, to the extent they contradict the rules and regulations in Arizona, do not apply. All aspects of this invoice and other business terms comply with the ethical obligations set forth in the AZ Code of Judicial Administration Section 7-206(J)(1)(g)(3) through (6).

Please detach and return this bottom portion with your payment or pay online at

www.esquireconnect.com

Remit to:

Esquire Deposition Solutions, LLC
P. O. Box 846099
Dallas, TX 75284-6099

Client Name Scott E. Munzel, P.C.
Client # C146779
Invoice # INV0677342
Invoice Date 1/26/2016
Due Date 2/25/2016
Amount Due \$ 614.04



Invoice INV0676461

2700 Centennial Tower
101 Marietta Street
Atlanta GA 30303
888-486-4044
www.esquireolutions.com
Tax ID # 45-3463120

Date 1/25/2016
Terms Net 30
Due Date 2/24/2016

Client Number C146779
Esquire Office Troy
Proceeding Type Trial
Name of Insured
Adjuster
Firm Matter/File #
Client Claim/Matter #
Date of Loss

Bill To

Scott E. Munzel, P.C.
603 W. Huron Street
Ann Arbor MI 48103

Services Provided For

Scott E. Munzel, P.C.
Munzel, Scott E
603 W. Huron Street
Ann Arbor MI 48103

Table with columns for date, case number, location, case name, and itemized charges with amounts.

Subtotal 967.75
Shipping Cost (FedEx) 27.59
Total 995.34
Amount Due \$995.34

Attorney is responsible for payment of all charges incurred. Payment is due by "Due Date" shown on invoice. Failure to pay by "Due Date" may result in the assessment of a late fee. Transcript package typically includes transcript/word index, exhibits, appearance fee, condensed transcript, litigation support disk, shipping, video charges and may include other service charges based on job or region. Some services and rates may vary by job or region. Please contact your local office for specific detail and questions. Full Terms and Conditions are viewable online at www.esquireolutions.com/invoice-terms. These stated terms and conditions, to the extent they contradict the rules and regulations in Arizona, do not apply. All aspects of this invoice and other business terms comply with the ethical obligations set forth in the AZ Code of Judicial Administration Section 7-206(J)(1)(g)(3) through (6).

Please detach and return this bottom portion with your payment or pay online at

www.esquireconnect.com

Remit to:

Esquire Deposition Solutions, LLC
P. O. Box 846099
Dallas, TX 75284-6099

Client Name Scott E. Munzel, P.C.
Client # C146779
Invoice # INV0676461
Invoice Date 1/25/2016
Due Date 2/24/2016
Amount Due \$ 995.34



Invoice INV0674401

2700 Centennial Tower
101 Marietta Street
Atlanta GA 30303
888-486-4044
www.esquiresolutions.com
Tax ID # 45-3463120

Date 1/21/2016
Terms Net 30
Due Date 2/20/2016

Client Number C146779
Esquire Office Troy
Proceeding Type Trial
Name of Insured
Adjuster
Firm Matter/File #
Client Claim/Matter #
Date of Loss

Bill To
Scott E. Munzel, P.C.
603 W. Huron Street
Ann Arbor MI 48103

Services Provided For
Scott E. Munzel, P.C.
Munzel, Scott E
603 W. Huron Street
Ann Arbor MI 48103

Table with columns for date, case number, location, case name, and itemized charges including 'TRANSCRIPT - COPY-WI' and 'HEARING'.

Subtotal 697.50
Shipping Cost (n/a) 0.00
Total 697.50
Amount Due \$697.50

Attorney is responsible for payment of all charges incurred. Payment is due by "Due Date" shown on invoice. Failure to pay by "Due Date" may result in the assessment of a late fee. Transcript package typically includes transcript/word index, exhibits, appearance fee, condensed transcript, litigation support disk, shipping, video charges and may include other service charges based on job or region. Some services and rates may vary by job or region. Please contact your local office for specific detail and questions. Full Terms and Conditions are viewable online at www.esquiresolutions.com/invoice-terms. These stated terms and conditions, to the extent they contradict the rules and regulations in Arizona, do not apply. All aspects of this invoice and other business terms comply with the ethical obligations set forth in the AZ Code of Judicial Administration Section 7-206(J)(1)(g)(3) through (6).

Please detach and return this bottom portion with your payment or pay online at

www.esquireconnect.com

Remit to:
Esquire Deposition Solutions, LLC
P. O. Box 846099
Dallas, TX 75284-6099

Client Name Scott E. Munzel, P.C.
Client # C146779
Invoice # INV0674401
Invoice Date 1/21/2016
Due Date 2/20/2016
Amount Due \$ 697.50



2700 Centennial Tower
101 Marietta Street
Atlanta GA 30303
888-486-4044
www.esquiresolutions.com
Tax ID # 45-3463120

Invoice INV0672065

Date 1/19/2016 **Client Number** C146779
Terms Net 30 **Esquire Office** Troy
Due Date 2/18/2016 **Proceeding Type** Trial
Name of Insured
Adjuster
Firm Matter/File #
Client Claim/Matter #
Date of Loss

Bill To
Scott E. Munzel, P.C.
603 W. Huron Street
Ann Arbor MI 48103

Services Provided For
Scott E. Munzel, P.C.
Munzel, Scott E
603 W. Huron Street
Ann Arbor MI 48103

| DATE | FILE # | CITY | CASE # | DESCRIPTION | QUANTITY | RATE | AMOUNT |
|----------|----------|-------------------|--------|---|----------|------|--------|
| 1/7/2016 | J0263865 | Lansing, MICHIGAN | | THE CHELSEA HEALTH & WELLNESS FOUNDATION VS. SCIO | | | |
| | | | | TRANSCRIPT - COPY-WI | 243 | 3.10 | 753.30 |
| | | | | ROUGH ASCII | 189 | 1.55 | 292.95 |
| | | | | TRIAL BEFORE HON. DAVID M... | | | |
| | | | | TRIAL BEFORE HON. DAVID M... | | | |

Subtotal 1,046.25
Shipping Cost (n/a) 0.00
Total 1,046.25
Amount Due \$1,046.25

Attorney is responsible for payment of all charges incurred. Payment is due by "Due Date" shown on invoice. Failure to pay by "Due Date" may result in the assessment of a late fee. Transcript package typically includes transcript/word index, exhibits, appearance fee, condensed transcript, litigation support disk, shipping, video charges and may include other service charges based on job or region. Some services and rates may vary by job or region. Please contact your local office for specific detail and questions. Full Terms and Conditions are viewable online at www.esquiresolutions.com/invoice-terms. These stated terms and conditions, to the extent they contradict the rules and regulations in Arizona, do not apply. All aspects of this invoice and other business terms comply with the ethical obligations set forth in the AZ Code of Judicial Administration Section 7-206(J)(1)(g)(3) through (6).

Please detach and return this bottom portion with your payment or pay online at

www.esquireconnect.com

Remit to:
Esquire Deposition Solutions, LLC
P. O. Box 846099
Dallas, TX 75284-6099

Client Name Scott E. Munzel, P.C.
Client # C146779
Invoice # INV0672065
Invoice Date 1/19/2016
Due Date 2/18/2016
Amount Due \$ 1,046.25



2700 Centennial Tower
101 Marietta Street
Atlanta GA 30303
888-486-4044
www.esquireolutions.com
Tax ID # 45-3463120

Invoice INV0670446

Date 1/15/2016
Terms Net 30
Due Date 2/14/2016

Client Number C146779
Esquire Office Troy
Proceeding Type Trial
Name of Insured
Adjuster
Firm Matter/File #
Client Claim/Matter #
Date of Loss

Bill To

Scott E. Munzel, P.C.
603 W. Huron Street
Ann Arbor MI 48103

Services Provided For

Scott E. Munzel, P.C.
Munzel, Scott E
603 W. Huron Street
Ann Arbor MI 48103

| DATE | JOB ID | JOB LOCATION | CASE | | |
|-------------------------------------|----------|----------------------------|---|--------------|------------------|
| 1/6/2016 | J0263860 | Lansing, MICHIGAN | THE CHELSEA HEALTH & WELLNESS FOUNDATION VS. SCIO | | |
| TRANSCRIPT - COPY-WI ROUGH ASCII | | BENCH TRIAL BENCH TRIAL | 236 191 | 3.10 1.55 | 731.60 296.05 |

Subtotal 1,027.65
Shipping Cost (n/a) 0.00
Total 1,027.65
Amount Due \$1,027.65

Attorney is responsible for payment of all charges incurred. Payment is due by "Due Date" shown on invoice. Failure to pay by "Due Date" may result in the assessment of a late fee. Transcript package typically includes transcript/word index, exhibits, appearance fee, condensed transcript, litigation support disk, shipping, video charges and may include other service charges based on job or region. Some services and rates may vary by job or region. Please contact your local office for specific detail and questions. Full Terms and Conditions are viewable online at www.esquireolutions.com/invoice-terms. These stated terms and conditions, to the extent they contradict the rules and regulations in Arizona, do not apply. All aspects of this invoice and other business terms comply with the ethical obligations set forth in the AZ Code of Judicial Administration Section 7-206(J)(1)(g)(3) through (6).

Please detach and return this bottom portion with your payment or pay online at

www.esquireconnect.com

Remit to:

Esquire Deposition Solutions, LLC
P. O. Box 846099
Dallas, TX 75284-6099

Client Name Scott E. Munzel, P.C.
Client # C146779
Invoice # INV0670446
Invoice Date 1/15/2016
Due Date 2/14/2016
Amount Due \$ 1,027.65



2700 Centennial Tower
101 Marietta Street
Atlanta GA 30303
888-486-4044
www.esquiresolutions.com
Tax ID # 45-3463120

Invoice INV0666828

Date 1/11/2016 **Client Number** C146779
Terms Net 30 **Esquire Office** Troy
Due Date 2/10/2016 **Proceeding Type** Hearing
Name of Insured
Adjuster
Firm Matter/File #
Client Claim/Matter #
Date of Loss

Bill To

Scott E. Munzel, P.C.
603 W. Huron Street
Ann Arbor MI 48103

Services Provided For

Scott E. Munzel, P.C.
Munzel, Scott E
603 W. Huron Street
Ann Arbor MI 48103

| DATE | FILE # | CITY | CASE NAME | DESCRIPTION | QUANTITY | RATE | AMOUNT |
|----------|----------|-------------------|---|-------------------------------------|------------|--------------|------------------|
| 1/5/2016 | J0263856 | Lansing, MICHIGAN | THE CHELSEA HEALTH & WELLNESS FOUNDATION VS. SCIO | TRANSCRIPT - COPY-WI ROUGH ASCII | 316 253 | 3.10 1.55 | 979.60 392.15 |

Subtotal 1,371.75
Shipping Cost (n/a) 0.00
Total 1,371.75
Amount Due \$1,371.75

Attorney is responsible for payment of all charges incurred. Payment is due by "Due Date" shown on invoice. Failure to pay by "Due Date" may result in the assessment of a late fee. Transcript package typically includes transcript/word index, exhibits, appearance fee, condensed transcript, litigation support disk, shipping, video charges and may include other service charges based on job or region. Some services and rates may vary by job or region. Please contact your local office for specific detail and questions. Full Terms and Conditions are viewable online at www.esquiresolutions.com/invoice-terms. These stated terms and conditions, to the extent they contradict the rules and regulations in Arizona, do not apply. All aspects of this invoice and other business terms comply with the ethical obligations set forth in the AZ Code of Judicial Administration Section 7-206(J)(1)(g)(3) through (6).

Please detach and return this bottom portion with your payment or pay online at

www.esquireconnect.com

Remit to:

Esquire Deposition Solutions, LLC
P. O. Box 846099
Dallas, TX 75284-6099

Client Name Scott E. Munzel, P.C.
Client # C146779
Invoice # INV0666828
Invoice Date 1/11/2016
Due Date 2/10/2016
Amount Due \$ 1,371.75



2700 Centennial Tower
101 Marietta Street
Atlanta GA 30303
888-486-4044
www.esquiresolutions.com
Tax ID # 45-3463120

Invoice INV0669644

Date 1/14/2016 **Client Number** C146779
Terms Net 30 **Esquire Office** Troy
Due Date 2/13/2016 **Proceeding Type** Trial
Name of Insured
Adjuster
Firm Matter/File #
Client Claim/Matter #
Date of Loss

Bill To

Scott E. Munzel, P.C.
603 W. Huron Street
Ann Arbor MI 48103

Services Provided For

Scott E. Munzel, P.C.
Munzel, Scott E
603 W. Huron Street
Ann Arbor MI 48103

| DATE | FILE # | CITY | CASE # | DESCRIPTION | QUANTITY | RATE | AMOUNT |
|----------|----------|-------------------|--------|---|----------|------|----------|
| 1/4/2016 | J0263853 | Lansing, MICHIGAN | | THE CHELSEA HEALTH & WELLNESS FOUNDATION VS. SCIO | | | |
| | | | | TRANSCRIPT - COPY-WI | 388 | 3.10 | 1,202.80 |
| | | | | ROUGH ASCII | 304 | 1.55 | 471.20 |
| | | | | BENCH TRIAL | | | |
| | | | | BENCH TRIAL | | | |

Subtotal 1,674.00
Shipping Cost (n/a) 0.00
Total 1,674.00
Amount Due \$1,674.00

Attorney is responsible for payment of all charges incurred. Payment is due by "Due Date" shown on invoice. Failure to pay by "Due Date" may result in the assessment of a late fee. Transcript package typically includes transcript/word index, exhibits, appearance fee, condensed transcript, litigation support disk, shipping, video charges and may include other service charges based on job or region. Some services and rates may vary by job or region. Please contact your local office for specific detail and questions. Full Terms and Conditions are viewable online at www.esquiresolutions.com/invoice-terms. These stated terms and conditions, to the extent they contradict the rules and regulations in Arizona, do not apply. All aspects of this invoice and other business terms comply with the ethical obligations set forth in the AZ Code of Judicial Administration Section 7-206(J)(1)(g)(3) through (6).

Please detach and return this bottom portion with your payment or pay online at

www.esquireconnect.com

Remit to:

Esquire Deposition Solutions, LLC
P. O. Box 846099
Dallas, TX 75284-6099

Client Name Scott E. Munzel, P.C.
Client # C146779
Invoice # INV0669644
Invoice Date 1/14/2016
Due Date 2/13/2016
Amount Due \$ 1,674.00

Dexter Area Chamber of Commerce

3074 Baker Rd
Dexter, MI 48130

Invoice

| | |
|-----------|-----------|
| Date | Invoice # |
| 2/19/2016 | 971 |

| |
|--|
| Bill To |
| City of Dexter 8123 Main Street Dexter, MI 48130 |

| |
|----------------|
| Ship To |
| |

| | | | | | | |
|-------------|--------|-----|-----------|-----|--------|---------|
| P.O. Number | Terms | Rep | Ship | Via | F.O.B. | Project |
| | Net 60 | | 2/19/2016 | | | |

| Quantity | Item Code | Description | Price Each | Amount |
|--------------|----------------------|---|------------|------------|
| 1 | Market Research M... | <p><i>DDA share of Mutch \$ 1,095.00 248-248-803.000</i></p> <p><i>City share of Mutch \$ 1,095 101-460-802.000</i></p> | 2,190.00 | 2,190.00 |
| Total | | | | \$2,190.00 |

Lafontaine Property Capture

Taxable Value Tracking
 7120 Dexter Ann Arbor (new real) 08-08-05-300-064 2011 Base 2015 TV Per Assessing Records 4-20-15
 1,574,762 2,875,555
 Totals 1,574,762 2,875,555

| Local TIF Tax Authority | Millage Rate | Capture Amt. |
|---|--------------|--------------|
| <i>Summer</i> | | |
| Washtenaw County Operating | 4.54930 | \$ 5,917.70 |
| City Operating | 9.99060 | \$ 12,995.70 |
| City Streets | 3.43800 | \$ 4,472.13 |
| <i>Winter</i> | | |
| Washtenaw County | 1.75650 | \$ 2,284.84 |
| Dexter Public Library Operating (No Debt) | 1.12860 | \$ 1,468.07 |
| Washtenaw C.C. Operating (No Debt) | 3.45760 | \$ 4,497.62 |
| Washtenaw ISD (No Debt) | 3.97450 | \$ 5,170.00 |
| LOCAL TIF TOTAL | 28.29510 | \$ 36,806.07 |

Check payable to: Washtenaw County Office of Community and Economic Development, 415 W Michigan Ave Ste 220, Ypsilanti MI 48197
 GL# 248-000-230.102: Due to Cnty Brownfield - LaFontaine \$ 36,806.07

Coded by: Marie
 GL # 248 - 000 - 230 - 102 Amt. 36,806.07
 GL # _____ Amt. _____
 GL # _____ Amt. _____
 Scanned by: _____
 Date: _____

Annual Capture Information

| Capture | Eligible Expenses | | Admin Fees | | LSRRF | |
|---------|-------------------|------------------|------------|-----------------|-----------|------------------|
| | Portion | Balance | Portion | Balance | Portion | Balance |
| 2013 | 34,561.02 | 31,104.92 | 3,456.10 | 6,050.68 | - | 19,013.56 |
| 2014 | 36,554.77 | 32,899.29 | 3,655.48 | 2,395.20 | - | 19,013.56 |
| 2015 | 36,806.07 | 31,063.60 | 2,395.20 | - | 3,347.27 | 15,666.29 |
| 2016 | 15,666.29 | - | - | - | 15,666.29 | - |
| | | 95,067.81 | | 9,506.78 | | 19,013.56 |

Budget Amendments

DDA Fund 248

| Line Number | Line Description | New Line # ? | Revenue or Expenditure? | Original Adopted Budget | Previously Amended Budget | Amendment Amount | Budget After Current Amendment |
|-----------------|--------------------------------|--------------------|-------------------------------|-------------------------------|---------------------------------|---------------------|--------------------------------------|
| 248-965-999.394 | TR Out for Bond Payments - 394 | No | Expenditure | \$ 282,200 | \$ 282,200 | \$ 8,300 | \$ 290,500 |

Reason for Amendments To pay down the last year's principle on the 2008 taxable bond

Total change in Revenue - increase /(decrease): \$ -
Total change in Expenditures - increase /(decrease): \$ 8,300
Change to Overall Budget's revenue over expenditures: \$ (8,300)

Source of Reserves, if applicable:

DDA Fund 394

| Line Number | Line Description | New Line # ? | Revenue or Expenditure? | Original Adopted Budget | Previously Amended Budget | Amendment Amount | Budget After Current Amendment |
|-----------------|-------------------------------|--------------------|-------------------------------|-------------------------------|---------------------------------|---------------------|--------------------------------------|
| 394-000-695.248 | Transfer In from DDA Fund 248 | No | Revenue | \$ 282,200 | \$ 282,200 | \$ 8,300 | \$ 290,500 |

Reason for Amendments To pay down the last year's principle on the 2008 taxable bond

Total change in Revenue - increase /(decrease): \$ 8,300
Total change in Expenditures - increase /(decrease): \$ -
Change to Overall Budget's revenue over expenditures: \$ 8,300

Source of Reserves, if applicable:

Approved by the DDA on April 21, 2016

Carol J. Jones, Downtown Development Authority Secretary

Summary

| Fiscal Year (July-June) | Actual 2014-2015 | Budget 2015-2016 | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 | 2022-2023 | 2023-2024 |
|-----------------------------------|---------------------|---------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| Revenue | | | | | | | | | | |
| Tax Capture | 292,185 | 287,500 | 303,622 | 330,152 | 339,783 | 349,558 | 359,479 | 369,550 | 379,772 | 390,147 |
| Small Parcel Reimbursement | 7,821 | 5,300 | 7,800 | 7,800 | 7,800 | 7,800 | - | - | - | - |
| Rents | - | - | - | - | - | - | - | - | - | - |
| Property Sale | - | - | - | - | - | - | - | - | - | - |
| Other | 1,111 | 500 | 500 | - | - | - | - | - | - | - |
| Total Revenue | 301,117 | 293,300 | 311,922 | 337,952 | 347,583 | 357,358 | 359,479 | 369,550 | 379,772 | 390,147 |
| Expenditures | | | | | | | | | | |
| Debt Payments | 552,012 | 290,500 | 286,696 | 290,428 | 299,723 | 308,293 | 334,808 | 341,415 | 342,023 | 357,150 |
| Professional Services | 1,500 | 5,000 | 5,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| Contracted Services | 12,285 | 1,700 | 1,700 | 1,700 | 1,700 | 1,700 | 1,700 | 1,700 | 1,700 | 1,700 |
| Attorney Fees | 29,333 | 70,000 | 20,000 | - | - | - | - | - | - | - |
| City Maintenance | 5,000 | 5,000 | 5,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| Downtown Events | 301 | 500 | - | 500 | 500 | 500 | 700 | 700 | 700 | 700 |
| Capture Refunds BOR/MTT | 306 | 500 | 5,000 | 500 | 500 | 500 | 500 | 500 | 500 | 500 |
| Other | 7,134 | - | - | - | - | - | - | - | - | - |
| Projects | 144,306 | 35,840 | 70,000 | 45,000 | 70,000 | 70,000 | 74,000 | 50,000 | 37,500 | 25,000 |
| Total Expenditures | 752,177 | 409,040 | 393,396 | 358,128 | 392,423 | 400,993 | 431,708 | 414,315 | 402,423 | 405,050 |
| Revenue/Expenditures | (451,060) | (115,740) | (81,474) | (20,176) | (44,840) | (43,635) | (72,229) | (44,765) | (22,651) | (14,903) |
| Beginning Fund Balance | 787,173 | 336,113 | 220,373 | 138,899 | 118,723 | 73,883 | 30,247 | (41,981) | (86,746) | (109,397) |
| Forecasted Net Change | (451,060) | (115,740) | (81,474) | (20,176) | (44,840) | (43,635) | (72,229) | (44,765) | (22,651) | (14,903) |
| Ending Fund Balance | 336,113 | 220,373 | 138,899 | 118,723 | 73,883 | 30,247 | -41,981 | -86,746 | -109,397 | -124,300 |

Suggest Leaving \$5K in capture refunds for LaFontaine Tax Tribunal

Summary

| 2024-2025 | 2025-2026 | 2026-2027 | 2027-2028 | 2028-2029 | 2029-2030 | 2030-2031 | 2031-2032 | 2032-2033 | 2033-2034 | 2034-2035 | 2035-2036 |
|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| 390,125 | 400,532 | 411,095 | 421,817 | 432,700 | 443,745 | 454,957 | 466,336 | 477,886 | 489,610 | 501,509 | 513,587 |
| - | - | - | - | - | - | - | - | - | - | - | - |
| - | - | - | - | - | - | - | - | - | - | - | - |
| - | - | - | - | - | - | - | - | - | - | - | - |
| - | - | - | - | - | - | - | - | - | - | - | - |
| 390,125 | 400,532 | 411,095 | 421,817 | 432,700 | 443,745 | 454,957 | 466,336 | 477,886 | 489,610 | 501,509 | 513,587 |
| 376,078 | 388,053 | 398,228 | 402,153 | 244,560 | 250,028 | 229,798 | 215,033 | - | - | - | - |
| 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| 1,700 | 1,700 | 1,700 | 1,700 | 1,700 | 1,700 | 1,700 | 1,700 | 1,700 | 1,700 | 1,700 | 1,700 |
| - | - | - | - | - | - | - | - | - | - | - | - |
| 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 |
| 700 | 700 | 700 | 700 | 700 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| 500 | 500 | 500 | 500 | 500 | 500 | 500 | 500 | 500 | 500 | 500 | 500 |
| - | - | - | - | - | - | - | - | - | - | - | - |
| 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | - | - | - | - | - | - |
| 423,978 | 435,953 | 446,128 | 450,053 | 292,460 | 332,228 | 286,998 | 272,233 | 57,200 | 57,200 | 57,200 | 57,200 |
| (33,853) | (35,421) | (35,033) | (28,236) | 140,240 | 111,517 | 167,959 | 194,103 | 420,686 | 432,410 | 444,309 | 456,387 |
| (124,300) | (158,153) | (193,574) | (228,607) | (256,843) | (116,603) | (5,086) | 162,873 | 356,976 | 777,662 | 1,210,072 | 1,654,382 |
| (33,853) | (35,421) | (35,033) | (28,236) | 140,240 | 111,517 | 167,959 | 194,103 | 420,686 | 432,410 | 444,309 | 456,387 |
| -158,153 | -193,574 | -228,607 | -256,843 | -116,603 | -5,086 | 162,873 | 356,976 | 777,662 | 1,210,072 | 1,654,382 | 2,110,769 |

2036-2037

525,846

-

-

-

-

525,846

-

10,000

1,700

-

40,000

5,000

500

-

-

57,200

468,646

2,110,769

468,646

2,579,415

Tax Information

| Fiscal Year (July-June) | Actual | | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 | 2022-2023 | 2023-2024 | 2024-2025 |
|----------------------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
| | 2014-2015 | 2015-2016 | | | | | | | | | |
| % Increase to TV | | 1.6% | 0.3% | 1.5% | 1.5% | 1.5% | 1.5% | 1.5% | 1.5% | 1.5% | 1.5% |
| Total Taxable Value | 34,482,683 | 35,034,406 | 35,526,863 | 36,059,766 | 36,600,662 | 37,149,672 | 37,706,917 | 38,272,521 | 38,846,609 | 39,429,308 | 40,020,748 |
| Base Value | 14,918,413 | 14,918,413 | 14,918,413 | 14,918,413 | 14,918,413 | 14,918,413 | 14,918,413 | 14,918,413 | 14,918,413 | 14,918,413 | 14,918,413 |
| Captured Value | 19,564,270 | 20,115,993 | 20,608,450 | 21,141,353 | 21,682,249 | 22,231,259 | 22,788,504 | 23,354,108 | 23,928,196 | 24,510,895 | 25,102,335 |
| Tax Capture Revenue | 435,164 | 420,780 | 430,855 | 441,996 | 453,304 | 464,782 | 476,432 | 488,257 | 500,260 | 512,442 | 510,986 |
| (Less Brownfield) | (27,933) | (36,806) | (15,666) | | | | | | | | |
| (Less Wellness Withheld)* | (115,042) | (111,233) | (111,567) | (111,844) | (113,522) | (115,225) | (116,953) | (118,707) | (120,488) | (122,295) | (120,861) |
| Actual Tax Capture | 292,189 | 272,741 | 303,622 | 330,152 | 339,783 | 349,558 | 359,479 | 369,550 | 379,772 | 390,147 | 390,125 |
| Millage Rates | | | | | | | | | | | |
| City Operating | 9.8807 | 9.9906 | 9.9906 | 9.9906 | 9.9906 | 9.9906 | 9.9906 | 9.9906 | 9.9906 | 9.9906 | 9.9906 |
| City Streets | 3.4380 | 3.4380 | 3.4380 | 3.4380 | 3.4380 | 3.4380 | 3.4380 | 3.4380 | 3.4380 | 3.4380 | 2.8874 |
| Washtenaw County (S) | 4.5493 | 4.5493 | 4.5493 | 4.5493 | 4.5493 | 4.5493 | 4.5493 | 4.5493 | 4.5493 | 4.5493 | 4.5493 |
| Washtenaw County (W) | 1.2345 | 1.2565 | 1.2345 | 1.2345 | 1.2345 | 1.2345 | 1.2345 | 1.2345 | 1.2345 | 1.2345 | 1.2345 |
| Dexter Library | 1.1286 | 1.1286 | 1.1286 | 1.1286 | 1.1286 | 1.1286 | 1.1286 | 1.1286 | 1.1286 | 1.1286 | 1.1286 |
| Washtenaw CC | 3.4576 | 3.4576 | 3.4576 | 3.4576 | 3.4576 | 3.4576 | 3.4576 | 3.4576 | 3.4576 | 3.4576 | 3.4576 |
| Scio Township | 0.9518 | Cityhood | | | | | | | | | |
| Twp Conservation | 0.4942 | Cityhood | | | | | | | | | |
| Total | 22.2428 | 20.9177 | 20.9067 | 20.9067 | 20.9067 | 20.9067 | 20.9067 | 20.9067 | 20.9067 | 20.9067 | 20.3561 |
| Dexter Wellness Taxable | 5,172,100 | 5,254,853 | 5,270,618 | 5,349,677 | 5,429,922 | 5,511,371 | 5,594,041 | 5,677,952 | 5,763,121 | 5,849,568 | 5,937,312 |

2016 TV Information, Wellness and LaFontaine are actual

2016 Property Tax inflation increase = .3%

Uses 2015 millage rates

*Wellness Center valuation is still in dispute and unknown if Tax Tribunal Case will be appealed.

Tax Information

| 2025-2026 | 2026-2027 | 2027-2028 | 2028-2029 | 2029-2030 | 2030-2031 | 2031-2032 | 2032-2033 | 2033-2034 | 2034-2035 | 2035-2036 | 2036-2037 |
|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| 1.5% | 1.5% | 1.5% | 1.5% | 1.5% | 1.5% | 1.5% | 1.5% | 1.5% | 1.5% | 1.5% | 1.5% |
| 40,621,059 | 41,230,375 | 41,848,831 | 42,476,563 | 43,113,711 | 43,760,417 | 44,416,823 | 45,083,076 | 45,759,322 | 46,445,712 | 47,142,397 | 47,849,533 |
| 14,918,413 | 14,918,413 | 14,918,413 | 14,918,413 | 14,918,413 | 14,918,413 | 14,918,413 | 14,918,413 | 14,918,413 | 14,918,413 | 14,918,413 | 14,918,413 |
| 25,702,646 | 26,311,962 | 26,930,418 | 27,558,150 | 28,195,298 | 28,842,004 | 29,498,410 | 30,164,663 | 30,840,909 | 31,527,299 | 32,223,984 | 32,931,120 |
| 523,206 | 535,609 | 548,198 | 560,976 | 573,946 | 587,111 | 600,473 | 614,035 | 627,801 | 641,773 | 655,955 | 670,349 |
| (122,673) | (124,514) | (126,381) | (128,277) | (130,201) | (132,154) | (134,136) | (136,148) | (138,191) | (140,264) | (142,368) | (144,503) |
| 400,532 | 411,095 | 421,817 | 432,700 | 443,745 | 454,957 | 466,336 | 477,886 | 489,610 | 501,509 | 513,587 | 525,846 |
| 9.9906 | 9.9906 | 9.9906 | 9.9906 | 9.9906 | 9.9906 | 9.9906 | 9.9906 | 9.9906 | 9.9906 | 9.9906 | 9.9906 |
| 2.8874 | 2.8874 | 2.8874 | 2.8874 | 2.8874 | 2.8874 | 2.8874 | 2.8874 | 2.8874 | 2.8874 | 2.8874 | 2.8874 |
| 4.5493 | 4.5493 | 4.5493 | 4.5493 | 4.5493 | 4.5493 | 4.5493 | 4.5493 | 4.5493 | 4.5493 | 4.5493 | 4.5493 |
| 1.2345 | 1.2345 | 1.2345 | 1.2345 | 1.2345 | 1.2345 | 1.2345 | 1.2345 | 1.2345 | 1.2345 | 1.2345 | 1.2345 |
| 1.1286 | 1.1286 | 1.1286 | 1.1286 | 1.1286 | 1.1286 | 1.1286 | 1.1286 | 1.1286 | 1.1286 | 1.1286 | 1.1286 |
| 3.4576 | 3.4576 | 3.4576 | 3.4576 | 3.4576 | 3.4576 | 3.4576 | 3.4576 | 3.4576 | 3.4576 | 3.4576 | 3.4576 |
| 20.3561 | 20.3561 | 20.3561 | 20.3561 | 20.3561 | 20.3561 | 20.3561 | 20.3561 | 20.3561 | 20.3561 | 20.3561 | 20.3561 |
| 6,026,371 | 6,116,767 | 6,208,518 | 6,301,646 | 6,396,171 | 6,492,113 | 6,589,495 | 6,688,338 | 6,788,663 | 6,890,493 | 6,993,850 | 7,098,758 |

Bond Payments

| Fiscal Year (July-June) | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 | 2022-2023 | 2023-2024 |
|--------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| 2011 Refunding (\$900K) | 81,051 | 82,986 | 79,847 | 75,738 | 72,673 | 74,608 | | | | |
| 2008 Taxable (\$1.6M) | 351,559 | 88,935 | 89,470 | 88,405 | 87,340 | 81,275 | 110,388 | 108,435 | 106,483 | 104,530 |
| 2008 Tax Exempt (\$2M) | 118,441 | 117,441 | 116,379 | 125,285 | 138,710 | 151,410 | 223,420 | 231,980 | 234,540 | 251,620 |
| Bond Fees | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 |
| Total Debt | 552,051 | 290,362 | 286,696 | 290,428 | 299,723 | 308,293 | 334,808 | 341,415 | 342,023 | 357,150 |

\$ 225,000 Refund
 Bond Pay 2,008
 Down Taxable
 New
 Debt
 Schedule

Bond Payments

| 2024-2025 | 2025-2026 | 2026-2027 | 2027-2028 | 2028-2029 | 2029-2030 | 2030-2031 | 2031-2032 | 2032-2033 | 2033-2034 | 2034-2035 | 2035-2036 | 2036-2037 |
|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| 97,578 | 95,803 | 93,478 | 86,153 | 244,060 | 249,528 | 229,298 | 214,533 | - | - | - | - | - |
| 277,500 | 291,250 | 303,750 | 315,000 | - | - | - | - | - | - | - | - | - |
| 1,000 | 1,000 | 1,000 | 1,000 | 500 | 500 | 500 | 500 | - | - | - | - | - |
| 376,078 | 388,053 | 398,228 | 402,153 | 244,560 | 250,028 | 229,798 | 215,033 | - | - | - | - | - |

Projects

Projects will not be undertaken until revenues are to a level to support them

| Fiscal Year (July-June) | | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2020 | 2020-2021 | 2021-2022 | 2022-2023 | 2023-2024 |
|--|------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| Tupper Redevelopment (\$347K) | \$ 149,656 | 50,000 | - | | | | | | | | |
| ADA Ramp (\$85K) | | | | | | | | | | | |
| Ann Arbor St Lighting (\$110K) | | 110,000 | | | | | | | | | |
| House Purchase (\$164K) | \$ 164,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 24,000 | | | |
| Brick Pavers | \$ 28,125 | 12,285 | 15,840 | | | | | | | | |
| Central Street (\$200K) | \$ - | | | | | | | | | | |
| Parking Lot Maintenance (\$10K) | \$ - | | | | | | | | | | |
| Downtown Façade (\$30K) | \$ - | | | | | | | | | | |
| Main Street Parking Rehab (\$95K) | \$ - | | | | | | | | | | |
| Baker Rd Streetscape (\$130K) | \$ - | | | | | | | | | | |
| Dex-AA Rd Corridor (\$200K) | \$ - | | | | | | | | | | |
| Downtown Fire Safety (\$10K) | \$ - | | | | | | | | | | |
| Forest Street Improvements (\$750K) | \$ - | | | | | | | | | | |
| DTE Substation Move (\$370K) | \$ 375,000 | | | 50,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 |
| DTE Substation Property Swap (\$75k/1ac. @ 1.5 ac = \$112,500) | \$ 112,500 | | | | | 25,000 | 25,000 | 25,000 | 25,000 | 12,500 | |
| Total Projects | | 192,285 | 35,840 | 70,000 | 45,000 | 70,000 | 70,000 | 74,000 | 50,000 | 37,500 | 25,000 |

Projects

| 2024-2025 | 2025-2026 | 2026-2027 | 2027-2028 | 2028-2029 | 2029-2030 | 2030-2031 | 2031-2032 | 2032-2033 | 2033-2034 | 2034-2035 | 2035-2036 | 2036-2037 |
|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | | | | | | | |
| 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | | | | | | | |
| 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | | | | | | | |

04/15/2016

BUDGET REPORT FOR CITY OF DEXTER

Calculations as of 06/30/2016

| GL NUMBER | DESCRIPTION | 2015-16 | 2015-16 | 2015-16 | 2016-17 | 2016-17 | 2016-17 | 2017-18 |
|---|---|----------------|------------------------|--------------------|------------------|--------------------|-----------------|-------------------------|
| | | AMENDED BUDGET | ACTIVITY THRU 06/30/16 | PROJECTED ACTIVITY | REQUESTED BUDGET | RECOMMENDED BUDGET | APPROVED BUDGET | FUTURE PROJECTED BUDGET |
| Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY | | | | | | | | |
| ESTIMATED REVENUES | | | | | | | | |
| 248-000-415.000 | TAX CAPTURE REVENUE | 287,500 | 277,600 | 285,000 | 303,600 | | | |
| REMOVES LAFONTAINE BROWNFIELD CAPTURE AND DEXTER WELLNESS CENTER FROM REVENUE ESTIMATES. INCREASED OVER LAST YEAR BECAUSE BROWNFIELD PAYMENT IS HALVED. | | | | | | | | |
| 248-000-574.001 | PERSONAL PROPERTY TAX REIMBURSEMENT INCREASED TO MATCH PRIOR TWO YEARS | 5,300 | 7,800 | 7,800 | 7,800 | | | |
| 248-000-665.000 | INTEREST EARNED | 500 | 2,000 | 2,000 | 500 | | | |
| 248-000-671.000 | OTHER REVENUE | | 4,300 | 4,300 | | | | |
| 248-000-695.494 | TR IN DDA PROJECT FUND 494 TO CLOSE OUT THE 494 PROJECT FUND | 186,500 | 186,200 | 186,200 | | | | |
| TOTAL ESTIMATED REVENUES | | 479,800 | 477,900 | 485,300 | 311,900 | | | |
| APPROPRIATIONS | | | | | | | | |
| 248-248-802.000 | PROFESSIONAL SERVICES | 5,000 | 1,900 | 2,000 | 5,000 | | | |
| 248-248-803.000 | CONTRACTED SERVICES | 1,700 | 2,600 | 2,600 | 1,700 | | | |
| 248-248-810.000 | ATTORNEY FEES | 70,000 | 62,000 | 70,000 | 20,000 | | | |
| 248-248-880.000 | DOWNTOWN EVENTS | 500 | 500 | 500 | | | | |
| 248-248-957.002 | DDA CAPTURE REFUNDS POSSIBILITY OF HAVING TO REFUND PORTION OF LAFONTAINE | 500 | | 500 | 5,000 | | | |
| 248-442-803.015 | CITY MAINTENANCE | 5,000 | | 5,000 | 5,000 | | | |
| 248-442-970.000 | CONTRACTED CAPITAL IMPROVEMENTS | 15,900 | 13,900 | 13,900 | | | | |
| REMAINDER OF DOWNTOWN PAVER PROJECT | | | | | | | | |
| 248-901-972.001 | PURCHASE OF HOUSE | 20,000 | | 20,000 | 20,000 | | | |
| 248-901-972.002 | DTE SUBSTATION MOVE | 25,000 | | | 50,000 | | | |
| INCLUDES \$25,000 NOT USED IN FY 15/16 AND \$25,000 PLANNED IN MODEL FOR 16/17 | | | | | | | | |
| 248-901-972.004 | 3045 BROAD STREET REDEVELOPMENT | 25,000 | | | | | | |
| 248-965-999.394 | TR OUT FOR BOND PAYMENTS - 394 | 282,200 | 102,900 | 290,500 | 287,400 | | | |
| COVERS DEBT PLUS BOND FEES - INCLUDES THE 2008 TAXABLE REFUNDING NUMBERS | | | | | | | | |
| TOTAL APPROPRIATIONS | | 450,800 | 183,800 | 405,000 | 394,100 | | | |
| NET OF REVENUES/APPROPRIATIONS - FUND 248 | | 29,000 | 294,100 | 80,300 | (82,200) | | | |
| BEGINNING FUND BALANCE | | 149,900 | 149,900 | 149,900 | 230,200 | 230,200 | 230,200 | 230,200 |
| ENDING FUND BALANCE | | 178,900 | 444,000 | 230,200 | 148,000 | 230,200 | 230,200 | 230,200 |

Fund 394 - DDA DEBT FUND

ESTIMATED REVENUES

| | | | | | |
|---------------------------------|--|----------------|----------------|----------------|----------------|
| 394-000-695.248 | TRANSFER IN FROM DDA FUND 248 | 282,200 | 102,900 | 290,500 | 287,400 |
| | COVERS DEBT PLUS BOND FEES - INCLUDES THE 2008 TAXABLE REFUNDING NUMBERS | | | | |
| TOTAL ESTIMATED REVENUES | | 282,200 | 102,900 | 290,500 | 287,400 |

APPROPRIATIONS

| | | | | | |
|-----------------------------|---|----------------|----------------|----------------|----------------|
| 394-850-992.000 | BOND FEES | 1,000 | 1,000 | 1,000 | 1,000 |
| 394-850-997.003 | DDA 2008 TAXABLE BOND (\$1.6M) | 89,000 | 13,400 | 89,000 | 90,000 |
| | BUDGETED NUMBER IS FOR REFUNDED 2008 TAXABLE BOND | | | | |
| 394-850-997.004 | DDA 2008 BOND (\$2+M) | 117,500 | 46,200 | 117,500 | 116,500 |
| 394-850-997.005 | 2011 REFUNDING BOND (\$620K) | 83,000 | 42,300 | 83,000 | 79,900 |
| TOTAL APPROPRIATIONS | | 290,500 | 102,900 | 290,500 | 287,400 |

NET OF REVENUES/APPROPRIATIONS - FUND 394

(8,300)

BEGINNING FUND BALANCE

ENDING FUND BALANCE

(8,300)

| | | | | | | | |
|--|---------|---------|---------|----------|---------|---------|---------|
| ESTIMATED REVENUES - ALL FUNDS | 762,000 | 580,800 | 775,800 | 599,300 | | | |
| APPROPRIATIONS - ALL FUNDS | 741,300 | 286,700 | 695,500 | 681,500 | | | |
| NET OF REVENUES/APPROPRIATIONS - ALL FUNDS | 20,700 | 294,100 | 80,300 | (82,200) | | | |
| BEGINNING FUND BALANCE - ALL FUNDS | 149,900 | 149,900 | 149,900 | 230,200 | 230,200 | 230,200 | 230,200 |
| ENDING FUND BALANCE - ALL FUNDS | 170,600 | 444,000 | 230,200 | 148,000 | 230,200 | 230,200 | 230,200 |

Fred Gordon
fred@fredgordonlaw.com

Peter Ellenson
peter@fredgordonlaw.com

Law Offices of
Fred Gordon, P.C.

Justin A. Gray
justin@fredgordonlaw.com

Howard S. Rosenberg
howard@fredgordonlaw.com

March 21, 2016

Clerk of the Tribunal
Michigan Tax Tribunal
P.O. Box 30232
Lansing, MI 48909

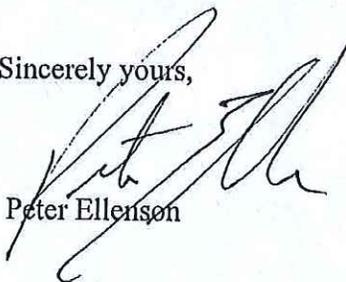
Re: Silver Petroleum Corporation v. City of Dexter
MTT Docket No. 15-001661
Parcel No. HD-08-05-300-054

7177
Dexter Ann Arbor
Dexter mobile

Dear Clerk:

Enclosed for filing is Petitioner's Motion to Set Aside Default and Amended Petition in the above matter, along with our check in the amount of \$50 and Proof of Service.

Sincerely yours,



Peter Ellenson

PE:nmn
Enclosures

**STATE OF MICHIGAN
DEPARTMENT OF LICENSING & REGULATORY AFFAIRS
MICHIGAN ADMINISTRATIVE HEARING SYSTEMS
MICHIGAN TAX TRIBUNAL**

SILVER PETROLEUM CORPORATION,

Petitioner,

v

MTT Docket No. 15-001661

CITY OF DEXTER,

Respondent.

LAW OFFICES OF FRED GORDON, P.C.
FRED GORDON (P14193)
PETER ELLENSON (P47383)
Attorneys for Petitioner
74 W. Long Lake Rd., Suite 101
Bloomfield Hills, MI 48304
(248) 546-7600

CITY OF DEXTER
ASSESSOR
Representative for Respondent
8140 Main Street
Dexter, MI 48130
(734) 426-8303

PETITIONER'S MOTION TO SET ASIDE DEFAULT

NOW COMES, Petitioner, SILVER PETROLEUM CORPORATION, by and through its attorneys, LAW OFFICES OF FRED GORDON, P.C., and submits their Motion to Set Aside Default and states as follows:

1. On May 19, 2015, Petitioner timely filed its 2015 Petition, citing Scio Township as Respondent. The assessment notice was prepared by Scio Township.

2. On January 19, 2016, this Honorable Tribunal found the Petitioner to be in Default for failing to name the correct Respondent on its Petition.

3. Petitioner is now aware that the assessing entity was – or should have been – City of Dexter. This correction has been made to the enclosed Amended Petition.

4. Petitioner has also corrected Paragraph 16 as to the TCV.

5. Enclosed with this Motion to Set Aside Default are Petitioner's Amended Petition and a check in the amount of \$50. The amount of \$50 shall cover the cost of the filing fee for Petitioner's Motion to Set Aside Default.

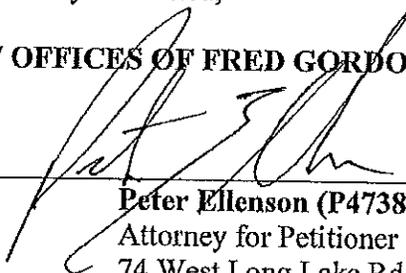
6. Also enclosed, is a Proof of Service and the Notice of Docket Number requested by this Tribunal.

WHEREFORE, Petitioner, respectfully requests that this Honorable Tribunal grant its Motion to Set Aside Default.

Respectfully submitted,

LAW OFFICES OF FRED GORDON, P.C.,

By: _____



Peter Ellenson (P47383)
Attorney for Petitioner
74 West Long Lake Rd., Suite 101
Bloomfield Hills, Michigan 48304-2770
(248) 546-7600

Dated: March 21, 2016

STATE OF MICHIGAN
DEPARTMENT OF LICENSING & REGULATORY AFFAIRS
MICHIGAN ADMINISTRATIVE HEARING SYSTEM
MICHIGAN TAX TRIBUNAL

SILVER PETROLEUM CORPORATION,
Petitioner,

MTT Docket #15-001661

v

CITY OF DEXTER,
Respondent.

ENTIRE TRIBUNAL PROPERTY TAX PETITION

1. Property Parcel No: HD-08-05-300-054.
(If more than one parcel is at issue, attach a completed Multiple Parcel Petition Form addressing all other parcels at issue.)
2. The property identified above is real ___ personal.
3. If more than one parcel of real property is under appeal, are the properties contiguous? ___ Yes ___ No. (If no, separate Petitions are required for each non-contiguous parcel.)
4. Are all of the parcels of personal property located on a parcel of real property under appeal? ___ Yes ___ No. (If no, separate Petitions are required for each parcel of personal property not located on a parcel of real property under appeal.)
5. If parcels of personal property are under appeal, when were the personal property statements filed by parcel number (attach additional page if necessary): _____

6. The property identified above is classified as: 201
7. If the assessment or assessments at issue were protested, the protest was made to Respondent's ___ March ___ July ___ December Board of Review.

Entire Tribunal Property Tax Petition
Page 2 of 4

8. If a protest was required and no protest was made, list the separate and specific facts upon which Petitioner relies to invoke the Tribunal's authority over the assessment or assessments at issue (attach additional page if necessary):
9. If the appeal was not submitted by the deadline for the filing of an appeal for the classification or classifications of the properties at issue (i.e., May 31 or July 31 of the tax year involved), list the separate and specific facts upon which Petitioner relies to invoke the Tribunal's authority over the assessment or assessments at issue (attach additional page if necessary):
10. The property or properties at issue are located in Washtenaw County. The property or properties' address is:
7177 Dexter-Ann Arbor Rd., Dexter, MI 48130
11. The assessment or assessments at issue were established by the (applicable local governmental unit): City Of Dexter
12. Petitioner's legal residence or principal office address is:
7177 Dexter-Ann Arbor Rd., Dexter, MI 48130
13. This appeal involves issues relating to the (check all that are applicable):
 the property or properties' true cash and taxable values
 the property or properties' taxable value only
 If the property or properties' taxable value is at issue, is there a dispute as to the value of an addition or loss? ___ Yes ___ No
 uniformity of the property or properties' assessment
 the property or the properties' exemption from ad valorem taxation
 Under MCL _____
14. The tax year(s) at issue are: 2015

Entire Tribunal Property Tax Petition
Page 3 of 4

15. If more than the current tax year is being appealed, list the separate and specific facts upon which Petitioner relies to invoke the Tribunal's authority over the prior tax year or years (attach additional page if necessary):
16. The values for the property identified above as established by Respondent's Board of Review are:

| Tax Year | True Cash Value | Assessed Value | Taxable Value |
|----------|-----------------|----------------|---------------|
| 2015 | \$986,400 | \$493,200 | \$489,289 |
| | | | |
| | | | |
| | | | |

17. Petitioner contends that the values for the property identified above are:

| Tax Year | True Cash Value | State Equalized Value | Taxable Value |
|----------|-----------------|-----------------------|---------------|
| 2015 | \$790,000 | \$395,000 | \$395,000 |
| | | | |
| | | | |
| | | | |

18. The values in dispute for the property identified above are:

| Tax Year | True Cash Value | State Equalized Value | Taxable Value |
|----------|-----------------|-----------------------|---------------|
| 2015 | \$196,400 | \$98,200 | \$94,289 |
| | | | |
| | | | |
| | | | |

19. Petitioner requests the following relief (attach additional page if necessary):

Reduction of TCV, SEV and AV as indicated in paragraph 17.

Entire Tribunal Property Tax Petition
Page 4 of 4

20. List the separate and specific facts upon which Petitioner relies to support the relief requested (attach additional page if necessary):

Comparable sales and/or income capitalization analysis. Valuation disclosure to be provided pursuant to Tribunal's calendar.

Signature of Petitioner's Authorized Representative or, *if none*, Petitioner:

A handwritten signature in cursive script, appearing to read "Fred Gordon", is written over a horizontal line.

Address: Law Offices of Fred Gordon, P.C.
74 West Long Lake Rd., Suite 101
Bloomfield Hills, MI 48304-2770

Telephone Number: (248) 546-7600

E-Mail Address: fred@fredgordonlaw.com

Date: 3/21/16

STATE OF MICHIGAN
DEPARTMENT OF LICENSING & REGULATORY AFFAIRS
MICHIGAN ADMINISTRATIVE HEARING SYSTEM
MICHIGAN TAX TRIBUNAL

Silver Petroleum Corporation,
Petitioner,

v

MTT Docket No. 15-001661

~~Township Of Scio,~~ *City of Dexter*
Respondent.

NOTICE OF DOCKET NUMBER

TAKE NOTICE that an Entire Tribunal petition has been filed and the above-noted docket number has been assigned to that petition. This docket number **shall be noted** on the petition and the petition **shall be served within 45 days** of the issuance of this Notice, as required by TTR 221(5) and MCL 205.735a. Failure to **serve** the petition within that 45-day period **will result in the dismissal** of this case, as provided by TTR 221(4).

A proof of service **shall also** be filed with the Tribunal **within 45 days** of the issuance of this Notice evidencing the service of the petition. Failure to **file** a proof of service within that 45-day period **may result in the dismissal** of this case.

The docket number **also needs to be noted** on all other documents submitted in this case. Further, the assignment of the docket number does **not** mean that the Tribunal has authority over the petition or that the petition complies with statutory requirements or the Tribunal's rules.

If you have any questions regarding this, please call the Tribunal at (517) 373-4400.

By: /s/Ginny Desgranges, Tribunal Clerk

Entered: May 28, 2015

**STATE OF MICHIGAN
DEPARTMENT OF LABOR AND ECONOMIC GROWTH
MICHIGAN TAX TRIBUNAL**

SILVER PETROLEUM CORPORATION,

Petitioner,

v

MTT Docket No. 15-001661

CITY OF DEXTER,

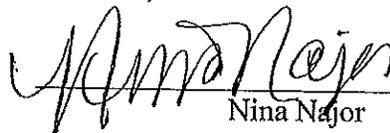
Respondent.

LAW OFFICES OF FRED GORDON, P.C.
FRED GORDON (P14193)
PETER ELLENSON (P47383)
Attorneys for Petitioner
74 W. Long Lake Rd., Suite 101
Bloomfield Hills, MI 48304
(248) 546-7600

CITY OF DEXTER
ASSESSOR
Representative for Respondent
8140 Main Street
Dexter, MI 48130
(734) 426-8303

PROOF OF SERVICE

The undersigned states that on March 21, 2016, she filed with the Michigan Tax Tribunal the Petitioner's Motion to Set Aside Default along with the appropriate fee and served upon the City of Dexter Assessor, City of Dexter Clerk, City of Dexter School District, Washtenaw County Clerk, Washtenaw County Equalization Director and the State of Michigan Treasurer by affixing proper postage and mailing from a U.S. mailbox in Bloomfield Hills, MI.



Nina Najor

STATE OF MICHIGAN
MICHIGAN TAX TRIBUNAL

SILVER PETROLEUM CORPORATION
Petitioner

MTT Docket No. #15-001661

v.

CITY OF DEXTER
Respondent

LAW OFFICES OF FRED GORDON, P.C.
FRED GORDON (P14193)
Attorney for Petitioner
74 W. Long Lake Rd., Suite 101
Bloomfield Hills, MI 48304
(248) 546-7600
fred@fredgordonlaw.com

PROOF OF SERVICE

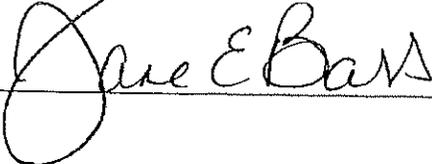
The undersigned states that on March 21st, 2016, she mailed a copy of the Entire Tribunal Property Tax Petition in the above matter by certified mail to:

City of Dexter Assessor, 8140 Main Street, Dexter, MI 48130
City of Dexter Clerk, 8140 Main Street, Dexter, MI 48130

and by first-class mail to:

Dexter School District, 7714 Ann Arbor Street, Dexter, MI 48130
Washtenaw County Clerk, P.O. Box 8645, Ann Arbor, MI 48107
Washtenaw County Equalization Director, P.O. Box 8645, Ann Arbor, MI 48107
Treasurer, State of Michigan, c/o State Tax Commission, P.O. Box 30471, Lansing, MI 48909

by affixing proper postage and mailing from a U.S. mailbox in Bloomfield Hills, MI





Justin Breyer <jbreyer@dextermi.gov>

City of Dexter - 5-Year Rec Plan

1 message

Kosloski, Chip (DNR) <KosloskiC3@michigan.gov>

Tue, Mar 15, 2016 at 11:41 AM

To: Justin Breyer <jbreyer@dextermi.gov>

Hello,

I have completed my review of the City of Dexter's 5-Year Recreation Plan. Overall, the plan looks great. Nice job on following our guidelines so closely. You guys really knocked it out of the park. I hope that this plan serves as a valuable tool for your community. There are a few items that need to be completed before we can approve the plan. See below:

1) The minutes from the public meetings held on 2/16/16 and 2/22/16 are in draft form; please provide final/certified minutes

Feel free to upload these as separate attachments, or if you would like to revise your entire plan and re-upload the revised version, you can do that also.

I am going to "not approve" the plan in MiRecGrants, which will open it back up and allow you to upload and save the additional information. Once you have everything in there, go ahead and resubmit the plan.

If you intend on applying for a grant this year, this needs to be completed as soon as possible. We need to have your 5-year rec plan approved in the system in order to allow you to submit applications by April 1st.

Let me know if you have any questions.

Thanks,

Chip Kosloski

Grant Coordinator (Regions: 8, 9, & 10)

Grants Management Section

Finance and Operations Division

Michigan Department of Natural Resources

Phone: [517-284-5965](tel:517-284-5965)



OFFICE OF THE CITY MANAGER

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

Memorandum

To: Downtown Development Authority
From: Courtney Nicholls, City Manager
Re: Chelsea Area Wellness Foundation Litigation Update
Date: 4/18/2016

City Attorney Scott Munzel was informed on Monday, April 18, 2016 that the Chelsea Area Wellness Foundation has appealed the Michigan Tax Tribunal ruling.

The DDA is asked to consider a motion to authorize the filing of a response to CWF's appeal along with a cross appeal of several of the judge's rulings.

A timeline of the filing deadlines for the appeal documents will be provided at the meeting.



OFFICE OF COMMUNITY DEVELOPMENT

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

STAFF REPORT

To: Chairman Brouwer and DDA Board of Directors
Courtney Nicholls, City Manager

From: Michelle Aniol, Community Development Manager

Date: April 18, 2016

According to Section V.H of the adopted Engineering Standards, ornamental streetlights are to be used within the boundary of the DDA District. The Standards also require that *an applicant proposing improvements to a property within the DDA boundary must install ornamental streetlights within the right-of-way along the road frontage, as part of the improvements. The developer shall provide a connection to the closest available light or handhole on the side of the street on which the development is proposed. The work shall also include the installation of conduit across the entire frontage of the property to facilitate adjacent expansions. Once installed, the City will accept responsibility of the streetlights as part of the dedication process.* In 2013, Council and the DDA discussed this standard during the plan review process for Dexter Town Center (i.e. Dexter Pharmacy and Dexter Wellness Center), following an objection by the developer of the project.

- At May 15, 2013 DDA meeting, the Board discussed Street Lighting Standards within the DDA District. The following is an excerpt from the approved meeting minutes:

10. Discussion Updates:

a) Street Lighting Standard within the DDA District. Attached are several documents related to a Site Plan Review item and the suspension of section V.H.B of the Village of Dexter Engineering Standards. The DDA and Village Council were asked to act without delay to address the implementation of the standard.

Steve gave a synopsis of the process. Comments included that the current street lighting goes as far as Grand Street, Baker Road was supposed to be improved but bond money was used for other projects and it still remains in the CIP as a future project, the next step will be to look at the lighting plan for future use and how should the standards be applied.

Motion by Don, second by Randy to give an advisory opinion to the Village Council that street lighting is not the developers concern. Motion carries.

- At May 28, 2013 Council meeting, the Council reviewed Options for resolving Street Light Standards within the DDA District. The packet of information Council consider accompanies this memo. The following is an excerpt from the approved meeting minutes:

1. Consideration of: Options for resolution of Street Light Standard in the DDA District

Motion Cousins; support Carson to temporarily suspend item #3 of the Street Lighting Standard without a developer's obligation and require that the DDA create a lighting plan for the DDA District.

Ayes: Carson, Cousins, Fisher, Knight, Tell and Keough

Nays: Semifero

Motion carries 6 to 1

To staff's knowledge a lighting plan has not been developed. Thus, the temporary suspension of street lighting on all streets within the DDA District continues. This issue recently came to the surface during the review of the Grandview Commons site plan.

Please review the information packet accompanying this memo, and be prepared to discuss the issue. Thank you.

AGENDA 5-28-13

ITEM 6.1

VILLAGE OF DEXTER

8140 Main Street Dexter, MI 48130-1092

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

ddettling@dextermi.gov

MEMO

To: President Keough and Council Members
 From: Donna Dettling, Village Manager
 Date: May 28, 2013
 Re: Street Lighting Standard within the DDA District

Included with this memo is the packet of information that was provided at the last Council meeting as a discussion item. This is on the agenda as a consideration item.

As a follow-up to the Village Council discussion, the DDA discussed the Street Light Standard at their meeting on May 15, 2013. The DDA made a motion to advise Village Council that the DDA supports the position that Ornamental Street Lights should not be a Private Developer's responsibility in the DDA District.

In light of the DDA comments there appear to be several options on this topic. Below is a summary of the options.

- **Amend the wording on item #3 of the Street Lighting Standard in the Village Engineering Standard to shift the responsibility of Street Lights in the DDA District to the DDA. Other parts of Section H are necessary and provide general guidance for Ornamental Street lighting Standards. The site plan review process also contains lighting requirements, see Zoning Ordinance 3.19 attached.**

H. Streetlights:

1. Ornamental streetlights are to be used within the boundary of the Downtown District Authority (DDA). Cutoffs shall be provided on each ornamental streetlight. Details for the ornamental streetlights and cutoffs approved by the Village can be found in the Appendix A.
 2. Ornamental streetlights shall be LED.
 3. ~~When an applicant proposes improvements to a property within the DDA boundary, ornamental streetlights shall be placed within the right of way along the road frontage as part of the improvements. The developer shall provide a connection to the closest available light or handhole on the side of the street on which the development is proposed. The work shall include the installation of conduit across the entire frontage of the property to facilitate adjacent expansions. Once installed, the Village will accept responsibility of the streetlights as part of the dedication process.~~
 4. Cable shall be 600V within 1-1/2" Schedule 40 PVC buried conduit. Conduit shall be provided a minimum of 2' cover and shall be placed behind the back of curb."
- **Temporarily Suspend item #3 of the Street Lighting Standard, but require the Developer to either; install conduit, sign a deferral or provide a performance guarantee. Allison drafted a sample deferral policy that is similar to the sidewalk deferral for your review.**
 - **Temporarily Suspend Street Lighting Standard without a Developer obligation and require that the DDA create a lighting plan for the DDA District.**

DRAFT



VILLAGE OF DEXTER

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

Village of Dexter Street Light Installation Deferral Policy Adopted _____

This policy shall serve as an explanation of the Village's position on the deferral of required street light installation.

Any development within the Village required to install street lights within the public right of way may be permitted to defer the installation **ONLY** under one of the following circumstances:

1. A construction project is proposed in area and installation deferment would be preferred.
2. A long range plan has not been established to specify spacing and/or placement of the street lighting.
3. The street lights are within an area in which alternative funding, such as the Downtown Development Authority, Special Assessment District and/or Village Funded Project is proposed.

Street light installation deferral is permitted by the Village; however deferrals will be limited to a time in which a long range plan can be developed by the Village and/or Downtown Development Authority. A long range plan will permit the Village and/or Downtown Development Authority to review the standards and specifications for consistent implementation of the desired streetscape.

The Village will send notification/Order to Construct to the above stated address upon completion of a long range plan and/or determination of the funding mechanism that will be used to fund the improvements. The undersigned acknowledges that if the street lights are not installed within the required time, as identified by the Village and the Action Plan included in the long range plan for implementation that the Village will proceed with collection measures necessary to assure the Deferral Agreement and Street Lighting requirement are met.

A signed agreement between the Village and the party responsible for payment or installation of the street lights outlining the terms of the agreement will be required at the time of the issuance of the final zoning compliance.

DRAFT



VILLAGE OF DEXTER

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

Public Street Light Installation Deferral Agreement

In accordance with the Village of Dexter Street Light Installation Deferral Policy adopted on _____,

_____ (name of party responsible for installation of street lights and individual contact information) located at _____ is requesting that the required public street light installation be deferred in accordance with the following schedule:

Date of Issuance of Final Zoning Compliance: _____

The Village will send notification/Order to Construct to the above stated address upon completion of a long range plan and/or determination of the funding mechanism that will be used to fund the improvements. The undersigned acknowledges that if the street lights are not installed within the required time, as identified by the Village and the Action Plan included in the long range plan for implementation that the Village will proceed with collection measures necessary to assure the Deferral Agreement and Street Lighting requirement are met.

Upon the responsible parties decision to install street lights a Village of Dexter Right-Of-Way permit shall be submitted to the Village Offices for review and approval of conformance to the Village of Dexter street lighting construction requirements, details and long range street lighting plan.

This agreement is signed this _____ day of _____, _____

Village Manager Signature

Village Manager Print Date

Party Responsible for Installation of Street Lights
Signature

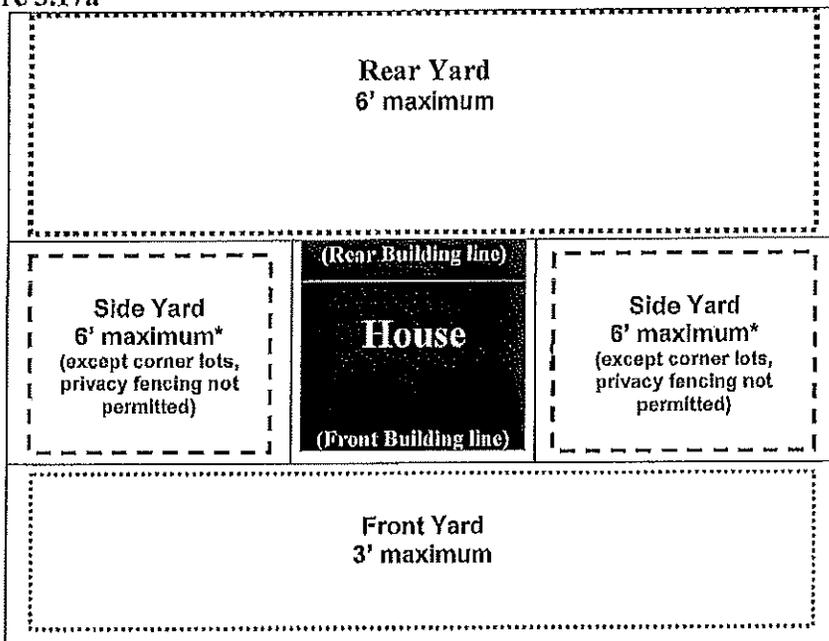
Responsible Party Print Date

General Provisions

on the sides of any fence. Fences protecting public utilities and property may use barbed wire or other security fencing measures.

- J. **Maintenance:** All fences shall be maintained in a good condition, in an upright position and shall not constitute an unreasonable hazard. Any fence, which is not maintained, as determined by the Zoning Administrator, shall be removed or replaced (any required fence shall be replaced) at the owner's expense.

Figure 3.17a



Section 3.18 RECREATIONAL VEHICLE PARKING AND STORAGE

The outdoor parking or storage of a mobile home, camper trailer, motor home, race cars, snowmobiles, boats, ATV's and similar recreational vehicles for periods exceeding forty-eight (48) hours in the front yard on lands not approved for such use is prohibited, except that the Zoning Administrator may issue a temporary permit which shall allow the parking of such a recreational vehicle on private property for a period not exceeding two (2) consecutive weeks. Any parked or stored recreational vehicle shall be legally operable and licensed and shall not be connected to any sanitary facilities. Recreational vehicles may be stored over 48 hours provided the vehicles shall be stored only within the confines of the rear yard or side yard when behind the front building line of the principal building; and shall further comply with the side and rear yard setback applicable to accessory buildings.

Section 3.19 EXTERIOR LIGHTING

Site Lighting Requirements: Exterior site lighting shall be permitted in any zoning district subject to the restrictions provided in this section.

General Provisions

- A. **Purpose and Intent.** The purpose of this section is to regulate the placement, orientation, distribution patterns, and fixture types of outdoor lighting. The intent of this section is to encourage lighting that provides safety and security; also to prevent glare on public roadways, protect the privacy of residents; and reduce atmospheric light pollution and light trespassing.
- B. **Definitions:**
- 1) **FULLY SHIELDED FIXTURE.** An outdoor lighting fixture that is shielded or constructed so that all light emitted is projected below a horizontal plane running through the lowest part of the fixture.
 - 2) **LIGHTING DIAGRAM.** A plan showing all exterior proposed on-site lighting and the area to be illuminated by each lighting source. The lighting diagram will also show proposed site lighting - location, type, height, intensity, direction, and typical details.
 - 3) **GLARE.** Light that causes annoyance, discomfort, or loss in visual performance and ability because the luminance is sufficiently greater than the luminance to which the human eyes are adapted.
 - 4) **OUTDOOR LIGHTING FIXTURE.** An electrically powered illuminating device or other outdoor lighting fixture including all parts used to distribute the light and/or protect the lamp, permanently installed or portable, used for illumination. Such devices shall include, but are not limited to, search, spot, flood, and area lighting.
 - 5) **RECESSED CANOPY FIXTURE.** An outdoor lighting fixture recessed into a canopy ceiling so that the bottom of the fixture is flush with the ceiling.
- C. **Outdoor Lighting Compliance Statement.** The applicant for any permit work involving outdoor lighting fixtures governed by this Section shall submit, as a part of the site plan, evidence that the proposed work will comply with this Section. This information shall contain but not be limited to the following:
- 1) The location, height, make, model, lamp type, intensity, direction, and wattage of each outdoor lighting fixture overlaid on the proposed site plan; and
 - 2) A photometric lighting diagram indicating the outermost limits of exterior illumination provided by all exterior lighting sources on a site. (in foot candles)
 - 3) Additional information that the Village may determine is necessary, including but not limited to illuminance level profiles.
- D. **Approved Materials and Methods of Construction.** The provisions of this section are not intended to prevent the use of any design, material, or method of installation or operation not specifically prescribed by this Section, provided any such alternate has been approved. The Village may approve any such proposed alternative provided it:

General Provisions

- 1) Provides at least approximate equivalent to the applicable specific requirement of this Section; and
- 2) Is otherwise satisfactory and complies with the purpose and intent of this Section.

E. General Requirements.

- 1) All outdoor lighting fixtures, including display lighting, shall be turned off after close-of-business, unless needed for safety or security, in which case the lighting shall be reduced to the minimum level necessary as determined by the Village. Outdoor lighting in residential districts shall be exempt from the provisions of this subsection, PROVIDED that any on-site lighting does not project onto adjacent properties or create glare on an adjacent roadway and motorists.
- 2) Auto/Truck filling stations. Island canopy ceiling fixtures shall be recessed.
- 3) Only non-glare, color-corrected lighting shall be permitted. For all non-residential uses, full cutoff shades are required for light sources so as to direct the light onto the site and away from adjoining properties. The light source shall be recessed into the fixture so as not to be visible from off site. Building and pole mounted fixtures shall be parallel to the ground. Wall-pak type lighting shall be prohibited.
- 4) On-site lighting, i.e. parking, building lights, etc. shall conform to the following regulations:
 - a. It is the goal of the Village to minimize lighting levels to reduce off-site impacts, prevent the reflection and glare of light in a manner which creates a nuisance or safety hazard to operators of motor vehicles, pedestrians, and neighboring land uses, and to promote "dark skies" in keeping with the character of the Village.
 - b. When site plan review is required, all lighting, including signage and ornamental lighting, shall be shown on site plans in sufficient detail with appropriate photometric studies to allow determination of the effects of such lighting upon adjacent properties, traffic safety, and overhead sky glow. The objectives of these specific actions are to minimize undesirable on-site effects.
 - c. Lighting for uses adjacent to residentially zoned or used property shall be designed and maintained such that illumination levels do not exceed 0.1 foot-candles along property lines. Lighting for uses adjacent to non-residential properties shall be designed and maintained such that illumination levels do not exceed 0.3 foot-candles along property lines.

Where lighting is required, maximum light levels shall not exceed twenty-five (25) foot-candles directly beneath a light fixture. Lighting levels shall not exceed three (3) foot-candles as measured directly between two (2) fixtures. The Village Council, after receiving a recommendation from the

General Provisions

Planning Commission, may allow for an increased level of lighting above maximum permissible levels when the Council determines that the applicant has demonstrated that such lighting is necessary for safety and security purposes.

For the purposes of this ordinance, all lighting measurements shall be taken at ground level.

- d. For parking lots of less than one hundred (100) parking spaces, lighting fixtures shall not exceed a height of eighteen (18) feet measured from the ground level to the centerline of the light source. For parking lots of more than one hundred (100) spaces, lighting fixtures shall not exceed a height of twenty (20) feet measured from the ground level to the centerline of the light source. The Village Council, after receiving a recommendation from the Planning Commission, may allow a pole height up to twenty-two (22) feet when the Council determines that the applicant has demonstrated that greater height is necessary.
- e. Signs shall be illuminated only in accordance with the regulations set forth in this ordinance. In addition, signs within residential districts shall not be illuminated.
- f. Building or roof-mounted lighting intended to attract attention to the building and/or use and not strictly designed for security purposes shall not be permitted.
- g. Street lighting in all subdivisions, site condominiums, or other development is required. All street lighting shall conform to the Village's Community Street Lighting Program. The Village Council, after receiving a recommendation from the Planning Commission, may allow deviations to Village street lighting standards when the Council determines that the applicant has adequately demonstrated that alternative lighting plans will meet the intent and purpose of this ordinance and will provide sufficient lighting necessary for safety and security purposes.

F. Exemptions. The following uses shall be exempt from the provisions of this ordinance:

- 1) Roadway and airport lighting;
- 2) Temporary circus, fair, carnival, or civic uses;
- 3) Construction or emergency lighting, provided such lighting is temporary and is discontinued immediately upon completion of the construction work or abatement of the emergency necessitating said lighting;
- 4) Temporary lighting and lighting associated with agricultural activities.

Section 3.20 PERFORMANCE STANDARDS

No lot, building, or structure in any district shall be used in any manner so as to create any dangerous, injurious, noxious, or otherwise objectionable element or condition so as to adversely

AGENDA 5-13-13

ITEM L-2



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

Memorandum

Back 5-28-13

To: Village Council and President Keough
Donna Dettling, Village Manager
From: Allison Bishop, AICP, Community Development Manager
Re: Recommendation from the Planning Commission to:
Suspend Section V. H.3 of the Village of Dexter Engineering Standards
Street Lighting Standard within the DDA District
Date: May 8, 2013

Discussion 5-13-13 ✓

Attached is a memo and notes from both the Site Plan Review Committee (SPR) Meeting (May 1, 2013- Dexter Town Center – Building 3) and the Planning Commission meeting (May 6, 2013).

The item was brought up initially at the Site Plan Review Committee meeting given the Dexter Town Center applicant’s objection to the Engineering Standard requirement and OHM review comment that required that the developer be required to install street lighting as part of the development of the Dexter Town Center – Building 3.

The 2 sets of meeting notes is an attempt to assist the Council in an understanding of the issue and the discussion that had taken place to date.

It was recommended by the SPR Committee that the Planning Commission discuss the issue and provide a recommendation. The Planning Commission recommended that the standard be suspended temporarily with the following DRAFT motion:

Moved Bell, Support Phillips to recommend that the Village Council temporarily suspend Section V.H.3 Street Lights, of the Village of Dexter Engineering Standards as a review item at this point subject to the DDA and/or Village taking up the issue of the street lighting standard and acting without further delay to address implementation of the standard.

Voice Vote:
YEAS – Wilcox, Phillips, Bell, Semifero, Schmid
NAYS - Kimmel

ACTION REQUESTED

The Village Council is being asked to take action on the suspension at the May 28, 2013 meeting.

Please feel free to contact me with questions.

Thank you.



ARCHITECTS. ENGINEERS. PLANNERS.

May 2, 2013

(Sent via Electronic Mail)
 VILLAGE OF DEXTER
 8140 Main Street
 Dexter, MI 48130

Attention: Ms. Allison Bishop, AICP
 Community Development Manager

Regarding: Village of Dexter Engineering Standards
 Recommendation to Suspend Section V.H.3 – Street Lights

Dear Ms. Bishop:

As part of our Combined Site Plan review and SPR Committee Meeting on May 1, 2013 for the Dexter Town Center, Building No. 3, it has become apparent that several issues exist related to requirements listed under the Streetlights Section of the Village of Dexter Engineering Standards. Currently, the section in question outlines the following requirements:

“H. Streetlights:

1. Ornamental streetlights are to be used within the boundary of the Downtown District Authority (DDA). Cutoffs shall be provided on each ornamental streetlight. Details for the ornamental streetlights and cutoffs approved by the Village can be found in the Appendix.
2. Ornamental streetlights shall be LED.
3. When an applicant proposes improvements to a property within the DDA boundary, ornamental streetlights shall be placed within the right-of-way along the road frontage as part of the improvements. The developer shall provide a connection to the closest available light or handhole on the side of the street on which the development is proposed. The work shall also include the installation of conduit across the entire frontage of the property to facilitate adjacent expansions. Once installed, the Village will accept responsibility of the streetlights as part of the dedication process.
4. Cable shall be 600V within 1-1/2" Schedule 40 PVC buried conduit. Conduit shall be provide a minimum of 2' cover and shall be placed behind the back of curb.”

DEFICIENCIES IN CURRENT STANDARD

The current standard recommends that any development within the DDA Area (exhibit attached) include Ornamental Street Lights along with associated conduit, handholes and DTE electrical connections. It also asks that lights are connected to the nearest available light. This requirement can pose potential electrical and design issues. Depending on the size of the development, the number of lights could greatly vary. For a small development, the addition of a single light to an existing system may be feasible. However, in a larger development, the load on existing circuits could be substantial and depending on the system to which the developer proposes to connect, ample capacity may not be available on the circuit.

In addition, the requirement to connect to an existing light pole on separate property requires the designer to make assumptions on proposed locations for conduit, handholes as well as future light poles. These assumptions can have negative effects on development of parcels at a later date because driveway locations and other landscape

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Bishop -- Village of Dexter DDA Lighting Requirement
 May 2, 2013
 Page 2 of 2

features may not always be in their current locations. In addition, corridor utility needs must be considered as part of the design.

The lack of a definitive plan for the alignment of conduit and placement of lights and handholes result in a situation where it becomes impossible to direct applicant design engineers as to the exact placement of facilities on their particular site.

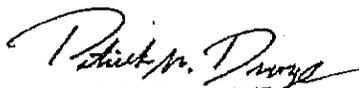
RECOMMENDATION TO COUNCIL

Based on the issues described above, it is our recommendation that the requirements described in section V.H.3 are temporarily suspended. We still feel that it is prudent to retain sections 1, 2 and 4 as active as they provide useful information regarding the standard DDA lights, conduit and cable and provide direction to developers should they wish to incorporate these into their design. However, the developer requirements listed under section 3 are believed to require improvements that have not been adequately defined at this point in time.

While we believe that the requirement for public street lighting is in the Village's best interest for safety and corridor aesthetics, the standard as currently written is not reasonably enforceable. As a result, we recommend that the Village Council consider a resolution to temporarily suspend this requirement until such time that adequate corridor designs are present to either enforce this requirement or establish a system wherein developers may provide payment in lieu of installation to the Village prior to Construction.

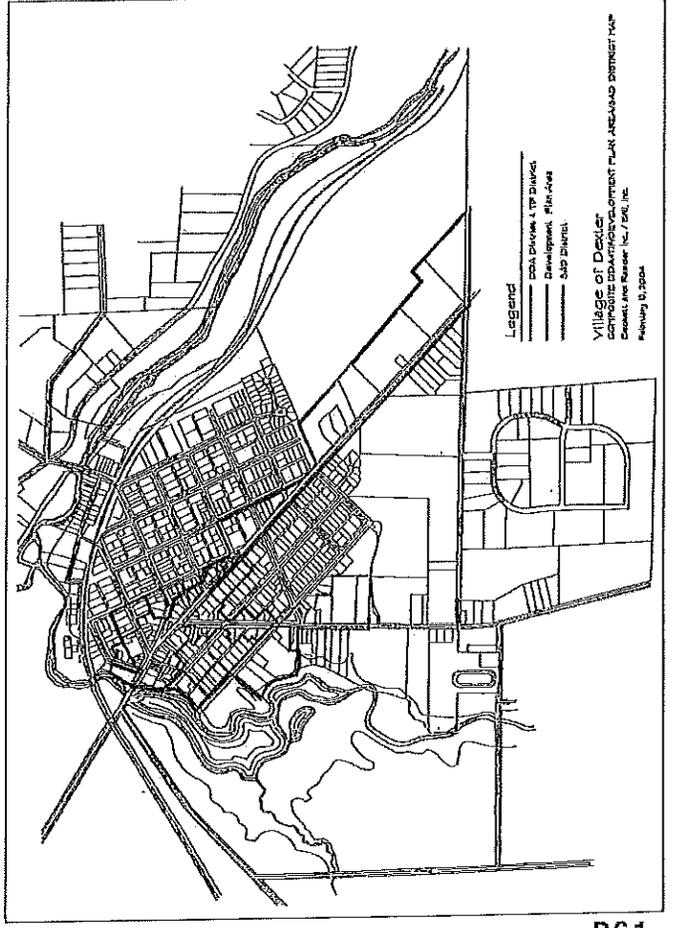
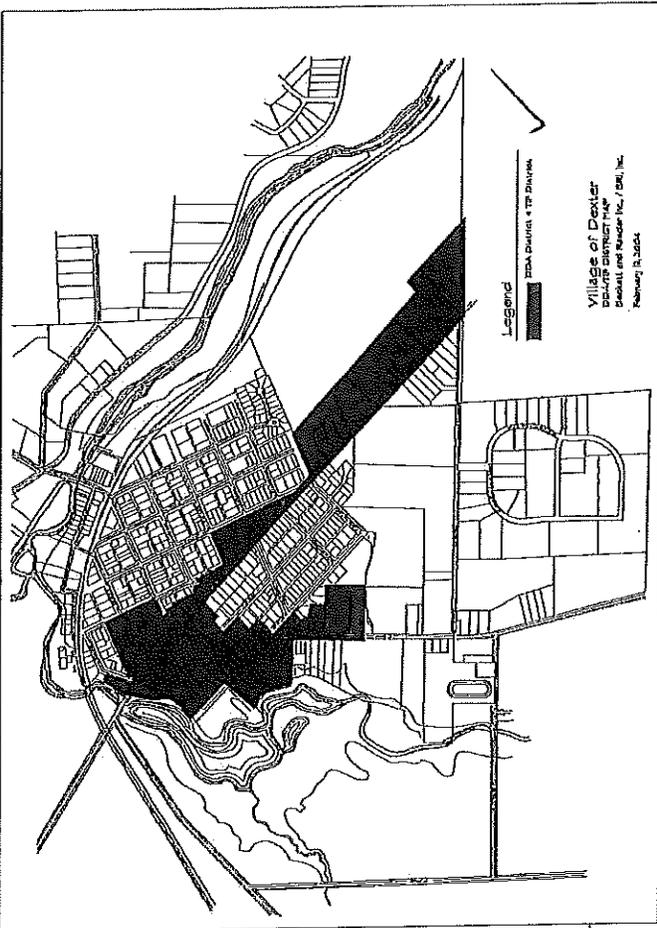
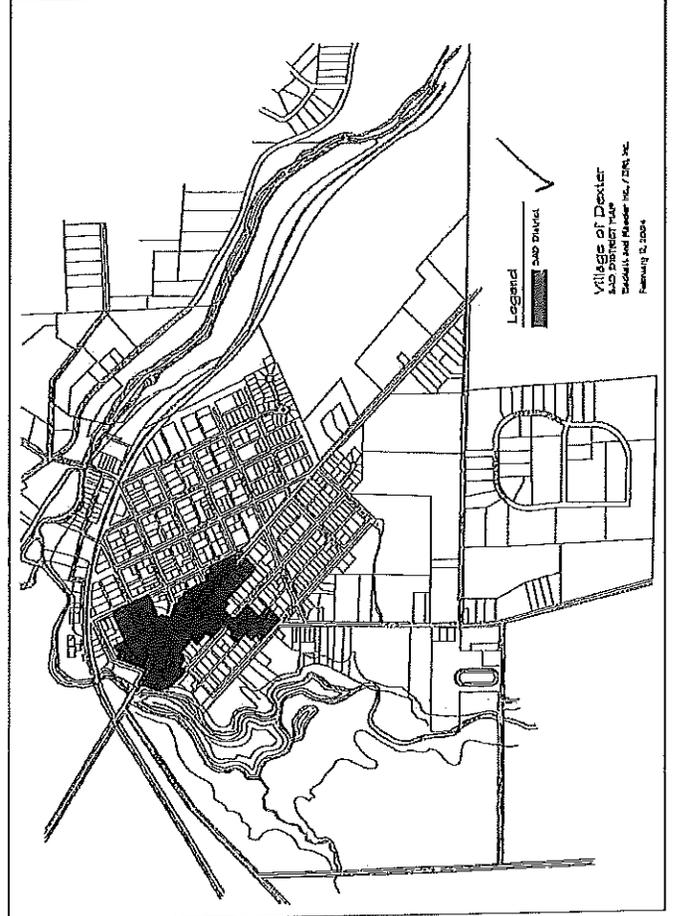
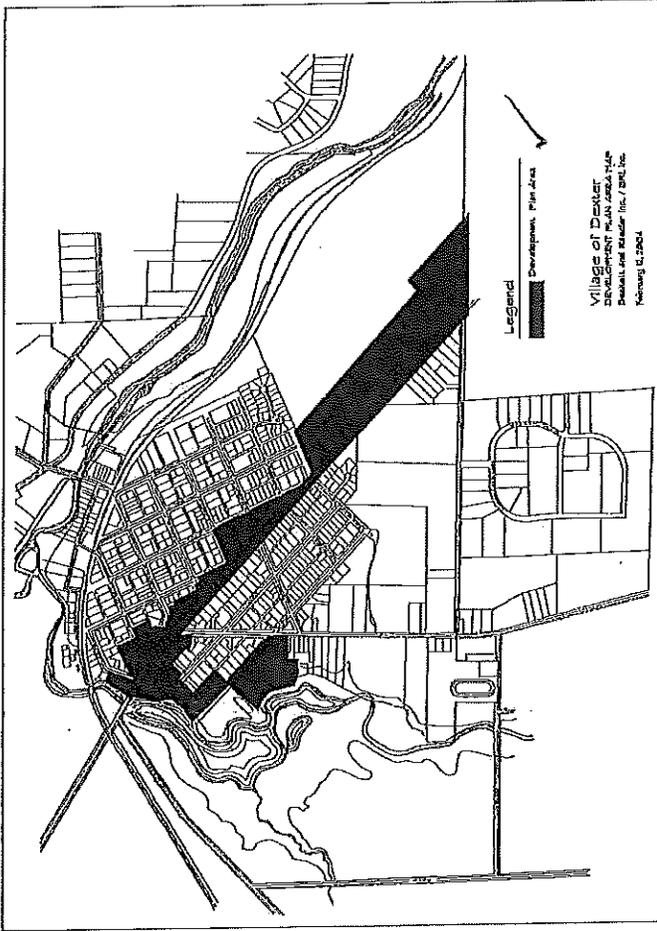
Should you have any questions, do not hesitate to contact Rhett Gronewelt ~~office~~ at 734-522-6711.

Sincerely,
 OHM Advisors


 Patrick M. Droze, P.E.
 Project Engineer

cc: Donna Dettling, Village Manager
 Dan Schlaff, Village Utilities
 Steve Brouwer, A.R. Brouwer Co., LLC, 7444 Dexter Ann Arbor Road, Suite F, Dexter, MI 48130
 Rhett Gronewelt, P.E., OHM (e-mail)
 File

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- h. New sidewalk ramps shall be constructed perpendicular to the centerline of the road across which the crosswalk is extending.
 - i. When a sidewalk ramp is replaced, the receiving sidewalk ramp must also be replaced.
 - j. Striping of crosswalks will be completed as determined by the Streets Administrator and/or the Village Engineer.
2. Sidewalk Inspection: When sidewalks are placed in the public right-of-way, a representative of the Village must be present to inspect the sidewalk installation. Inspection and approval must be obtained prior to and after placing the concrete. For fees associated with sidewalk inspection, see Section F: Fees under Development Requirements and Procedures.

G. Drainage in Right-of-Way:

- 1. Enclosures of existing drainage ditches across the frontage of the site will generally not be allowed. The DPW may, however, require the enclosure if adequate controls on pavements and shoulders cannot be maintained and the health, safety and welfare of the public is endangered.
- 2. Side slopes on open ditch drainage will be three minimum horizontal to one vertical. The ditch bottom will be two (2) feet wide. Open ditch drainage will be permitted only in existing right-of-ways that currently utilize open ditch drainage and where roads do not have curb and gutter.

H. Streetlights:

- 1. Ornamental streetlights are to be used within the boundary of the Downtown District Authority (DDA). Cutoffs shall be provided on each ornamental streetlight. Details for the ornamental streetlights and cutoffs approved by the Village can be found in the Appendix.
- 2. Ornamental streetlights shall be LED.
- 3. When an applicant proposes improvements to a property within the DDA boundary, ornamental streetlights shall be placed within the right-of-way along the road frontage as part of the improvements. The developer shall provide a connection to the closest available light or handhole on the side of the street on which the development is proposed. The work shall also include the installation of conduit across the entire frontage of the property to facilitate adjacent expansions. Once installed, the Village will accept responsibility of the streetlights as part of the dedication process.

4. Cable shall be 600V within 1-1/2" Schedule 40 PVC buried conduit. Conduit shall provide a minimum of 2' cover and shall be placed behind the back of curb.

**Planning Commission Discussion RE: Suspension of the Engineering Standard Street Lighting Standard
Dexter Town Center – Building 3 – Meeting discussion notes**

May 6, 2013

Attendees: Marni Schmid, Joe Semifero, Scott Bell, Thom Phillips, Mary Kimmel, Derk Wilcox and Staff Allison Bishop

The Planning Commission was asked to provide a recommendation on the potential suspension of the following Village of Dexter Engineering Standard, based on a recent Site Plan Review Committee meeting for the Dexter Town Center – Building 3 Unit 2 Combined Site Plan.

The suggested suspension discussion was the result of the developer's objection to the installation of street lighting due to a variety of reasons, including the timing of the new standard (adopted in February 2012) and the lack of comprehensive implementation street lighting plan throughout the entire Baker Road Corridor.

The attached OHM memo and SPR Committee Notes were provided to assist in the discussion.

The Planning Commission was asked to provide a recommendation to the Village Council on suspension of the standard. The Village Council will take formal action on the suspension at an upcoming meeting.

The Planning Commission discussion included, but was not limited to the following:

- Discussion about why this is before the Planning Commission – per SPR Committee suggestion – Engineering Standards were reviewed by Planning Commission in December 2011 and January and February 2012.
- Is the reason for the inclusion of the new standard valid or not (why was it included in the engineering standards); DDA intent to install streetscape lighting in DDA and Baker Road Corridor
- Planning Commission input a good thing
- Installation of conduit only was considered; other options for partial compliance included developer escrow deposit for future use or deferral agreement for installation of lighting upon implementation
- What is the plan – need an understanding of what? Location, separation, factors such as curb cuts, lot widths, commercial vs. residential, who and how is the project funded, etc.
- Central Street – street lighting installation paid for by Village, how were locations determined, Central Street from Main to Fifth included in the DDA; Dexter Library and LaFontaine Chevrolet paid for installation by developer; Mugg/Bopps paid for own installation; UBT installation and Dexter Commerce Center light installation costs varied; downtown streetscape lighting paid for by voter approved special assessment district.
- Joe Semifero comments - The fact that there is no plan is reiterated a few times here and should be collected. ("What is the plan – need an understanding of what? Location, separation, factors such as curb cuts, lot widths, commercial vs. residential, who and how is the project funded, etc.," "What are the criteria for rejection of developer proposed layout? Village needs to be able to respond with approval or denial of proposal and the basis for the decision; insufficient standard to meet the needs of the developer and the Village; we cannot explain the

- requirement.," The developer does not have the direction necessary to implement the standard and we cannot tell him what we want without further corridor planning.," etc.)
- Village could request that developer proposed plan for installation of street lights to meet the standard; developer to provide proposed layout and rationale for proposed layout.
 - What are the criteria for rejection of developer proposed layout? Village needs to be able to respond with approval or denial of proposal and the basis for the decision; insufficient standard to meet the needs of the developer and the Village; we cannot explain the requirement.
 - Public utility problem, not a developer problem, no concept or plan for implementation
 - The developer does not have the direction necessary to implement the standard and we cannot tell him what we want without further corridor planning.
 - The standard was implemented after a majority of the development was complete. 140 feet of the 525 feet of frontage (26%) to be impacted with this phase of the project.
 - How do we keep things moving? Escrow, deferral (similar to DAPCO sidewalk deferral), developer proposal, OHM/DDA proposal, installation of conduit
 - Should developer have any investment at all in the public utility?
 - Without a plan there is not a way to make installation of poles consistent
 - Must have a concept; development of the concept should be led by the DDA, not the developer
 - Light poles are already there
 - Only portion of property that should be in play is in front of the subject building/unit (140 feet of the 525 feet or 26%)
 - Each lot is different, commercial or residential, DDA or not (west side of Baker Road residential and not in the DDA), lot widths vary, curb cuts vary, sidewalk location varies, light separation varies (Mugg and Bopps vs. up to Grand Street), Special Assessment District or not
 - A long separation between poles will likely be able to get more consistency.
 - The subject site plan review (Dexter Town Center Building 3) has brought the issue to light, but this item is not unique to only this development.
 - Remove requirement as a review item at this point, subject to further conceptual and design plan development.
 - Joe Semifero comments - the expectation is the requirement will be fulfilled at some point, but it should be delayed at this point until it is better defined. I believe Scott's phrase was along the lines of, "Suspending the requirement does not mean the requirement should not be fulfilled, just that it should not be fulfilled now.

The following motion was passed:

Moved Bell, Support Phillips to recommend that the Village Council temporarily suspend Section V.H.3 Street Lights, of the Village of Dexter Engineering Standards as a review item at this point subject to the DDA and/or Village taking up the issue of the street lighting standard and acting without further delay to address implementation of the standard.

Voice Vote:

YEAS – Wilcox, Phillips, Bell, Semifero, Schmid

NAYS - Kimmel

Dexter Town Center – Building 3

May 1, 2013

Site Plan Review Committee Meeting

Attendees: Paul Cousins, Shawn Keough, Donna Fisher, Scott Bell, Pat Droze, Allison Bishop, Steve Brouwer

Brief introductions were made and a sign in sheet was circulated.

The applicant, Steve Brouwer, requested a site plan review committee meeting to review the consultant site plan review comments. Consultant reviews were distributed at the meeting including 2 sets of OHM reviews, one Carlisle Wortman planning review and one DAFD review. Also distributed were copies of the elevation and the site plan dated 4-21-13 was available for review.

Staff gave a brief background of the project and of the outstanding consultant comments.

The discussion included, but was not limited to:

- Remaining consultant comments (2 from engineer and 3 from planner).
- The applicant's main issue was the engineering comment regarding the installation of streetscape lighting along Baker Road.
- * • The applicant objects to the fairness of the requirement to install street scape lighting at the final phase of the project in which no work within the right of way is proposed; the final phase in a 3 phase development and the 2012 engineering standards changes being implemented in the final phase of the project; the lack of an overall streetscape lighting plan, including wiring and layout; the DDA's CIP plan to install lighting in 2016/17; lights would be placed irregular along corridor and separation would be inconsistent; nearest lights being Mugg and Bopps; developers contribution of right of way at no cost to Village; and the general objection that the cost of installation should be passed along to the developer (Village paid for lighting installation along Central Street).
- * • The committee discussed the following: updates to the engineering standards adopted in 2012, street lights were included as a requirement for installation in the DDA, although little thought was placed into the logistics of how the plan would be implemented; streetscape lighting plan has not been completed; comprehensive and consistent spacing is key to successful implementation; desire to work with DTE on locating control boxes and obtaining approvals; DDA involvement in master planning for consistent implementation; funding unknown at this time; DDA CIP slates work for 2016-2018; installation should be coordinated with Federal dollars anticipated in 2017 for Baker Road improvements.
- * • The committee generally agreed that given some of the challenges to implementation and the desire to gain approvals and have a consistent plan for separation and a plan that can be modified as necessary with redevelopment that consideration to suspending the engineering

standard (attached) should be considered by the Planning Commission as an agenda item prior to action on the proposed site plan. It was also generally agreed upon that the discussion should begin at the DDA as soon as possible and that DTE involvement is critical to implementation.

- Staff was then directed to have the Village manager place the item on the DDA agenda and to place discussion of the suspension on the Planning Commission agenda.
- Other items specific to the site plan included, but were not limited to:
 - ZBA approval of rear entry
 - “real” windows – the windows will be standard windows with blinds as necessary for privacy.
 - Elevation/façade comments – the pre-cast stone shown to the left of the entrance is due to the stairwell, no windows permitted. Would the standard brick be preferred, eliminating the pre-cast stone?
 - Brick similar to Pharmacy Building, only slightly different than wellness center.
 - Lighting on the front of the building goose neck fixtures like Pharmacy Building, not as shown on color rendering.
 - Parking lot lighting – more detail was provided by applicant on what lights will be on when. 2 parking lot lights behind pharmacy on 24 hours due to security and several break ins; wellness center parking lots lights proposed to be on 20 minutes prior to opening and 20 minutes after close; 3 parking lot lights behind Building 3 will be on per tenant hours (extended care hours typically close between 8 and 9 pm.)
 - ROW dedication – dedication of the Baker Road ROW from developer to Village will not be prepared by applicant, staff will work through completion prior to project close out.
 - No construction timeline has been prepared at this time, land banked parking will be constructed upon construction of Building 3.



ARCHITECTS. ENGINEERS. PLANNERS.

April 15, 2013

(Sent via Electronic Mail)
 VILLAGE OF DEXTER
 8140 Main Street
 Dexter, MI 48130

Attention: Ms. Allison Bishop, AICP
 Community Development Manager

Regarding: Dexter Town Center Unit 3
Combined Site Plan Review No. 1
 OHM JN: 0130-13-1001

Dear Ms. Bishop:

The applicant, A. R. Brouwer Co., LLC is proposing the construction of a 10,000 square foot two-story medical office building. The building is located in the Dexter Town Center property located on Baker Road in between Hudson Street and Dan Hoey Road. We have reviewed the site plan in accordance with the Village of Dexter Engineering Standards and have reviewed our findings with staff from the Village Utilities and Public Works. This plan is acceptable from a combined site plan standpoint, however we recommend the following items are addressed prior to submitting final plans.

GENERAL

1. The plans appear to present information from the previously approved site plan for Phase 2 of this development. The existing conditions sheet should be updated to implement record drawing information. The drawings shall also reflect the design changes that occurred during construction on the southeast corner of the property.
2. The overlapping legend and site location map on sheet C-4 shall be addressed.
3. A section of boulder retaining wall is proposed along the northern side of the proposed building. The next submittal shall include structural calculations for the wall. All walls exceeding 18 inches shall include this analysis.
4. The engineering standards require that development within the DDA include decorative lighting within the public right of way. These shall be incorporated for the Dexter Town Center frontage as part of this plan. Standard light poles and luminaires are provided in the Engineering Standards.
5. This application represents the final stage of the Dexter Town Center development. As part of this, the additional right-of-way on Baker Road shall be dedicated to the Village.
6. The plans should include the most up-to-date Village of Dexter standard details and notes. Files can be downloaded at <http://www.dextermi.gov/node/217>.
7. The soil erosion and sedimentation plan shall be revised to have street sweeping occur daily. Street scraping will not be permitted.
8. Prior to completion of the project, we recommend that the detention basin is dredged and catch basins are cleaned to remove any sediments deposited during the prior phases of construction. If the site maintenance was performed during prior phases, records of this work shall be provided.

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Bishop - Dexter Town Center Unit 3 – Combined Site Plan
 April 15, 2013
 Page 2 of 2

STORM SEWER

9. The material for the storm sewer connecting to structure CB17A shall be specified in plan view.

PERMITS

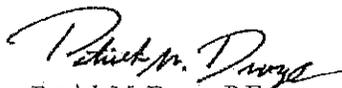
Approval from affected agencies will be required prior to construction. Table 1 includes a summary of permits, waivers or other documents believed to be required for the project as currently proposed. The Applicant shall note that approvals may be required from other agencies and that it is their responsibility to ensure that these agencies are contact and approvals are obtained.

TABLE 1: ANTICIPATED IMPACTED AGENCIES

| Permit Agency | Document Required | Status |
|---|---|---------|
| Washtenaw County Water Resources Commissioner | Soil Erosion and Sedimentation Control Waiver | Unknown |
| Dexter Area Fire Department | Approval Letter | Unknown |

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

Sincerely,
 OHM Advisors



Patrick M. Droze, P.E.
 Project Engineer

cc: Donna Dettling, Village Manager
 Dan Schlaff, Village Utilities
 Don Dettling, DAFD
 Steve Brouwer, A.R. Brouwer Co., LLC, 7444 Dexter Ann Arbor Road, Suite F, Dexter, MI 48130
 Jonathan Curry, P.E., Professional Engineering Associates, Inc., 2900 E. Grand River Avenue., Howell, MI 48843
 Rhett Gronewelt, P.E., OHM (e-mail)
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ARCHITECTS. ENGINEERS. PLANNERS.

April 30, 2013

(Sent via Electronic Mail)
VILLAGE OF DEXTER
8140 Main Street
Dexter, MI 48130

Attention: Ms. Allison Bishop, AICP
Community Development Manager

Regarding: Dexter Town Center Unit 3
Combined Site Plan Review No. 2
OHM JN: 0130-13-1001

Dear Ms. Bishop:

The applicant, A. R. Brouwer Co., LLC is proposing the construction of a 10,000 square foot two-story medical office building. The building is located in the Dexter Town Center property located on Baker Road in between Hudson Street and Dan Hoey Road. We have reviewed the site plan in accordance with the Village of Dexter Engineering Standards and have reviewed our findings with staff from the Village Utilities and Public Works.

The plan was recommended for approval on April 15, 2013 contingent on the resolution of nine items. Revised plans, structural calculations for retaining walls and a response letter were submitted and reviewed by this office in response to these items. We have reviewed the plans and documentation and offer the following comments

GENERAL

1. The response letter indicates that the lighting plan has been updated; however a review of the photometric sheet does not show right-of-way lighting as was requested in our previous review letter. The Applicant shall clarify their intentions related to this item.
2. As noted previously, right-of-way on Baker Road shall be dedicated to the Village. This shall be completed prior to final acceptance of the project; however, we recommend that draft dedication documents are prepared at this time.

PERMITS

Approval from affected agencies will be required prior to construction. Table 1 includes a summary of permits, waivers or other documents believed to be required for the project as currently proposed. The Applicant shall note that approvals may be required from other agencies and that it is their responsibility to ensure that these agencies are contact and approvals are obtained.

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Bishop - Dexter Town Center Unit 3 -- Combined Site Plan No. 2
 April 30, 2013
 Page 2 of 2

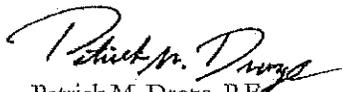
TABLE 1: ANTICIPATED IMPACTED AGENCIES

| Permit Agency | Document Required | Status |
|---|---|---------|
| Washtenaw County Water Resources Commissioner | Soil Erosion and Sedimentation Control Waiver | Unknown |
| Dexter Area Fire Department | Approval Letter | Unknown |

PRE-CONSTRUCTION REQUIREMENTS

Should the Applicant wish to begin construction of the proposed project, all copies permits shall be provided to the Village. In addition, the Applicant shall submit an Engineer's Estimate for the proposed work in accordance with the Village Engineering Standards. A separate letter documenting pre-construction requirements, fees, bonds, and insurance will be provided at that time. Should you have any questions about this review, please feel free to contact me at 734-466-4573 or via e-mail at pat.droze@ohm-advisors.com.

Sincerely,
 OHM Advisors



Patrick M. Droze, P.E.
 Project Engineer

cc: Donna Dettling, Village Manager
 Dan Schlaff, Village Utilities
 Don Dettling, DAFD
 Steve Brouwer, A.R. Brouwer Co., LLC, 7444 Dexter Ann Arbor Road, Suite F, Dexter, MI 48130
 Jonathan Curry, P.E., Professional Engineering Associates, Inc., 2900 E. Grand River Avenue, Howell, MI 48843
 Rhett Gronewelt, P.E., OHM (e-mail)
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**OFFICE OF COMMUNITY DEVELOPMENT**8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

STAFF REPORT

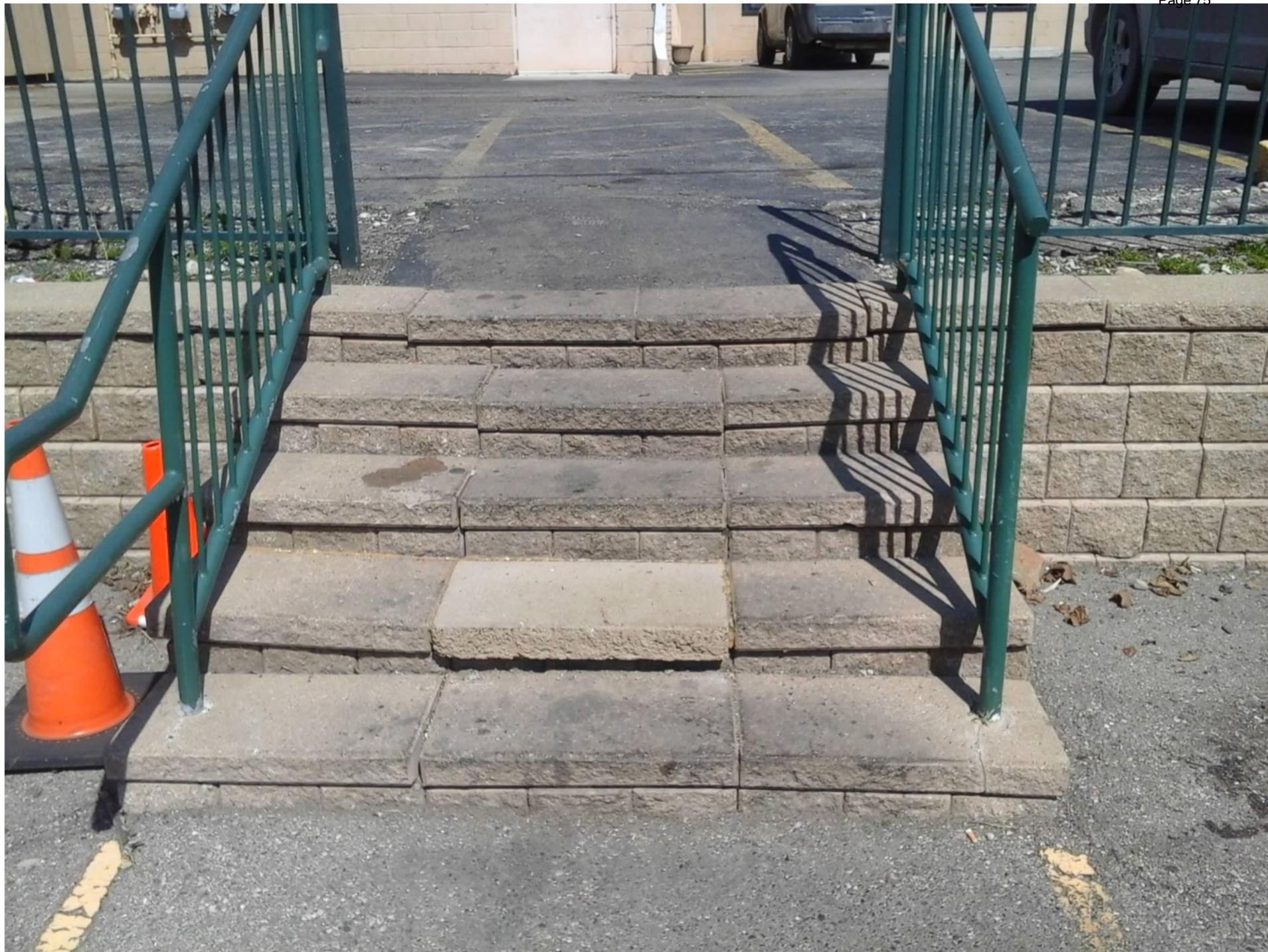
To: Chairman Brouwer and DDA Board of Directors
Courtney Nicholls, City Manager

From: Michelle Aniol, Community Development Manager

RE: Stairs behind Dexter Pub

Date: April 18, 2016

As you can see from the photos accompanying this memo, the public stairway behind Dexter Pub need to be replaced. Staff understands that the stairway was installed as part of the DDA public improvement project. The Department of Public Services (DPS) has done a number of temporary adjustments over the years, but as you can see, a permanent solution is needed. Therefore, staff and the DPS would like to know if the DDA would prefer to use some of its reserves, or would the Board prefer the City to take of the maintenance costs?







OFFICE OF COMMUNITY DEVELOPMENT

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

STAFF REPORT

To: Chairman Brouwer and DDA Board of Directors
Courtney Nicholls, City Manager

From: Michelle Aniol, Community Development Manager

Date: April 21, 2016

Planning Commission Updates:

- Zoning Ordinance Update – As you know, the Planning Commission is in the process of updating the zoning ordinance. The following updates are required by statute:
 - Public Notification Procedures: Currently, pre-2006 public notification guidelines are provided in Section 8.02b. These will be updated as a general provision that can be referenced in the appropriate sections of the document: special land use; PUD, amendments, etc. Public notification procedures were updated in the Michigan Zoning Enabling Act enacted in 2006.
 - Adult / Child Group and Foster Homes: Similarly, adult foster care facilities and family or group child care homes are also regulated by the Michigan Zoning Enabling Act. These uses will need to be defined, and provided as permitted and special land uses based upon the number of people they serve as required.
 - Wireless Communication Facilities: Statutory requirements regarding Wireless Communication Facilities were updated in 2012. These regulations will also need to be reflected in Ordinance language.

The Planning Commission is also in the process of reviewing amendments to the following sections/parts of the zoning ordinance:

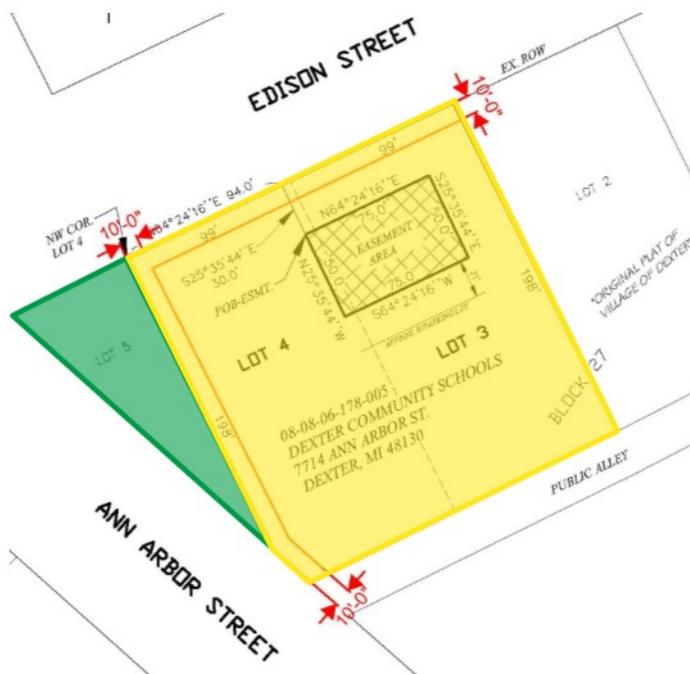
- Zoning District Use Table – This is an on-going discussion, which the Planning Commission will revisit during its worksession in April.
- Article 4, Non-conformities – Additional discussion is needed related to providing a percentage of damage to rebuild a non-conforming structure ((Section 4.04), and to rebuilding a structure with a non-conforming use (Section 4.05), as well as additional language CWA has provided for consideration (4.06).
- Article 8, Special Land Uses Provisions – Specific use regulations have been removed and will be reorganized into a new article. Other proposed changes, include:
 - Application (form) requirements have been removed. Application documents can and should be modified from time to time, and general required information does not need to be listed the ordinance standards.
 - The notification process will reference a new section outlining public hearing procedures.
 - The Planning Commission and City Council review and approval process have been updated to streamline and further explain the approval process.
 - Special land use review standards have been modified and updated as necessary to further modernize and streamline. Additional findings the Planning Commission and City Council may consider in the review of a special land use have been added, these include: hours of operation, outdoor activities, public safety, etc.

- The conditions of approval have been updated to outline the City Council's authority/discretion in determining conditions of approval. Further, the intent of any conditions imposed is defined.
 - Validity of Permit heading has been changed to Effectiveness. All provisions related to special land use permits effectiveness have been reorganized into this section and updated accordingly.
 - A new section has been added to accommodate all provisions related to an amendment, expansion, or change in use to an approved special land use.
- Article 21, Site Plan Review – This article has been mainly reorganized for ease of use. Changes include the following:
 - Revision of the Intent.
 - Outlining buildings, structures, and uses that require site plan review (eliminating items that do not require site plan review).
 - Data required for preliminary and final site plan review has been formatted into a table.
 - Site plan review criteria specific to underground storage tanks and secondary containment, etc. (9 provisions in all) have been eliminated. These items generally will not apply, and are covered under new provision J.
 - Staff will also be recommending provisions for amending or revising an approved site plan, similar to the standards in currently in Section 19.13 of Article 19, Planned Unit Development District.
- Article 22, Administration and Enforcement – The following changes have been proposed:
 - Purpose and intent has been added
 - Zoning compliance standards have been reorganized and updated.
 - A section nothing public notice procedures has been added.
 - The performance guarantee section has been moved to this section. It was previously provided in Article 21, Site Plan Review.
 - New section on Development Agreements.
 - Other minor corrections have been identified.
- Article 23, Amendment Procedure – The majority of modifications are reflected in the Conditional Rezoning section. Specifically, review procedures and expiration of approval have been added, in addition to a reorganization of the section. The Planning Commission will be defining the approval timeframe for conditional rezoning approvals.
- Article 24, Zoning Board of Appeals - Planning Commission will consider clarifying a timeframe for bringing an appeal to the ZBA (after a denial has been made), at the recommendation of the City Attorney.
- New Article, Site Condominium Procedures – The zoning ordinance currently does not contain provisions for site condominium developments. The draft ordinance references both the State's Condominium Act and the City's Land Development and Subdivision Ordinance. It also provides site plan requirements, required improvements, and provisions related to revising, amending, and relocating boundaries, and/or subdivision of the approved condominium development and/or lot.

The City Attorney has reviewed the proposed amendments and his comments have been incorporated. Please let staff know if you would like copies of the proposed amendments.

- The Planning Commission conducted a public hearing to consider the Capital Improvements Plan for FY 2016-2021 at its April 4, 2016 meeting. The Commission adopted the plan and recommended it to Council. Council will consider the Plan on April 25th. You can view the draft plan on line at <http://dextermi.gov/capital-improvements-plan>.
- The Planning Commission will conduct a public hearing to consider a text amendment to the zoning ordinance to allow noncommercial parks and recreational facilities, commonly referred to as public parks, as a principal permitted use in all zoning districts, with the exception of the RD, Research and Development and I-1, Limited Industrial zoning districts. The purpose of the city initiated text amendment is to facilitate the installation of playground equipment at the expanded Lion's Park. Currently, Lion's Park is the small triangular property at the corner of Edison and Ann Arbor Streets. As you know, the City, Dexter Community Schools and the Lion's Club have been executing a plan to expand Lion's Park and to install new playground equipment. The City owns Lion's Park, and Dexter Community Schools owns the property where the Park would be expanded and the playground equipment would be installed.

Currently, Lion's Park (in green) is zoned PP, Public Park. The property adjacent to the east (in yellow), which is owned by Dexter Community School, is zoned R-1B, One Family Residential District. Noncommercial parks and recreational facilities (i.e. public parks and playground equipment) are not permitted as principal or special land uses in the R-1B District.



As you know, the Planning Commission is working on an update to the zoning ordinance. As it so happens, the Planning Commission discussed the proposed District Use Table during its worksession on March 7, 2016. The direction given to the Planning Consultant was to add noncommercial parks and recreational facilities as a principal permitted use in all zoning districts, with the exception of the RD, Research and Development and I-1, Limited Industrial zoning districts.

With plans to install the new playground equipment scheduled in full swing, it's time to address this last detail, rather than waiting for the zoning ordinance update to be completed.

- The Planning Commission reviewed and discussed a revised area plan layout submitted by the applicant for Grandview Commons (attached to this memo). Staff also presented the

Commission with an alternative site design layout and explanation of the alternative layout (attached to this memo). The basic synopsis of the discussion centered on the following:

- o Commissioners were happy to see the 12 unit buildings changed to 8-unit buildings, and felt the applicant was moving in the right direction.
- o Commissioners identified two components of the alternative plan that they liked; 1) the more central driveway entrance, and 2) the wider public access easement along the west boundary of the site. The applicant expressed concern regarding whether the fire department would allow a dead-end access road, and if so, at what length. The length shown in the alternative plan is over 200 feet. Staff followed up with Fire Inspector Dettling and confirmed that the maximum length a dead-end road can be, without a turn-around, is 150 feet (Pursuant to Section D103.4, Dead ends, of the International Fire Code). The applicant has indicated a willingness to move the access road east along Grand Street, in accordance with the IFC regulations.
- o Commissioners were split regarding buildings fronting onto Baker. If the entrance is moved, the buildings along Grand Street would shift slightly closer to Baker Road, without fronting directly onto Baker Road. The open space/paver area could be treated like a pocket park and landscaped accordingly.

The applicant plans to submit revised area plans for consideration at the Planning Commission's June 6, 2016 meeting.

Tree Board Updates

- The Tree Board has selected eight species for planting this spring: Accolade elm, Bald cypress, Red maple, Sugar maple, Tulip tree, Yellowwood, Magyar gingko, and Thornless Honey Locust. Planting will start at the end of April.
- Accompanying this report you will find a copy of correspondence received from the Arbor Day Foundation. The letter congratulates the City of Dexter on earning recognition as a 2015 Tree City USA community. Dexter has been participated in the Tree City USA program for seven (7) consecutive years. This year's Arbor Day event will include free seedling giveaway at the Library, Downtown, and at Dexter Mill. A copy of the schedule accompanies this report.
- Staff received a delivery of 10 seedlings from the Arbor Day Foundation. Tree Board member, Sandy Hansen has agreed to incubate them, just like she's doing for the redbud seedlings we received last year.

Miscellaneous

- Staff, the City's engineering consultant, and DPS staff met with the homeowner of 3266 Alpine Street on March 15, 2016. The purpose of the meeting was to discuss the location of a new sidewalk. As you will recall, this is the property across the street from the library, where the existing home will be demolished and a new home will be constructed. During the Preliminary Zoning Compliance review process, staff let the owner know a sidewalk would need to be constructed before final zoning compliance would be issued. The on-site meeting provided the homeowner, staff, DPS and the engineer an opportunity to evaluate site conditions and topography in the area, as well as access to the existing mailbox. The grade is not level and the property owner's wife has mobility issues. The engineer will follow up on alternatives for locating the sidewalk, as well as ways to improve access to the mailbox. Staff has also been in contact with the Postmaster.
- The Michigan Economic Developers Association (MEDA) is planning its annual meeting for August 23-36. It's in Detroit this year and the theme is:

RETOOLED

Changing Economic Development to Address Future Needs

One of the sessions is called: **Repurposing Your Water Resources.**

The session description is as follows:

To be in Michigan is to be near water. To know how to use that beloved natural resource to the advantage of the area economy is to be a creative developer. These three distinct communities will talk about how projects involving water have caused a wave of local economic activity for them.

As a member of the Annual Meeting Committee, staff recommended Dexter, what with our Mill Creek Park and participation with Trail Towns, it seemed appropriate. The committee accepted this suggestion. Therefore staff will make a 15-minute presentation. Staff has invited Huron River Watershed Council reps Elizabeth Riggs and Anita Twardesky, to coordinate with me on the presentation.

- Staff met with the owner of Morningstar Child Care to discuss a temporary outdoor day camp for school age children at 7390 Dexter Ann Arbor Road, which is the property adjacent to the south of the existing child care facility. The proposed camp would operate from June 19th through August 31st.

According to Article II, temporary uses and seasonal events are defined as those uses intended for a limited duration within any zoning district. A temporary use shall not be interpreted to be a continuance of a non-conforming use. Temporary uses and seasonal sales events may include carnivals, circuses, farmers markets, art fairs, craft shows, sidewalk sales, antique sales, Christmas tree sales, flower sales and similar events.

According to Section 3.06, sub A.5 the Zoning Administrator may grant temporary use of land and structure for special events and other temporary uses, as defined in Article II of the Zoning Ordinance, subject to 1) demonstration of adequate off-street parking, 2) duration of the temporary use being specified, and 3) electrical and utility connections must be approved by the Zoning Administrator. This section goes on to provide specific conditions for carnival or circus, sidewalk display and sale of bedding plants, and Christmas tree sales.

A site plan will be required to demonstrate compliance with the above cited standards, and is subject to an administrative review, in accordance with Section 21.06 of the Zoning Ordinance.

- As you will recall, Chuck Eckenstahler presented a summary of the Retail Market Analysis, which included the following recommendations:
 - **Downtown Land Use Planning** – Planning for additional retail building space in the future is needed to expand and complement the current inventory of retail establishments within the downtown.
 - **Concentrated Resident Marketing Program** – Engage a retail marketing analyst to study and identify advertising and other customer communication programs to increase customer patronage frequency to reduce the current spending leakage and to prevent increased leakage in the future.
 - **Downtown Placemaking and Walkability** – Households and their incomes are the “key” to downtown economic suitability. Downtown residential living increases customer patronage and is promoted by State of Michigan through financial support for city installation of “Placemaking” and walkability infrastructure projects. The City of Dexter should study actions to increase the desirability for downtown residential dwelling units especially projects that expand Placemaking and further enhance walkability.

Staff anticipates that recommendations #1 and #3 will be addressed with the upcoming Master Plan Update. However, recommendation #2 deals with marketing, and has implications on projects identified in the Capital Improvements Program, for example:

- The Marketing Strategy project (#5.04) calls for the city to work with a consultant to develop a marketing plan that includes branding and potentially an updated logo, and should be coordinated with development of a new/updated website and launch. The

Schedule Justification for this projects calls to be started following determination of Cityhood and before the Wayfinding and website update projects are initiated.

- o The Wayfinding Sign Project (#10.04) project calls for the installation of wayfinding signage at main entrances to the City, including Central, Baker, Dexter Ann Arbor and Main Street. The intent is to identify main attractions, such as Mill Creek Park, the Border-2-Border Trail, Dexter District Library, the Downtown, city offices, etc. The Schedule Justification for this project recognizes that Dexter will be a destination following the completion of Mill Creek Park and the Border-2-Border Trail. Importance was given to identifying key point of interest in the City, but after the Marketing Strategy Project is completed.

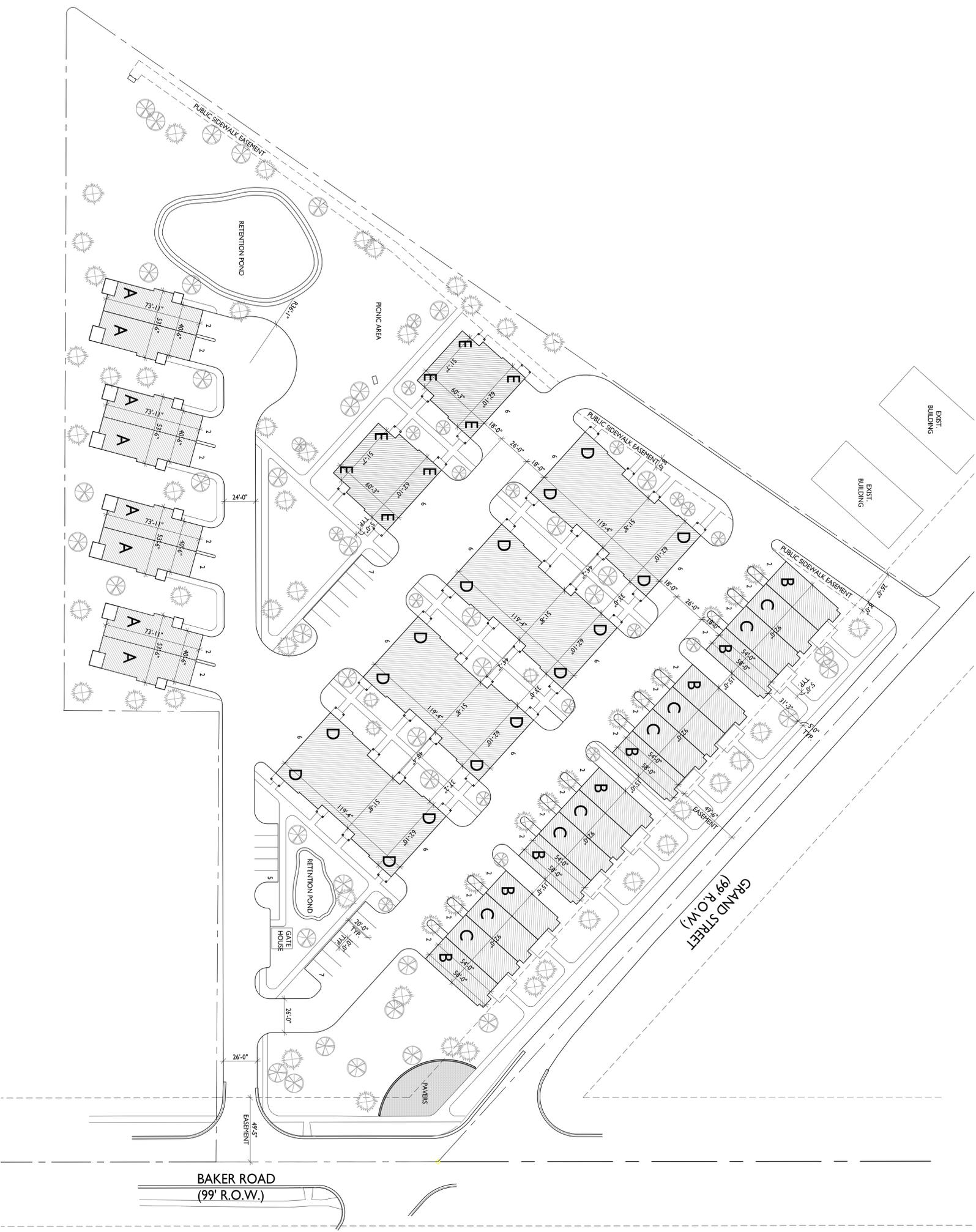
Now that the City has received CTAP funding to update certain city signs, staff asked Council for some direction regarding the Marketing Program recommendation currently in the CIP. Additionally, Jim Davis emailed Mr. Eckenstahler a couple of questions. The email correspondence between Mr. Davis and Mr. Eckenstahler is attached to this memo.

- On Monday, April 4, 2016, Mr. Darnell submitted an application packet for site plan review and special land use request for property at 8080 Grand Street. In his application packet, Mr. Darnell is requesting approval to renovate the existing one-story building to include 3 tenant spaces (i.e. units) with the following uses:
 1. Unit #1: Business and professional offices and retail uses. These are permitted uses in the VC Village Commercial District.
 2. Unit #2: Service establishment of an office/workshop/retail outlet or showroom nature, such a plumbing, electrician, interior decorating, dressmaking, tailoring, upholstering, hose appliance and similar establishments. Service establishments, as identified herein, are subject to the provision that not more than fifty (50%) percent of the useable floor area of the establishment shall be used for servicing, repairing, or processing activities, and require special land use approval, as well.
 3. Unit #3: Service establishment of an office/workshop/retail outlet or showroom nature, such a plumbing, electrician, interior decorating, dressmaking, tailoring, upholstering, hose appliance and similar establishments, business and professional offices, and retail establishment.

When asked for clarification regarding which type of service establishment Mr. Darnell anticipates for Units 2 and 3 he indicated "the two other spaces would be ideal for a plumber, electrician, HVAC company type of service companies."

The Planning Commission will conduct a public hearing on May 2, 2016 to consider Mr. Darnell special land use request. Following the public hearing, the Planning Commission will also consider Mr. Darnell's proposed site plan.

- Staff received a call from Beckett and Raeder regarding Mill Creek Terrace. The firm is working with Rene Papo and wanted to let staff know that a revised site plan is in the works. Staff anticipates BR will request a meeting in the next couple of weeks to discuss the process to review modifications to an approved site plan.
- Fitzgerald's Fine Jewelry store, located at 3207 Broad Street, is closing.
- The first of three public meeting regarding the redevelopment of 3045 Broad Street was held on Saturday, April 16th, at Dexter District Library. The workshop drew approximately 40 attendees. Foremost set up 4 stations with an aerial photo of the redevelopment area and multi-colored posted notes. Attendees were encouraged to write their comments regarding the redevelopment on the post-it notes. The Developer will transcribe the notes, and staff will post them on a special webpage on the City's website: <http://dextermi.gov/3045-broad-street-redevelopment>. We will use this webpage to communicate with the public as we (city and Foremost) move forward to get 3045 Broad Street redeveloped.



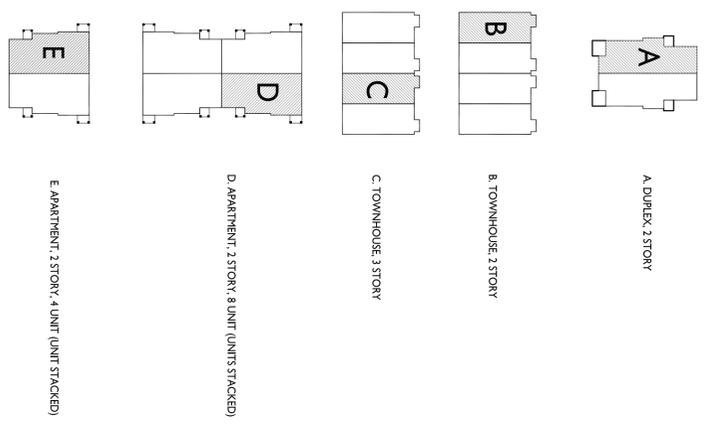
PRELIMINARY SITE PLAN
SCALE: 1" = 40'-0"

UNIT MATRIX

| Building Type | Type Count | Unit/Type | Unit Total |
|-----------------------|------------|-----------|------------|
| A Duplex | 8 | 1 | 8 |
| B Townhouse, 2 Story | 8 | 1 | 8 |
| C Townhouse, 3 Story | 8 | 1 | 8 |
| D 8 Unit Bldg, 2 Bed | 4 | 4 | 16 |
| E 4 Unit Bldg, 1 Bed | 4 | 4 | 16 |
| E, 4 Unit Bldg, 2 Bed | 2 | 2 | 4 |
| 4 Unit Bldg, 1 Bed | 2 | 2 | 4 |
| Total Units: | | | 64 |

BUILDING LEGEND

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



NOTES:
(2) INDICATES NUMBER OF PARKING SPACES AT LOCATION
* DOES NOT INCLUDE GARAGE PARKING COUNT

BOWERS+ASSOCIATES
ARCHITECTURE DESIGN
2400 SOUTH HURON PARKWAY • ANN ARBOR, MI 48104
P: 734.975.2400 • F: 734.975.2410
WWW.BOWERSARCH.COM

CONSULTANT + NAME

PROJECT + INFORMATION
DEXTER / GRAND STREET
DEXTER, MICHIGAN

PROJECT + NUMBER
15-205

ISSUE + DATE
30 NOV 2015 REV
7 DEC 2015 REV
11 DEC 2015 REV
28 MARCH 2016 REV

SHEET + TITLE
PRELIMINARY
SITE PLAN
15202R2100H.dwg

SHEET + NUMBER
SP1.00



OFFICE OF COMMUNITY DEVELOPMENT

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

STAFF MEMO

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

From: Michelle Aniol, Community Development Manager

RE: **PUD-AP 2016-01, Grandview Commons** – Alternative site design layout

Date: April 1, 2016

Accompanying this memo you will find an alternative site design concept for Grandview Commons. Please add this concept to your worksession packet for Monday's meeting. It will aid in the discussion.

Background

Over the last month, staff has worked with the applicant to understand the comments and concerns articulated by the Planning Commission and Pre-application Committee, regarding the proposed Grandview Commons Area Plan. Recognizing this is the biggest development in downtown Dexter in recent history, and concerned that efforts were not hitting their mark, last week staff reached out to Jim Tischler, a colleague with expertise in urban housing design and development, to pick his brain. He directed me to Kent Anderson.

Mr. Anderson, formerly a principal with Hamilton Anderson Associates, a multi-disciplinary design firm with expertise in architecture, landscape architecture, planning, urban design, etc., has over three decades of urban design experience, and is recognized as an expert in the field planning and site design.

After speaking with Mr. Anderson by phone, he offered to come to Dexter. We met for 2 ½ hours in the afternoon of March 23rd. During that time we reviewed the proposed site plan, the Master Plan, and DDA Plan. We discussed urban infill and pocket neighborhood development, and then toured the site. When we were done he took a copy of the plan. He said he wanted to think about the site a little and would let me know if he had any suggestions. He made no promises.

On Monday, March 28th, I received the attached concept along with the following comments:

"This is an alternate design that attempts to add communal elements like a small green that can be shared or be used for "neighborhoods" gatherings. The intersection of Grand and Baker is enhanced and anchored by a small garden-like space that frames the public art (relocated from the original plan). This intersection becomes the strongest statement for the new development, with townhomes fronting it. Notice that they don't face the gas station. Hope this helps."

When staff asked why he went to the trouble to be so helpful, he said, *"I felt Dexter has so much potential, and was hoping the developer might consider trying something different."*

From staff's perspective it is very helpful. Staff believes the alternative site design communicates the Planning Commission's vision for the site, and better supports the goals of the Baker Road Corridor-Mixed Use category in the Master Plan, as well as those of the Downtown Development Strategic Plan. The alternative site design concept has been shared with the applicant.

Additional Information

Staff has used the term *urban infill* when describing the redevelopment of the southwest corner of Grand Street and Baker Road. Staff thought it might be helpful to provide some definition of the term. According to the National League of Cities Sustainable Cities Initiative, urban infill is defined as *new development that is sited on vacant or undeveloped land within an existing community, and that is enclosed by other types of development*. The term implies that existing land is most likely built-out and the new development fills in the gaps between existing developments. The term most commonly refers to the

construction of single-family structures in existing neighborhoods, but also describes commercial, office and mixed-use development.

Urban infill does not occur only in large cities, like Detroit, Grand Rapids or Lansing. Dexter has been planning for infill development for 30 years; specifically the neighborhood between Grand and Forest Streets and Mill Creek Park and Baker Road. The desire to have underdeveloped, run-down or blighted properties redeveloped for higher density residential and mixed-use development has fueled the community's desire for infill development.

Infill lots/sites come with unique challenges, such as, size (often small), possibly irregular shapes, undesirable locations, topographic constraints, or even environmental contamination (i.e. brownfields). Benefits and Risks associated with infill development include:

Benefits

- Removes the eyesore and safety concerns associated with undeveloped or vacant property
- Allows communities to achieve or sustain population density thresholds that are needed to attract certain amenities (parks, community services, retail)
- Can be an effective tool for increasing supply of more affordable homes efficiently

Risks

- If not properly managed by local governments, can adversely affect adjacent properties or the community as a whole
- Can contribute to the tearing down of historic buildings in order to make way for new development
- May contribute to displacement of residents of homes that are being bought for tear-down and redevelopment
- Can lead to investor speculation and corresponding dramatic increases in property values

Additionally, attached to this memo is a copy of the American rural-to-urban Transect, to further aid in our discussion. As you can see the Transect is divided into 6 zones, referred to as T-zones or Transect Zones. The 6 T-zones provide not only the basis for form-based code neighborhoods structure – walkable streets, mixed use, transportation options, and housing diversity – it also illustrates the development patterns of cities and towns, including Dexter. T6, T5, T4 reflect the development patterns in the downtown and platted neighborhoods adjacent to the downtown. Whereas, T3 reflects the development patterns south of Hudson Street along Baker Road, south of Kensington Street along Dexter Ann Arbor Road, and north of Mill Creek.

City Manager Courtney Nicholls
8140 Main St
Dexter, MI 48130-1092

Dear Tree City USA Supporter,

On behalf of the Arbor Day Foundation, I write to congratulate Dexter on earning recognition as a 2015 Tree City USA. Residents of Dexter should be proud to live in a community that makes the planting and care of trees a priority.

Dexter is one of more than 3,400 Tree City USAs, with a combined population of 140 million. Started in 1976, The Tree City USA program, sponsored by the Arbor Day Foundation in partnership with the U.S. Forest Service and the National Association of State Foresters, is celebrating its 40th Anniversary this year. In honor of this milestone a national public awareness campaign is being executed across the country including a strong emphasis on media relations and a social media contest which are referenced in the tool kit received by your state coordinators.

As a result of your commitment to effective urban forest management, you already know that trees are vital to the public infrastructure of cities and towns throughout the country, providing numerous environmental, social and economic benefits. In fact, trees are the one piece of community infrastructure that actually increases in value over time.

We hope you are excited to share this accomplishment. Enclosed in this packet is a press release for your convenience as you prepare to contact local media and the public.

State foresters are responsible for the presentation of the Tree City USA flag and other materials. We will forward information about your awards to your state forester's office to coordinate presentation. It would be especially appropriate to make the Tree City USA award a part of your community's Arbor Day ceremony.

Again, we celebrate your commitment to the people and trees of Dexter and thank you for helping to create a healthier planet for all of us.

Best Regards,



Dan Lambe
President

cc: Michelle Aniol

enclosure

For more information, contact:
Danny Cohn, 402-473-9563
dcohn@arborday.org

FOR IMMEDIATE RELEASE:

Arbor Day Foundation Names Dexter Tree City USA

Dexter, MI was named a 2015 Tree City USA by the Arbor Day Foundation in honor of its commitment to effective urban forest management.

Started in 1976, the Tree City USA program, sponsored by the Arbor Day Foundation, in partnership with the U.S. Forest Service and the National Association of State Foresters is celebrating its 40th Anniversary this year.

Dexter achieved Tree City USA recognition by meeting the program's four requirements: a tree board or department, a tree-care ordinance, an annual community forestry budget of at least \$2 per capita and an Arbor Day observance and proclamation.

“Tree City USA communities see the impact an urban forest has in a community first hand,” said Dan Lambe, President of the Arbor Day Foundation. “Additionally, recognition brings residents together and creates a sense of community pride, whether it’s through volunteer engagement or public education.”

Trees provide multiple benefits to a community when properly planted and maintained. They help to improve the visual appeal of a neighborhood, increase property values, reduce home cooling costs, remove air pollutants and provide wildlife habitat, among many other benefits.

More information on the program is available at arborday.org/TreeCityUSA.

About the Arbor Day Foundation: The Arbor Day Foundation is a million member nonprofit conservation and education organization with the mission to inspire people to plant, nurture, and celebrate trees. More information is available at arborday.org.

From: [Chuck Eckenstahler](#)
To: ["James Davis"](#)
Cc: [Michelle Aniol](#)
Subject: RE: thank you! Two basic questions stemming from your fine presentation
Date: Saturday, April 02, 2016 10:42:29 AM

Good morning – sorry for the delay in answering you email. Below you will find my commentary.

Chuck Eckenstahler

219-861-2077 mobile
 219-879-1012 home office
pctecken@comcast.net

....we need to treat the future as a choice, not fate.....we have enough time and human leadership to make a true difference for our future....

2013 Melrose Drive
 Long Beach, IN 46360

My LINKEDIN Page –
www.linkedin.com/in/chuckeckenstahler

My Blog –
<http://chuckeckenstahler.wordpress.com>

From: James Davis [mailto:davis@mail.ic.edu]
Sent: Monday, March 28, 2016 8:17 PM
To: pctecken@comcast.net
Cc: cbaxmeyer@fhai.com
Subject: thank you! Two basic questions stemming from your fine presentation

Hello Mr. Eckenstahler,

As a member of the audience this evening at the Dexter City Council meeting and as a former city councilman in Jacksonville, Illinois, where I lived for forty-one years, I was very pleased to hear your fine presentation concerning the city and probable growth. Your presentation brought back pleasant and interesting memories of my taking urban history nearly fifty years ago in grad school at The U of M and then teaching it in some of the courses I taught in college over the years.

I have two basic questions that are related I would like to ask. These questions hinge on what typically happens in many cities when the Central Business District expands, as has happened in Dexter. Specifically, over the decades some businesses have moved into perhaps eight or ten former residential homes in or near the CBD, and happily all of these businesses, including professional offices, seem to be thriving. These businesses also include a bicycle shop, a restaurant, and a specialty clothing/gift shop.

My experience with MI communities, especially those with growing household income

available for capture by local businesses, leads me to the conclusion that the traditional residential homes surrounding traditional central business districts first repurpose residential homes into commercial uses. This is caused due to the cost of new retail building construction exceeding investment rate of return for new construction unsupportable by current tenant rents. Another words, it is less expensive to repurpose a residential structure than build new. This was identified as an economic condition now present in Dexter by a DDA member. Therefore, I believe Dexter will see repurposed residential homes as a first step in the expansion of its central business district footprint. It is also the reason, I suggest the expanded retail space offering focus on mixed-use residential over retail new development where the residential rent roll will help subsidize the retail investment rate of returns, as incentive to expand the retail space offering within the central business district.

Do you think the likelihood that other businesses will pop up in former residential houses near the CBD is a possible, partial solution to the lack of business space for people who might want to open businesses in Dexter? If it is a partial solution for this problem, does it have limits that will ultimately limit such expansion? If it is a partial solution, is it truly a desirable solution?

Your question of “desirability” is one of local governance expressed through the City Master Plan. This situation prompted my recommendation that city planners explore the question and determine strategy for the future regarding expansion of retail footprint and desirability of mixed-use higher density downtown development. Michigan’s downtown policy is directly aimed at creation of a hierarchical structure of downtowns throughout the state designed to attract and retain select population groups. Therefore, the community must identify Dexter’s position in the scheme of Michigan’s Downtown’s policy for success in securing state funding and implementation of state supplied incentives.

Similarly, in many towns some of the old, gracious homes that were built near the CBD in the early decades of the town's existence have been chopped up into rooming houses and/or apartments structures. Do you think this use of former residential houses is a possible, partial solution to Dexter's lack of housing in or near the CBD for some specific demographic segments (e. g., young, single people, young couples without children, and elderly and widowed people)? If it is a partial solution for this problem, do you think it is a solution that is both beneficial for the community and one that has last value, or does this kind of housing present inherent problems, ones that the community might want altogether to avoid? (I favor the proposed project near the riverside park that would have commercial space on the first floor and condos or apartments on the second and third floors.)

I am a big supporter of a different type of residential housing within walkable central business districts, i.e. Michigan’s PlaceMaking” efforts designed to attract the millennial and retiree population. These units are typically rental and smaller in size, designed for a more active lifestyle and out-of-home interactive community social experience. This type of housing is part of the Michigan “PlaceMaking” program and is proven economically viable in many metro areas in Michigan as well others nationally. Personally, I am hopeful Dexter community leaders consider this housing type as an integral component of the downtown, as it will contribute to the economic success and future sustainability in my opinion.

Again, thank you for your informative and encouraging presentation. I greatly appreciate it.

Feel free to share your answers to my two basic questions with Mayor Keough and members of the Council.

I am including Michelle in this response allowing her to consider distribution to others as appropriate.

--James Davis

James E. Davis
Home phone: 734 253-2311

email address: davis@mail.ic.edu