

**CITY OF DEXTER
PARKS AND RECREATION COMMISSION REGULAR MEETING**

Tuesday, November 17, 2015 @ 7:00 PM

**Location: City Offices, 8123 Main Street
PNC Bank, Second Floor – Enter at rear door**

A G E N D A

- 1. CALL TO ORDER**
- 2. ROLL CALL**

Becky Murillo - Chair	Ellen Han
John Coy	Toni Henkemeyer
Julie Knight – Ex Officio	Michael Cavanaugh
- 3. APPROVAL OF THE MINUTES – October 20, 2015**
- 4. APPROVAL OF AGENDA**
- 5. CITIZENS WISHING TO ADDRESS THE COMMISSION**
- 6. REPORTS AND COMMUNICATION**
 - A. Chair
 - a. 5-H Coalition
 - B. Commissioners and Ex Officio
 - a. Tree Board
 - b. City Council
 - c. Art Selection Committee
 - C. Staff Report
- 7. NEW BUSINESS**
 - A. Consideration of: Allowing Trout Unlimited to clear a path along Mill Creek Park Phase 2 Trail
 - B. Discussion of: Mill Creek Park Phase 2 Trail Timeline
 - C. Discussion of: First Street Park Vacation
 - D. Discussion of: Donation Guidelines
 - E. Discussion of: Relocation the Winter Ice Rink
 - F. Discussion of: Parks and Recreation Master Plan and Public Input Session
- 8. OLD BUSINESS**
 - A. Discussion of: Park Maintenance Requests
- 9. CITIZENS WISHING TO ADDRESS THE COMMISSION**
- 10. PROPOSED BUSINESS FOR FUTURE MEETINGS**
- 11. ADJOURNMENT**

ANNUAL REVIEW SCHEDULE

March/July – Annual Budget Review

November – Master Plan, Goals, Objectives and Strategies Review

January – Capital Improvements Plan (CIP) Review

MASTER PLAN GOALS

I. GOAL: (Space/Facilities) Meet present and future community needs for parks, greenways, trails, and recreation.

- A. Objective: Plan and develop a system of parks, greenways, open space, and recreation facilities that provides a minimum of 16 acres per 1,000 Village residents.
 - ✓ Current surplus in mini-parks, neighborhood parks and community parks based on July 2008 SEMCOG population estimates.
- B. Objective: Encourage the preservation of green space and the development of new parks and/or recreation assets when opportunities arise.
- C. Objective: Following removal of the Mill Creek dam, plan and develop a linear park along the Mill Creek.
 - ✓ Dam was removed in June 2008, Mill Creek Park Master Plan adopted by Council January 26, 2009
 - ✓ Various grant application applied for in anticipation of 2010 Phase 1 park construction and development

II. GOAL: (Recreation) Encourage healthy lifestyles for Village residents through recreation.

- A. Objective: Offer Village residents a balanced program of active and passive recreation opportunities.
 - ✓ Working on developing a system of trails, implemented ice rink in 2009
- B. Objective: Offer Village residents multiple opportunities to walk, run, bike, skate, or paddle without leaving their community.
 - ✓ Grant applications for boating, walking and pedestrian connections submitted throughout 2009
 - ✓ Awarded Waterways Infrastructure grant for installation of 3 boat launches

III. GOAL: (Accessibility) Strive to make every Village park and recreation site accessible.

- A. Objective: Design and develop a system of all-season, non-motorized pathways, trails, sidewalks, and bike paths linking Village neighborhoods with both Village and adjacent non-Village parks, greenways, pathways, recreation venues, schools, and commercial retail areas.
 - ✓ Working with County Parks and HCMA on regional trail connection and B2B Initiative
- B. Objective: Ensure that all parks and recreation assets are barrier-free and universally accessible.
 - ✓ Barrier free design was incorporated into Mill Creek Park Plan and DDA is providing funding to facilitate ADA access to Mill Creek Park via Jeffords Street.

IV. GOAL: (Environment) Make nature and healthy ecosystems an important characteristic of our Village.

- A. Objective: In designated Village natural areas, enhance and preserve healthy ecosystems for native plants, fish, and wildlife.
- B. Objective: In Village urban areas, enhance the natural feel of each park.
 - ✓ Mill Creek Park has been planned as a passive park with a natural feel.
- C. Objective: Advocate for the enhancement and preservation of natural features within and surrounding our Village.

V. GOAL: (Management) Use sound planning, financial, and operational management practices.

- A. Objective: Deliver on our stated goals and objectives.
- B. Objective: Ensure that our parks and recreation assets remain available for enjoyment, now and in the future.
- C. Objective: Foster smart and efficient management practices.
- D. Objective: Identify and utilize all available Village and non-Village funding resources to meet our goals.
 - ✓ Numerous funding sources were applied for in 2009.

VI. GOAL: (Community) Foster a community-wide sense of pride in and support for our parks and recreation program.

- A. Objective: Promote parks and recreation activities in the community and our broader service area.
- B. Objective: Provide and promote opportunities for individual citizens and community groups to influence the mission, priorities, management, and operations of the parks and recreation program.
 - ✓ Mill Creek Park Master Planning Process and Westside Connector Planning engaged many parties.
- C. Objective: Deliver superior service to citizens and others seeking our help.
- D. Objective: Develop an overall parks and recreation program that makes a positive contribution to the economic sustainability of the Village.
 - ✓ Ice Rink in 2009 helped promote downtown
- E. Objective: Develop and maintain parks and recreation assets that incorporate a high degree of aesthetic appeal.
- F. Objective: Develop and maintain park and recreation assets and recreation programs that meet current industry safety standards and, where standards do not exist, develop and maintain assets and programs with careful consideration for user or participant safety.

**CITY OF DEXTER
PARKS AND RECREATION COMMISSION REGULAR MEETING
MEETING MINUTES
October 20, 2015**

The regular meeting of the City of Dexter Parks and Recreation Commission was called to order at 7:03 pm at the City Offices, 8123 Main Street.

ROLL CALL

Commissioners Present: Becky Murillo, Ellen Han, Toni Henkemeyer, Katie Koch, Julie Knight, and John Coy

Commissioners Absent:

Other Present: Justin Breyer, Assistant to the City Manager

APPROVAL OF THE MINUTES

Motion by Knight, Seconded by Koch to approve the minutes from September 15, 2015.
Motion Adopted

APPROVAL OF AGENDA

Motion by Koch, Seconded by Henkemeyer to approve the agenda as presented.
Motion Adopted

CITIZENS WISHING TO ADDRESS THE COMMISSION

None

REPORTS AND COMMUNICATION

A. CHAIR

Becky Murillo reported that she did not attend the last 5-H meeting. She stated that the Committee would be changing its name because supposedly they do not want any confusion regarding the relationship with the Chelsea Wellness Foundation.

B. COMMISSIONERS AND EX-OFFICIO

John Coy reported that the Tree Board did not meet in the last month.

Julie Knight reported that an election is coming up on November 3, 2015. Justin Breyer added that there are four people running for three City Council seats. She also reported that the last segment of the Border-to-Border Trail is currently under construction, and there will be no parking for the Cider Mill due to fences that are being put up.

Katie Koch reported that the Art Selection Committee met to discuss the Lions sculpture. She stated that the Lions were looking for input on where the City would be willing to put the sculpture. The Commission discussed possible locations for the sculpture.

A. CHAIR

Jeff Hardcastle from the Huron Waterloo Pathways Initiative arrived to present “The Loop” and projects that are underway. He reported that the group is working on creating a set of linked pathways that connect five communities in Washtenaw County, including Dexter and Chelsea. The pathways would also link these communities to the Border-to-Border Trail and the Iron Belle System. Mr. Hardcastle also reported on current funding and potential funding sources for the project.

C. STAFF REPORT

Justin Breyer submitted his report per the packet. He provided an update on the Lions Park Playground project, and that he had attended a Dexter Community Schools meeting on October 26th. Becky Murillo reported that she had received a call from a member of the Dexter School Board regarding handicap accessibility, which was an issue that came up during the School Board meeting. The Commission discussed handicap accessible equipment and swings as a part of the playground purchase.

Mr. Breyer also provided an update on the Parks and Recreation Master Plan survey and preliminary results as well as the Mill Creek Park work day and the Ian Bell Eagle Scout project.

NEW BUSINESS

None

OLD BUSINESS

A. DISCUSSION OF: LIONS PARK PLAYGROUND HANDICAP ACCESSIBLE EQUIPMENT

This discussion took place under the staff report

B. DISCUSSION OF: PARKS AND RECREATION MASTER PLAN SURVEY UPDATE

The Commission discussed the status of the Parks and Recreation Master Plan. The Commission gave consensus to leave the survey open for a few more weeks in order to get closer to the goal of 300 survey takers. Commission members suggested contacting homeowners associations, and placing an ad in the Sun Times and We Love Dexter. Justin Breyer reported that he intended to promote the survey through the fall newsletter.

The Commission also discussed adding regional pathways to the Master Plan.

C. DISCUSSION OF: MILL CREEK PARK WORK DAYS

The Commission discussed attendance at the Mill Creek Park work day on October 3. Justin Breyer reported that four people showed up to help plant new plants in Mill Creek Park. The day was rainy and cold.

D. DISCUSSION OF: PARKS MAINTENANCE REQUESTS

The Commission requested that staff look into screening for the port-o-potty in First Street Park. There is also a slab of concrete that has settled, which is located on the path next to the bridge over Mill Creek.

CITIZENS WISHING TO ADDRESS THE COMMISSION

None

PROPOSED BUSINESS FOR FUTURE MEETINGS

None

ADJOURNMENT

Motion by Coy, Seconded by Knight to adjourn at 9:05 pm
Motion Adopted

Justin Breyer
Assistant to the City Manager



CITY OF DEXTER
PARKS AND RECREATION COMMISSION

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

MEMORANDUM

TO: Parks and Recreation Commission
FROM: Justin Breyer, Assistant to the City Manager
RE: REPORT
DATE: November 13, 2015

Lion's Park Playground Equipment Update

There have been a number of major steps forward in this project since that last Parks and Recreation Commission meeting. I presented the playground easement to the Dexter School Board and City Council on October 26th - the easement was approved by both governing bodies. I am working on getting the signatures on the document so that it can be filed with the Registrar of Deeds.

On November 9th, City Council also approved the purchase of the playground equipment from Sinclair as presented. In order to make the November 13th deadline for GameTime's "grant," I submitted the purchase order to Sinclair on Wednesday, November 11th. The equipment has been ordered! It should take between 4 – 8 weeks for delivery, but we will keep the equipment in storage until the spring installation.

As a result of my letters to Dexter-area businesses, I have been contacted by several interested investors. We have a total of \$2,300 committed from Bouillon Sales, Tomson-Shore, Doors and Drawers, and Thomson-Shore. I have also been contacted by Lowe's Home Improvement about their grants program. I am also sending a letter to Washtenaw County Parks to see if they are interested in making a contribution.

Parks and Recreation Master Plan

To date, we have received 162 responses to the Parks and Recreation Master Plan Survey. Ellen Han was able to advertise on the Dexter Nextdoor message board about the survey, which generated several responses. I would like to leave the survey open until the end of November in order to get closer to our 300 survey responses goal.

I have planned the Public Input Session for Thursday, December 3rd at the Dexter Senior Center. The Parks and Recreation Master Plan is due to the State of Michigan by March 1, 2016. We must have a public hearing, which must be posted 30 days prior to the public hearing. Therefore, the latest date that we would be able to post the notice for the public hearing would be January 29th, but that would be pushing it.

Eagle Scout Project

It appears that Eagle Scout Ian Bell and his Eagle Scout Troop have finished the stairs along the boardwalk. I am following-up with Ian to make sure that there is no further work that needs to take place.

Donation Guidelines

As per the discussion in September, I have made changes to the proposed Donation Guidelines. I would like the Parks and Recreation Commission to review this document, including the donation procedure and provide feedback.

First Street Park Shelter

After discussion, Planning Commission tabled/postponed rezoning the First Street Park parcel to Public Park. City Council also tabled/postponed the vacating the First Street Right of Way. Michelle Aniol, Community Development Director will be attending the November meeting to lead discussion on this item.

Winter Ice Rink

I was approached last week by a gentleman asking if the City would consider moving the winter ice rink from Monument Park to Mill Creek Park North. He stated that he thought Mill Creek Park North would protect skaters from the cold more than Monument Park. He also claimed that he would be interested in doing fundraising to get additional lighting for the ice rink. This brings-up a few points of discussion – the hours of operation for the ice rink, location, and lighting.

Please feel free to contact me prior to the meeting with any questions, etc.

Thank you.

Memorandum

To: Parks and Recreation Commission

From: Justin Breyer, Assistant to the City Manager

Re: Discussion of: Mill Creek Park Phase 2

Date: November 11, 2015

City staff was approached the week of November 2nd by Mayor Keough that he had been contacted by a gentleman named Bill from Trout Unlimited. He said that Trout Unlimited was interested in creating a path from the boardwalk of Mill Creek Park Phase 1 along the water where Phase 2 is currently planned. Based on preliminary discussion, Trout Unlimited would be interested in maintaining the path through mowing or weed whacking. Bill from Trout Unlimited will attend the Parks and Recreation Commission meeting on November 17th.

While the discussion of the temporary path may be straightforward, the Commission should also discuss the timeline for the development of Mill Creek Park Phase 2. I had invited Paul Evanoff to attend the Commission's September meeting and the upcoming November meeting, but he has been unavailable. Currently, we are behind on the timeline that was included as a part of the latest Capital Improvements Plan, which reads:

Timeline

- | | |
|------------------------------------|-----------|
| • Consultant Selection | Jan 2015 |
| • Visioning Session | Feb 2015 |
| • Public Input | Mar 2015 |
| • Additional Public Input | Apr 2015 |
| • Additional Public Input | May 2015 |
| • Design/Identify Required Permits | Jun 2015 |
| • Design | July 2015 |
| • Additional Design | Aug 2015 |
| • PARC Recommendation | Sept 2015 |
| • Gather Letters of Support | Oct 2015 |
-
- | | |
|---|------------|
| • Publish Public Hearing Notice | Jan 2016 |
| • Public Hearing – Grant Application | Feb 2016 |
| • Village Council Certified Resolution | Feb 2016 |
| • Budget – Documentation of Local Funding | March 2016 |
| • Notice of Intent | Mar 2016 |
| • MNRTF Application Deadline | Apr 2016 |
| • Funding Award | Dec 2016 |
| • Bid Project | Feb 2017 |
| • Select Contractor | Mar 2017 |
| • Obtain Permits/Easements | Mar 2017 |
| • Construction | Apr 2017 |

As of November, we should already have received public input and completed the design phase of the project, we should now be soliciting letters of support and preparing to publish a public hearing for the grant application. In addition, it is likely that we will receive Transportation Alternatives Program (TAP) grant funding in 2017, which could be used towards this project. The question that the Parks and Recreation Commission should answer very shortly is: do we wish to proceed with a Mill Creek Park Phase 2 grant application for 2016?

PROJECT NAME: Community Park Improvements

PROJECT ID: 2.01

PRIORITY: IMPORTANT

PROJECT TYPE: Park Enhancement

TOTAL COST: \$400,000

SUBMITTED BY: Parks and Recreation

YEARS IN CIP (Beginning year): 17 (1998)

DESCRIPTION:

Improvements started 2004, play equipment 2005 Community Build, asphalt path in 2007, gazebo 2008, play court 2009. Remaining improvements include permanent bathrooms, water fountain, court shelter, path reconstruction. Pathway reconstruction required following drainage improvements resulting from LaFontaine stormwater improvements. Park should be complete following installation of above items.

LOCATION MAP: Dexter Ann Arbor Road and Ryan Drive



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

3	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
1	Reduce energy consumption, impact on the environment
3	Enhance social, cultural, recreational, aesthetics opportunities
1	Improve customer service, convenience for citizens
11	TOTAL SCORE

BENEFICIAL IMPACTS:

Parks provide citizens will with healthy recreation and open space opportunities within the City. Safe, enjoyable access to parks and recreation opportunities is an important goal as stated within the Master Plan.

MASTER PLAN AND/OR STUDY REFERENCE:

See Parks and Recreation Master Plan Goals 1, 2 and 6 AND 2012 City Master Plan.

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:		1998		ongoing
Design/Acquisition:		1998		ongoing
Construction:		2004		2016

The project is ongoing. Reconstruction of the pathway is the first priority.

PROJECT COST DETAIL:

Bathrooms and Water Fountain	General Fund	\$100,000
Pavilion/Shelter at Play court	General Fund	\$50,000
Path reconstruction	General Fund	\$20,000
New Signage	General Fund	\$5,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY15-16	FY16-17	FY17-18	FY18-19	FY19-20	Beyond FY20	TOTALS
General Fund	\$215		\$100		\$50			\$150
Grants	\$45							\$0
								\$0
								\$0
TOTALS	\$260	\$0	\$100	\$0	\$50	\$0	\$0	\$150

PROJECT NAME: Dog Park

PROJECT ID: 2.02

PRIORITY: IMPORTANT

PROJECT TYPE: Park Development

TOTAL COST: \$23,000

SUBMITTED BY: Parks and Recreation

YEARS IN CIP (Beginning year): 2 (2013)

DESCRIPTION:

The City owns property on Dan Hoey Road where the Community Garden is located. Development of an off leach dog area (approx. 3/4 acre) on the west side of the 4 acre parcel would meet the needs of a portion of the City's dog owner population. This project was discussed as a top priority by the PaRC upon Council determination of long term plans for property.

PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

0	Protect health, safety, lives of citizens
2	Maintain or improve public infrastructure, facilities
1	Reduce energy consumption, impact on the environment
3	Enhance social, cultural, recreational, aesthetics opportunities
2	Improve customer service, convenience for citizens
8	TOTAL SCORE

BENEFICIAL IMPACTS:

Providing additional park facilities/amenities for a variety of citizens. Promotes exercise, healthy relationships and community. The 5-H Coalition may be able to assist in the development.

LOCATION MAP:



MASTER PLAN AND/OR STUDY REFERENCE:

Parks and Recreation Master Plan 2009-2014 AND Dog Park Research in file (2012)

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End		Study and cost estimates being completed, design, etc. to be done in 2013-2014. Construction slated for 2013-2014 when funding has been secured. 5-H Coalition could assist with mini-grant although project not listed in plan.
	Month	Year	Month	Year	
Study:		2013		2013	
Design/Acquisition:		2013		2013	
Construction:		2013		2014	

PROJECT COST DETAIL:

Property Development	General Fund	750 l.f. fencing	\$12,000
		clearing approx. 1 acre	\$6,000
		parking/culvert	\$5,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY15-16	FY16-17	FY17-18	FY18-19	FY19-20	Beyond FY20	TOTALS
General Fund			\$23					\$23
Donations								\$0
5-H Mini-Grant (14-15)								\$0
TOTALS	\$0	\$0	\$23	\$0	\$0	\$0	\$0	\$23

PROJECT NAME: Edison Street Park Play Equipment

PROJECT ID: 2.03

PRIORITY: DESIRABLE

PROJECT TYPE: Park Enhancement

TOTAL COST: \$15,000

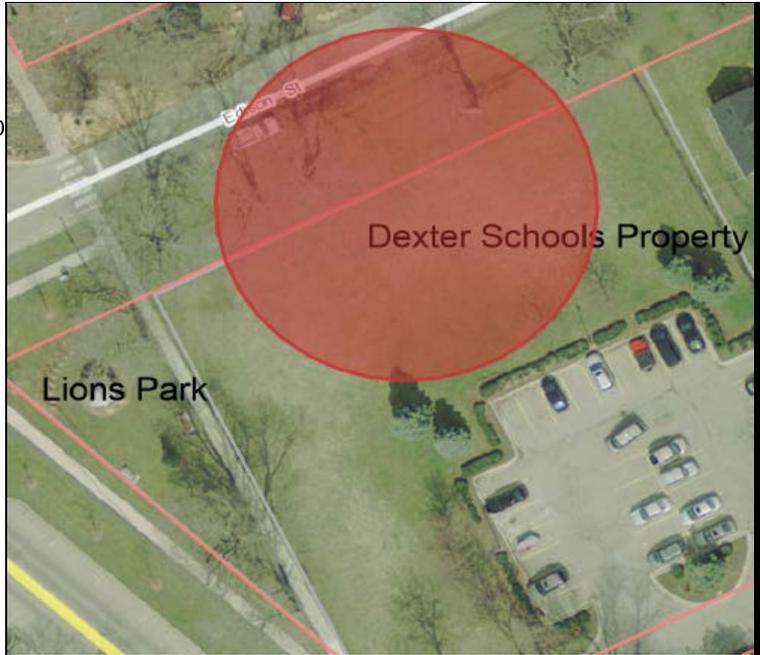
SUBMITTED BY: Parks and Recreation

YEARS IN CIP (Beginning year): 2 (2013)

DESCRIPTION:

The PaRC would like to increase access to mini-parks. Mini-parks are defined as serving an area within a less than 0.25 mile walk; being between 0.25-1 acre and it is recommended that 0.25 acres be provided for every 1,000 residents. The City currently has 1.69 acres of mini-parks, however none have play ground equipment.

LOCATION MAP: Corner of Ann Arbor St and Edison St



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

- 1 Protect health, safety, lives of citizens
- 3 Maintain or improve public infrastructure, facilities
- 2 Reduce energy consumption, impact on the environment
- 3 Enhance social, cultural, recreational, aesthetics opportunities
- 3 Improve customer service, convenience for citizens

12 TOTAL SCORE

BENEFICIAL IMPACTS:

Creation of vibrant and active mini-parks that promote walking and activity close to home. Property is currently owned by the public (schools).

Combine with Edison Street Park, place play equipment on school property

MASTER PLAN AND/OR STUDY REFERENCE:

Parks and Recreation Master Plan 2009-2014; 2013 PaRC Goals

SCHEDULE:

SCHEDULE JUSTIFICATION:

Bathrooms

	Start		End	
	Month	Year	Month	Year
Study:		2013		2014
Design/Acquisition:		2014		2015
Construction:		2014		2015

Need for more play equipment and mini-parks and availability of grant funding makes this a priority for FY15-16.

PROJECT COST DETAIL:

Playground Equipment	General Fund	\$20,000
	Grant/Sponsor Funding	\$20,000

EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY15-16	FY16-17	FY17-18	FY18-19	FY19-20	Beyond FY20	TOTALS
General Fund		\$20						\$20
Grant Funding		\$20						\$20
								\$0
TOTALS	\$0	\$40	\$0	\$0	\$0	\$0	\$0	\$40

PROJECT NAME: Mill Creek Park Improvements/Construction - PHASE 2

PROJECT ID: 2.05

PRIORITY: IMPORTANT

PROJECT TYPE: Park Development

TOTAL COST: \$1,200,000

SUBMITTED BY: Parks and Recreation

YEARS IN CIP (Beginning year): 15 (2000)

DESCRIPTION:

Construction of a passive natural trail system south of Grand Street to the Dexter Community Schools property. Provides a major connection to a developing regional trail system and the school outdoor education area. Provides possible trailhead parking opportunity at Shield Road upon completion. Includes stormwater system improvements see project ID 7.02. Consider eliminating trail along river at point to reduce cost and reduce impacts to habitat, may also reduce permitting needs.

LOCATION MAP: East of Mill Creek South of Main Street



PROJECT JUSTIFICATION:

Value indicates the degree to which the project will help to: 0=Not Applicable 1=Somewhat Important 2=Important 3=Very Important

1	Protect health, safety, lives of citizens
3	Maintain or improve public infrastructure, facilities
3	Reduce energy consumption, impact on the environment
3	Enhance social, cultural, recreational, aesthetics opportunities
3	Improve customer service, convenience for citizens
13	TOTAL SCORE

BENEFICIAL IMPACTS:

Preserve and enhance the parkland along the Mill Creek and west of the City, improve habitat and natural areas, connect parks and provide recreational opportunities to citizens.

MASTER PLAN AND/OR STUDY REFERENCE:

Parks and Recreation Master Plan 2009-2014 and Mill Creek Park Master Plan 2009; 2013 PaRC Goal to initiate natural trail in future trail location to create access.

SCHEDULE:

SCHEDULE JUSTIFICATION:

	Start		End	
	Month	Year	Month	Year
Study:		2008		2009
Design/Acquisition:		2015		2016
Construction:		2017		2017

Start design work in 15-16 to prepare for MNRTF grant in April 2016. Coordination with school and outdoor lab advised. Community Connector funding or B2B funding with County should be reviewed. Complete timeline is shown below.

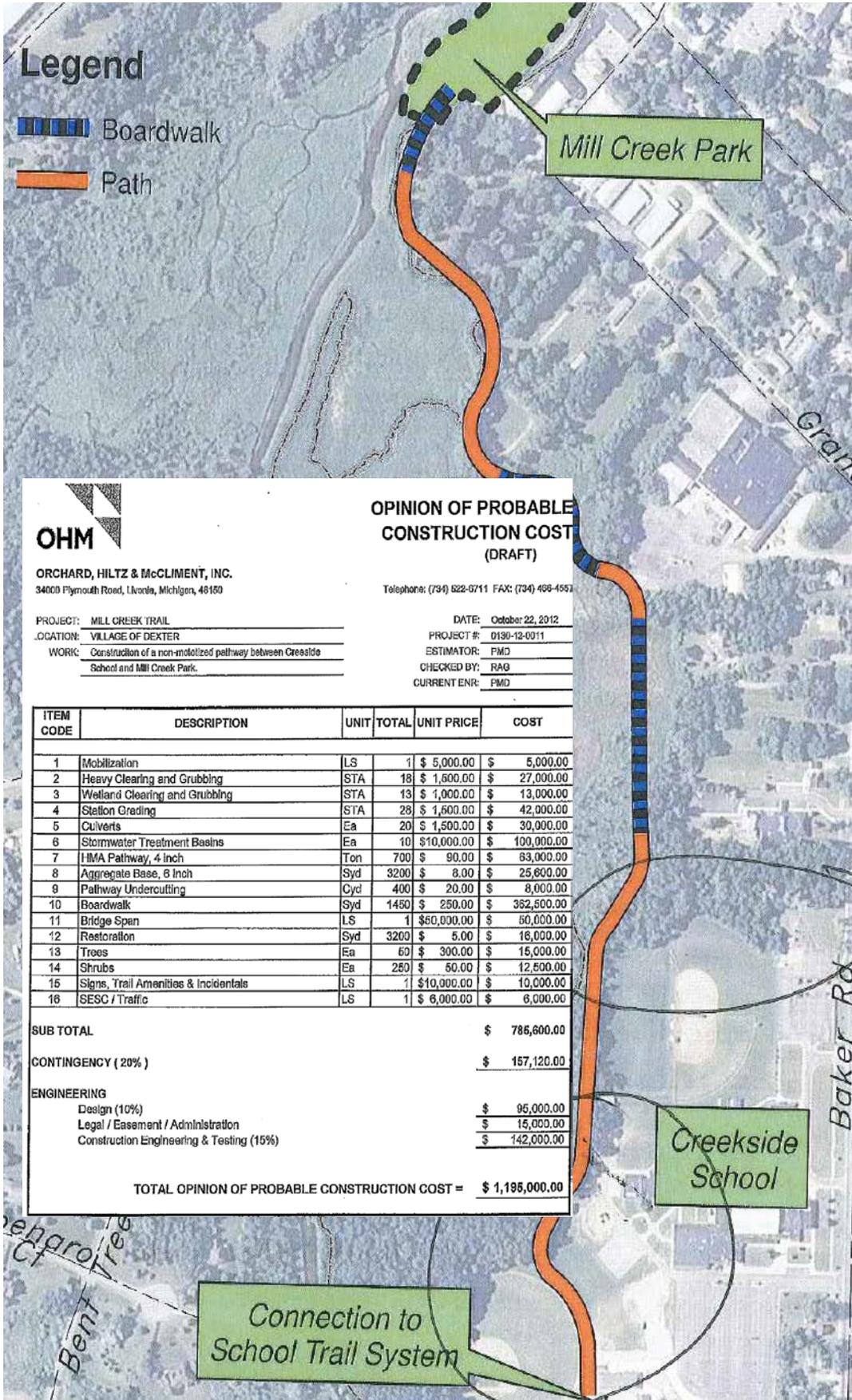
PROJECT COST DETAIL:

Phase 2 Park Development- Grand Street to School	Phase 2	\$1,200,000
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EXPENDITURES (in thousands)

Funding Source	Prior Yrs	FY15-16	FY16-17	FY17-18	FY18-19	FY19-20	Beyond FY20	TOTALS
City Commitment*			\$10	\$20		\$500		\$530
MNRTF Grant/Other Grants						\$400		\$400
Other - Unknown						\$100		\$100
Landmark Structure Donation						\$200		\$200
Inland Fisheries								\$0
TOTALS		\$0	\$0	\$10	\$20	\$0	\$1,200	\$0
								\$1,230

* Consider adding project back to TIP for future STP-U funding.



OHM
ORCHARD, HILTZ & McCLIMENT, INC.
 34000 Plymouth Road, Livonia, Michigan, 48150
 Telephone: (734) 522-0711 FAX: (734) 498-4551

OPINION OF PROBABLE CONSTRUCTION COST (DRAFT)

DATE: October 22, 2012
 PROJECT #: 0130-12-0011
 ESTIMATOR: PMD
 CHECKED BY: RAG
 CURRENT ENR: PMD

PROJECT: MILL CREEK TRAIL
 LOCATION: VILLAGE OF DEXTER
 WORK: Construction of a non-motORIZED pathway between Creekside School and Mill Creek Park.

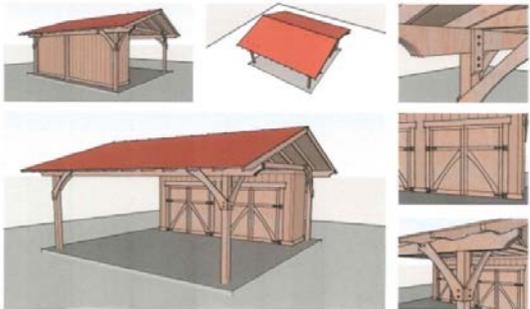
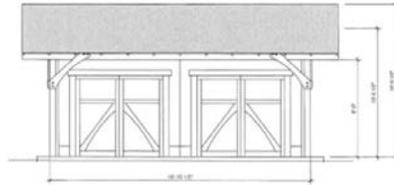
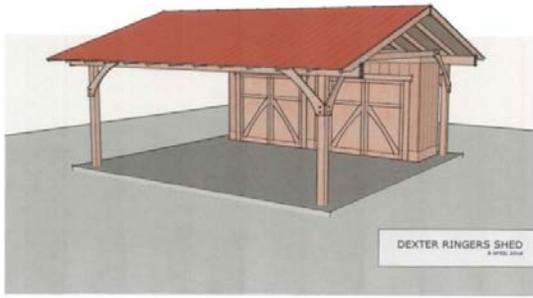
ITEM CODE	DESCRIPTION	UNIT	TOTAL	UNIT PRICE	COST
1	Mobilization	LS	1	\$ 5,000.00	\$ 5,000.00
2	Heavy Clearing and Grubbing	STA	18	\$ 1,500.00	\$ 27,000.00
3	Wetland Clearing and Grubbing	STA	13	\$ 1,000.00	\$ 13,000.00
4	Station Grading	STA	28	\$ 1,500.00	\$ 42,000.00
5	Culverts	Ea	20	\$ 1,500.00	\$ 30,000.00
6	Stormwater Treatment Basins	Ea	10	\$10,000.00	\$ 100,000.00
7	HMA Pathway, 4 inch	Ton	700	\$ 90.00	\$ 63,000.00
8	Aggregate Base, 6 inch	Syd	3200	\$ 8.00	\$ 25,600.00
9	Pathway Undercutting	Cyd	400	\$ 20.00	\$ 8,000.00
10	Boardwalk	Syd	1450	\$ 250.00	\$ 362,500.00
11	Bridge Span	LS	1	\$60,000.00	\$ 60,000.00
12	Restoration	Syd	3200	\$ 5.00	\$ 16,000.00
13	Trees	Ea	60	\$ 300.00	\$ 18,000.00
14	Shrubs	Ea	250	\$ 50.00	\$ 12,500.00
15	Signs, Trail Amenities & Incidentals	LS	1	\$10,000.00	\$ 10,000.00
16	SESC / Traffic	LS	1	\$ 6,000.00	\$ 6,000.00
SUB TOTAL					\$ 785,600.00
CONTINGENCY (20%)					\$ 157,120.00
ENGINEERING					
Design (10%)					\$ 95,000.00
Legal / Easement / Administration					\$ 15,000.00
Construction Engineering & Testing (15%)					\$ 142,000.00
TOTAL OPINION OF PROBABLE CONSTRUCTION COST =					\$ 1,195,000.00

CITY OF DEXTER * CAPITAL IMPROVEMENTS PLAN

TIMELINE

Consultant Selection	Jan-15
Visioning Session	Feb-15
Public Input	Mar-15
Additional Public Input	Apr-15
Additional Public Input	May-15
Design/Identify Required Permits	Jun-15
Design	Jul-15
Additional Design	Aug-15
PaRC Recommendation	Sep-15
Gather Letters of Support	Oct-15
Publish Public Hearing Notice	Jan-16
Public Hearing- Grant Application	Feb-16
Village Council Certified Resolution	Feb-16
Budget - Documentation of local funding	Mar-16
Notice of Intent	Mar-16
MNRTF Application DEADLINE	Apr-16
Funding Award	Dec-16
Bid Project	Feb-17
Select Contractor	Mar-17
Obtain Permits/Easements	Mar-17
Construction	Apr-17

CITY OF DEXTER * CAPITAL IMPROVEMENTS PLAN









Donation Guidelines

November 2015

Introduction

Pursuant to the City of Dexter Parks and Recreation Ordinance, the Parks and Recreation Commission is responsible for:

- preparing, updating, and maintaining the Parks and Recreation 5-Year Master Plan
- advising and assisting the City Council on matters pertaining to the City's parks, specifically regarding contributions, donations, and grants
- advising the City Council on the use, development, operation and vision for parks.

Creation of a plan and policy document is a key component of advising the City Council on matters such as contributions, donations, and volunteers. The Parks and Recreation Commission has therefore created this Donation Guidelines document to be the guiding document for policies and procedures related to parks and recreation within the City of Dexter.

The goal of this Donation Guidelines document is to:

- Support the implementation of the Parks and Recreation 5-Year Master Plan
- Manage the acceptance of donations
- Publicize and maximize donation opportunities
- To acquaint citizens, friends, and environmental stewards of Dexter with various projects, equipment, facilities, and plantings for which the City has an established need and how they can contribute to meeting those needs

The City of Dexter Parks and Recreation Commission is a volunteer commission that works closely with City staff to identify parks and recreation needs and opportunities within the City's park network. There is not an official Parks and Recreation Department. Parks and recreation needs are met through coordination between the Parks and Recreation Commission, City Council, City staff, and the Department of Public Works.

Donations

The City of Dexter offers several opportunities for contributing to the beautification and enhancement of the City's parks. It is the City's goal to ensure that park resources are preserved and accessible to the City's residents.

Donation Process

A gift to the City of Dexter will assist in the enhancement of City parks and experience of visitors. The City takes pride in maintaining and improving parks and any level of donation, time, effort or gift is appreciated.

1. Complete Donation Intent Form.
 - Select type of donation.
 - Enter amount of donation.
 - Enter other relevant details
 - Enter honoree or commemoration.
2. Submit Form to City Office (8123 Main St., 2nd Floor).
3. Details of donation are considered by the Parks and Recreation Commission at the next regularly scheduled meeting.
4. Opinions of Art Selection Committee or Tree Board may be requested.
5. Staff contacts donor to schedule donation installation and other details.
6. Donation installation occurs.
7. Receive thank you and/or certificate of donation.

Commemorative Tree Program

Two options exist for those who want to donate trees. This program is an excellent way to honor someone close to you or to remember a special occasion or achievement, such as the birth of a child, graduations, weddings, and anniversaries.

1. Recognition Tree – For a donation of \$200, a donor may select a tree from the City's select tree list, help select the planting site (based on need), and take part in a tree planting ceremony. The honoree will receive a certificate commemorating the planting of the tree, and the donation will be recorded in the "honor roll" of the "Parks Donation Recognition" log.
2. Landscape Planting Fund – For a donation of \$200 or more may be made to the Landscape Planting Fund. The donor may direct funds to a planting project selected from the City of Dexter's priority list. The donor will receive a special certificate, or a plaque (donations over \$1,000).

For a full list of acceptable tree and shrub donations, please see section 6.11 of the zoning ordinance. The appropriateness of certain types of trees/shrubs shall be determined by the surrounding landscape and design. Donated trees intended to be planted outside of City parks shall fall under the purview of the City's Tree Board. The Parks and Recreation Commission may request an opinion of the City's Tree Board or other professional arborist with regard to tree donations.

Gifts for Parks Program

The "Gifts for Parks" program assists in the development of quality facilities, programs, and resources through the park system. It allows individuals or groups to donate a variety of items, including money, equipment, materials or time. Any monetary donation is helpful to improving the quality of Dexter parks. Donors may also identify specific programs to receive their donation if they choose. The donor will receive a special certificate, or a plaque (donations over \$5,000). For example, you may request that your donation to be used to purchase land, develop sites, or manage projects at any park. Possible donations and costs may go towards:

Commonly Donation Requests

Small Wayfinding Signage - \$200+

Ice Rink Liner/Lighting - \$250+

Cooking Grills - \$300+

Bicycle Racks - \$350+

Port-o-potty rental (temporary) - \$500

Large Wayfinding Signage - \$550+

Picnic Tables - \$600+

Dog Waste Disposal Unit - \$650+

Waste Baskets - \$700+

Park Benches - \$1,500+

Drinking Fountains - \$1,800+

Kiosk Replacement - \$2,000+

Shelter - \$10,000+

Park Naming - To be negotiated

Bronze plaque - \$250+

Temporary plastic/pvc plaque - \$100+

To make a donation through this program, please contact the City of Dexter Assistant to the City Manager or fill out the Donation Intention Form.

Art in the Park Program

Donations to the "Art in the Park" program assists in improving the aesthetic, cultural, and historical experience of open spaces and recreation in the City. In collaboration with the Arts, Culture and Heritage Commission and the Art Selection Committee, donations of public art may be placed within City parks. Approval of a donation is required by the Art Selection Committee and the Parks and Recreation Commission. The donor will receive a special certificate, or a plaque (donations over \$5,000).

Public Art - \$5,000

Advanced Gifts and Bequests Program

Advanced gifts and bequests are innovated donation formats that offer special tax savings rewards and maximize your philanthropic efforts to carry on the traditions of City parks and recreation. Below is a list of options for consideration:

Gifts of Securities

By donating appreciated assets, you will receive two tax-smart benefits:

- Charitable Tax Deduction
- Elimination of Capital Gains

Life Insurance

- The policy's cash value at the time of the donation is tax deductible and future premiums are also tax deductible

Charitable Annuities & Trusts

- There are a variety of ways to set-up charitable annuities and trusts that provide you with a fixed income for life and a tax deduction. In addition to these benefits, you also get the reward of having your money managed professionally and the pleasure of seeing the positive impact of your donation makes upon your community.
- Methods by which a donor's wishes for a tract of land or funds can be carried out after his/her passing.

Land Donations

- A conveyance in a fee simple title, which means that all rights to the land are given to the City of Dexter.
- Bargain Sale – A combination of selling and donating or selling for less than full market value. Bargain sale may provide a federal income tax deduction equal to the difference between full-market value and the actual selling price and may allow for a reduction in federal capital gains.

Tax Benefits

The City of Dexter is a government entity and therefore all donations are tax deductible.