THE VILLAGE OF DEXTER
VILLAGE COUNCIL MEETING
MONDAY January 24, 2005
**********7:30pm **********

Dexter Senior Center, 7720 Dexter Ann Arbor Road

A. CALL TO ORDER AND PLEDGE OF *ALLEGIANCE*

B. ROLL CALL: President Seta J.Carson P. Cousins S. Keough J. Semifero T.Walters D Fisher

C. APPROVAL OF THE MINUTES

1. Regular Council Meeting Minutes- January 10, 2005 **Page#1-4**

D. PRE-ARRANGED PARTICIPATION:

Pre-arranged participation will be limited to those who notify the Village office before 5 00 p m Tuesday of the week preceding the meeting, stating name, intent and time requirements ***(10-minute limit per participant)***

1. Rebecca Carter- 418 Cambridge Drive

E. APPROVAL OF AGENDA:

F. PUBLIC HEARINGS & SHOW CAUSE HEARINGS

Action on each public hearing or show cause hearing will be taken immediately following the close of the hearing.

G. NON-ARRANGED PARTICIPATION:

Non-arranged participation will include those in the audience not listed on the agenda that wish to speak. At the Village President's discretion, members of the audience may be called on to speak at any time. Those addressing the Council will state their name, and address. This section is limited to 5-minutes per participant or 10-minutes for group representatives

H. COMMUNICATIONS :

1. Paul Bishop Sidewalk Information Letter 1-14-05
2. Waste Management 2005 Calendar
3. WCRC Response on Speed Limit Change 1-10-05

This meeting is open to all members of the public under Michigan Open Meetings Act

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4. Kathi Ganz –email 1-18-05

Page#5-12

I. REPORTS:

1. Finance Department Update – Marie Sherry **Page#13-20**

2. Community Development Department-Allison Bishop
   Notice of Decision from ZBA Meeting 1-17-05 **Page#21-32**

3. Board and Commission Reports

4. Subcommittee Reports
   1. Utility Committee-Meeting Minutes **Page#33-45**

5. Village Manager Report

6. President's Report

J. CONSENT AGENDA

Bills & Payroll will be a standing item under consent agenda Discussion of the Budget and Financial matters will be covered under the Presidents Report as a standing item Items under consent agenda are considered routine and will be acted upon in one motion. There will be no separate discussion of these items unless a Council Member so requests, and the item will be removed from Consent and added to the regular agenda at the end of New Business

1. Consideration of: Bills & Payroll in the amount of:$186,649 31

2. Consideration of: Request from Dexter Area Historical Society to place signs in R.O.W in March for their annual fundraiser.

Page#47-58

K. OLD BUSINESS- Consideration and Discussion of:

1. Discussion of: Follow-up information from Jim Valenta, Traffic Engineer regarding the Light Delay at Dan Hoey & Baker Road

Page#59-60

2. Consideration of: Recommendation from Planning Commission to approve the Boulder Park Phase 2-Preliminary Site Plan

Postponded from the 10-25-04 Meeting **Page#61-70**

L. NEW BUSINESS- Consideration and Discussion of: NONE

1. Consideration of: Recommendation to accept the LDFA 05/06 Budget **Page#71**

2. Consideration of: Proposed Water & Sewer Rate Increase **Page#73**
Set for Public Hearing on 2-14-05

3. Consideration of: Recommendation from Planning Commission to approve a Special Land Use request for the Monument Park Building **Page#75-87**

4. Consideration of: Recommendation from Planning Commission to approve the site plan for the Monument Park Building **Page#89-86**

5. Consideration of: Recommendation to participate in a County-wide Phase II Stormwater Permit Citizen's Advisory Committee **Page#97-100**

M. COUNCIL COMMENTS

N. NON-ARRANGED PARTICIPATION

Same as item F Those addressing the Council will state their name, and address This section is limited to 5-minutes per participant or 10-minutes for group representatives

CLOSED SESSION-LABOR NEGOTIATIONS

O. ADJOURNMENT:

This meeting is open to all members of the public under Michigan Open Meetings Act

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AGENDA 1-24-05
ITEM C-1

DEXTER VILLAGE COUNCIL
REGULAR MEETING
MONDAY, JANUARY 10, 2005

A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting was called to order at 7:34 PM by President Seta in the Dexter Area Senior Center, located at 7720 Dexter-Ann Arbor Street in Dexter, Michigan.

B. ROLL CALL: President Seta, J Carson, P. Cousins (ARRIVED AT 7:52 pm), S. Keough, J. Semifero, T.Walters, D. Fisher

C. APPROVAL OF THE MINUTES

Minutes of the Regular Council Meeting - December 28, 2004

Motion by Fisher, support Semifero

Ayes: Walters, Keough, Carson, Semifero, Seta, Fisher
Nays: None
Motion carries.

D. PRE-ARRANGED PARTICIPATION:

Mike Nugent was scheduled, did not attend.

E. APPROVAL OF AGENDA:

Motion Fisher, Support Semifero to approve the agenda, with Addition of Utility Report under Item 3. Subcommittee Reports,

Ayes: Keough, Carson, Semifero, Walters, Fisher, Seta
Nays: None
Motion Carries

F. PUBLIC HEARINGS & SHOW CAUSE HEARINGS

NONE.

G. NON-ARRANGED PARTICIPATION:

Robert Poor, Transportation Director for Dexter Community Schools, 5142 Park Rd, spoke about concerns with Buses making the left turn off Baker on to Shield. He asked if there was a way the light could be re-timed to make the turn easier, possibly a 15 second delay to allow gaps to make the left turn

H. COMMUNICATIONS :

1. CWA – Holiday Contributions 12- 2004

2. Library Focus Groups-Email 1-3-05
3 DCS-Traffic Signal Delay @Dan Hoey/Baker 12-28-04

There was a discussion about the options to work with DCS to address the schools concerns with the traffic signal Mr. Poor of DCS said he would send another request with more specific data.

I. REPORTS:

1. Ed Lobdell gave the Dept of Public Services Report.

2. Board and Commission Reports
President Seta gave and overview of the recently settled DAFD contract.

3. Subcommittee Reports
Semifero gave an update on the Utility Sub-committee Is anticipated that the Council should set the public hearing for Rates at the next meeting, and then hold the public hearing for establishing rates at the first meeting in February.

COUSINS ARRIVED AT 7:52 PM

4. Village Manager Report- Attached to minutes.

5. President's Report
PRESIDENT SETA ASKED IF THE COUNCIL IF THEY WERE INTERESTED IN 2005 MAYOR'S EXCHANGE DAY. HE SUGGESTED THE COUNCIL PURSUE AN EXCHANGE WITH CHELSEA OR A CITY OF THAT SIZE. HE ASKED FOR SUGGESTIONS ON OTHER POSSIBLE CITIES.

J. CONSENT AGENDA

1. Consideration of: Bills & Payroll in the amount of:$32,093.35

Motion Semifero, Support Walters to approve the Bills and Payroll on the consent agenda as presented.

Ayes: Walters, Fisher, Keough, Carson, Semifero, Cousins, Seta
Nays: None
Motion carries.

K. OLD BUSINESS- Consideration and Discussion of:

1. Consideration of: NONE

L. NEW BUSINESS- Consideration and Discussion of:

1. Consideration of: NONE

M. COUNCIL COMMENTS

Keough thanked the DPW for keeping the streets clear and passable during the past two snow events

Fisher also thanked the DPW, stating the village does a great job getting snow removed.

N. NON-ARRANGED PARTICIPATION

Ray Tell, 3539 Hudson, said the Planning Commission received a preliminary site plan for Busch's. He asked if the proposed project is in the DDA district. He also asked for the schedule for the budget meetings and for a copy of any preliminary budgets. He also stated that the on-line minutes are a few meetings behind and hoped that they got posted soon

CLOSED SESSION-LABOR NEGOTIATIONS

Motion by Cousins, support Walters to enter into a Closed Session for the purpose of discussing Labor Negotiations at 8:00 PM

Ayes: Walters, Keough, Fisher, Carson, Semifero, Cousins, Seta
Nays: None
Motion carries

Motion by Cousins, support Fisher to return to regular meeting at 8:55 PM

Ayes: Cousins, Keough, Fisher, Walters, Carson, Semifero, Seta
Nays: None

Motion carries.

O. ADJOURNMENT:

Motion by Semifero, support Fisher to adjourn at 8:56 PM Motion carries unanimously.

Respectfully Submitted:

John P. Hanifan Approved: _____

VILLAGE OF DEXTER deureste@villageofdexter.org
8140 Main Street Dexter, MI 48130-1092 Phone (734)426-8303 Fax (734)426-5614

MEMO

To: **President Seta and Council**
From: **Donna Dettling, Village Manager**
Date: **January 10, 2005**
Re: **BUDGET MEETINGS**

Staff is in the process of completing proposed 2005/06 Budget numbers for Council review. The Sewer and Water "PRELIMINARY" Budget numbers will be reviewed by the Utility Committee to develop recommendations for revenue increases and expenditure (increases or decreases). The General Fund (101) should be ready for review by the next Council meeting.

I recommend a budget review meeting for Fund 101 prior to the next Council meeting on January 24th from 5:00 p.m. to 7:00 p.m. I am also recommending the following dates for additional budget review meetings (as needed):

Tuesday, January 25th 7:00 p.m. to 9:00 p.m.
Wednesday, January 26th 7:00 p.m. to 9:00 p.m.
Monday, January 31st 7:00 p.m. to 9:00 p.m.

The proposed 05/06 Budget would be on the agenda at the February 14th meeting, for final review and to set for public hearing. The public hearing would be at the next Council meeting on February 28th. The budget would be adopted at this meeting as well.

AGENDA 1·24·05
ITEM H·1,2,3

January 14, 2005

Mrs Donna Dettling
Village Manager

I have read with great interest the Dexter Leader article regarding the ordinance which requires residents to pay for new sidewalks on their property. I feel compelled to provide some background to this requirement.

The current zoning ordinance was rewritten in 1993 and has since been updated many times. The Village consultant at the time was McKenna and Associates and they provided a sample ordinance for the Planning Commission to work from. The Planning Commission reworked that sample, reading every word and changing the sample to what we felt was a workable ordinance, including changing the reading of the sidewalk section so the Village would provide all the funding for new sidewalks where it deemed a new one would be installed. Repairing sidewalks was included in this section as a Village expense as well This followed what the Village historically did in repairing and installing sidewalks and the Planning Commission did not want to deviate from that policy.

McKenna, at the completion of the Planning Commission's review, was to provide a rewritten ordinance for the Planning Commission to approve and send to the Council for adoption McKenna provided the original sample as the ordinance, without the Commissions changes, and the Planning Commission approved the sample and sent it to the Council for adoption and it was approved.

Since that adoption, changes have been numerous to the ordinance to bring it into compliance with what the Planning Commission and Council wanted in 1993. This is another example of the mess McKenna got us in and this section should be changed to reflect what was wanted in 1993.

As always, I am available to provide any information I can reflecting historical facts.

Sincerely,

Paul S. Bishop II

DEXTER VILLAGE

1-13-05

Property owners may pay for sidewalk repairs

Ordinance requires residents to pay, but the law has not been enforced

By Maria Sprow
Staff Writer

When members of the Dexter Village Planning Commission chose last month to prioritize sidewalks in the 2005-2010 Capital Improvements Plan, they were making a statement in support of having a pedestrian-safe community.

But whether sidewalks are important enough that the village will pay for them remains to be seen.

According to village ordinances, residents are required to pay 100 percent of the costs

See **SIDEWALK** — *Page 4-A*

SIDEWALK

Continued from Page 1-A

associated with building a new sidewalk.

They also can be asked to pay 100 percent of the costs of repairing sidewalks, and can be taken to court if they refuse to pay.

The ordinance was adopted in 1993, but officials said the village continued paying for sidewalk construction and repairs after its passage.

Village Manager Donna (Eureste) Dettling said she could not recall a time in the last four years when a resident was asked to pay for a sidewalk repair.

"There has been no-cost participation, at least as far as I have seen," she said. "I'm not sure why, in practice, the village started paying for repairs."

Dettling said she believes the cost of sidewalk construction and repairs is approximately $9 per square foot, or $225 per 5-foot by 5-foot concrete square.

The average village resident owns about 60 to 70 feet of frontage. That means residents with 70 feet of frontage would end up paying $3,150 for a new sidewalk, according to the ordinance as it stands now.

For residents with corner lots, the cost could be even higher.

Although residents seemingly have been getting a free ride so far, that may not continue.

In the Planning Commission's recommended Capital Improvements Plan, the village would pay half the cost of new sidewalk construction.

The recommended CIP did not indicate how much of the costs residents would pay for sidewalk repairs.

The proposal is better on residents' pocketbooks than what the ordinance currently states, but not better than what residents are accustomed to getting.

"I think the Planning Commission did a good job of going through and setting up the plan," Village Council Trustee Joe Semifero said, adding that he feels having residents pay half the costs of the repairs could be beneficial to both parties.

The council is currently reviewing whether to change the ordinance or keep it as is.

If they vote to amend the ordinance, council members could choose to have the village pay all or part of the sidewalk costs. But if they choose to keep the ordinance in place, they will start to follow what it says, officials said.

Semifero said he thinks the council will choose to amend the ordinance.

"I don't know that it's going to be all one way or all the other way," he said. "The ordinance is not that old ... I don't know why the ordinance would be put in place in 1993, and then it would not be followed."

Trustee Jim Carson said the village and local residents have a responsibility.

"We need to redo that so that the homeowner participates, but not 100 percent," he said.

Like Semifero and Dettling, Carson said he does not know why the village previously chose to ignore the ordinance.

"The village just did it and did not charge the homeowner," Carson said, adding that he does not think it's fair to begin following the ordinance now.

"We never honored it, so why now — now that we want to do all this CIP stuff — why all of a sudden are we going to hold the homeowner responsible?" he said.

"We have never once ever charged a homeowner any percentage for a sidewalk repair or replacement. The discussion is, should we start now?" Carson said.

The council is expected to adopt the 2005-2006 budget at its last meeting in March. During the process, the council must decide what CIP projects to fund.

The most immediate CIP project appears to be the construction of a new DPW facility, which the Planning Commission recommended gain funding before any sidewalks are repaired.

In the Planning Commission's recommendations to the Village Council, sidewalk construction does not begin to get funding until the 2006-2007 fiscal year.

Those areas scheduled for sidewalks include Dexter-Ann Arbor Road between Mill Creek Middle School and the Mobil gas station; the south side of Forest Street between Baker Road and Kensington Street; Alpine Street from the curve to Fifth Street; Third Street between Dover and Kensington; Second Street between Central and Inverness; Edison between Ann Arbor and Kensington; Hudson between Grand and Fourth streets; Fifth Street between Central and Broad streets; Fourth Street between the school alley and Inverness; Kensington between Grand and Ann Arbor streets; and Inverness between Grand and Ann Arbor streets.

In addition, the Planning Commission recommended five more new sidewalks and 17 sidewalk repairs for the 2007-2008 fiscal year.

In all, a total of 35 sidewalk projects are listed on the recommended five-year plan. The estimated cost is more than $1.47 million.

WASTE MANAGEMENT

CALENDAR YEAR 2005

New Year's Day – Saturday, January 1, 2005
Monday – Friday collection on schedule No delay in service.

Memorial Day – Monday, May 30, 2005
Monday No collection scheduled. Collection one day behind Tuesday – Saturday

Independence Day – Monday, July 4, 2005
Monday No collection scheduled. Collection one day behind Tuesday – Saturday

Labor Day – Monday, September 5, 2005
Monday No collection scheduled. Collection one day behind Tuesday – Saturday

Thanksgiving Day – Thursday, November 24, 2005
Monday – Wednesday collection on schedule. Thursday No collection scheduled. Collection one day behind Friday and Saturday

Christmas Day – Sunday, December 25, 2005
Monday No collection scheduled. Collection one day behind Tuesday – Saturday

CALENDAR YEAR 2006
New Year's Day – Sunday, January 1, 2006
Monday No collection scheduled. Collection one day behind Tuesday – Saturday

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ANN ARBOR, MICHIGAN 48103

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COUNTY HIGHWAY ENGINEER
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DIRECTOR OF OPERATIONS
TELEPHONE (734) 761-1500
FAX: (734) 761-3239

10 January 2005

Ms. Donna Eureste, Village Manager
Village of Dexter
8140 Main Street
Dexter, Michigan 48130-1092

RE: Request for Review of Speed Limit on Dexter-Pinckney Road west of the village of Dexter, Webster Township, Section 31. (C. R. # 106-04)

Dear Ms. Eureste:

This is in response to your letter dated October 15, 2004, to Mr. Kenneth Reiter requesting a review of the posted speed limit on Dexter-Pinckney Road in the vicinity of the Westridge Subdivision. The Traffic & Safety Engineering Section of the Washtenaw County Road Commission (WCRC) recently conducted a speed study on the subject section of Dexter-Pinckney Road, which currently has a posted speed limit of 45 miles per hour (mph).

The procedure for designating a posted speed limit on a road in Michigan requires that an engineering study be conducted, taking into consideration prevailing vehicle speed studies, crash history, traffic volumes, and road conditions. The speed samples we took on Dexter-Pinckney Road resulted in an 85th percentile speed which is slightly higher than, but still consistent with, the 45 mph speed limit. Studies have shown that setting the speed limit at the 85th percentile speed results in more uniform traffic flow and fewer collisions. Crash records for Dexter-Pinckney Road were reviewed; there has not been a pattern of speed-related crashes. Vehicles traveling in excess of 45 mph are in violation of the posted speed limit and can be cited accordingly. We recommend that you contact the local sheriff's department, since this becomes a matter of enforcement.

Since the speed samples and crash history do not support a lower speed limit, WCRC will not pursue lowering the speed limit on Dexter-Pinckney Road at this time. If you have any further questions or concerns, please feel free to contact me at 734 327.6688. Thank you for your patience in this matter.

Sincerely,

Irene Christy

Irene Christy, Engineer
Traffic and Safety Section

cc: Dean Fisher, Supervisor, Webster Township
Steven M. Puuri, Managing Director, Washtenaw County Road Commission
Kenneth M. Reiter, Transportation Planner, Washtenaw County Road Commission
file C. R. # 106-04

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DIRECTOR OF OPERATIONS
TELEPHONE (734) 761-1500
FAX: (734) 761-3239

10 January 2005

Mr and Mrs Bob Reynolds
8473 Parkridge Drive
Dexter, Michigan 48130

RE: Request for Review of Speed Limit on Dexter-Pinckney Road west of the village of Dexter, Webster Township, Section 31 (C R # 106-04)

Dear Mr and Mrs Reynolds:

This is in response to your letter received by the Washtenaw County Road Commission on July 26, 2004, requesting a review of the posted speed limit on Dexter-Pinckney Road in the vicinity of the Westridge Subdivision The Traffic & Safety Engineering Section of the Washtenaw County Road Commission (WCRC) recently conducted a speed study on the subject section of Dexter-Pinckney Road, which currently has a posted speed limit of 45 miles per hour (mph).

The procedure for designating a posted speed limit on a road in Michigan requires that an engineering study be conducted, taking into consideration prevailing vehicle speed studies, crash history, traffic volumes, and road conditions. The speed samples we took on Dexter-Pinckney Road resulted in an 85th percentile speed which is slightly higher than, but still consistent with, the 45 mph speed limit Studies have shown that setting the speed limit at the 85th percentile speed results in more uniform traffic flow and fewer collisions Crash records for Dexter-Pinckney Road were reviewed; there has not been a pattern of speed-related crashes. Vehicles traveling in excess of 45 mph are in violation of the posted speed limit and can be cited accordingly. We recommend that you contact the local sheriff's department, since this becomes a matter of enforcement.

Since the speed samples and crash history do not support a lower speed limit, WCRC will not pursue lowering the speed limit on Dexter-Pinckney Road at this time. If you have any further questions or concerns, please feel free to contact me at 734.327.6688 Thank you for your patience in this matter.

Sincerely,

Irene Christy

Irene Christy, Engineer
Traffic and Safety Section

cc: Dean Fisher, Supervisor, Webster Township
Donna Eureste, Village Manager, Village of Dexter
Steven M Puuri, Managing Director, Washtenaw County Road Commission
Kenneth M Reiter, Transportation Planner, Washtenaw County Road Commission
file C. R # 106-04

Donna Eureste

From: Kathi Ganz [kganz@umich edu]
Sent: Tuesday, January 18, 2005 9:50 AM
To: Shawn Keough
Cc: Jim Seta; Jim Carson; Donna Fisher; Paul Cousins; Joe Semifero; Terry Walters; David Boyle; Donna Eureste
Subject: RE: Victoria Condos/Joe Bonar

Hi, Shawn ~

Thank you for checking back. I wish I could say that, yes, I've moved in.....but sadly, that's not the case I have run into my own challenges with Mr. Bonar and Blackhawk Development, and almost feel as if I should visit another council meeting to apologize for anything I might have said or done to pressure the members to move forward with something they had reservations about.

The entryway into the upper level units is very limited when it comes to moving furniture/appliances in. Right now, I have a refrigerator and a couch in the garage that are both too big to fit up the stairs. The last time I spoke with my neighbor, Heather, she also had a couch in her garage for the same reason (although she *has* moved in). When I contacted Blackhawk, their initial reaction was, "Oh, gee .....too bad for you." Of course, I pressed the issue (I'm learning to get vocal in my old age apparently), and they agreed to hire a company to hoist the items over the upstairs balcony and into the unit through my doorwall That is, they were willing to do this IF I "signed a waiver", saying they would not be responsible for getting items *out* of my unit should I ever move. I agreed to this, but when the waiver arrived (more than a week later) via FAX, it was written in such a way that was troubling and pretty much lifted *any* responsibility from Blackhawk. I changed a few items, sent it back and said I would sign it when they'd made the adjustments. That was last Friday, and I have heard nothing yet

Needless to say, I am more than a little frustrated. My soon-to-be ex-husband, Paul, who is still a very dear friend, suggested I spray-paint on my garage door a warning to all others who are thinking of buying anything from Mr. Bonar, but of course, that's just one of those mischievous daydreams we all indulge in from time to time:-)

Anyway... ...I wrote all this out, because I think it's important for the village council to know that everything didn't go as smoothly as we would have liked in this situation, and to lay further credence to their trepidation when it comes to trusting the words and actions of Blackhawk and its representatives.

Again, however, I'm using this challenge -- like I used the delay in getting into the condo in the first place -- as a valuable learning experience. Not to become bitter or untrusting when it comes to doing business, but rather, to exercise a little more judicious caution when presented with two very conflicting sides of an argument. As with anything in life that's difficult, I will learn from this and hopefully be a tiny bit wiser in the end.

Thanks so much for your interest, Shawn.

Best,
Kathi

At 08:15 PM 1/17/2005, you wrote:

Kathi,

Have you moved in yet? I hope things are ok now.

Shawn

-----Original Message-----
From: Kathi Ganz [mailto:kganz@umich.edu]
Sent: Wednesday, November 24, 2004 9:25 AM
To: Shawn Keough
Subject: RE: Victoria Condos/Joe Bonar

Thank YOU, Shawn.....especially for the motion you made on Monday night. Even if it ends up where there is little or no resolution to the delay, I appreciate your concern for the families who are waiting to move into the Victoria Condos.

Have a wonderful Thanksgiving!
Kathi

At 09:11 PM 11/23/2004, you wrote:

Kathi,

Thank you for introducing yourself to Council last night.

Shawn Keough
Village Trustee

^~^

Kathi Ganz kganz@umich.edu
Administrative Assistant
Legal Practice Program
University of Michigan Law School
416 Hutchins Hall (734) 764-7310

We make a living by what we get,
but we make a life by what we give. ~~ Winston Churchill
^~^

AGENDA 1-24-05
ITEM I-1

Treasurer/Finance Director's Report to Council
Fiscal Year 2004/2004
Third Quarter

I am pleased to present you with the Treasurer/Finance Director's Report to Council for the third quarter of Fiscal Year 2004/2005.

In this report I will give Council a more detailed view of this department's activities, as well as an overview of the Village's financial outlook. As always, if you have any questions, please call me. I would be happy to sit down with you.

Department Activities

Fiscal Year 2005/2006 Budget & the 5-Year Financial Model

The budget process has started. I have tweaked the model, and it has become a very useful tool for management to use during this process. The sewer and water fund pages have been expanded to include estimated and actual bank balances, to better manage our different requirements in those funds - i.e. operations vs. debt retirement vs. capital improvements.

Delinquent Personal Property Taxes

I sent out the first wave of demand letters (certified mail) for payment of delinquent personal property taxes from 1999-2003. These businesses were either not physically located in the village, or had multiple years of taxes delinquent. I have received contact, either through payment, proof of payments previously made, or intent to submit assessment challenges to the Board of Review, from a majority of those contacted. There were several businesses that are no longer functioning, and those taxes will need to be wiped off of our rolls through the court system. So far, we have received $11,000+ in delinquent personal property tax payments.

I will continue to pursue those few active businesses that have not made contact with me. My options include actions such as lawsuits and property seizure. I also plan to start the next phase of this process, which is to personally contact those businesses who have only one year delinquent.

This will be an on-going project that I suspect will take up to another year to complete. Hopefully when it is complete we will have persuaded those business owners who prefer to let their personal property taxes go unpaid that the Village will no longer accept that course of action.

Developer Escrows

The reconciliation of developer escrows has been completed. All fees previously showing in Fund 101, Departments 400 and 447 have been accounted for, and once the month of January is closed those expense lines will equal zero. I have instituted a new system for accounting for those engineering and planning costs that are paid for by the developers that will be processed directly through each development's individual general ledger line instead of through the Village's expense line.

Year-End Payroll

The payroll year has ended, and all council members, compensated commission members and employees should have received a W-2. They were mailed out in the first week of January. If you did not, please let me know.

Education and Committee Memberships

- MGFOA Legislative Committee (MMFOA has changed its name to the Michigan Government Finance Officers Association): I have received reappointment to this committee, with our first meeting held January 20th. I have been assigned to the Single Tax Subcommittee, which will look at the issue of moving all tax collections to July. This could possibly adversely effect the Village in two ways - first, our citizens would not have the advantage of their taxes being levied twice a year, and second that the state could mandate that villages relinquish their tax collecting rights to townships. I am not enamored with this idea, although I suspect that I am in the minority of treasurers in the state. By being on this subcommittee, at least I can monitor the situation and possibly have a say in how any laws might impact villages.

- MML Legislative Committee: I have also been reappointed to this committee, with our first meeting to be held on February 18th.

- MGFOA Fall Conference: I attended the Fall Conference in October. Topics included, among others, legislative and Treasury updates, investments, project management, and responding to the municipal budget crises.

Fiscal Year 2004/2005 Third Quarter
Revenues and Expenditures

The Revenue/Expenditure Report is used to track how our revenue and expenditures compare to our budget. A general rule of thumb is that each quarter represents 25% of the budget, although certain departments, for example Elections, may spend all of their budget at one time. I will give you an overview of the different funds, then I will detail areas of concern.

The following is a summary of the revenues and expenditures for the second quarter:

Fund 101 - General Fund				
			QTD Actual	**% of Budget**
Revenue			$ 1,861,167.90	79.5%
Expenditures			$ 1,903,422.91	79.8%
	Village Council		$ 42,400.34	107.4%
	Village Manager		$ 168,346.51	66.6%
	Elections		$ 2,505.52	51.7%
	Finance Department		$ 19,660.06	93.0%
	Attorney		$ 25,153.16	41.9%
	Village Clerk		$ 4,435.11	55.2%
	Village Treasurer		$ 64,644.77	78.9%
	Buildings & Grounds		$ 51,093.99	69.8%
	Law Enforcement		$ 238,587.38	78.6%
	Fire Department		$ 195,613.67	74.9%
	Planning Department		$ 77,301.38	70.7%
	Zoning Board of Appeals		$ 1,219.86	70.1%
	Dept of Public Works		$ 276,086.19	93.5%
	Downtown Public Works		$ 53,592.81	101.9%
	Storm Water		$ 1,957.00	97.9%
	Engineering		$ 38,436.18	384.4%
	Municipal Street Lights		$ 50,415.77	102.9%
	Solid Waste		$ 349,240.35	84.7%
	Parks & Recreation		$ 33,233.18	75.1%
	Insurance & Bonds		$ 44,615.01	65.6%
	Contingencies		$ -	0.0%
	Capital Improvements		$ 133,471.67	65.1%
	Transfers Out		$ 31,413.00	279.2%

Fund 101 revenue is in good shape. State shared revenues, which were low in the second quarter, have now caught up to expectations.

Overall, our expenditures (79.8%) are in line with our revenues (79.5%), and a majority of the expense departments are in good shape. The following discrepancies were noted:

- Department 101 - Village Council: Council requested two projects that were not budgeted. One was the annexation/425 workshop, and the other was a study for the Millcreek and bridge. A budget amendment has been submitted for Council's consideration to move $8,000 from the Millcreek attorney fees line to this department to cover this shortfall.

- Department 201 - Finance Department: The GIS project as it relates to GASB 34 is substantially complete. If any amendment is required, it will be submitted to Council prior to the end of the fiscal year.

- Department 441 - Department of Public Works: Due to the change in management of this department this past summer, some of the charges (including payroll) that should have been charged in other funds were charged to Fund 101. A reconciliation will be performed prior to the end of this fiscal year, and if any amendments are required they will be submitted to Council at that time.

- Department 442 - Downtown Public Works: The electric bills for the street lights were higher than expected. The overage will be transferred from this department to the Municipal Street Lights department prior to the end of this fiscal year.

- Department 445 - Storm Water: This project is complete, and no further charges should be made.

- Department 447 - Engineering: All developer-related charges have been zeroed out in this department. Village costs were higher than anticipated. An amendment has been submitted for Council's approval.

- Department 448 - Municipal Street Lights: Due to increased electricity costs, this department will go over budget. An amendment will be submitted for Council's approval prior to the end of the fiscal year, once we have a better idea of how much over this department will be.

- Department 528 - Solid Waste: It is anticipated that this department will not go over budget. No more payroll costs should occur, and some may even be reduced when the reconciliation of the DPW costs has been competed.

- Department 965 - Transfers Out: Last year, the DDA made a payment on a CDBG loan that was deposited into Fund 101 instead of Fund 792. An audit adjustment was supposed to be made, but was not. I need to discuss this with our new auditor - it is possible that this expense (which is what is causing this department to be over budget) should be moved to a liability line. If not, then I will submit an amendment request to Council prior to the end of this fiscal year.

Fund 202 - Major Streets Fund			
		QTD Actual	% of Budget
Revenue		$ 144,922.87	63.5%
Expenditures		$ 119,843.09	45.4%
	Administration	$ 66.28	0.0%
	Contracted Road Construction	$ 21,783.48	99.0%
	Routine Maintenance	$ 56,941.29	61.4%
	Traffic Services	$ 17,040.51	20.2%
	Winter Maintenance	$ 22,628.73	38.2%
Fund 203 - Local Streets Fund			
		QTD Actual	% of Budget
Revenue		$ 100,611.24	26.1%
Expenditures		$ 92,370.32	23.0%
	Administration	$ 18.34	0.0%
	Contracted Road Construction	$ 26,982.80	13.0%
	Routine Maintenance	$ 49,511.56	63.4%
	Traffic Services	$ 3,809.82	11.5%
	Winter Maintenance	$ 13,430.05	18.7%
Fund 204 - Municipal Streets Fund			
		QTD Actual	% of Budget
Revenue		$ 384,592.39	83.4%
Expenditures		$ 50,467.30	11.1%
	Administration	$ 467.30	2.3%
	Transfers Out	$ 50,000.00	14.8%

The streets funds are in good shape at this time. The project budgeted in Contracted Road Construction in Fund 202 has been completed, and no further charges are anticipated. There is more than enough budget available to cover any costs that need to be charged to these departments after the DPW reconciliation is complete.

Fund 590 - Sewer Fund				
			QTD Actual	% of Budget
Revenue			$ 967,876.58	80.7%
Expenditures			$ 1,026,444.71	77.6%
	Administration		$ 3,117.62	5.3%
	Sewer Utilities		$ 511,145.43	77.4%
	Long-Term Debt		$ 445,491.56	97.2%
	Contingencies		$ -	0.0%
	Capital Improvements		$ 66,690.10	55.6%
Fund 591 - Water Fund				
			QTD Actual	% of Budget
Revenue			$ 588,092.37	75.8%
Expenditures			$ 649,842.98	83.0%
	Administration		$ 856.60	1.5%
	Water Utilities		$ 372,781.28	78.9%
	Long-Term Debt		$ 207,657.98	96.1%
	Contingencies		$ -	0.0%
	Capital Improvements		$ 68,547.12	317.3%

The Water Fund capital improvement budget will need to be amended prior to the end of the fiscal year. Expenses will be covered by the repair and improvement (tap fee) account. Payroll costs for both sewer and water need to be reconciled between the funds. Once that is complete, the utilities departments should be within budget. The long-term debt payments are substantially complete for this fiscal year.

Miscellaneous Funds

There were no unusual occurrences in any of the miscellaneous funds in the third quarter.

Budget Amendment Form
Council Approval Required

Department(s) to be increased:

Line#	Original Budget	Amended Budget
101-101.000-802.000 (Professional Services)	$2,000	$10,000
101-447.000-830.000 (Consulting)	$10,000	$20,000

Department(s) to be reduced:

Line#	Original Budget	Amended Budget
101-210.000-812.000 (Millcreek)	$10,000	$2,000
101-890.000-955.000 (Contingencies)	$17,070	$7,070

Reason for transfer of funds:

Non-attorney professional services were requested by Council on Millcreek. Budgeted attorneys fees not incurred were moved to cover those services.

Engineering charges were higher than anticipated. Contingencies moved to cover those costs.

Approved/Disapproved by Council on this date: _____
(Cross out inapplicable action.)

Moved:_____

Supported:_____

Roll Call Vote:

Yeas:_____

Nays:_____

_____Donna L. Fisher, Village Clerk

For Finance Dept Use:
Posted in General Ledger? Y N Copies to Council/Departments? Y N

VILLAGE OF DEXTER - ZONING BOARD OF APPEALS

8140 Main Street, Dexter, Michigan 48130-1092 Phone (734)426-8303 ext. 15 Fax (734)426-5614

1-24-05

NOTICE OF DECISION

ITEM I-2

TO: Village Council
Planning Commission

CC: AR Brouwer, 7444 Dexter Ann Arbor Rd, Ste F, Dexter MI 48130
Sean McCormick, 7031 Ulrich Street, Dexter MI 48130

FROM: Brenda Dirkse, Community Development Assistant and Doug Lewan, Village Planning Consultant

DATE: Wednesday, January 19, 2005

RE: ZBA Decision (Case #2005-03, 8031 Main Street) and (Case #2005-04, 7031 Ulrich Street)

In compliance with the Zoning Board of Appeals Rules of Procedure and Policy, Article III, notice of the following ZBA decisions is given to Village Council and Planning Commission:

Variance Request (ZBA Case #2005-03)

On January 17, 2005, the ZBA held a public hearing and the regular meeting to review a variance request submitted by AR Brouwer to waive the requirements of Section 5.07F, Loading and Unloading Requirements, to permit the applicant to construct one (1) loading and unloading space instead of the required two (2) loading and unloading spaces for the property located at 8031 Main Street.

The ordinance requires one (1) loading space for all commercial/office uses plus one (1) space per each 20,000 s.f. of gross floor area (GFA). We calculate the gross floor area in this case at 21,870 s.f. Using the above calculation, two (2) loading spaces are required.

ZBA Decision

On January 17, 2005, the Village of Dexter Board of Zoning Appeals approved the request submitted by AR Brouwer to waive Section 5.07F, Loading and Unloading Requirements. The motion read as follows:

> Based on the information provided by the applicant at the January 17, 2005 Zoning Board of Appeals meeting the board determines that the variance request submitted by AR Brouwer to waive the requirements of Section 5.07F, Loading and Unloading, to permit the construction of one (1) loading space instead of the required two (2) loading spaces for a building over 20,000 square feet be **Granted,** for the property located at 8031 Main Street

The determination was made with consideration of the following per Section 24.05 of the Village of Dexter Zoning Ordinance:

1. Practical Difficulties
2. Substantial Justice
3. Public Safety
4. Extraordinary Circumstances
5. No Safety Hazard or Nuisance
6. Relationship to Adjacent Land Uses

The following conditions are attached to granting of the variance:

1 The Village Council must grant Site Plan Approval

See attached Variance Analysis prepared by Doug Lewan-Village Planning Consultant

Variance Request (ZBA Case #2005-04)

On January 17, 2005, the ZBA held a public hearing and the regular meeting to review a variance request submitted by Sean McCormick to waive the requirements of Section 3.05D, Home Occupation, to permit the applicant to sell products, firearms, not primarily produced within the dwelling unit to be permitted as a Home Occupation at 7031 Ulrich Street

The ordinance states that a home occupation may be permitted in a single-family detached dwelling within a zoning district where such dwelling is permitted subject to the following condition that no article shall be sold or offered for sale on the premises except such as is primarily produced within the dwelling.

ZBA Decision

On January 17, 2005, the Village of Dexter Board of Zoning Appeals approved the request submitted by Sean McCormick to waive Section 3.05D. The motion read as follows:

Based on information provided by the applicant at the January 17, 2005 Zoning Board of Appeals meeting the board determines that the variance request submitted by Sean McCormick to waive the requirements of Section 3.05D, Home Occupations to permit the applicant to sell products, firearms, not primarily produced within the dwelling unit to be permitted as a Home Occupation be **Granted** because the proposed variance meets the conditions required for the granting of a variance.

The determination was made with consideration of the following per Section 24.05 of the Village of Dexter Zoning Ordinance:

1. Practical Difficulties
2. Substantial Justice
3. Public Safety
4. Extraordinary Circumstances
5. No Safety Hazard or Nuisance
6. Relationship to Adjacent Land Uses

The following conditions are attached to granting of the variance:

1. That all safety precautions are followed as applicant submitted in the application dated 12-16-04
2. That home occupation is not in any way a nuisance to the immediate neighborhood.
3. Walk-up sales shall be prohibited
4. If any of the three (3) preceding conditions are not met the variance shall be revoked.

See attached Variance Analysis prepared by Doug Lewan-Village Planning Consultant

Respectfully submitted,

_____

Brenda Dirkse, Community Development Assistant

CARLISLE/
WORTMAN
Associates, Inc.

Community Planners Landscape Architects
605 S. Main, Suite 1 Ann Arbor, MI 48104 734-662-2200 *fax* 734-662-1935
6401 Citation Dr., Suite E Clarkston, MI 48346 248-625-8480 *fax* 248-625-8455

VARIANCE ANALYSIS

Date: January 12, 2005

APPLICANT INFORMATION

APPLICANT: A. R. Brouwer Company

ADDRESS: 8140 Main Street, Dexter, MI

ZONING: CBD – Central Business District

VARIANCES REQUESTED: To allow one (1) loading Space for the Monument Park development rather than the required two (2) loading spaces. The number of required loading spaces is based on the total area (square footage) of a building. Section 5.07.F of the Zoning Ordinance requires one (1) loading space for all commercial / office uses plus one (1) space per each 20,000 s.f. of gross floor area (GFA). We calculate the gross floor area in this case at 21,870 s.f. Using the above calculation, two (2) loading spaces are required.

SUMMARY

The subject commercial / retail site development has been reviewed by the Village Planning Commission as a combined preliminary / final site plan as well as a conditional land use. The Planning Commission recommended approval of the site plan at their January 4, 2005 regular meeting. One of the conditions of approval was that the ZBA recommend approval of the subject variance request. It is our opinion that the Planning Commission was generally favorable to this request

The subject site is owned by the Village of Dexter and will occupy the existing gravel parking lot east of the Dairy Queen. The site is being developed in a context sensitive manner, i.e. is trying to retain the historic nature of Downtown Dexter.

VARIANCE CONSIDERATIONS

No variance or modification of the provisions of this ordinance shall be granted unless the following criteria exist.

a. **Practical Difficulties: Compliance with the strict letter of the restrictions governing area, setbacks, frontage, height, bulk, density, or other dimensional provisions would create practical difficulties, unreasonably prevent the use of the property for a permitted purpose, or render conformity with such restrictions unnecessarily burdensome. The showing of mere inconvenience is insufficient to justify a variance.** We believe the size of the project and location downtown provides the required practical difficulty in this case. The fact that the area of the building exceeds the threshold for a second loading space by only 1,870 s.f. we believe this is somewhat unique and deserves consideration. Further the physical area of the development somewhat precludes the installation of a second loading space without impacting other elements of the site plan, i e. parking. And finally the subject site is found in a downtown area, where loading spaces for all buildings and uses are simply not found in all cases.

   It could be argued that meeting the strict letter of the ordinance in this case would be unnecessarily burdensome to the applicant as the addition of such space would have a negative impact on overall site circulation and layout of the project. As noted above, the site layout, circulation, and parking have all been recommended for approval by the Village Planning Commission.

b. **Substantial Justice: Granting of a requested variance or appeal would do substantial justice to the applicant as well as to other property owners in the district; or, as an alternative, granting of lesser variance than requested would give substantial relief to the owner of the property involved and be more consistent with justice to other property owners.** We believe the variance if granted would do substantial justice to the applicant in that few downtown business have dedicated loading zones. The applicant could help in the justification of this request if a listing of all downtown business with and without loading spaces was provided. A lesser variance request in this case would not help the applicant.

c. **Public Safety and Welfare: The requested variance or appeal can be granted in such fashion that the spirit of these regulations will be observed and public safety and welfare secured.** As noted above, the applicant exceeds the requirement for a single loading space by only 1,870 s.f. We would note that two loading spaces would be required for this building of 21,870 s.f. as a building of 39,999 s.f. a difference of 18,129 s.f. We believe providing a single loading space at this location (downtown) for the size of building being proposed is acceptable.

d. **Extraordinary Circumstances: There are exceptional or extraordinary circumstances or conditions applicable to the property involved or to the**

intended use of the property that do not apply generally to other properties of other similar uses in the same zoning district. The conditions resulting in a variance request cannot be self-created. There are a number of extraordinary circumstances in this case, most of which have been noted in the sections above. Of particular note are the following:

1. The site is owned by the Village of Dexter and is part of a downtown redevelopment project that will occupy a vacant gravel parking lot.
2. The building is in "Downtown Dexter." The Downtown is a very unique area and is special to the Village in general by providing much of the character to Dexter as a place. Downtowns are generally more constrained in area and do not have the luxury in most cases to provide extensive parking and loading areas.
3. The subject gross floor area of the proposed building only exceeds the threshold for two loading spaces by 1,870 s.f.

e. **No Safety hazard or Nuisance: The granting of a variance or appeal will not increase the hazard of fire or otherwise endanger public safety or create a public nuisance.** It would not appear that the granting of the subject variance would endanger the public welfare or create a public nuisance in any way.

f. **Relationship to Adjacent Land Uses: The development permitted upon granting of a variance shall relate harmoniously in a physical and economic sense with adjacent land uses and will not alter the essential character of the neighborhood. In evaluating this criterion, consideration shall be given prevailing shopping pattern, convenience of access for patrons, continuity of development, and the need of particular services and facilities in specific areas of the Village.** The subject project and related variance has a strong relationship with the rest of Downtown Dexter. As noted above, the applicant is proposing additional commercial retail development in the Villages, "retail center." The variance if granted would not alter the essential character of the neighborhood and in fact would be similar to other business in the downtown area with no loading areas.

CONCLUSION

We believe the applicant has demonstrated the criteria needed to grant the subject variance and recommend approval of such. Our approval is conditioned on the applicant providing some information via an informal survey of downtown business that have or do not have loading areas available to them. The overall lack of loading areas downtown will help to justify this request.

CARLISLE/WORTMAN ASSOC., INC.

Douglas J. Lewan, PCP
Senior Associate

Copy: Donna Eureste, Village Manager
Allison Menard, Zoning Officer

Downtown Business Loading Area Survey

Prepared by Monument Park Investments, LLC

January 13, 2005

Business Name or Type	Address or Location	Dedicated Loading Zone On Site	Observations
Dexter Pharmacy	8059 Main Street	None	Use rear or side public parking lots for unloading of deliveries Main Street is also used by some individuals for loading
Huron Camera	8060 Main Street	None	Rear public parking lots or Main Street are used. Rear parking lot seems to be used by trucks for deliveries to businesses in this area
Elaine's Gallery of Fine Art & Framing	8063 Main Street	None	Use Main Street/public parking spots on Main Street for deliveries Usually end up blocking traffic while loading or unloading Door in rear of building goes to their basement.
Dexters School of Dance Music & the Preforming Arts	8071 Main Street	None	Main Street or rear public parking lot is available for use
Clock Works Coffee House	8074 Main Street	None	Rear public parking lot or Main Street is available for use.
TCF Bank	8081 Main Street	None	Main Street or rear parking lot available for use Have seen delivery trucks pulled up on the curb in the middle of the intersection on Main Street and Broad Street
Main Street Optometry	8089 Main Street	None	Main Street or rear public parking lot available for use.
Mary T's	8093 Main Street	None	Main Street or rear public parking lot available for use
Art Gallery	Next to alley & Dexter Bakery	None	Rear public parking lot and Main Street available for use.

Business Name or Type	Address or Location	Dedicated Loading Zone On Site	Observations
Dexter Bakery	8101 Main Street	None	Public Right of Way and Main Street available for use
Hackney Ace Hardware	8105 Main Street	None	Loading space in public Right of Way at the rear of building for loading and unloading
Christine's	8107 Main Street	None	Rear public parking area or Main Street available for use.
Hearts & Flowers	8111 Main Street	Behind Building	Rear door goes to area available for loading Public Right of Way typically used.
National City / Village Offices	8123/8140 Main Street	None	Rear public parking area or Main Street available for use.
Clark Gas Station	Next to National City	None	Public parking area and public drives around gas station used for deliveries.
Lighthouse Café	8124 Main Street	None	Signs on Alpine Road stating that it is reserved for loading and unloading not parking.
Dexter's Pub	8114 Main Street	None	Signs on Alpine Road reserved for loading and unloading. Rear of building goes into Bush's parking/loading area
Bush's Valu Land	3219 Broad Street	On the North side of the building	Side of building/parking lot is reserved for loading and unloading of deliveries.

Conclusions:

Out of the 18 businesses surveyed only 2 have a loading zone on their property designated for deliveries The other 16 businesses are using the road Right of Way, public parking lots, or Dexter publics sidewalks for their deliveries Since 88% of downtown businesses do not have a designated loading zone on their property the variance for one loading zone instead of two at the Monument Park Building should be granted.

CARLISLE/
WORTMAN
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6401 Citation Dr., Suite E Clarkston, MI 48346 248-625-8480 *fax* 248-625-8455

VARIANCE ANALYSIS

Date: January 12, 2005

APPLICANT INFORMATION

APPLICANT: Sean P. McCormick

ADDRESS: 7031 Ulrich, Dexter, MI, 48130 (Huron Farms Subdivision)

ZONING: R-1A One Family Residential – Large Lot

VARIANCES REQUESTED: To allow a home occupation to allow the sale of products not produced within the dwelling unit pursuant to Section 3.05.D of the Village of Dexter Zoning Ordinance.

SUMMARY

According to information provided in the variance application request, Mr. McCormick wishes to operate a home business to sell firearms and related equipment. The applicant's firearms license application indicates the sales of "rifles, shotguns, pistols, and revolvers." The Village of Dexter Zoning Ordinance does not allow the sale of items not produced on the premises as part of a home occupation. It appears from the information submitted, that the other requirements for a home occupation contained in Section 3.05 of the Zoning Ordinance can be met.

VARIANCE CONSIDERATIONS

No variance or modification of the provisions of this ordinance shall be granted unless the following criteria exist.

a. **Practical Difficulties: Compliance with the strict letter of the restrictions governing area, setbacks, frontage, height, bulk, density, or other dimensional provisions would create practical difficulties, unreasonably prevent the use of the property for a permitted purpose, or render conformity with such restrictions unnecessarily burdensome. The showing of mere inconvenience is insufficient to justify a variance.** As opposed to typical "retail sales" which evokes the image of customers shopping and coming and going from a place of business, the applicant indicates that the home occupation will sell firearms only after an order is placed by a customer. The applicant states that an inventory will not be carried at the home. This type of situation should limit the volume of customers, visiting the site.

The applicant states that he does not anticipate a "great volume of sales" with only one or two special orders a week. As customers or clients visiting the site may be one of the most objectionable parts of this request, due to traffic, etc. the applicant should explain in more detail how many trips per week are expected from clients, how many deliveries, etc. Based on the specific numbers provided by the applicant the Zoning Board of Appeals has the authority to impose conditions on the variance request, i.e. numbers of customers allowed in any one week, number of deliveries of firearms, etc. As noted, additional information will be required from the applicant to help create the conditions as noted.

If it can be specifically demonstrated that retail sales associated with this home occupation are in fact only "special order" requests we agree that the use as described by the applicant is adequately different than typical retail sales and may be acceptable. If strictly applied in this case the subject home occupation would not be permitted.

b. **Substantial Justice: Granting of a requested variance or appeal would do substantial justice to the applicant as well as to other property owners in the district; or, as an alternative, granting of lesser variance than requested would give substantial relief to the owner of the property involved and be more consistent with justice to other property owners.** The applicant correctly indicates that other homes within his subdivision and village are likely selling products (not produced at the premise) such as cosmetic products, cleaning supplies, etc. Some of these types of direct marketing business simply have not applied for a home occupation permit.

It does not appear that there is any alternative variance that would permit the applicant to operate the subject home occupation at this site.

c. **Public Safety and Welfare: The requested variance or appeal can be granted in such fashion that the spirit of these regulations will be observed and public safety and welfare secured.** The applicant has provided substantial information regarding the safety checks of clients, the safeguarding of merchandise, and the general types of persons that will be doing business at this site. As a condition of approval of this request the safety precautions as noted by the applicant with

regard to package delivery, merchandise security, and the location of merchandise to be stored in the home should be made a part of any variance approval in this case.

d. **Extraordinary Circumstances: There are exceptional or extraordinary circumstances or conditions applicable to the property involved or to the intended use of the property that do not apply generally to other properties of other similar uses in the same zoning district. The conditions resulting in a variance request cannot be self-created.** We do not believe the applicant has done anything on the property in the past that would contribute to the need for this variance request.

   The use as described by the applicant is somewhat unique as the only retail sales are to be "special order" and typical retail shopping activities will not take place.

e. **No Safety hazard or Nuisance: The granting of a variance or appeal will not increase the hazard of fire or otherwise endanger public safety or create a public nuisance.** As noted above, the applicant has provided an extensive description of how the home occupation will not have a negative effect on public safety or create a public nuisance. An interesting comparison in this case would be that of a gun collector or enthusiast. In the case of a private collector there are no zoning regulations that can be imposed and the homeowner would be able to have as many guns and as much ammunition has he or she desired. The situation of the applicant is much more regulated via Village regulations and also Federal regulations.

f. **Relationship to Adjacent Land Uses: The development permitted upon granting of a variance shall relate harmoniously in a physical and economic sense with adjacent land uses and will not alter the essential character of the neighborhood. In evaluating this criterion, consideration shall be given prevailing shopping pattern, convenience of access for patrons, continuity of development, and the need of particular services and facilities in specific areas of the Village.** The applicant indicates that a small 6' by 6' room will be used for the home occupation, storage, etc. Further no sign is proposed. No other changes to the home are proposed that would have an effect on the character of the neighborhood. As noted above, we would request that the applicant specifically provide information on the number of anticipated trips to the home as well as deliveries to the home. The number of trips as acceptable to the applicant and the Village should be made a condition of any approval of this request.

CONCLUSION

We believe the applicant has demonstrated the criteria needed to grant the subject variance request with the following conditions:

1. Explain in detail the number of trips expected each week for customers and deliveries. This number should be acceptable to both the applicant and the Zoning Board of Appeals.

2. The applicant should explain adequately how "special orders" are taken, i.e. phone order, internet order, etc.

3. All safety precautions as noted in the information provided by the applicant should be made a condition of any approval of this case.

4. The location and area of the business, as described by the applicant should be the only places within the home that could be used for the home occupation. Any expansion would be prohibited.

CARLISLE/WORTMAN ASSOC., INC.

Douglas J. Lewan, PCP
Senior Associate

Copy: Donna Eureste, Village Manager
Allison Menard, Zoning Officer

MEETING AGENDA
UTILITY COMMITTEE
Monday, January 10, 2005
6:30 p m.

AGENDA 1-24-05
ITEM I-4

Members: Joe Semifero, Chairman **Present**
Ed Lobdell **Present**
Shawn Keough **Present**
Jim Seta **Present**
Marie Sherry
Christine Cale
Donna Eureste **Present**

1. Review Billed vs Pumped Spreadsheet

Copy of Billed vs. Pumped spreadsheet is attached.

2. Review PRELIMINARY Sewer and Water Budgets.
   04/05 Performance
   05/06 Projections

Copy of preliminary Sewer and Water Budgets attached, this version includes update on revenue from Marie. The revenue projections are from the model and have been adjusted based on the rate increases proposed in item 3.

3. Discuss rate increases.

Proposed rate increases included

4. Discuss Bi-Monthly Billing Cycle Schedule

Proposed schedule to change from a monthly billing cycle to a bi-monthly is attached. Concerns and advantages were discussed and included with the schedule.

Billed vs. Pumped Spreadsheet

Approx. Usage Period	Billing Mailed	Due Date	Water Billed	Accounts	Sewer Billed	Accounts	Refuse Billed	Accounts	Gallons		Pumped	Comments
November		1-15-03	$20,626	1393	$36,501	1162	$27,931	1141	8,217,800	1432		
December		2-15-03	$21,878	1398	$41,258	1166	$27,983	1145	9,197,500	1437		
January		3-15-03	$20,918	1404	$38,953	1172	$34,898	1145	8,647,600	1444	13,524,000	
February		4-15-03	$16,795	1413	$28,904	1181	$35,074	1154	6,204,000	1452	15,551,000	
March		5-15-03	$22,720	1414	$42,670	1183	$35,136	1160	9,640,300	1453	10,892,000	*Fixed decimal in
*April		6-15-03	$26,144	1411	$48,781	1177	$34,119	1152	11,635,700	1448	11,411,000	billing system
May		7-15-03	$26,786	1419	$41,238	1179	$33,215	1154	12,077,800	1456	13,989,000	
*June		8-15-03	**$34,401**	1449	**$52,223**	1197	$33,910	1173	13,519,420	1486	17,391,000	*Increase
July		9-15-03	$57,694	1480	$68,509	1212	$33,551	1188	23,738,220	1518	22,415,000	
August		10-15-03	$36,948	1509	$50,658	1227	$33,991	1204	14,291,900	1547	18,827,000	
September		11-18-03	$42,925	1516	$62,470	1234	$33,531	1200	17,255,200	1554	15,443,000	
October		12-15-03	$27,147	1537	$45,710	1247	$33,393	1210	10,141,200	1584	15,109,000	
11-04-03 to 12-3-03		1-15-04	$30,662	1544	$55,242	1248	$33,629	1223	12,002,300	1581	14,535,000	
12-4-03 to 1-3-04	1/30/2004	2-17-04	$29,553	1547	$54,749	1250	$33,613	1225	11,490,300	1582	13,946,000	
1-4-04 to 2-5-04	2/29/2004	3-15-04	$26,241	1544	$47,033	1248	$33,975	1224	9,689,900	1580	13,542,000	
2-6-04 to 3-09-04	3/30/2004	4-15-04	$29,041	1562	$50,447	1259	$34,041	1234	10,917,400	1597	11,359,000	
3-10-04 to 4-12-04	**4/30/2004**	**5-15-04**	**$33,504**	**1586**	**$61,610**	**1271**	**$35,033**	**1246**	**11,323,200**	**1621**	13,118,000	**Rate Increase**
4-13-04 to 5-12-04	5/30/2004	6-15-04	$36,002	1623	$58,496	1288	$35,334	1260	12,079,300	1659	14,220,000	
5-13-04 to 6-14-04	6/30/2004	7-15-04	$40,703	1644	$56,277	1293	$35,411	1263	13,458,300	1677	16,353,000	
6-15-04 to 7-14-04	7/30/2004	8-15-04	$53,147	1689	$68,565	1316	$35,592	1283	18,435,000	1723	19,330,000	
7-15-04 to 8-13-04	8/30/2004	9-15-04	$47,951	1705	$60,435	1322	$34,411	1292	16,148,000	1741	23,533,000	
8-14-04 to 9-13-04	9/30/2004	10-15-04	$51,688	1736	$65,719	1340	$33,369	1309	17,886,200	1769	22,007,000	
9-14-04 to 10-13-04	10/30/2004	11-15-04	$45,645	1743	$56,893	1340	$35,887	1310	15,634,100	1776	15,987,000	
10-14-04 to 11-13-04	11/30/2004	12-15-04	$31,577	1754	$51,902	1348	$35,970	1319	10,061,900	1786	11,685,000	
11-14-04 to 12-13-04	12/30/2004	1-15-05	$34,995	1771	$65,840	1362	$35,880	1328	11,745,200	1808	12,414,000	
12-14-04 to 01-13-05	1/30/2005	2-15-05									15,167,000	
01-14-05 to 02-13-05	2/28/2005	3-15-05										
02-14-05 to 03-13-05	3/30/2005	4-15-05										
03-14-05 to 04-13-05	**4/30/2005**	**5-15-05**										

1/19/2005

BUDGET WORKSHEET 2005/06

	Actual 2002	Actual 2003	Actual 2004	Current Year 2004/05 Adopted Budget	Current Year 2004/05 Estimated YE Position	2005/06 Rcmded.	05/06Recm INC/(DEC) 04/05 est. YE	04/05 Est. YE INC/(DEC) Budget 04/05	Recmded. As % of Fund Budget.
Fund: 590 Sewer Enterprise Fund									
Revenues									
406.000 A2 Special Assessment		-	24,801	24,800	20,400	-	(20,400)	(4,400)	0.0%
04/05 below budget. reduce 05/06 is was paid off. NO MORE LEVY									
425.000 Delinquent Bills (Tax)		-	10,322	6,000	4,800	5,000	200	(1,200)	0.4%
04/05 below budget. reduce 05/06 projection. MARIE ?									
426.000 NE Sewer Special Assessment			-	192,484	196,573	187,400	(9,173)	4,089	15.4%
04/05 projection did not include all of the SA. 05/06 projection is from the invoice amount Norfolk will pay on 9-05									
633.002 Utility Bills - Sewer	460,603	480,014	575,978	772,500	700,000	770,000	70,000	(72,500)	63.2%
04/05 below budget projection. due to rate increase 3 months behind. 05/06 projection is 10% above 04/05 YE position									
634.000 Utility Bill Penalties	2,682	1,415	5,536	2,000	5,600	5,000	(600)	3,600	0.4%
04/05 is over projection. 05/06 conservative projetion. MARIE?									
636.001 Sewer Tap In Fees	-		157,500	80,000	99,500	100,000	500	19,500	8.2%
MARIE will verify 04/05 and set amount for 05/06.									
637.000 NE Sewer Debt Surcharge	-		-	-	27,300	28,500	1,200	27,300	2.3%
04/05 first year to collect this fee. Used to off-set shortfall from Michaels Bankruptcy to cover payment of NE Sewer Bonds. On target for 04/05 project same collection for 05/06.									
665.000 Interest Earned	12,283	12,601	6,588	5,000	6,300	5,000	(1,300)	1,300	0.4%
04/05 over projection. 05/06 projection same as last year.									
667.000 Rents (General)	7,990	8,040	4,710	-	-	-	-	-	0.0%
04/05 demo house next to WWTP. No rents at this time. Keep for historical data.									
671.000 Other Revenue	329	12,468	4,166	2,000	16,960	2,000	(14,960)	14,960	0.2%
04/05 over projection due to a one time payment from Sunset. 05/06 projection same as last year.									
000.000 LDFA share of RD Sewer	-	-	114,967	114,967	114,967	114,967	-	-	9.4%
04/05 collection on target. 05/06 same amount. Determine when final payment from LDFA will be made. MARIE ?									
695.002 Transfer In Tap Fees	-	-	104,583	-	-	-	-	-	0.0%
We use RD to designate revenue from Taps. Keeep for historical data.									
Total Revenues	**483,887**	**514,538**	**1,009,151**	**1,199,751**	**1,192,400**	**1,217,867**	25,467	(7,351)	**100.0%**
		6%	96%		18%	2%			

BUDGET WORKSHEET 2005/06

	Actual 2002	Actual 2003	Actual 2004	Current Year 2004/05 Adopted Budget	Current Year 2004/05 Estimated YE Position	2005/06 Rcmded.	05/06Recm INC/(DEC) 04/05 est. YE	04/05 Est. YE INC/(DEC) Budget 04/05	Recmded. As % of Fund Budget.
Expenditures									
Dept: 248.000 Administration									
802.001 Financial Audit	0	3,200	3,200	2,000	2,000	2,500	500	-	0.2%
Marie to estimate YE position and 05/06 projection. Provide text to back up both.									
811.000 Attorney Fees - Miscellaneous	0	3,635	484	5,000	3,000	5,000	2,000	(2,000)	0.4%
04/05 covered legal cost for Permit contested case and tap fee research. 05/06 anticipate similar need.									
840.000 Bank Service Charges	802	237	319	250	105	250	145	(145)	0.0%
Marie to estimate YE position and 05/06 projection. Provide text to back up both.									
841.000 Village Administrative Costs	335	49,268	53,783	51,500	51,500	55,000	3,500	-	4.2%
Marie to estimate YE position and 05/06 projection. Provide text to back up both.									
Administration	**1,137**	**56,340**	**57,786**	**58,750**	**56,605**	**62,750**	6,145	(2,145)	**4.8%**
		4855%	3%		-2%	11%			
Dept: 548.000 Sewer Utilities Department							-		
703.000 Salaries - Non Union	217,723	33,195	28,600	31,000	31,000	32,500	1,500	-	2.5%
04/05 on target. 05/06 shows 5% increase									
704.000 Salaries - Union	0	121,629	122,511	130,000	150,000	157,500	7,500	20,000	12.0%
04/05 over projection due to July 1st change for Foremen positions. 05/06 shows 5% increase.									
705.000 Salaries - Overtime	0	6,999	11,328	6,000	6,000	6,000	-	-	0.5%
04/05 on target. 05/06 estimate same need.									
720.000 Social Security & Medicare	19,184	16,568	13,605	14,000	14,800	15,500	700	800	1.2%
04/05 lower projection to cover total gross wages paid. 05/06 projection covers 7.45% of total gross wages.									
721.000 Health & Dental Insurance	57,501	42,154	44,171	54,000	54,000	62,000	8,000	-	4.7%
04/05 on target. 05/06 project 15% increase. MARIE check split with Water Dept.									
723.000 Retirement Plan	0	33,799	18,257	21,000	22,300	23,300	1,000	1,300	1.8%
04/05 over budget due to increase as noted in Non-Union salary. 05/06 need to cover $207,500 in total gross wages at 11.2%									
725.000 Longevity	0	8,786	7,300	7,500	7,700	8,000	300	200	0.6%
04/05 over budget due to increase as noted in Non-Union salary. 05/06 potential calculation change, budget YE 04/05 plus 5%									
726.000 Vacation/Sick Time Cash Out	0	7,847	7,608	6,500	4,000	4,000	-	(2,500)	0.3%
04/05 below budget. 05/06 expect same level of vacation cash out.									
726.001 Vacation/Sick Accrual	0		12,177	-	-	-	-	-	0.0%
Marie to estimate YE position and 05/06 projection. Provide text to back up both.									
728.000 Postage	1,449	961	2,014	2,500	2,500	2,500	-	-	0.2%
04/05 on target with budget. 05/06 anticipate postage increase, budget same because of reduced billings (12 to 6 times per year)									
740.000 Operating Supplies	2,691	9,148	1,888	2,500	2,500	2,500	-	-	0.2%
04/05 on target with budget. 05/06 budget same, no increases anticipated.									
741.000 Road Repair Supplies	0	398	-	800	800	1,000	200	-	0.1%
04/05 on target. 05/06 increase for cost of material.									
742.000 Chemical Supplies - Plant	15,188	17,939	18,650	18,500	20,000	21,000	1,000	1,500	1.6%
04/05 several increases this FY. Anticipate additional increases in 05/06.									
743.000 Chemical Supplies - Lab	6,058	9,883	5,643	8,000	8,000	9,000	1,000	-	0.7%
04/05 on target. 05/06 increases in chemical costs anticipated.									
745.000 Uniform Allowance	3,401	2,551	2,731	3,000	3,000	3,300	300	-	0.3%
04/05 on target. 05/06 expect increase from rental company. Plan to shop monthly uniform contract.									
751.000 Gasoline & Oil	149	1,571	2,680	3,500	3,500	4,000	500	-	0.3%
04/5 on target. 05/06 increases in gas and oil prices									

BUDGET WORKSHEET 2005/06

	Actual 2002	Actual 2003	Actual 2004	Current Year 2004/05 Adopted Budget	Current Year 2004/05 Estimated YE Position	2005/06 Rcmded.	05/06Recm INC/(DEC) 04/05 est. YE	04/05 Est. YE INC/(DEC) Budget 04/05	Recmded. As % of Fund Budget.
802.000 Professional Services	76,335	67,363	78,644	85,000	85,000	95,000	10,000	-	7.3%
04/05 on target for sludge hauling, annual sewer cleaning contract, OHM Yankee, UIS, Synagro. 05/06 increase for vactoring additional LS and Headwork Analysis requireed every 5-yr by DEQ est. $10,000									
824.000 Testing & Analysis	3,972	4,311	2,458	4,000	4,000	5,500	1,500	-	0.4%
04/05 on target. 05/06 increase needed for additonal testing requirements from DEQ									
830.000 Engineering Consulting	15,792	424	3,737	5,000	5,000	5,000	-	-	0.4%
04/05 GIS improvements. 05/06 continue GIS improvements.									
830.002 Engineering-Collection System	0	385	-	20,000	-	20,000	20,000	(20,000)	1.5%
04/05 did not complete Sewer Capacity Study. 05/06 fund half again, split cost with Jim Haessler. DEQ requires study every 5 years, village may need to fund 100% of study.									
861.000 Travel & Mileage	151	79	356	300	400	500	100	100	0.0%
04/05 additional travel. 05/06 IRS reimbursement rate increase.									
901.000 Printing & Publishing	149	116	157	300	324	300	(24)	24	0.0%
04/05 close to budget. 05/06 anticipate same need.									
910.000 Workers Compensation	20,025	7,976	4,306	5,000	5,000	5,000	-	-	0.4%
04/05 on target. 05/06 anticipate same need.									
911.000 Liability Insurance	0	26,326	18,052	31,000	31,000	32,000	1,000	-	2.4%
04/05 on target. 05/06 anticipate 3% increase in premium.									
920.000 Utilities	55,874	48,108	58,722	60,000	60,000	65,000	5,000	-	5.0%
04/05 on target. 05/06 increase utility costs.									
920.001 Utilities - Telephones	4,892	6,371	6,227	6,500	6,500	6,500	-	-	0.5%
04/05 on target. 05/06 no increase anticipated.									
935.000 Building Maintenance & Repair	17,273	3,622	381	45,000	44,000	15,000	(29,000)	(1,000)	1.1%
04/05 roof replacement, demo house completed. 05/06 replace doors at plant, and misc. unexpected breakdowns/repairs and painting, PM									
937.000 Equipment Maintenance & Repair	6,642	3,970	1,901	4,000	4,000	4,000	-	-	0.3%
04/05 on target. 05/06 anticipate same need.									
939.000 Vehicle Maintenance & Repairs	37	605	185	500	500	1,000	500	-	0.1%
04/05 on target. 05/06 vehicles are getting older, need tires and more aggressive maintenance routine.									
941.000 Equipment Rentals	242	90	-	500	500	500	-	-	0.0%
04/05 on target. 05/06 emergency safety equipment rental, jack hammer etc. cover cost of DPW equipment rental (Marie adjustment)									
955.000 Miscellaneous	47,419	1,049	-	400	400	400	-	-	0.0%
04/05 on target. 05/06 budget same.									
958.000 Memberships & Dues	200	372	277	500	500	500	-	-	0.0%
04/05 on target. 05/06 budget same.									
960.000 Education & Training	240	100	75	500	722	500	(222)	222	0.0%
04/05 went over to pay for educational handouts. 05/06 budget same as last year.									
968.000 Depreciation	-	-	-	-	-	-	-	-	0.0%
Marie to estimate YE position and 05/06 projection. Provide text to back up both.									
970.000 Capital Improvements	0	619	70,324	3,000	-	40,000	40,000	(3,000)	3.1%
04/05 the $3,000 budgeted was for raising MH's, and was completed and paid for from 590.901.974.000 a CIP project. MH rehab will not be a CIP project it is an ongoing operation & maintenance concern and will be used from this line in 05/06 $30,000 plus lab counter top replacement $10,000									
977.000 Equipment	0	1,693	18,666	50,000	50,000	60,000	10,000	-	4.6%
04/05 on target. 05/06 LS generator $25,000, SCADA system for LS $15,000 and misc. breakdowns/repairs, PM on equipment $20,000.									
977.001 Equipment Replacement	0	1,230	1,454	5,000	5,000	5,000	-	-	0.4%
Each year $5,000 is budgeted, to accumulate from year to year so when a $30,000 pump wears out it can be replaced. Move balance each year to equip. replacement fund for future use.									
981.000 Vehicles	0	0	-	25,000	20,000	-	(20,000)	(5,000)	0.0%

BUDGET WORKSHEET 2005/06

	Actual 2002	Actual 2003	Actual 2004	Current Year 2004/05 Adopted Budget	Current Year 2004/05 Estimated YE Position	2005/06 Rcmded.	05/06Recm INC/(DEC) 04/05 est. YE	04/05 Est. YE INC/(DEC) Budget 04/05	Recmded. As % of Fund Budget.
04/05 purchased and equiped van. 05/06 no vehicle needed.									
Sewer Utilities Department	**572,587**	**488,237**	**565,085**	**660,300**	**652,946**	**713,800**	60,854	(7,354)	**55%**
		-15%	16%		16%	9%			
Dept: 890.000 Contingencies									
955.000 Miscellaneous	-	-	104,583	25,000	-	25,000	25,000	(25,000)	1.9%
04/05 to be used for health premium shortfall, and emergencies. Not needed in 04/05 but helps balance Sewer budget. 05/06 recommend same amount.									
Contingencies Total	**-**	**-**	**104,583**	**25,000**	**-**	**25,000**	25,000	(25,000)	**1.9%**
Dept: 901.000 CIP PLan									
974.000 Capital Improvements + Eng.	-	-	21,308	120,000	70,000	60,000	(10,000)	(50,000)	4.6%
04/05 Spence Brothers & Sunset close out old contracts. Insituform sewer & raise MH's. Alpine budgeted not completed. 05/06 budget for Alpine CIP#01-10.0-2003 $50,000 plus buffer for 2-year old estimate.									
CIP Plan Total	**-**	**-**	**21,308**	**120,000**	**70,000**	**60,000**	(10,000)	(50,000)	**4.6%**
Dept: 850.000 Debt									
977.002 Equipment - Screw Pumps	-	-	38,333	38,400	38,400	38,400	-	-	2.9%
04/05 on target. 05/06 same installment payment. Pay off May 2009									
990.000 1995 SA Bond 65%	-	8,823	32,702	31,000	31,000	31,000	-	-	2.4%
04/05 on target. 05/06 final payment									
992.000 Bond Fees	7,385	-	560	300	560	600	40	260	0.0%
04/05 higher than budgeted. 05/06 budget increase to cover. (Marie ?)									
995.001 NE Sewer	-	-	18,338	216,675	209,100	209,100	-	(7,575)	16.0%
04/05 principal and interest payment. 05/06									
995.002 RD Sewer Bond A&B	-	-	74,992	172,100	166,600	167,000	400	(5,500)	12.8%
04/05 payment lower due to large payment in 2003 to reduce principal. 05/06 expected principal and interest payment.									
Debt Total	**7,385**	**8,823**	**164,925**	**458,475**	**445,660**	**446,100**	**440**	**(12,815)**	**34.1%**
Total Expenditures	**581,109**	**553,400**	**913,687**	**1,322,525**	**1,225,211**	**1,307,650**	**82,439**	**(97,314)**	**100%**
		-5%	65%		34%	7%			
Sewer Enterprise Fund - Rev/ Exp	**(97,222)**	**(38,862)**	**95,464**	**(122,774)**	**(32,811)**	**(89,783)**			

BUDGET WORKSHEET 2005/06

	Actual 2002	Actual 2003	Actual 2004	Current Year 2004/05 Adopted Budget	Current Year 2004/05 Estimated YE Position	2005/06 Rcmded.	05/06Recm INC/(DEC) 04/05 est. YE	04/05 Est. YE INC/(DEC) Budget 04/05	Recmded. As % of Fund Budget.
Fund: 591 Water Enterprise Fund									
Revenues									
406.000 A2 Street Special Assessment	-	-	13,354	13,000	11,000	-	(11,000)	(2,000)	0.0%
04/05 below budget, reduce 05/06 projection. Marie?									
426000 Delinquent Utility Bills (Tax)	-	-	5,018	3,000	4,790	5,000	210	1,790	0.6%
04/05 below budget, reduce 05/06 projection. Marie?									
501.002 RD Water EFTs	-	-	178,000	-	-	-	-		0.0%
Marie?									
626.000 Charges for Services Rendered	2,560	-	-	-	-	-	-	-	0.0%
Marie?									
633.003 Utility Bills - Water	263,515	329,234	390,190	500,000	455,000	524,000	69,000	(45,000)	60.2%
04/05 below budget projection, due to rate increase 3 months behind. 05/06 projection is 10% above 04/05 YE position									
634.000 Utility Bill Penalties	1,240	816	3,999	3,000	4,200	4,000	(200)	1,200	0.5%
04/05 over projection. 05/06 conservative projection. MARIE?									
635.000 Utility Bills - Non Village	252	-	-	-	-	-	-	-	0.0%
Marie?									
636.000 Tap-in Fees	-	155	186	64,000	-	-	-	(64,000)	0.0%
MARIE will verify 04/05 and set amount for 05/06.									
636.002 Water Tap In Fees	-	-	156,000	-	140,000	140,000	-	140,000	16.1%
MARIE will verify 04/05 and set amount for 05/06.									
646.000 Sales of 2nd Water Meters	-	-	10,400	10,000	14,500	15,000	500	4,500	1.7%
04/05 over projection. 05/06 slight increase.									
664.000 Special Assessment Interest	-	2,183	-	-	-	-	-	-	0.0%
Marie?									
665.000 Interest Earned	7,697	8,718	6,538	3,000	3,900	5,000	1,100	900	0.6%
04/05 over projection. 05/06 projection same as last year.									
671.000 Other Revenue	225	8,120	34,339	3,000	800	250	(550)	(2,200)	0.0%
04/05 below budget, reduce for 05/06									
675.003 LDFA Share of RD Water nd	-	-	176,775	176,775	176,775	176,775	-	-	20.3%
04/05 collection on target. 05/06 same amount. Determine when final payment from LDFA will be made. MARIE ?									
695.000 Transfer In Tap-In Fees	-	-	215,000	-	-	-	-	-	0.0%
Marie?									
Total Revenues	**275,489**	**349,226**	**1,189,799**	**775,775**	**810,965**	**870,025**	59,060	35,190	**100.0%**
		27%	241%		-32%	7%			

	Actual 2002	Actual 2003	Actual 2004	Current Year 2004/05 Adopted Budget	Current Year 2004/05 Estimated YE Position	2005/06 Rcmded.	05/06Recm INC/(DEC) 04/05 est. YE	04/05 Est. YE INC/(DEC) Budget 04/05	Recmded. As % of Fund Budget.
Fund: 591 Water Enterprise Fund									
Expenditures									
Dept: 248.000 Administration									
802.001 Financial Audit	-	3,200	3,550	850	850	900	50	-	0.1%
Marie to estimate YE position and 05/06 projection. Provide text to back up both.									
811.000 Attorney Fees - Miscellaneous	-	-	-	1,000	-	1,000	1,000	(1,000)	0.1%
Marie to estimate YE position and 05/06 projection. Provide text to back up both.									
840.000 Bank Service Charges	-	728	111	700	10	700	690	(690)	0.1%
Marie to estimate YE position and 05/06 projection. Provide text to back up both.									
841.000 Village Administrative Costs	740	49,268	53,783	55,500	55,500	60,000	4,500	-	7.4%
Marie to estimate YE position and 05/06 projection. Provide text to back up both.									
Administration	**740**	**53,196**	**57,444**	**58,050**	**56,360**	**62,600**	6,240	(1,690)	**7.7%**
		0%	8%		-2%	11%			
Dept: 556.000 Water Utilities Department									
703.000 Salaries - Non Union	70,278	22,873	31,781	35,000	35,000	37,000	2,000	-	4.5%
04/05 on target. 05/06 shows 5% increase.									
704.000 Salaries - Union	0	75,206	83,355	89,000	89,000	93,000	4,000	-	11.4%
04/05 on target. 05/06 shows 5% increase.									
705.000 Salaries - Overtime	0	1,514	3,834	6,000	4,000	5,000	1,000	(2,000)	0.6%
04/05 below budget. 05/06 esimate similar need.									
720.000 Social Security & Medicare	7,248	5,133	9,511	10,000	9,800	10,300	500	(200)	1.3%
04/05 on target. 05/06 projection covers total gross wages.									
721.000 Health & Dental Insurance	13,957	9,236	11,029	13,000	13,000	15,000	2,000	-	1.8%
04/05 on target. 05/06 project 15% increase. MARIE check split with Water Dept.									
723.000 Retirement Plan	0	14,015	13,325	14,000	14,700	15,500	800	700	1.9%
04/05 within reasonable limit of budget. 05/06 cover $138,200 in total gross wages at 11.2%									
725.000 Longevity	0	1,503	4,866	2,000	2,000	2,200	200	-	0.3%
04/05 on target. 05/06 potential calculation change, budget YE 04/05 plus 5%									
726.000 Vacation/Sick Time Cash Out	0	1,182	547	1,600	1,000	1,000	-	(600)	0.1%
04/05 below budget. 05/06 expect same level of vacation cash out.									
726.001 Vacation/Sick Accrual	0	-	5,863	-	6,156	6,464	308	6,156	0.8%
Support 04/05 variance and 05/06 projection.									
728.000 Postage	879	1,123	818	1,200	1,500	1,500	-	300	0.2%
04/05 within reasonable limit of budget. 05/06 anticipate postage increase, budget same because of reduced billings (12 to 6 times per year.									
740.000 Operating Supplies	1,452	2,068	1,734	2,500	2,200	2,500	300	(300)	0.3%
04/05 on target. 05/06 budget same as last year.									
741.000 Road Repair Supplies	8,003	870	5,269	5,000	5,500	5,500	-	500	0.7%
04/05 within reasonable limit of budget. Increase costs and unknown water breaks require extra.									
745.000 Uniform Allowance	1,794	1,802	1,907	2,000	2,200	2,200	-	200	0.3%
04/05 within reasonable limit of budget. 05/06 expect increase from rental company, plan to shop contract.									
751.000 Gasoline & Oil	78	1,427	1,115	1,800	2,200	2,200	-	400	0.3%
04/05 over budget due to rise in gas and oil prices. 05/06 anticipate same need.									
802.000 Professional Services	24,213	24,338	16,402	17,500	17,500	20,000	2,500	-	2.5%
04/05 on target. 05/06 need increase to cover additional DEQ permit fees, and UIS calibrations.									
824.000 Testing & Analysis	813	219	632	2,000	1,100	2,000	900	(900)	0.2%

BUDGET WORKSHEET 2005/06

	Actual 2002	Actual 2003	Actual 2004	Current Year 2004/05 Adopted Budget	Current Year 2004/05 Estimated YE Position	2005/06 Rcmded.	05/06Recm INC/(DEC) 04/05 est. YE	04/05 Est. YE INC/(DEC) Budget 04/05	Recmded. As % of Fund Budget.
04/05 below budget. 05/06 more testing requirements from DEQ.									
830.000 Engineering Consulting	0	0	39,689	18,000	22,000	17,000	(5,000)	4,000	2.1%
04/05 reliability study partially complete, close out OHM service on Central St. 05/06 finish study $12,000 and GIS work $5,000									
861.000 Travel & Mileage	26	53	25	150	300	300	-	150	0.0%
04/05 additional travel. 05/06 IRS reimbursement rate increase.									
901.000 Printing & Publishing	234	332	976	750	1,200	1,200	-	450	0.1%
04/05 extra printing and publishing needed. 05/06 anticipate same level of need.									
910.000 Workers Compensation	5,184	1,389	1,754	3,000	5,000	5,000	-	2,000	0.6%
04/05 WC rate increase after Audit. 05/06 anticipate same need. MARIE to check cost share with Sewer Dept.									
911.000 Liability Insurance	0	5,553	6,235	7,400	7,000	7,200	200	(400)	0.9%
04/05 on target. 05/06 anticipate 3% increase in premium.									
920.000 Utilities	19,532	45,097	39,874	50,000	50,000	55,000	5,000	-	6.7%
04/05 on target. 05/06 increase in utility cost.									
920.001 Utilities - Telephones	2,251	2,372	2,747	2,500	3,000	3,000	-	500	0.4%
04/05 within acceptable limit of budget. 05/06 no increase anticipated. MARIE check cost share with Sewer Dept.									
935.000 Building Maintenance & Repair	0	0	2,356	5,000	3,000	5,000	2,000	(2,000)	0.6%
04/05 under budget. 05/06 replace door at water tower and misc. repairs, painting, unexpected repair and upkeep of buildings. PM									
937.000 Equipment Maintenance & Repair	1,900	2,506	12,008	10,000	10,000	10,000	-	-	1.2%
04/05 on target. 05/06 same level of need, continue to fix whatever breaks down. Equipment is aging and needs aggressive PM.									
939.000 Vehicle Maintenance & Repairs	250	12	225	1,000	750	1,000	250	(250)	0.1%
04/05 on target. 05/06 repair any breakdown, continue aggressive PM on vehicles.									
941.000 Equipment Rentals	1,090	2,790	4,286	3,000	4,500	4,500	-	1,500	0.6%
04/05 rental cost increases. 05/06 expect same need. (Marie adjustment for fund 402)									
955.000 Miscellaneous	235,687	100	-	300	250	300	50	(50)	0.0%
04/05 on target. 05/06 same need.									
958.000 Memberships & Dues	469	102	414	400	550	600	50	150	0.1%
04/05 unexpected increase in dues and memberships. 05/06 except more requirements for keep license current.									
960.000 Education & Training	180	70	413	250	200	300	100	(50)	0.0%
04/05 on target. 05/06 expect increase in employee training needs and CEC's									
961.000 Wellhead Protection Program	0	154	1,066	2,500	2,500	2,500	-	-	0.3%
04/05 grant program, village share of cost on target. 05/06 expect to continue grant. Follow up Allison Bishop									
968.000 Depreciation	-	-	-	-	-	-	-	-	0.0%
Marie to estimate YE position and 05/06 projection. Provide text to back up both.									
970.000 Capital Improvements	0	216	190,028	100,000	70,000	75,000	5,000	(30,000)	9.2%
04/05 complete 4th well project, generator and accessories, hydrants. 05/06 continue hydrant program, stortzs, and finish 4th well.									
977.000 Equipment	0	57,397	76,569	60,000	65,000	85,000	20,000	5,000	10.4%
04/05 well house meters, domestic meters and appurtances. 05/06 expect increased need for equipment.									
977.001 Equipment Replacement	0	1,230	1,837	5,000	5,000	5,000	-	-	0.6%
Each year $5,000 is budgeted, to accumulate from year to year so when a $30,000 pump wears out it can be replaced. Move balance each year to equip. replacement fund for future use.									
992.000 Bond Fees	3,960	425	-	600	600	600	-	-	0.1%
Marie?									
Water Utilities Department Total	**399,478**	**282,307**	**572,490**	**472,450**	**457,706**	**499,864**	42,158	**(14,744)**	**61%**
		-29%	103%		-20%	9%	0		

BUDGET WORKSHEET 2005/06

	Actual 2002	Actual 2003	Actual 2004	Current Year 2004/05 Adopted Budget	Current Year 2004/05 Estimated YE Position	2005/06 Rcmded.	05/06Recm INC/(DEC) 04/05 est. YE	04/05 Est. YE INC/(DEC) Budget 04/05	Recmded. As % of Fund Budget.
Dept: 890.000 Contingencies							-		
955.000 Miscellaneous	24,050	-	215,000	15,000	-	15,000	15,000	(15,000)	1.8%
Marie?									
ContingenciesTotal	**24,050**	**-**	**215,000**	**15,000**	**-**	**15,000**	15,000	(15,000)	**1.8%**
							-		
Dept: 901.000 CIP Plan							-		
974.000 CIP Capital Improvements	-	-	190,499	21,600	80,000	36,000	(44,000)	58,400	4.4%
04/05 forgot to budget for closing out the Central St. Project, text for 04/05 supports intent. Budgeted for Alpine, but did not do it. 05/06 budget for Alpine CIP 02-11.0-2003 $31,000 and $5,000 retainage Lawrence Clark									
CIP Plan Total	**-**	**-**	**190,499**	**21,600**	**80,000**	**36,000**	(44,000)	**58,400**	**4.4%**
							-		
Dept: 850.000 Debt							-		
990.000 1995 SA Bond 35%	-	11,058	22,669	-	17,608	-	(17,608)	17,608	0.0%
992.000 Bond Fees	-	425	440	600	600	500	(100)	-	0.1%
995.003 RD Water Bond	-	97,840	-	142,056	142,056	38,000	(104,056)	-	4.7%
995.004 1998 Bond Water Project	-	-	-	55,810	55,810	57,694	1,884	-	7.1%
996.003 RD Water Interest	118,897	64,597	127,706	-	-	105,438	105,438	-	12.9%
Debt Total	**118,897**	**173,920**	**150,815**	**198,466**	**216,074**	**201,632**	(14,442)	17,608	25%
Total Expenditures Water Fund	**543,165**	**509,423**	**1,186,248**	**765,566**	**810,140**	**815,096**	4,956	44,574	100%
Water Enterprise Fund - Rev/Exp	**(267,676)**	**(160,197)**	**3,551**	**10,209**	**825**	**54,929**			

Proposed Water and Sewer Rates

RESOLUTION ADOPTED ON 2005

Water Rates – Effective with the March 2005 Usage Billing rate established as follows:

Ready To Serve Monthly Fee	$5 30
First Meter Per 1,000 Gallons	$2 39
Second Meter Per 1,000 Gallons	$3.20
Water Rate Out-side Village Service Area Limits Per 1,000 gallons	$3 29

Sewer Rates – Effective with the March 2005 Usage Billing rate established as follows:

Ready To Serve Monthly Fee	$5 00
Minimum Charge First 1,000 Gallons	$10 90
Per 1,000 Gallons	$5 90
Sewer Rate Out-side Village Limits Per 1,000 gallons	$6 90
Per 1,00 Gallons for NE Sewer Debt Surcharge	$0 25

Other Charges and Penalties:

Penalties on Late Monthly Charges (Cumulative)	5%
Turn-on and Turn-off Charges	$25
Meter Calibration Charge	$25
Water Only Meter 1 inch	$175

NEW RATES EFFECTIVE WITH MARCH 2005 USAGE

Water and Sewer Rates Current

RESOLUTION ADOPTED ON MARCH 9, 2004

Water Rates – Effective with the March 2004 Usage Billing rate established as follows:

Ready To Serve Monthly Fee	$5.15
First Meter Per 1,000 Gallons	$2.17
Second Meter Per 1,000 Gallons	$2 91
Water Rate Out-side Village Service Area Limits Per 1,000 gallons	$3.17

Sewer Rates – Effective with the March 2004 Usage Billing rate established as follows:

Ready To Serve Monthly Fee	$3.00
Minimum Charge First 1,000 Gallons	$8 36
Per 1,000 Gallons	$5.36
Sewer Rate Out-side Village Limits Per 1,000 gallons	$6 36
Per 1,00 Gallons for NE Sewer Debt Surcharge	$0 25

Other Charges and Penalties:

Penalties on Late Monthly Charges	5%
Turn-on and Turn-off Charges	$25
Meter Calibration Charge	$25
Water Only Meter 1 inch	$175

NEW RATES EFFECTIVE WITH MARCH USAGE 2004

The Utility Ordinance, Chapter 58 of the Village Codified Ordinances will be fully enforced for non-payment of utility bills.

March 12, 2004

BI-MONTHLY BILLING CYCLE SCHEDULE

Meter Read Period	Billing Mailed	Due Date	Shut-off	
11-14-04 to 12-13-04	12/30/2004	1/15/2005		
12-14-04 to 01-13-05	1/30/2005	2/15/2005		
01-14-05 to 02-13-05	2/28/2005	**3/15/2005**		
02-04-05 to 03-13-05	3/30/2005	**4/15/2005**		
03-14-05 TO 04-13-05	4/30/2005	**5/15/2005**		
TRANSITION FROM MONTHLY TO BI-MONTHLY				
4-14-05 to 6-13-05	6/30/2005	**7/30/2005**	8/30/2005	
6-14-05 to 8-13-05	8/30/2005	**9/30/2005**	10/30/2005	
8-14-05 to 10-13-05	10/30/2005	**11/30/2005**	12/30/2005	
10-14-05 to 12-13-05	12/30/2005	**1/30/2006**	02/30/2006	
12-14-05 to 2-13-06	**2/28/2006**	3/30/2006	4/30/2006	
2-14-06 to 4-13-06	4/30/2006	5/30/2006	6/30/2006	
4-14-06 to 6-13-06	6/30/2006	7/30/2006	8/30/2006	
6-14-06 to 8-13-06	8/30/2006	9/30/2006	10/30/2006	
8-14-06 to 10-13-06	10/30/2006	11/30/2006	12/30/2006	
10-14-06 to 12-13-06	12/30/2006	1/30/2007	02/30/2007	
12-14-06 to 2-13-07	2/28/2007	3/30/2007	4/30/2007	
2-14-07 to 4-13-07	4/30/2007	5/30/2007	6/30/2007	
4-14-07 to 6-13-07	6/30/2007	7/30/2007	8/30/2007	
6-14-07 to 8-13-07	8/30/2007	9/30/2007	10/30/2007	
8-14-07 to 10-13-07	10/30/2007	11/30/2007	12/30/2007	
10-14-07 to 12-13-07	12/30/2007	1/30/2008	02/30/2008	
12-14-07 to 2-13-08	2/28/2008	3/30/2008	4/30/2008	
Concerns:				
1)Temporary transition year cash flow, could use tap fee cash flow to cover any shortfall. 2)Annually book payment received in March as a payable to prior fiscal year. 3)Customer confusion 4)Potential increases in unpaid utility bills 5)Extra lag time to catch usage (plumbing) problems for customers.				
Advantages:				
1)Postage savings estimated at $2,400 per year. 2) Meter reading time 2 and 1/2 days per month or an additional 15 days per year to complete other tasks. 3)Billing time approximatley 4 days per month, 2 days billing prep to out the door and 2 days major collection activity 24 days added per year to complete other tasks. 4) Paper and printing cost of bills estimated savings $2,000 per year.				

1/19/2005

1-24-05
ITEM J-1,2

SUMMARY OF BILLS AND PAYROLL

24-Jan-05

Payroll Check Register	01/11/05	$12,447.48	
Payroll Check Register	01/18/05	$19,999.66	
		$32,447.14	**GROSS PAYROLL TOTAL**
Account Payable Check Register	01/25/05	**$132,074.10**	**ACCOUNTS PAYABLE TOTAL**
Invoices that could not wait	01/11/05	**$22,128.07**	
		$186,649.31	**TOTAL BILLS & PAYROLL EXPENDED ALL FUNDS**

Summary Items from Bills & Payroll	Amount	Comments

Accounts Payable will be processed 1-24-05 and 2-28-05, we are evaluating a process change for AP to a monthly calendar instead of a bi-weekly.

ALL PAYABLES ARE WITHIN ACCEPTABLE BUDGET LIMITS
DETAIL VENDOR LIST AND ACCOUNT SUMMARY PROVIDED

"This is the summary report that will be provided with each packet. Approval of the total bills and payroll expended, all funds will be necessary "

INVOICE APPROVAL LIST REPORT - SUMMARY BY VENDOR

Date: 01/12/2005
Time: 10:02 am
Page: 1

Village of Dexter

Vendor Name	Vendor No	Invoice Description	Check No	Check Date	Check Amount
ACCIDENT FUND COMPANY	ACCIDENT F	final audit inst #4 of 11	0	01/11/2005	5,446.00
				Vendor Total:	5,446.00
CINTAS CORPORATION	CINTAS	BROWN MATS	0	01/11/2005	646.10
				Vendor Total:	646.10
COMCAST	COMCAST	internet cable 12/26 - 01/25	0	01/11/2005	95.00
				Vendor Total:	95.00
DONNA DETTLING	EURESTE/D	REFUND/ OVER WITHHELD AFLAC	0	01/11/2005	121.44
				Vendor Total:	121.44
DEXTER VILLAGE	DEXVIL	UTILITIES DEC	0	01/11/2005	402.19
				Vendor Total:	402.19
DTE ENERGY	DET EDISON	8059 MAIN ST COTTONWOOD	0	01/11/2005	15,281.57
				Vendor Total:	15,281.57
PATRICK MCKILLEN	MCKILLEN/P	REFUND/ OVER WITHHELD AFLAC	0	01/11/2005	59.31
				Vendor Total:	59.31
MARIE A SHERRY	SHERRY/MA	REFUND / OVER WITHHEL AFLAC	0	01/11/2005	76.46
				Vendor Total:	76.46
				Grand Total:	22,128.07
	Total Invoices:	42		Less Credit Memos:	0.00
				Net Total:	22,128.07
				Less Hand Check Total:	0.00
				Outstanding Invoice Total :	22,128.07

INVOICE APPROVAL LIST BY FUND

Village of Dexter

Date: 01/12/2005
Time: 10:03am
Page: 1

Fund / Department / Account	GI Number / Abbrev	Vendor Name / Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: General Fund						
Dept: Village Manager						
101-172.000-955.000	Miscellane	DONNA DETTLING REFUND/ OVER WITHHELD AFLAC	0	AFLAC REFUND	01/11/2005	121 44
				Total Village Manager		121 44
Dept: Village Treasurer						
101-253.000-955.000	Miscellane	MARIE A. SHERRY REFUND / OVER WITHHEL AFLAC	0	AFLAC	01/11/2005	76.46
				Total Village Treasurer		76 46
Dept: Buildings & Grounds						
101-265.000-920.000	Utilities	COMCAST internet cable 12/26 - 01/25	0	095880328749-01-4	01/11/2005	95.00
101-265.000-920.000	Utilities	DTE ENERGY 3676 CENTRAL ST	0	321995300043 - 12	01/11/2005	24.80
101-265.000-920.000	Utilities	DTE ENERGY 8014 MAIN ST	0	294954200050 - 12	01/11/2005	996.07
101-265.000-920 000	Utilities	DTE ENERGY 7551 DAN HOEY RD.	0	294954200043 - 12	01/11/2005	19.51
101-265.000-935.000	Bldg Maint	CINTAS CORPORATION BROWN MATS	0	300534861	01/11/2005	31.35
101-265 000-935 000	Bldg Maint	CINTAS CORPORATION BROWN MATS	0	300545101	01/11/2005	31.35
101-265.000-935.000	Bldg Maint	CINTAS CORPORATION BROWN MATS	0	300555397	01/11/2005	31.35
				Total Buildings & Grounds		1,229.43
Dept: Law Enforcement						
101-301 000-920 000	Utilities	DEXTER VILLAGE UTILITY BILL	0	MA01008140000000- DE	01/11/2005	22 52
101-301.000-920.000	Utilities	DTE ENERGY 8140 MAIN COTTONWOOD	0	321995300118 - 12	01/11/2005	255.66
101-301.000-920.000	Utilities	DTE ENERGY 8140 MAIN COTTONWOOD	0	321995300118 - 12	01/11/2005	335 54
101-301.000-935.000	Bldg Maint	CINTAS CORPORATION DEXTER POLICE MATS	0	300534859	01/11/2005	19.45
101-301 000-935.000	Bldg Maint	CINTAS CORPORATION BLUE MATS	0	300539908	01/11/2005	19 45
101-301.000-935.000	Bldg Maint	CINTAS CORPORATION BLUE MATS	0	300545099	01/11/2005	19.45
.01-301.000-935 000	Bldg Maint	CINTAS CORPORATION BLUE MATS	0	300550244	01/11/2005	19 45
.01-301 000-935.000	Bldg Maint	CINTAS CORPORATION BLUE MATS	0	30055395	01/11/2005	19.45
				Total Law Enforcement		710.97
ept: Fire Department						
01-336.000-920 000	Utilities	DEXTER VILLAGE UTILITY BILL	0	MA01008140000000- DE	01/11/2005	30 02
01-336 000-920 000	Utilities	DTE ENERGY 8140 MAIN COTTONWOOD	0	321995300118 - 12	01/11/2005	447.38
				Total Fire Department		477.40
ept: Department of Public Works						
01-441.000-745.000	Uniform Al	CINTAS CORPORATION uniforms dpw service	0	300537301	01/11/2005	52.53
01-441.000-745.000	Uniform Al	CINTAS CORPORATION UNIFORMS DPW	0	3005642475	01/11/2005	52.53
01-441 000-745.000	Uniform Al	CINTAS CORPORATION UNIFORMS DPW	0	300547632	01/11/2005	52 53
1-441.000-745.000	Uniform Al	CINTAS CORPORATION UNIFORMS DPW	0	600552781	01/11/2005	52.53
1-441.000-920 000	Utilities	DEXTER VILLAGE UTILITY BILL	0	MA01008140000000- DE	01/11/2005	22.52
1-441.000-920.000	Utilities	DTE ENERGY 8140 MAIN COTTONWOOD	0	321995300118 - 12	01/11/2005	255.65
1-441 000-920 000	Utilities	DTE ENERGY 8140 MAIN COTTONWOOD	0	321995300118 - 12	01/11/2005	335.53
1-441.000-955.000	Miscellane	PATRICK MCKILLEN REFUND/ OVER WITHHELD AFLAC	0	AFLAC REFUND	01/11/2005	59 31

INVOICE APPROVAL LIST BY FUND

Village of Dexter

Date: 01/12/2005
Time: 10:03am
Page: 2

Fund / Department / Account	GL Number Abbrev	Vendor Name / Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: General Fund						
Dept: Department of Public Works						
				Total Department of Public Works		883.13
Dept: Downtown Public Works						
101-442 000-920.000	Utilities	DTE ENERGY 8059 MAIN ST. COTTONWOOD	0	3219953000608-12	01/11/2005	39.56
101-442.000-920 000	Utilities	DTE ENERGY 3302 EDISON ST	0	202764900017 - 12	01/11/2005	118.10
101-442 000-920.000	Utilities	DTE ENERGY 3302 INVERNESS	0	202373300013 -12	01/11/2005	67.35
101-442.000-920..000	Utilities	DTE ENERGY 8030 FOREST	0	294954200084 - 12	01/11/2005	106.89
101-442.000-920.000	Utilities	DTE ENERGY 3248 BROAD	0	294954200035 - 12	01/11/2005	237.00
101-442 000-920.000	Utilities	DTE ENERGY 3050 BAKER RD	0	294954200019 - 12	01/11/2005	97.56
101-442.000-920.000	Utilities	DTE ENERGY 3138 BAKER RD.	0	29495420027 - 12	01/11/2005	127.03
101-442.000-920.000	Utilities	DTE ENERGY 8091 MAIN ST	0	321995300076 -12	01/11/2005	567.81
				Total Downtown Public Works		1,361.30
Dept: Insurance & Bonds						
101-851 000-910.000	Work Comp	ACCIDENT FUND COMPANY final audit, inst #4 of 11,	0	4226918	01/11/2005	836.00
				Total Insurance & Bonds		836.00
					Fund Total	5,696 13
'und: Major Streets Fund						
Dept: Routine Maintenance						
202-463.000-910.000	Work Comp	ACCIDENI FUND COMPANY final audit, inst #4 of 11,	0	4226918	01/11/2005	76.22
				Total Routine Maintenance		76 22
Dept: Traffic Services						
202-474 000-910 000	Work Comp	ACCIDENT FUND COMPANY final audit, inst #4 of 11,	0	4226918	01/11/2005	26.51
				Total Traffic Services		26.51
)ept: Winter Maintenance						
202-478.000-910.000	Work Comp	ACCIDENT FUND COMPANY final audit, inst #4 of 11,	0	4226918	01/11/2005	38 94
				Total Winter Maintenance		38 94
					Fund Total	141.67
nd: Local Streets Fund						
ept: Routine Maintenance						
03-463.000-910 000	Work Comp	ACCIDENI FUND COMPANY final audit, inst #4 of 11,	0	4226918	01/11/2005	23.20
				Total Routine Maintenance		23.20
ept: Iraffic Services						
03-474 000-910 000	Work Comp	ACCIDENI FUND COMPANY final audit, inst #4 of 11,	0	4226918	01/11/2005	8 29
				Total Traffic Services		8.29
pt: Winter Maintenance						
3-478.000-910.000	Work Comp	ACCIDENT FUND COMPANY final audit, inst #4 of 11,	0	4226918	01/11/2005	18.23
				Iotal Winter Maintenance		18.23
					Fund Total	49 72
d: Sewer Enterprise Fund						
pt: Sewer Utilities Departmentq						

Fund Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: Sewer Enterprise Fund						
Dept: Sewer Utilities Departmentq						
590-548.000-745.000	Uniform Al	CINTAS CORPORATION UNIFORMS WATER & SEWER	0	300537302	01/11/2005	34.90
590-548.000-745.000	Uniform Al	CINTAS CORPORATION UNIFORMS WATER & SEWER	0	300542476	01/11/2005	34.90
590-548.000-745.000	Uniform Al	CINTAS CORPORATION UNIFORMS WATER & SEWER	0	300547633	01/11/2005	34.90
590-548.000-745.000	Uniform Al	CINTAS CORPORATION UNIFORMS WATER & SEWER	0	300552782	01/11/2005	34.90
590-548.000-910.000	Work Comp	ACCIDENT FUND COMPANY final audit, inst #4 of 11,	0	4226918	01/11/2005	447.34
590-548.000-920.000	Utilities	DEXTER VILLAGE UTILITIES DEC	0	HU01008360000001-12	01/11/2005	327.13
590-548.000-920.000	Utilities	DTE ENERGY 2356 BISHOP CR. W.	0	321995300092 - 12	01/11/2005	13.87
590-548.000-920.000	Utilities	DTE ENERGY 8360 HURONRIVER DR APT B	0	466742700019 - 12	01/11/2005	1,050.66
590-548.000-920.000	Utilities	DTE ENERGY 8360 HURON ST.	0	321995300100 - 12	01/11/2005	4,869.12
590-548.000-920.000	Utilities	DTE ENERGY 3238 EASTRIDGE	0	321995300019 - 12	01/11/2005	52.17
				Total Sewer Utilities Departmentq		6,899.89
					Fund Total	6,899.89
Fund: Water Enterprise Fund						
Dept: Water Utilities Department						
591-556.000-745.000	Uniform Al	CINTAS CORPORATION UNIFORMS WATER & SEWER	0	300537302	01/11/2005	26.27
591-556.000-745.000	Uniform Al	CINTAS CORPORATION UNIFORMS WATER & SEWER	0	300542476	01/11/2005	26.27
591-556.000-745.000	Uniform Al	CINTAS CORPORATION UNIFORMS WATER & SEWER	0	300547633	01/11/2005	26.27
591-556.000-745.000	Uniform Al	CINTAS CORPORATION UNIFORMS WATER & SEWER	0	300552782	01/11/2005	26.27
591-556.000-910.000	Work Comp	ACCIDENT FUND COMPANY final audit, inst #4 of 11,	0	4226918	01/11/2005	3,971.27
591-556.000-920.000	Utilities	DTE ENERGY 3620 CENTRAL ST. COTTONWOOD	0	321695300035-12	01/11/2005	3,073.97
591-556.000-920.000	Utilities	DTE ENERGY 3400 RYAN DR	0	294954200068 - 12	01/11/2005	2,119.33
591-556.000-920.000	Utilities	DTE ENERGY 2164 BISHOP CR	0	321995300084 - 12	01/11/2005	71.01
				Total Water Utilities Department		9,340.66
					Fund Total	9,340.66
					Grand Total	22,128.07

VENDOR APPROVAL SUMMARY REPORT

Village of Dexter

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Vendor Name	Vendor Number	Description	Check Amount	Hand Check Amount
ABSOLUIE INIERNEI SERVICES	ABSOLUIE	hosting web site	180 00	0.00
ADVANCED ELECTRICAL WIRING INC	ADVANCE EL	salt shed 2 lights - outlets &	1,025.00	0.00
ALEXANDER CHEMICAL CORPORAIION	AIEXANDER	deposit refunds	2,148.94	0.00
ARBOR MITCHEIL CORP	ARBOR MITC	coffee wwtp	68 05	0 00
AVAYA, INC.	AVAYA, INC	service agreement	35.75	0 00
BLUE CARE NETWORK OI MICHIGAN	BLUE CARE	Feb. coverage	28,932.34	0.00
BOULLION SALES	BOULLION	body half	76.20	0.00
BURKE RENIAL, INC.	BURKE EQUI	impeller/ rubber 1/box/ bsg	2,235 12	0.00
CARPENTER HARDWARE & LUMBER	CARPENTER	pk lenox blades	28.19	0 00
CARRIER & GABLE, INC.	CARRIER	repair controller	302.00	0.00
CHELSEA AREA TRANSPORTATION	CATS	February bus contract	833.33	0.00
CHELSEA OFFICE SUPPLY	CHEL OFFIC	sign & name plates	23 75	0.00
COMCAST	COMCAST	INTERNET PROVIDER	190 00	0 00
CRIBLEY WELL DRILLING CO INC	CRIBLEY	5 5 gal water	60.00	0.00
DONNA DEITLING	EURESTE/D	emp. agreement tuition reimbur	558 80	0.00
DEXTER CARDS & GIFTS SHOP	DEX CARDS	office supplies	14 69	0.00
DEXIER MILL	DEX MILL	old invoice not payed	209 95	0 00
DEXIER SENIOR CIIIZENS CENTER	DEX SENIOR	senior center rental	200.00	0.00
ANDREA DORNEY	DORNEY/AND	reimburse Andrea for expenses	179.45	0.00
DTE ENERGY-STREEI LIGHTING	DTE ENERGY	traffic signal lights	3,907 80	0.00
EAGLEBROOK, INC.	EAGLEBROOK	ferric chloride	2,076 76	0.00
EASTERN MICHIGAN UNIVERSITY	EASTERN MI	half of tuition up front	359.20	0 00
ETNA SUPPLY CO	ETNA SUPPL	3 sensus mtr 1-1/2, sessus mtr	1,965.00	0.00
GRISSOM JANITORIAL	GRISSOM	dec. cleaning	320 00	0.00
HACH COMPANY	HACH CO	roller assy pump	1,241 50	0.00
HACKNEY HARDWARE	HACKNEY	ceramic shop heater	304.75	0 00
JOE RAICA EXCAVATING, INC	JOE RAICA	FIFTH STREET DRAINAGE IMPROVEM Final	9,446.25	0.00
KENCO, INC.	COUNTRY MA	calgon wwtp	10 58	0.00
LANIER WORLDWIDE, INC.	LANIER	meter billing 10/04- 12/31/04	1,768 78	0.00
LLOYD MILLER & SON	LLOYD	b. kit	248.03	0 00
EDWARD A LOBDELL	LOBDELL/ED	mml seminar/ cadillac	244.89	0.00
MANNIK & SMITH GROUP, INC	MANNIK	10/31/04 - 11/27/04 site inspe	1,846 03	0.00
MCI	MCI	phone	25 44	0.00
MICHIGAN CONFERENCE OF	MI IEAMSTE	jan 2004 # 7798 & #7799 Dental	2,870.00	0 00
MICHIGAN LOCAL GOVERNMENT	MI LGMA	2005 membership MLGMA	75.00	0.00
MICHIGAN MUNICIPAL LEAGUE	MI MUN LEA	fourth quarter	44 24	0.00
MIDWESTERN CONSULTING	MIDWESI	dpw service 11/28 - 12/31/04 tree inventory	234 85	0.00
MORION SALI	MORION SAL	bulk safe-t salt	2,938.88	0 00
NATIONAL CIIY BANK OI MI-II	NAT C CORP	Feb 2005 office rent	550.00	0.00
NEXTEL COMMUNICATIONS	NEXTEL COM	PHONES	455.19	0.00
NORTH CENTRAL LABORAIORIES	NORTH CENT	pot. persulfate astm therm.	414 73	0.00
ORCHARD, HILTZ & MCCLIMENT INC	OHM	DEXIER GENERAL SERVICES	24,689.88	0 00
PARTS PEDDLER AUTO SUPPLY	PARTS PEDD	HYD FIITING , HYDRAULIC HOSE	187.06	0 00
RADTKE TRUCKING, LLC	ROY R	LIME STONE	855.00	0.00
S.F STRONG	SF STRONG	TM 49G GUSSEI	139 98	0.00
SBC	SBC	PHONE JAN 7	995 12	0 00
SCIO IOWNSHIP TREASURER	SCIO IWSP	8050 tax winter	1,358.35	0 00
SENSUS METERING SYSTEMS	SENS	SYSTEM SUPPORI YEARLY RENEWAL	1,000 00	0.00
STAPLES BUSINESS ADVANTAGE	STAPLES OF	misc. supplies	303 32	0 00
IHOMAS STRINGER	SIRINGER/T	7/26-8/9-8/11- & CREDIT 6/16	586.50	0 00
SWANNS	SWANNS	UNIFORMS	231.70	0.00
IECH RESOURCES, INC.	IECH RESOU	INSTALL NERO SOFTWARE	207.00	0.00
VARNUM, RIDDERING, SCHMIDI	VARNUM, RI	PRIOR BALANCE	420 75	0.00
WASTE MANAGEMENT	WASTE MANA	TRASH, RECYCLE, COMPOST	31,475.48	0 00
WOLVERINE RENTAL	WOLV RENT	LAWN VACUUM	49.50	0 00
YANKEE ENVIRONMENTAL	YANKEE	IOCAIE MIH NEXI IO DQ	925.00	0.00
		Grand Iotal:	132,074 10	0 00

INVOICE APPROVAL LIST BY FUND

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Village of Dexter

Fund / Department / Account	GL Number Abbrev	Vendor Name / Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: General Fund						
Dept: Village Council						
101-101 000-943.000	Council Ch	DEXIER SENIOR CITIZENS CENIER senior center rental	0	FEB 2005	01/18/2005	150.00
				Iotal Village Council		150.00
Dept: Village Manager						
101-172 000-721.000	Health & L	BLUE CARE NEIWORK OF MICHIGAN jan 2005	0	01 01 05 - 01 31 05	01/18/2005	987 06
101-172.000-721 000	Health & I	BIUE CARE NETWORK OF MICHIGAN Feb. coverage	0	2/1/05 - 2/31/05	01/18/2005	987 06
101-172 000-721.000	Health & I	MICHIGAN CONFERENCE OF jan 2004 # 7798 & #7799	0	JAN 2005	01/19/2005	303.60
101-172 000-727.000	Office Sup	HACKNEY HARDWARE spray snow	0	734637	01/18/2005	1 99
101-172.000-727 000	Office Sup	HACKNEY HARDWARE trash & lawn bags, paper towel	0	735958	01/19/2005	7 98
101-172 000-958 000	Membership	MICHIGAN LOCAL GOVERNMENI 2005 membership MLGMA	0	2005 MEMBERSHIP	01/19/2005	75.00
101-172 000-960.000	Education	DONNA DETTLING emp. agreement tuition reimbur	0	FALL 2004 IUIIION	01/18/2005	558.80
101-172.000-960 000	Education	EASIERN MICHIGAN UNIVERSITY half of tuition up front	0	WINIER 2005	01/18/2005	359 20
				Iotal Village Manager		3,280.69
Dept: Attorney						
101-210.000-810 000	Attorney F	IHOMAS SIRINGER 7/26-8/9-8/11- & CREDIT 6/16	0	SIAIEMENI 81	01/19/2005	586 50
101-210 000-810 000	Attorney F	VARNUM, RIDDERING, SCHMIDT OCTOBER SERVICE	0	663450	01/19/2005	174 15
101-210 000-810.000	Attorney F	VARNUM, RIDDERING, SCHMIDT PRIOR BALANCE	0	665602	01/19/2005	246.60
				Total Attorney		1,007 25
Dept: Village Treasurer						
101-253 000-721 000	Health & L	BIUE CARE NEIWORK OF MICHIGAN jan 2005	0	01 01 05 - 01 31 05	01/18/2005	831.14
101-253.000-721.000	Health & I	BLUE CARE NETWORK OF MICHIGAN Feb. coverage	0	2/1/05 - 2/31/05	01/18/2005	831 14
101-253.000-721 000	Health & I	MICHIGAN CONFERENCE OF jan 2004 # 7798 & #7799	0	JAN 2005	01/19/2005	101 20
				Total Village Treasurer		1,763 48
Dept: Buildings & Grounds						
101-265.000-727.000	Office Sup	DEXIER CARDS & GIFTS SHOP office supplies	0	722	01/08/2005	14 69
101-265.000-727 000	Office Sup	STAPLES BUSINESS ADVANIAGE BINDERS	0	3051652721	01/19/2005	46.63
101-265 000-727 000	Office Sup	STAPIES BUSINESS ADVANIAGE COPY PAPER	0	3051652723	01/19/2005	115.05
101-265.000-727.000	Office Sup	STAPLES BUSINESS ADVANIAGE CAIENDAR CIIP BINDERS	0	3051652724	01/19/2005	30 02
101-265.000-727 000	Office Sup	STAPIES BUSINESS ADVANIAGE misc. supplies	0	3051652722	01/19/2005	111.62
101-265 000-803 000	Contracted	ABSOLUTE INTERNET SERVICES hosting web site	0	2149	01/18/2005	180.00
101-265 000-803 000	Contracted	SCIO TOWNSHIP TREASURER TOWNSHIP PROPERTY TAX 2004	0	HD 0806 127 014	01/19/2005	1,358 35
101-265.000-920.000	Utilities	COMCAST INTERNET PROVIDER	0	1/26 -2/25/05	01/19/2005	190.00
101-265 000-920.001	Ielephones	SBC PHONE DEC 13	0	734426830312	01/19/2005	290 46
101-265 000-920 001	Ielephones	NEXTEL COMMUNICAIIONS PHONES	0	593543512-034	01/19/2005	133.85
101-265.000-935 000	Bldg Maint	HACKNEY HARDWARE trash bags	0	735546	01/19/2005	9 99
101-265.000-935.001	Office Cle	GRISSOM JANITORIAI dec. cleaning	0	113	01/18/2005	320 00
101-265 000-936 000	Equip Serv	IANIER WORLDWIDE, INC. lease 10/01/04 - 12/31/04	0	04362588	01/19/2005	691 26
101-265 000-936 000	Equip Serv	IANIER WORLDWIDE, INC. lease 01/05/05 - 03/31/05	0	04477660	01/19/2005	691 26

Fund Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: General Fund						
Dept: Buildings & Grounds						
101-265.000-936 000	Equip Serv	IANIER WORLDWIDE, INC meter billing 10/04- 12/31/04	0	80227425	01/19/2005	386 26
101-265 000-937.000	Equip Main	BOUILION SALES body half	0	126449	01/18/2005	76 20
101-265.000-943 001	Office Spa	NATIONAL CIIY BANK OF MI-IL Feb 2005 office rent	0	FEB 2005 RENT	01/19/2005	550.00
101-265 000-955.000	Miscellane	CRIBLEY WELL DRIIIING CO INC bottled water	0	26050	01/18/2005	20 00
101-265.000-955 000	Miscellane	CRIBLEY WELL DRIILING CO INC 4 5 gal water	0	26202	01/18/2005	20.00
101-265 000-974.000	CIP Capita	ADVANCED ELECTRICAL WIRING INC salt shed 2 lights - outlets &	0	403	01/19/2005	1,025 00
				Total Buildings & Grounds		6,260 64
Dept: Fire Department						
101-336 000-721 000	Health & I	BLUE CARE NEIWORK OF MICHIGAN jan 2005	0	01 01 05 - 01 31 05	01/18/2005	2,525 39
101-336.000-721.000	Health & L	BLUE CARE NEIWORK OF MICHIGAN Feb coverage	0	2/1/05 - 2/31/05	01/18/2005	2,525 39
101-336 000-721 000	Health & L	MICHIGAN CONFERENCE OF jan 2004 # 7798 & #7799	0	JAN 2005	01/19/2005	506.00
				Total Fire Department		5,556.78
Dept: Planning Department						
101-400 000-721 000	Health & L	BLUE CARE NEIWORK OF MICHIGAN jan 2005	0	01 01 05 - 01 31 05	01/18/2005	319 67
101-400.000-721.000	Health & I	BIUE CARE NEIWORK OF MICHIGAN Feb. coverage	0	2/1/05 - 2/31/05	01/18/2005	319.67
101-400 000-721 000	Health & L	MICHIGAN CONFERENCE OF jan 2004 # 7798 & #7799	0	JAN 2005	01/19/2005	101 20
101-400.000-955.000	Miscellane	CHELSEA OFFICE SUPPIY sign & name plates	0	DEC 2004	01/18/2005	23.75
101-400 000-977 000	Equipment	TECH RESOURCES, INC. INSTALL NERO SOFTWARE	0	3703	01/19/2005	207.00
				Total Planning Department		971.29
Dept: Department of Public Works						
101-441 000-721 000	Health & I	BLUE CARE NEIWORK OF MICHIGAN jan 2005	0	01 01 05 - 01 31 05	01/18/2005	264 69
101-441.000-721.000	Health & L	BIUE CARE NEIWORK OF MICHIGAN Feb. coverage	0	2/1/05 - 2/31/05	01/18/2005	264.69
101-441 000-721 000	Health & L	MICHIGAN CONFERENCE OF jan 2004 # 7798 & #7799	0	JAN 2005	01/19/2005	116 38
101-441.000-740 000	Operating	ARBOR MITCHELL CORP dpw coffee	0	160256	01/18/2005	34.65
101-441.000-740.000	Operating	CARPENTER HARDWARE & LUMBER pk lenox blades	0	119692	01/18/2005	28.19
101-441 000-740 000	Operating	HACKNEY HARDWARE christmas decorations	0	735175	01/19/2005	36 74
101-441.000-740.000	Operating	HACKNEY HARDWARE fastners	0	735909	01/19/2005	20.76
101-441 000-740 000	Operating	HACKNEY HARDWARE plated thrd rod, fastners	0	X35785	01/19/2005	15 20
101-441 000-745.000	Uniform Al	SWANNS UNIFORMS	0	12304	01/19/2005	231 70
101-441.000-802 000	Profession	MIDWESTERN CONSULTING dpw service 11/28 - 12/31/04	0	03088A-21	01/19/2005	234.85
101-441 000-861 000	Iravel & M	EDWARD A LOBDELL mml seminar/ cadillac	0	IRAVEI 12/1 - 12/31	01/19/2005	244 89
101-441.000-920.001	Ielephones	SBC DEC 2004	0	734426853012	01/19/2005	121 52
101-441 000-920 001	Ielephones	NEXIEL COMMUNICAIIONS PHONES	0	593543512-034	01/19/2005	133.85
101-441 000-937 000	Equip Main	HACKNEY HARDWARE drive pin	0	735037	01/19/2005	11 99
101-441 000-937 000	Equip Main	HACKNEY HARDWARE fastners	0	735559	01/19/2005	6 70
101-441 000-937 000	Equip Main	PARTS PEDDLER AUTO SUPPIY SHOE ASSEMBLY	0	304106	01/19/2005	90.40

Fund / Department / Account	GI Number / Abbrev	Vendor Name / Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: General Fund						
Dept: Department of Public Works						
101-441 000-939 000	Vehicle Ma	BURKE RENIAI, INC. impeller/ rubber 1/box/ bsg	0	0247716	01/18/2005	2,235.12
101-441.000-939.000	Vehicle Ma	ILOYD MIIIER & SON b. kit	0	IN63914	01/19/2005	248 03
101-441 000-939.000	Vehicle Ma	PARTS PEDDLER AUIO SUPPLY WINIER BLADE	0	303813	01/19/2005	21.58
101-441 000-941 000	Reuip Rent	WOLVERINE RENIAL LAWN VACUUM	0	5078	01/19/2005	49 50
				Total Department of Public Works		4,411 43
Dept: Downtown Public Works						
101-442 000-740 000	Operating	S.F. STRONG TM 49G GUSSET	0	102065-00	01/19/2005	139.98
101-442 000-802.000	Profession	DEXTER SENIOR CIIIZENS CENIER senior center rental	0	FEB 2005	01/18/2005	50.00
				Iotal Downtown Public Works		189 98
Dept: Engineering						
101-447.000-830 000	Engineerin	ORCHARD, HILTZ & MCCLIMENT INC NON PROJECT TASK	0	100738	01/19/2005	480 00
101-447 000-830 000	Engineerin	ORCHARD, HIITZ & MCCLIMENT INC DEXTER GENERAL SERVICES	0	102057	01/19/2005	825 00
101-447 000-830.001	Engin Insp	MANNIK & SMITH GROUP, INC 10/31/04 - 11/27/04 site inspe	0	16043	01/19/2005	1,846.03
101-447.000-830.001	Engin Insp	ORCHARD, HIITZ & MCCLIMENT INC inspect eaton ct.	0	100736	01/19/2005	247 50
101-447 000-830 001	Engin Insp	ORCHARD, HILTZ & MCCLIMENT INC DEXTER COMMERCE PHASE 3 INSP	0	100737	01/19/2005	371.25
101-447.000-830.001	Engin Insp	ORCHARD, HILTZ & MCCLIMENT INC DEX CR. PHASE IV	0	100744	01/19/2005	1,372 50
101-447 000-830 005	CIP Engine	ORCHARD, HILTZ & MCCLIMENI INC CARPENTER SIIE DRAINAGE	0	100742	01/19/2005	489 75
101-447 000-830.006	Eng SPR	ORCHARD, HILIZ & MCCIIMENI INC BOUIDER PARK	0	100743	01/19/2005	1,307.50
				Total Engineering		6,939 53
Dept: Municipal Street Lights						
101-448.000-920 003	St Lights	DIE ENERGY-SIREEI LIGHTING co. owned ornamental	0	DEC 12526	01/18/2005	2,068.03
101-448 000-920 003	St Lights	DIE ENERGY-STREET LIGHTING company owned overhead	0	DEC 12528	01/18/2005	1,597.68
101-448.000-920.003	St Iights	DIE ENERGY-STREEI LIGHIING traffic signal lights	0	DEC. 12529	01/18/2005	242 09
				Total Municipal Street Lights		3,907 80
Dept: Solid Waste						
101-528 000-721 000	Health & I	BIUE CARE NEIWORK OF MICHIGAN jan 2005	0	01 01 05 - 01 31 05	01/18/2005	230.17
101-528.000-721.000	Health & L	BIUE CARE NEIWORK OF MICHIGAN Feb. coverage	0	2/1/05 - 2/31/05	01/18/2005	230 17
101-528 000-721 000	Health & L	MICHIGAN CONFERENCE OF jan 2004 # 7798 & #7799	0	JAN 2005	01/19/2005	101 20
101-528.000-740.000	Operating	PARTS PEDDLER AUTO SUPPLY HYD FITTING , HYDRAULIC HOSE	0	303648	01/19/2005	75.08
101-528 000-805 000	Solid Wast	WASTE MANAGEMENI COMMERCIAL TRASH	0	1156078-1389-2	01/19/2005	17,237 68
101-528.000-805.000	Solid Wast	WASTE MANAGEMENT IRASH, RECYCIE, COMPOSI	0	1246789	01/19/2005	14,237 80
				Iotal Solid Waste		32,112 10
Dept: Parks & Recreation						
101-751 000-721 000	Health & L	BIUE CARE NEIWORK OF MICHIGAN jan 2005	0	01 01 05 - 01 31 05	01/18/2005	80 56
101-751.000-721.000	Health & I	BIUE CARE NEIWORK OF MICHIGAN Feb coverage	0	2/1/05 - 2/31/05	01/18/2005	80 56
101-751 000-721 000	Health & I	MICHIGAN CONFERENCE OF jan 2004 # 7798 & #7799	0	JAN 2005	01/19/2005	35.42
101-751 000-731.000	Landscape	DEXIER MIII old invoice not payed	0	69493	01/19/2005	56.10

Fund / Department / Account	GL Number / Abbrev	Vendor Name / Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: General Fund						
Dept: Parks & Recreation						
				Total Parks & Recreation		252.64
Dept: Insurance & Bonds						
101-851.000-719.000	Unemployme	MICHIGAN MUNICIPAL LEAGUE fourth quarter	0	QUARTER ENDING 12/31/04	01/19/2005	44.24
				Total Insurance & Bonds		44.24
Dept: Transfers Out - Control						
101-965.000-999.001	CATS	CHELSEA AREA TRANSPORTATION February bus contract	0	FEB PAYMENT	01/18/2005	833.33
				Total Transfers Out - Control		833.33
					Fund Total	67,681.18
Fund: Major Streets Fund						
Dept: Contracted Road Construction						
202-451.000-803.000	Contracted	ORCHARD, HILTZ & MCCLIMENT INC STORMWATER MANAGEMENT	0	100740	01/19/2005	1,600.25
202-451.000-803.000	Contracted	ORCHARD, HILTZ & MCCLIMENT INC ILLICET DISCHARGE	0	100741	01/19/2005	2,227.50
				Total Contracted Road Construction		3,827.75
Dept: Routine Maintenance						
202-463.000-721.000	Health & L	BLUE CARE NETWORK OF MICHIGAN jan 2005	0	01 01 05 - 01 31 05	01/18/2005	230.17
202-463.000-721.000	Health & I	BLUE CARE NETWORK OF MICHIGAN Feb. coverage	0	2/1/05 - 2/31/05	01/18/2005	230.17
202-463.000-721.000	Health & I	MICHIGAN CONFERENCE OF jan 2004 # 7798 & #7799	0	JAN 2005	01/19/2005	101.20
202-463.000-740.000	Operating	RADIKE TRUCKING, LLC LIME STONE	0	235378	01/19/2005	427.50
				Total Routine Maintenance		989.04
Dept: Traffic Services						
202-474.000-721.000	Health & L	BLUE CARE NETWORK OF MICHIGAN jan 2005	0	01 01 05 - 01 31 05	01/18/2005	80.56
202-474.000-721.000	Health & I	BLUE CARE NETWORK OF MICHIGAN Feb. coverage	0	2/1/05 - 2/31/05	01/18/2005	80.56
202-474.000-721.000	Health & I	MICHIGAN CONFERENCE OF jan 2004 # 7798 & #7799	0	JAN 2005	01/19/2005	35.42
202-474.000-802.000	Profession	CARRIER & GABLE, INC repair controller	0	206418	01/18/2005	302.00
				Total Traffic Services		498.54
Dept: Winter Maintenance						
202-478.000-721.000	Health & L	BLUE CARE NETWORK OF MICHIGAN jan 2005	0	01 01 05 - 01 31 05	01/18/2005	115.09
202-478.000-721.000	Health & L	BLUE CARE NETWORK OF MICHIGAN Feb. coverage	0	2/1/05 - 2/31/05	01/18/2005	115.09
202-478.000-721.000	Health & L	MICHIGAN CONFERENCE OF jan 2004 # 7798 & #7799	0	JAN 2005	01/19/2005	50.60
				Total Winter Maintenance		280.78
					Fund Total	5,596.11
Fund: Local Streets Fund						
Dept: Contracted Road Construction						
203-451.000-803.000	Contracted	ORCHARD, HILTZ & MCCLIMENT INC STORMWATER MGMT. STUDY	0	102059	01/19/2005	1,933.00
203-451.000-970.000	Capital Im	JOE RAICA EXCAVATING, INC. FIFTH STREET DRAINAGE IMPROVEM	0	0130-03-0043	01/19/2005	9,446.25
				Total Contracted Road Construction		11,379.25
Dept: Routine Maintenance						
203-463.000-721.000	Health & I	BLUE CARE NETWORK OF MICHIGAN jan 2005	0	01 01 05 - 01 31 05	01/18/2005	69.05
203-463.000-721.000	Health & I	BLUE CARE NETWORK OF MICHIGAN Feb. coverage	0	2/1/05 - 2/31/05	01/18/2005	69.05

Rita Fisher
7950 Fourth

VILLAGE OF DEXTER
TEMPORARY SPECIAL EVENT SIGN PERMIT

Date Received 1/16/05

Temporary signs, banners, or flags used for public demonstrations or promotions of civic welfare or charitable purposes, on which there is no commercial advertising, provided the Village is held harmless and blameless for any damages or injury resulting there from, may be erected in the public right-of-way with permission of the Village Manager.

All temporary signs shall have the date of removal printed clearly on the lower right hand corner, as viewed from the exterior, and shall be permitted for a period not to exceed ten (10) consecutive days in any thirty (30) day period. Temporary construction signs, temporary subdivision or condominium development signs and temporary commercial banners require a permit and a $15.00 fee per Village Council resolution.

Dexter Area Historical Society 426-4486
Applicant/Business Name — Phone / Fax

3442 Inverness Dexter Mi 48130
Applicant Name, Address, City, State, Zip

Name of Sponsoring Association/Group (if applicable) — Phone / Fax

Sponsors Address, City, State, Zip

Name and Location of the Special Event

Creekside School March 19-'05
Date(s) and Time(s) of the Special Event

Place signs on Village Property March 9th '05
Desired Location(s) of Temporary Special Event Signs (Please include a map)

Dimensions of Temporary Special Event Signs (please include scaled drawing of the sign)

Hold Harmless Agreement

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

Date: 1-14-05

* Signed: _____

* Name and Association: _____

VILLAGE OF DEXTER
TEMPORARY SPECIAL EVENT SIGN PERMIT

****

Standards for issuance of a temporary special event permit shall include the following:

1. The temporary special event sign shall be erected for a period not to exceed 30 days
2. All other temporary sign duration will be permitted per Section 7.07. If no duration is indicated, temporary signs shall be permitted for no more than ten (10) consecutive days in any thirty (30) day period.
3. The location of the temporary special event sign shall not interfere with general public health, safety and welfare.
4. The location of the temporary special event sign shall not interfere with vehicular or pedestrian safety and welfare.
5. Applicant has provided a location map and scale drawing of the signs.
6. Any deposit requirements shall be determined and paid at the time the permit is approved.

Date Approved_____Denied_____with the following contingencies:

_____

_____

_____

Approved or Denied by: _____ Date_____
Village Manager or Zoning Officer

REASON FOR DENIAL:

APPROVAL STAMP

MIDWESTERN CONSULTING

"Quality Since 1967"

Civil, Environmental and Transportation Engineers, Planners, Surveyors, Landscape Architects

AGENDA 1-24-05

ITEM K-1

January 18, 2005

Village of Dexter
8140 Main Street
Dexter, Michigan 48130

Attn: Ms Donna Dettling, Village Manager

Re: Traffic Signal Alterations at the Intersection of Baker Road and Dan Hoey Road

Dear Ms Dettling:

At your request, I have reviewed the December 28, 2004 letter from the Dexter Community Schools which suggests changes to the operations of the existing traffic signal at the above subject intersection. Please recall that Mr. Robert Poor, Director of Transportation for the schools, requested that the signal be altered to create a gap in the southbound Baker Road traffic stream. Mr Poor observes that during the 7:15 - 8:00 a.m and 2:40 - 3:00 p.m hours, eastbound and northbound school buses are experiencing significant delays at the intersection of Baker Road and Shield Road. A gap in the southbound Baker Road traffic stream will provide these vehicles with the opportunity to complete their turns with reduced delay.

It is possible to modify the Dan Hoey signal to operate as a three-phase signal. The current controller has the capacity to handle this type of operation, and it could even be activated when the Shield Road backup becomes excessive: regardless of the time of day. A loop detector would need to be installed on Shield Road and detector cable ran into the Dan Hoey controller. This detector would identify the length of Shield Road backup and place a "call" into the controller when the Shield Road backup exceeds 8 or 9 vehicles. When this occurs, the Dan Hoey signal would then activate the third phase and a gap in the traffic stream would be created to allow additional time for the Shield Road intersection to clear. With this change, any event at the school that generates large volumes on Shield Road will activate this new signal feature, such as football games or other school activities.

There would be some wiring changes needed because the current signal cables are 7-conductor cables, and 12-conductor cables would be needed. I have asked Mr. Dapprich (who maintains the village's traffic signals) to provide me with a budget figure and list of materials that would be needed. I will also need to provide signal timing analysis for programming into the controller computer.

Unfortunately, this change will also result in the generation of complaints from southbound motorists who will now face additional delays along Baker Road. Please let me know if this reply to your request sufficiently answers your questions.

Very Truly Yours,

Midwestern Consulting, LLC.

James J. Valenta, P.E.

3815 Plaza Drive
Ann Arbor, Michigan 48108
734 995 0200 Fax 734 995 0599

www.midwesternconsulting.com

7478 Gateway Park Drive
Clarkston, Michigan 48346
248 620 2203 Fax 248 620 2301

Dexter Community Schools
Transportation Department
7229 Marshall Road
Dexter, Michigan 48130
(734) 424-4100 ext. 1610
e-mail poor@dexter.k12.mi.us

Robert Poor
Director of Transportation

December 28, 2004

Mr. Ed Lobdell
Utilites Department
8360 Huron
Dexter, Mi 48130

Re: Light delay @ Dan Hoey & Baker rd.

Dear Mr. Lobdell:

I am writing this letter to request the Village of Dexter help in reducing the risk associated with traffic turning left onto Baker Rd. from Shield Rd. As the Director of Transportation for the Dexter Community Schools I am requesting the light at Baker Rd. and Dan Hoey be timed to delay traffic going South on Baker from both Baker and DanHoey Roads. Due to the weight restrictions placed on the Main Street Bridge this June many of our buses now have to make a left turn from Shield Rd. onto Baker Rd. Many of our Bus drivers have expressed their concern about insufficient gaps in traffic to safely pull out onto Baker Rd. I have personally viewed the intersection and drove a bus from Shield onto Baker at the key transport times, 7:15-8a.m and 2:40-3p.m. Making the turn in the morning is the most demanding due to the high volume of traffic and dark conditions that exist.

Since any immediate action regarding the bridge is unlikely, the Baker and Shield intersection will remain problematic for some time. I would be glad to share my observations and data with you with the goal of reducing not only risk to the students of Dexter but all motorists who use this intersection. Your help in resolving this issue is greatly appreciated.

Robert Poor

Robert Poor
Director of Transportation
Dexter Community Schools

Follow-up w/ Jim Valenta
(3) items from 1-10-05 agenda

CC:
Evelynn Shirk
Roy Townsend WCRC
Lt. Troy Bevier
Sgt. Brian Filipiak
Washtenaw County Sheriff
File

(1) Can we modify light?
(2) How much would it cost to change light?
(3) Is there a special activator/control that buses could use to control light?
*Robert Poor will provide more detail if we decide to retime or change controls in the signal.

VILLAGE OF DEXTER

8140 Main Street Dexter, MI 48130-1092

deureste@villageofdexter.org

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

AGENDA 1-24-05

ITEM K-2

MEMO

To: **President Seta and Council**
From: **Donna Dettling, Village Manager**
Date: **January 24, 2005**
Re: **Boulder Park Phase 2**

MAV Development responded to the Village Council's October 25, 2004 motion (copy of motion included) with the attached letter dated January 5, 2005. MAV Development asked to be on the January 24, 2005 agenda for consideration of their site plan, which was postponed in October.

Also included are comments and concerns from Shawn Keough.

Consideration of the recommendation from Planning Commission to approve the Boulder Park Phase 2-Preliminary Site Plan is before you again. Your options include:

Approve the Site Plan

Deny the Site Plan- Provide specific reasons for denial.

Or Postpone the Site Plan

Please contact Allison Bishop or myself with questions.

Boulder Park – Phase 2
Motion made by Shawn Keough, supported by Jim Carson
October 25, 2004

Move to postpone the Preliminary Site Plan for Boulder Park, Phase 2, dated October 12, 2004 to allow the applicant time to address the following items:

1. Concerns noted in the Planners review dated Sept 27, 2004 and Oct. 21, 2004.

2. Concerns noted in the Engineers review dated October 21, 2004.

3. Concerns noted in the DAFD review dated September 24, 2004.

4. Concerns noted in the Dexter Water Utilities review dated October 20, 2004.

5. Per Section 21.03 C of the Village Ordinances, the site plan does not provide the minimum number of driveways required for reasonable access. Sharing driveways with the parcel to the east is encouraged in this part of the Ordinance and is not shown as such on the site plan.

6. Per Section 3.09 C of the Village Ordinances, approval of curb cuts shall not be given where curbs and driveways shall unnecessarily increase traffic hazards. The traffic in this entire corridor is heavy and the Meadowview traffic light is there for access to Dexter Ann-Arbor Road. The additional curb cuts invite more opportunities for traffic hazards to occur because they increase the turning movements within the corridor.

7. The preliminary site plan does not meet the goals established in the Dexter Ann-Arbor Road corridor plan, specifically:
   A. Page 29 states, "Access to multiple uses through adjoining rear parking areas, back access routes, and shared drives would significantly affect the level and quality of auto movement on Dexter Ann Arbor Road."
   B. Page 38 states, as a corridor traffic and safety goal, encourage the reduction in the number of curb cuts along the corridor by utilizing shared access whenever possible to reduce the number of turning opportunities along the corridor.
   C. Page 53 states, in the Future Land Use Plan, "The development of small individual lots, each having access to the Dexter-Ann Arbor Road is not recommended."

8. The plan does not meet the regional County wide goal outlined in the draft Washtenaw County Master Plan, page 10-5, Recommendation 2.4.

9. There is no hardship for the developer to create the access connection to the bank driveway, since MAV owns this parcel as well. The access drive between Eaton Court and the bank entrance/exit would be consistent with the vision of the Ann Arbor Road Corridor Plan as described in the Village Ordinance 15(B).05 Access Management E. Standards for the Number of Commercial Driveways, "where possible, this access shall be via a shared driveway or a service drive."

January 5, 2005

VILLAGE COUNCIL MOTION

Village of Dexter
8140 Main Street
Dexter, MI 48130

Ms Alison Menard
Village Zoning Administrator

Boulder Park of Dexter, Phase II, Village Council Meeting
RE: Recommendation from Planning Commission to approve Boulder Park Phase 2-Preliminary Site Plan

RESPONSE TO VILLAGE COUNCIL MOTION

1 *Concerns noted in the planner's review dated Sept. 27th, 2004 and Oct. 21, 2004.*
   a. These items were addressed in our response letter dated September 30th, 2004, and will be addressed during the Final Site Plan Approval phase. Planning Commission recommended approval of this Preliminary Site Plan on October 4th, 2004.
2. *Concerns noted in the Engineer's review dated Oct. 21, 2004*
   a. These items were addressed in our response letter dated September 30th, 2004, and will be addressed during the Final Site Plan Approval phase. Planning Commission recommended approval of this Preliminary Site Plan on October 4th, 2004.
3. *Concerns noted in the DAFD review dated Sept. 24, 2004*
   a. These minor items will be addressed in the Final Site Plan phase.
4. *Concerns noted in the Dexter Water Utilities review dated Oct. 20, 2004*
   a. These minor items will be addressed in the Final Site Plan phase.
5. *Per Section 21.03 of the Village Ordinances, the site plan does not provide the minimum number of driveways for reasonable access. Sharing driveways with the parcel to the east is encouraged in this part of the ordinance and is not shown on the plan.*
   a. We propose to provide an easement to allow vehicular circulation between this parcel and the future parcel to the east. The exact location of the connection will be determined when this eastern parcel is submitted for approval in the future. This will give drivers an option to exit the site onto Dexter-Ann Arbor Road or Eaton Court.
   b. One curb cut is provided for each building, which provides reasonable access for regular traffic and emergency vehicles. One curb cut is to Eaton Court and one is to Dexter-Ann Arbor Road.
6 *Per Section 3.09 of the Village Ordinance, approval of curb cuts shall not be given where curb curbs and driveways shall unnecessarily increase traffic hazards. The traffic in this entire corridor is heavy and the Meadowview traffic light is there for access to Dexter-Ann Arbor Road. The additional curb cuts invite more opportunities for traffic hazards to occur because they increase the turning movements within the corridor.*
   a. The existing curb cuts--one on Eaton Court and one on Dexter-Ann Arbor Road--are in compliance with Village Ordinance standards for separation from other curb cuts. The Planning Commission has received Planning and Engineering review and has recommended approval of the plan based on the curb cuts as shown.
   b. Safe vehicular circulation on the site is reinforced by the following:
      1. A traffic analysis was performed which identifies an acceptable level of service for this development

2. Three ways to ingress/egress the site will provide drivers with options to choose the most efficient and affective way to circulate on the site
3. Emergency vehicles will have good access to the site from several directions.

7. *The Preliminary Site Plan does not meet the goals established in the Dexter-Ann Arbor Road corridor plan, specifically:*
   A. *Page 29 states, "Access to multiple uses through adjoining rear parking areas, back access routes, and shared drives would significantly affect the level and quality of auto movement on Dexter Ann-Arbor Road."*
      a. The existing single curb cut on Dexter-Ann Arbor Road, in tandem with the existing Eaton Court access, will combine to provide drivers with two options for accessing these two buildings. In the future, when the eastern parcel is developed, a third access point will be available for vehicles to use.
   B. *Page 38 states, "as a corridor traffic and safety goal, encourage the reduction in the number of curb cuts along the corridor by utilizing shared access whenever possible to reduce the number of turning opportunities in the corridor."*
      a. Only existing curb cuts--one on Dexter-Ann Arbor Road and one on Eaton Court--are proposed to be used--neither an increase nor a reduction.
   C. *Page 53 states, in the Future Land Use Plan, "The development of small individual lots, each having access to Dexter-Ann Arbor Road is not recommended.*
      a. We are accessing two buildings with one curb cut on Dexter-Ann Arbor Road. This meets the intent of the Future Land Use Plan, as two potentially smaller sites have been combined into one.
8. *The plan does not meet the regional County wide goal outlined in the draft Washtenaw County Master Plan, page 10-5, Recommendation 2.4 "Interconnecting System of Access Points-Maintain the capacity of existing facilities by requiring new development to provide an interconnected system of access points along a network of roads, and minimize the number of access points along major roads".*
      a. This goal is met by this project by virtue of the fact that traffic has two options for access to the site. A third access point will further meet this goal when the parcel to the east is developed, which will provide an interconnected system of access points-Eaton Court, Meadow View Drive, and Dexter-Ann Arbor Roads.
9. *There is no hardship for the developer to create the access connection to the bank driveway, since MAV owns this parcel as well. The access drive between Eaton Court and the bank entrance would be consistent with the vision of the Ann Arbor Road Corridor Plan as described in the Village Ordinance 15(B).05 Access Management E. Standards for the number of Commercial Driveways, "where possible, this access shall be via a shared driveway or a service drive".*
      a. We propose to provide an easement to connect the vehicular circulation between this parcel and the future parcel to the east. The exact location of the connection will be determined when this eastern parcel is submitted for approval in the future. This will give drivers an option to exit the site onto Dexter-Ann Arbor Road or Eaton Court.

Several other issues have been discussed, including:

Road Improvements on Dexter-Ann Arbor Road

- MAVD has previously invested in road construction and improvements for Meadow View Drive, Eaton Court and Dexter-Ann Arbor Road. It is our goal to financially participate in improvements to Dexter-Ann Arbor Road when a comprehensive plan is made for this vehicular corridor. This is consistent with commitments made by other developments in the area, including Eaton Court Condominiums

Dexter-Ann Arbor Road Curb Cuts Granted to Other Developments

- Other developments along this corridor have been granted two curb cuts, including:
  - -7444 Dexter-Ann Arbor Road-Wolverine Glass development
    This development has two curb cuts on Dexter-Ann Arbor Road
  - -7177 Dexter-Ann Arbor Road-Mobil Station
    This convenience store and gas station has two curb cuts, one of which is on Dexter-Ann Arbor Road
  - -7101 Dexter-Ann Arbor Road-Chelsea State Bank
    This bank is too close to the intersection of Dexter-Ann Arbor and Dan Hoey roads to have a curb cut, but it has two curb cuts on the road which cuts the corner between these two major roads.

None of these buildings is as large as the Boulder Park Phase 2 development, yet they all were approved with two curb cuts.

In addition, other existing curb cuts along Dexter-Ann Arbor road are non-compliant and tightly spaced, including Morning Star Daycare at 7394 Dexter-Ann Arbor Road, which has two curb cuts, and the Jazzercise location next door. These businesses continue to be maintained and improved and these curb cuts remain as-is.

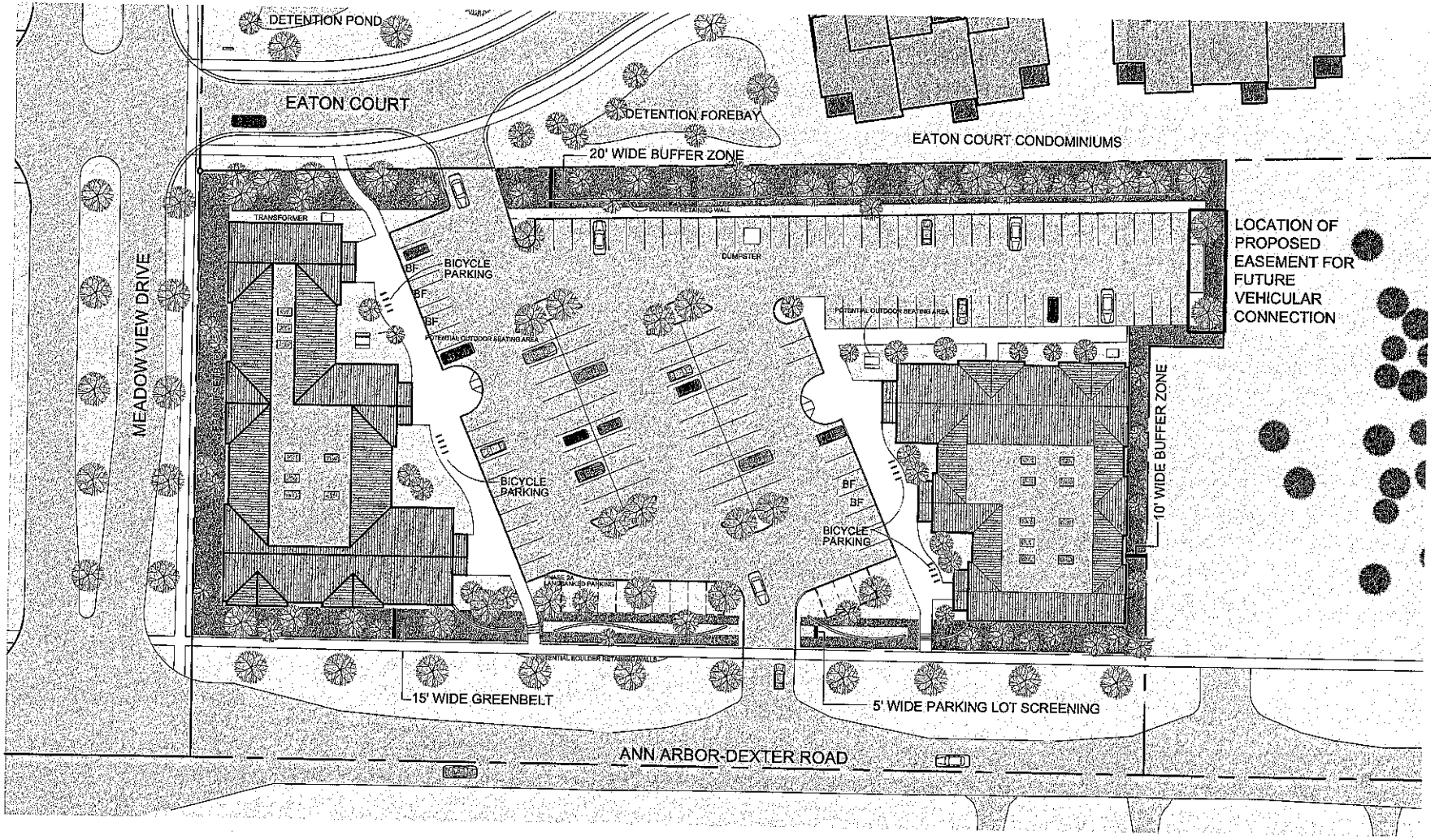
Planning Commission Recommendation for Approval:

- This process began with a submission on June 7th, and meetings on June 25th (pre-planning), July 6th, August 2nd and October 4th, which included 3 significant changes to the plans, 3 separate reviews by the Planning and Engineering consultants and finally recommendation for approval by the Consultants and Planning Commission on October 4th. We have made a good faith effort to work within the guideline of the Ordinance, and feel that this development is a zoning compliant, positive addition to the Village.

Sincerely,

Mark S. Melchi, AIA
Vice President-Design and Construction
MAVDevelopment Company
2723 South State Street, Suite 120
Ann Arbor, MI 48104

CC: Douglas J. Lewan, Community Planner, Carlisle Wortman Associates, Inc.
Christine A. Cale, P.E., Orchard Hilz & McCliment, Inc.
Bob Wanty/Kate Bond, Washtenaw Engineering
Mike Vlasic/Ron Thomas, MAVDevelopment Co.



Site Plan-Phases 2A & 2B

Boulder Park of Dexter

0' 25' 50' 100'

09.13.04
01.05.05

MAVD
MAVDevelopment

Shawn's Issues and Concerns for Boulder Park 2

The list below includes many of the same comments that I had in my October 25, 2004 motion. I believe that all of these factors together paint a picture that the curb cut for the Boulder Park II development is not consistent with the vision of the Ann Arbor Road Corridor and the Village ordinances and must be removed from the site plan for approval. The plan clearly does not meet the Access Management standards of the Section XV (B) of the Village of Dexter Zoning Ordinance and there are numerous other places in the corridor plan and elsewhere in the ordinance that support this.

1. DEXTER-ANN ARBOR ROAD CORRIDOR, OVERLAY DISTRICT, Section 15(B) 01, STATEMENT OF PURPOSE, D. "Development and redevelopment of sites within the ARC District shall be consistent with the recommendations of the Village Master Plan, Village Parks and Recreation Plan, and the Dexter-Ann Arbor Road Corridor Plan." The Zoning ordinance specifically states development SHALL be consistent with planning documents, including the Dexter-Ann Arbor Road Corridor Plan. The Dexter-Ann Arbor Road Corridor Plan states in the following locations:

- Pg. 29 – Transportation – "Access to multiple uses through adjoining rear parking areas, back access routes, and shared drives would significantly affect the level and quality of auto movement on Dexter Ann Arbor Road." This part of the corridor plan describes this as a goal for the corridor.
- Pg 38 – Goal #2 – as a corridor traffic and safety goal, "Encourage the reduction of curb cuts along the corridor by utilizing shared access whenever possible to reduce the number of turning opportunities in the corridor." The curb cut on Dexter Ann Arbor Road does not help meet this goal.
- Pg 53 – Future Land Use Plan – "Development of small individual lots, each having access, is not recommended."

2. The following ordinances, taken together, show an inconsistency with the intent of the ordinance for placement and access to the parking, as well as the designation of the "front" of the building

- 15(B).03, A.1. – "Buildings shall front towards and have their primary pedestrian entrance facing onto the public street. The Planning Commission may permit buildings which face towards a side yard, provided that defined pedestrian access routes are provided to the public street and features such as those described above are provided along walls that face the public street." The plan shows the Meadowview side as the "front set back." It is questionable if this is actually the front of the building. It is likely the address for this building will be on Dexter-Ann Arbor Road, as is Boulder Park I. However, pedestrian access is not provided on either of these two sides of the building. Per the above, the building may face a side yard (as in this case) if pedestrian access is provided. This is the case. However, we are allowing the rear of the building to be considered as a front set back to allow closer placement of the building to Meadowview

- 15(B) 04, B. – "Off street parking shall be located in the side or rear yard and in no case shall be located in the required front yard On lots where parking requirements can not be met in the side and rear yards, the Planning Commission may permit off street parking in a portion of the non-required front yard." We are allowing the parking to go in the front of the building, which is in the rear yard, by allowing the front set back to be on Meadowview.

3 15(B).05, ACCESS MANAGEMENT, A. Statement of Purpose – "The purpose of this section is to provide access standards which **will facilitate through traffic operations, ensure public safety along roadways,** and protect the public investment in the street system; **while providing property owners with reasonable, *through (sic) not always direct*, access."** The Statement of Purpose in the Access Management portion clearly states that owners are to be provided *reasonable* access, and **not** necessarily ***direct*** access to the property This is provided by the shared access from Meadowview Drive. The direct access from Dexter-Ann Arbor Road is not required or necessary, per the Statement of Purpose. Clearly, this statement of purpose has not been reflected in the plan. Supporting discussion is also presented below:

In addition, 15(B).05-E, Standards for the Number of Commercial Driveways, states, "The number of commercial driveways shall be the *minimum necessary* to provide *reasonable access* for regular traffic and emergency vehicles, *while preserving traffic operations and safety along the public roadway*. **A single means of direct or indirect access shall be provided for each separately owned parcel. Where possible, this access shall be via a shared driveway or a service drive.** Where it is *not possible* to provide shared access, this access may be by a single commercial driveway. **Additional commercial driveways may be permitted at the discretion of the Planning Commission** only under one of the following circumstances: 1 One (1) additional commercial driveway may be allowed for properties with a continuous frontage of over three hundred (300) feet, and one (1) additional driveway for each additional three hundred (300) feet of frontage. Taken part by part:

- The number of commercial driveways shall be the minimum necessary – There has been no demonstration that any access more than one provided is necessary. In fact, Boulder Park I has an identical access driveway which serves the property adequately.
- Reasonable access - The applicant may feel additional access by the curb cut on Dexter-Ann Arbor road is desirable, but all that is required is reasonable access, which is provided by the shared drive. The community has expressed explicitly in the ARC Plan and the ordinance that **NOT** having additional curb cuts is desirable. It is important to note **the developer participated directly** in the development of the ARC and should understand as well as any other participant that this is the intent and letter of the plan.
- Single means of direct or indirect access shall be provided for each separately owned parcel. Where possible, this access shall be via a shared drive or a service drive. – A single means of access is all that is required and is satisfied by the

shared access It is possible to have the access via the shared drive, which the ordinance mandates must be used.

- Where it is not possible to provide shared access, this access may be by a single commercial driveway – Shared access is possible, therefore a single commercial driveway is not allowed.
- Additional commercial driveway may be permitted at the discretion of the Planning Commission – The curb cut on to Dexter-Ann Arbor Road is completely up to the discretion of the Planning Commission, although no rationale, other than the applicant's desire to have the curb cut, has been provided as to why this discretionary driveway would be allowed.

The curb cut on to Dexter-An Arbor Road should not be allowed because in all ways, shared access is consistent with the ARC Plan and the Zoning Ordinance. There is no justification for the curb cut, other than a desire on the part of the applicant to have the curb cut. In fact, the Dexter-Ann Arbor Road access goes against all of the documents available to justify a discretionary curb cut.

4 Article 21, SITE PLAN REVIEW AND APPROVAL, Section 21 03 CRITERIA OF SITE PLAN REVIEW, The Planning Commission (and Village Council) shall review the site plan to ensure that it complies with all of the criteria below: C "... The site plan includes the minimum number of driveways required to provide reasonable access... **Sharing with adjacent uses is encouraged** " The minimum number of driveways required to provide *reasonable* access is one, with the addition of access through to Eaton Court when the adjacent lot is developed. If additional access is required now, the access should be provided through the adjacent lot (which MAV owns) at this time. If necessary, a site plan for both properties should be submitted at this time to ensure proper access.

5. Article 3, GENERAL PROVISIONS, Section 3.09 STREETS, ROADS AND OTHER MEANS OF ACCESS – C. "Curb cuts and driveways may be located only upon approval by the Zoning Administrator and such other county and state authorities as required by law; provided however, such approval shall not be given where such curb cuts and driveways shall unnecessarily increase traffic hazards." The curb cut on Dexter-Ann Arbor Road would increase traffic hazards instead of minimizing traffic hazards The existing shared access for the bank and Eaton Court at Eaton Court Drive is spaced more safely from the intersections with signals at Ryan Drive and Meadowview Drive With the signal at Meadowview the shared access for Boulder Park II will be maximized

In addition, I think that the Developer should commit to a firm dollar amount (financially participate) toward the completion of the Dexter-Ann Arbor Road improvements. I have questions about how this amount is determined and what "triggers the improvements".

I hope these comments are helpful to the rest of the Council. See you on Monday.

Shawn

LDFA BUDGET WORKSHEET	Budget FY 2001-02	Actual FY 2001-02	Budget FY 2002-03	Actual FY 2002-03	Budget FY 2003-04	Actual FY 2003-04	Budget FY 2004-05	Actual FY 2004-05	Recommended Budget FY 2005-06	Actual FY 2005-06
Revenue										
Captured Real & IFT Property	$1,084,359	$1,358,314	$1,249,048	$1,328,208	$1,325,000	$1,450,655	$1,404,500		$1,450,000	
Interest	$30,782	$28,267	$20,000	$24,055	$20,000	$9,341	$20,000		$15,000	
Charge Back Taxes	($1,000)				($1,000)		($1,000)		($1,000)	
Allowance For Excess Capture		($194,830)		($211,984)	($150,000)	($260,310)	($150,000)		($300,000)	
Total Revenue	$1,114,141	$1,191,751	$1,269,048	$1,140,279	$1,194,000	$1,199,686	$1,273,500	$0	$1,164,000	
Expenses										
Washtenaw Development Council Dues	$7,500	$7,500	$7,500	$7,500	$7,500	$7,500	$7,500		$7,500	
Supplies & Postage	$200		$200		$200		$200		$200	
Administrative	$3,000	$1,538	$3,000	$1,568	$3,000	$1,538	$3,000		$3,000	
Legal	$1,000	$3,625	$1,000	$3,500	$1,000	$2,850	$1,000		$1,000	
Professional Consulting	$1,500		$1,500		$1,500		$1,500		$1,500	
Audit	$1,375		$1,375		$1,375		$1,375		$1,600	
Bond Custodial Fees--Comerica	$500	$575	$500	$575	$500	$575	$600		$600	
Miscellaneous	$100		$100		$100		$100		$100	
Village Bond 1988 GO -- Principal	$105,000	$105,000	$110,000	$110,000	$125,000	$125,000				
Village Bond 1988 GO -- Interest	$23,820	$23,820	$16,456	$16,456	$8,876	$8,876				
!999 Local Development Refunding Bonds-Principal	$294,205	$200,000	$350,000	$350,000	$340,000	$340,000	$340,000		$345,000	
!999 Local Development Refunding Bonds-Interest		$94,205	$81,755	$81,755	$65,715	$65,715	$49,565		$32,953	
Village of Dexter-LDFA Water Supply Portion - 30%	$176,775	$176,775	$176,775	$176,775	$176,775	$176,775	$176,775		$176,775	
Village of Dexter-LDFA Sewer Disposal Portion - 30%	$114,967	$114,967	$114,967	$114,967	$114,967	$114,967	$114,967		$114,967	
Other Debt Service	$25,000	$25,000		$119		($1)				
Detention Pond Project									$50,000.00	
Total Expenses	$754,942	$753,005	$865,128	$863,215	$846,508	$843,795	$696,582		$735,195	
Net Revenue	$359,199	$438,746	$403,920	$277,064	$347,492	$355,891	$576,918		$428,805	
Beginning Fund Balance	$1,171,732	$1,171,732	$1,610,478	$1,610,478	$1,887,542	$1,887,542	$2,243,433	$2,243,433	$2,820,351	
Net Revenue	$359,199	$438,746	$403,920	$277,064	$347,492	$355,891	$576,918		$428,805	
Ending Fund Balance	$1,530,931	$1,610,478	$2,014,398	$1,887,542	$2,235,034	$2,243,433	$2,820,351	$2,243,433	$3,249,156	
Total Debt Service	$739,767	$739,767	$849,953	$850,072	$831,333	$831,332	$681,307	$0	$669,695	

1.24.05

1.7

Proposed Water and Sewer Rates

AGENDA 1·24·05
ITEM L·2

RESOLUTION ADOPTED ON 2005

Water Rates – Effective with the March 2005 Usage Billing rate established as follows:

Ready To Serve Monthly Fee	$5 30
First Meter Per 1,000 Gallons	$2.39
Second Meter Per 1,000 Gallons	$3 20
Water Rate Out-side Village Service Area Limits Per 1,000 gallons	$3.29

Sewer Rates – Effective with the March 2005 Usage Billing rate established as follows:

Ready To Serve Monthly Fee	$5 00
Minimum Charge First 1,000 Gallons	$10.90
Per 1,000 Gallons	$5.90
Sewer Rate Out-side Village Limits Per 1,000 gallons	$6.90
Per 1,00 Gallons for NE Sewer Debt Surcharge	$0 25

Other Charges and Penalties:

Penalties on Late Monthly Charges (Cumulative)	5%
Turn-on and Turn-off Charges	$25
Meter Calibration Charge	$25
Water Only Meter 1 inch	$175

NEW RATES EFFECTIVE WITH MARCH 2005 USAGE

VILLAGE OF DEXTER – Community Development Office

8140 Main Street, Dexter, Michigan 48130-1092 Phone (734) 426-8303 ext 15 Fax (734) 426-5614

1-24-05

ITEM L-3

Memorandum

To: Village Council
Donna Dettling
From: Allison Bishop
Re: Monument Park Special Land Use
Date: January 5, 2005

NOTICE OF DECISION

At the January 4, 2005 meeting the Planning Commission moved to recommend **approval** of the Special Land Use application submitted by AR Brouwer to allow for the construction of a building over 20,000 square feet. The DRAFT motion is as follows:

The Planning Commission moves to recommend that the Village Council **APPROVE** AR Brouwer's request for a Special Land Use permit for 8031 Main Street, the Monument Park Building based on the following: The applicant's **COMPLIANCE** with the requirements set forth in Section 8.03, General Review Standards for All Special Land Uses, of the Village of Dexter Zoning Ordinance and per the Planning Consultant's review dated December 22, 2004.

ACTION REQUESTED

The Village Council is being asked to act on the special land use request submitted by AR Brouwer to allow for the construction of a building greater than 20,000 square feet. Per the revised Section 15.03.A.H, all buildings over 20,000 square feet gross floor area require a special land use permit.

Per Section 8.02 E, the Planning Commission recommended that the Village Council approve the special land use request based on the criteria set forth in Section 8.03. The Planning Commission used the following criteria when reviewing the Special Land Use application. The Village Council should also review the following criteria prior to approving a Special Land Use application:

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

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

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

D. The Special Land Use will not significantly impact the natural environment.

E. The Special Land Use can be served adequately by public facilities and services such as police and fire protection, schools, drainage structures, water and sewage facilities, and refuse disposal.

F The proposed use shall be of a nature that will make vehicular and pedestrian traffic no more hazardous than is normal for the district involved, taking into consideration the following:

1 vehicular turning movements;
2. proximity and relationship to intersections;
3. adequacy of sight distances;
4. location and access of off-street parking; and,
5. provisions for pedestrian traffic

G. The proposed use shall be such that the location and height of buildings or structures, and the location, nature and height of walls, fences, and landscaping will not interfere with or discourage the appropriate development and use of adjacent land and buildings or unreasonably affect their value.

H. The proposed use shall be designed, located, planned, and operated to protect the public health, safety, and welfare.

Please refer to the included Planning Consultant review dated December 22, 2004, page 2 for special land use review.

SUGGESTED MOTIONS

Move that the Village Council **(APPROVE / DENY)** AR Brouwer's request for a Special Land Use permit for 8031 Main Street, the Monument Park Building based on the following:

1. The applicant's **(COMPLIANCE / NONCOMPLIANCE)** with the requirements set forth in Section 8.03, General Review Standards for All Special Land Uses, of the Village of Dexter Zoning Ordinance and per the Planning Consultant's review dated December 22, 2004.
2. _____
3. _____

OR

Move that the Village Council (**POSTPONE**) approval of the Special Land Use request submitted by AR Brouwer for the Monument Park Building to allow the applicant time to address the following concerns:

1. _____
2. _____
3. _____

Please contact John Hanifan or Donna Dettling prior to the meeting with questions.

Thank you,

VILLAGE OF DEXTER
SITE PLAN REVIEW & SPECIAL USE APPLICATION

See Fee Schedule for Details; Receipt #: 8795 Date Rec'd: 10/4/04

Application is being made for: ( ) Preliminary Site Plan Review; ( ) Final Site Plan Review
( ) Combined Site Plan XX Special Use Permit

8031 Main Street - MONUMENT PARK BLDG. — Property Address
HD-08-06-210-027 — Tax Code I.D
Commercial/Office — Proposed Use
Central Business District — Zoning District

Village of Dexter, 8140 Main St., Dexter, MI 48130 — Property Owner, Address, City, State, Zip
(734) 426-8303 — Phone

A. R. Brouwer Company, LLC, 7444 Dexter-Ann Arbor Rd., Suite F, Dexter, MI 48130 — Applicant, Address, City, State, Zip
(734) 426-9980 — Phone

Emily McDonnell - Professional Engineering Associates, 2900 E. Grand River Ave., Howell, MI 48843 — Representative, (e.g. Engineer), Address, City, State, Zip
(517) 546-8583 — Phone

Regulations and Standards (applicant must complete):
Applicable standards must be noted on site plan.

		Plan Submitted	Requirement	
1	Front Yard Setback (ft)	0	0	( ) check here if corner lot
2.	Side Yard Setback (ft)	0	0	
3.	Rear Yard Setback (ft)	117	0	
4.	Lot Coverage (%) (7a/6)	39%	100% MAX.	
5.	Height (ft)	41 ft	42'	
6.	Total Site Area (ft)	18,605 SF		
7	a, Blg. Coverage / b. Floor Area(ft) TOTAL SF	7,290 SF 21,870 SF		
8.	Floor Area Ratio (%) (7b/6)	39%		
9.	Total Paved area (ft)	9,907 SF		
10.	Total Impervious Cov (7a+15)/6	92%		
11.	# Parking Stalls	15 NEW	0	
12.	Density (6/13)	N/A		
13.	# Units (residential Only)	N/A		
14.	For Multi-Family: efficiency	N/A		
	1 bedroom			
	2 bedroom			

Additional required information for Special Use Permit:

VILLAGE OF DEXTER
SITE PLAN REVIEW & SPECIAL USE APPLICATION

See Fee Schedule for Details; Receipt #: _____ Date Rec'd: _____

17 Statement describing the use proposed. This should include information about the hours of operation, number of employees and clients, type of programming or services, traffic expected to be generated, and any other pertinent information and/or site development characteristics.

18. All applications are presented to the Planning Commission at a public hearing for a recommendation prior to begin forwarded to the Village Council for final consideration. Therefore, all applications must be submitted 4 weeks prior to 1st Monday of month in order to ensure proper notice time and preparation time. Incomplete applications cannot be processed.

_____
Owner's Signature Date

Steve Brouwer 11/04/04
Applicant's Signature Date
Steve Brouwer

STAFF REVIEW:

Planning Commission review date: 12/6/04 - REQUIRES SPECIAL LAND USE APPROVAL
PUBLIC HEARING - 1/4/05
- PLANNING COMMISSION RECOMMENDED APPROVAL @ 1/4/05 PC MTG.

Council review date: _____

Date _____ Approved

_____ Denied

APPROVAL STAMP

Reviewed by: _____

REASONS FOR DENIAL:

EXISTING NONCONFORMITY'S/ VARIANCES GRANTED:

CARLISLE/
WORTMAN
Associates, Inc.

Community Planners Landscape Architects
605 S. Main, Suite 1 Ann Arbor, MI 48104 734-662-2200 *fax* 734-662-1935
6401 Citation Dr., Suite E Clarkston, MI 48346 248-625-8480 *fax* 248-625-8455

Date: November 24, 2004
Rev: December 22, 2004

Special Land Use and Combined Preliminary/Final Site Plan Review For Village of Dexter, Michigan

GENERAL INFORMATION

Applicant:	A.R. Brouwer Company, L.L.C.
Project Name:	Monument Park
Plan Date:	November 12, 2004
Latest Revision:	December 17, 2004
Location:	South side of Main Street between Baker Road and Central Street
Zoning:	CBD – Central Business District
Action Requested:	Special Land Use and Combined Preliminary/Final Site Plan Approval – Combined Preliminary & Final Site Plan may be permitted with the approval of the Village zoning Administrator. It is our understanding that this approval has been granted.
Required Information:	Any deficiencies in the required information are noted in the sections below.

PROJECT AND SITE DESCRIPTION

The applicant proposes to construct a 21,870 square foot, three story (7,290 s.f. per floor) multi-tenant commercial/retail building in the Central Business District. The site will be accessed from a driveway from Main Street or through the parking lots of adjacent properties. The building is proposed to front Main Street with the parking in the rear. The subject site is currently a part gravel part paved parking lot.

LAND USE AND ZONING

The subject site is in Central Business District. There is a combination of commercial and public uses found adjacent to the site. It does not appear that this use would have any impact on the adjacent uses or zoning of the area

Site: The subject site is Zoned CBD, Central Business District and is used as a parking lot currently.

North: North of the subject site is Main Street, beyond which is Monument Park. The area is zoned CBD, Central Business District.

South: South of the site is a public parking lot, beyond which are single-family residential uses. This area is zoned VC-Village Commercial.

East: East of the site is used for multi-tenant commercial and is zoned CBD, Central Business District.

West: West of the subject site is the Dairy Queen (restaurant commercial) and is zoned CBD, Central Business District.

Items to be Addressed: *None.*

SPECIAL USE CONSIDERATIONS

The Zoning Ordinance requires that the Planning Commission and Village Council consider the following standards for the use at the proposed location:

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

According to the proposed future land use plan of the Village currently under consideration the subject site is planned to be Central Business District use. Retail stores are a stated land use that is anticipated within this Master Plan designation.

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

We find nothing in the intent section of the CBD District that would preclude the use of this site for retail/commercial building. The intent describes the district as a commercial center with site arrangements and buildings of the sort proposed.

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

The proposed building is designed to be compatible with and fit into the existing fabric of the Central Business District of the Village. The proposed building appears likely to be an enhancement to the downtown and not to be a substantial burden to an area which is intended to be a busy commercial district.

D. *The Special Land Use will not significantly impact the natural environment.*

This section is not applicable; the site is currently a parking lot.

E. *The Special Land Use can be served adequately by public facilities and services such as police and fire protection, schools, drainage structures, water and sewage facilities, and refuse disposal.*

The site is located in the Central Business District and will have access to all necessary facilities and services.

F. *The proposed use shall be of a nature that will make vehicular and pedestrian traffic no more hazardous than is normal for the district involved.*

The proposed use adds no additional curb cuts and will maintain the pedestrian orientation of the Central Business District.

G. *The proposed use shall be such that the location and height of buildings or structures, and the location, nature and height of walls, fences, and landscaping will not interfere with or discourage the appropriate development and use of adjacent land and buildings or unreasonably affect their value.*

The proposed site development meets all of the dimensional requirements of the CBD district and should not limit the use of the adjacent properties under the same zoning standards.

H. *The proposed use shall be designed, located, planned, and operated to protect the public health, safety, and welfare.*

We would not anticipate any negative impacts to the health, safety, or welfare to the public.

Items to be Addressed: *Planning Commission should evaluate the request for special land use approval*

AREA, WIDTH, HEIGHT, SETBACKS

As noted below there are no minimum lot area or front, side or rear yards required in the CBD. The CBD is intended to promote traditional "downtown" type development. As such, typical yard setbacks are not anticipated or required.

The subject parcel is owned by the Village and used currently for parking. The existing lot is .46 acres in area and is proposed to be altered slightly to .43 acres in area. The applicant's engineer should explain the legal description shown on sheet C-1 as this description as well as lot configuration is not consistent with the Village property identification maps.

		Required	Provided
Lot Area		None	0.43 acres
Lot Width		None	94 feet
Setbacks			
	Front	1 foot max.	0 feet
	Side	None	0 feet (west) 4 feet (east)
	Rear	None	117 feet
Lot Coverage		None	39%
Building Height		3.0 st. max. 2.0 st. min. 45 feet max.	3 stories/41 feet

Items to be Addressed: *Explain the configuration of the existing lot shown on sheet C-1 as well as the legal description as they are not consistent with the Village records.*

BUILDING LOCATION AND SITE ARRANGEMENT

As noted above, all setbacks, etc. can be met for this site. The building is located at the northwest corner of the site and will abut the sidewalk. The driveway runs along the east side of the parking lot, providing access to parking along that side of the building and in the rear. Please see our comments regarding site access and circulation below.

Items to be Addressed: *None.*

PARKING, LOADING

Uses in the Central Business District are exempt from the normal parking requirements of the zoning ordinance. We note however that the applicant is proposing to replace the existing parking on the site with fifteen (15) spaces behind the building. There are also five (5) spaces along the east side of the entrance drive that we assume will be used primarily by the adjacent property owner. There is a large amount of existing shared parking owned by the Village (DDA lot) behind this building. Under the normal standards for general retail uses approximately ninety three (93) parking spaces would be required for a building this size.

The required number of barrier free parking spaces is provided for the proposed lot.

One 10x50 loading space is provided behind the building. Two (2) loading spaces are required and only one is provided. A variance is being sought from the loading requirements to permit the proposed building to have only the one space. It appears that access to the proposed loading space is very tight for semi-truck type vehicles, though acceptable for smaller straight body trucks. At the previous Planning Commission meeting the applicant stated that the maneuver areas were adequate for the types of delivery vehicles anticipated for the site.

	Required	Provided
Off-Street	NA	20
Barrier Free	1	2
Loading	2	1

Items to be Addressed: *Applicant is seeking a variance from the loading space requirements.*

SITE ACCESS AND CIRCULATION

The site may be accessed from a proposed driveway from Main Street or through the linked parking lots on the adjacent properties.

While the center maneuver lane for the new parking in the rear seems excessively wide (45 feet), our truck turning templates indicate that this width is required for a typical 33 foot long straight body truck (fire truck) to be able to freely maneuver through the space.

Section 15.05(A).B indicates that new curb-cuts are prohibited and the closure of existing curb-cuts is promoted. At the previous meeting the Planning Commission indicated that retention of the Main Street curb cut was acceptable.

Items to be Addressed: *None*

SAFETY PATHS/SIDEWALKS

Good pedestrian access is provided from the sidewalk along Main Street. The sidewalks are to be widened to meet the front of the building along the Main Street side.

Items to be Addressed: *None.*

LANDSCAPING

A landscape plan was provided and reviewed for combined preliminary/final site plan.

Composition – A detailed planting list has been provided. The selected species appear appropriate to the site conditions.

Street Trees – Two new street trees are proposed in front of the building. These will fill a gap in the street trees existing along this section of Main Street.

Site Landscaping – A site landscape calculation is provided and appears acceptable and appears to be in conformance with ordinance standards.

Parking Lot – A parking lot landscaping calculation is provided and appears acceptable.

Buffer/Screen – A landscape screen is required between the parking and loading area on the east side of the building and Main Street (Section 6.04 B). Given that the parking and loading areas are set back somewhat, wedged between two buildings and that their appears to be no location to put the required plantings the Planning Commission may wish modify or waive this requirement.

Dumpster Screening – The site plans indicate that a dumpster will be located in the rear parking lot, but the plans do not show any form of enclosure. The dumpster must have a screening enclosure in conformance with Section 3.16 of the ordinance. The screening materials should be masonry and match the proposed building elevation in color.

Items to be Addressed: *1) Provide parking screening for parking and loading area on the east side of the building or seek Planning Commission waiver/modification of the requirement. 2) Provide a dumpster enclosure per Section 3.16 of the ordinance.*

LIGHTING

Three pole lights are proposed for the site, one for the entrance drive and two for the parking lot. The poles are to be 25 feet tall and the fixtures are to have 400 watt metal halide bulbs. The fixtures are all to be shielded and the lighting levels produced seem reasonable.

Items to be Addressed: *None.*

SIGNS

A building identification sign (Monument Park Building) is shown on the elevations (approximately 23 square feet). No tenant signage is shown or described on the plans. The location and nature of any tenant signage should be detailed in the plans or the applicant will have to submit sign details to the Planning Commission for approval prior to permits being issued for any intended tenant signage.

Items to be Addressed: *Provide details of any building signs proposed or return at a later date for Planning Commission approval in order to receive any additional sign permits.*

FLOOR PLANS AND ELEVATIONS

Floor plans and elevations have been provided with this submission.

There are several elements that must be reviewed as a part of the CBD Architectural Standards for this site per Section 15.04(A).

Front Façade Materials: The front façade materials are to be consistent with the traditional buildings in the downtown. The brick and cast stone materials and awnings appear appropriate. A note should be added to the elevations specifying that no reflective glass will be used in the front facade. A minimum of 70% of the first floor façade is to be non-reflective glass. The plan appears to meet this standard; however this should be verified on the plan.

Colors: The colors of the building façade are to be consistent with the majority of established buildings. The color of all façade materials should be specified on the elevations.

"Traditional" Architecture: The architecture of the building should be consistent with "traditional" downtown buildings. The proposed façade appears to be closely modeled off of traditional downtown style buildings.

Pedestrian and Bicycle Friendly: The site design must be sensitive to pedestrian and bicycle needs. The placement of the building along the R.O.W. line and the extension of the sidewalk to meet the building provide good pedestrian access to the ground floor tenants, according to the applicant it is intended that access to the second and third floors be from the rear of the building only. This makes the access to the second and third floor somewhat less pedestrian friendly than the access for the ground floor. A walk has been provided down the east side of the building to improve the pedestrian access to the upper floors. The ordinance requires two (2) bicycle hoops for this building. A bike rack is proposed on the walk at the southeast corner of the building, the rack appears to obstruct the walkway around that side of the building. The bike rack should be placed where it will not obstruct the walk and a detail should be provided for the bike rack.

Rear or Side Entrances: Rear or side entrances should be provided where parking is on the side or rear of the building. The rear entrances provide access to the ground floor tenants and lobby for the rear and side parking.

Items to be Addressed: *1) Add a note specifying that no reflective glass will be used in the front façade. 2) Specify the color of all façade materials on the elevations. 3) Place the bike rack so that it does not obstruct the walk. 4) Provide a detail for the bike rack*

VARIANCES

The applicant is seeking a variance from the loading space requirements to permit them to have only one space instead of the required two. This variance application is set to go before the Board of Zoning Appeals on January 17, 2004.

Items to be Addressed: *Seeking variance from the loading requirements.*

OTHER

Applicant should explain why apparently appropriate notes on sheet C-3 have been blacked out in the current submittal.

Items to be Addressed: *Explain blacked out notes on sheet C-3.*

RECOMMENDATIONS

Prior to special land use and combined preliminary/final site plan approval, the comments of this review should be addressed to the satisfaction of the Planning Commission. Our comments are summarized below:

1. Planning Commission should evaluate the request for special land use approval (previously on agenda)
2. Explain the configuration of the existing lot shown on sheet C-1 as well as the legal description as they are not consistent with the Village records.
3. Applicant is seeking a variance from the loading space requirements. (Jan. 17, 2005 ZBA) Approved.
4. Provide parking screening for parking and loading area on the east side of the building or seek Planning Commission waiver/modification of the requirement.
5. Provide a dumpster enclosure per Section 3.16 of the ordinance.
6. Provide details of any building signs proposed or return at a later date for Planning Commission approval in order to receive any additional sign permits.
7. Add a note specifying that no reflective glass will be used in the front façade.
8. Specify the color of all façade materials on the elevations.
9. Place the bike rack so that it does not obstruct the walk.
10. Provide a detail for the bike rack.
11. Seeking variance from the loading requirements.
12. Explain blacked out notes on sheet C-3.

CARLISLE/WORTMAN ASSOC., INC.

Douglas J. Lewan, PCP
Senior Associate

#241-02-2403

cc: file.

VILLAGE OF DEXTER – Community Development Office

8140 Main Street, Dexter, Michigan 48130-1092 Phone (734) 426-8303 ext. 15 Fax (734) 426-5614

AGENDA 1-24-05

ITEM L.4

Memorandum

To: Village Council
Donna Dettling
From: Allison Bishop
Re: Monument Park Combined Site Plan
Date: January 5, 2005

NOTICE OF DECISION – PLANNING COMMISSION

At the January 4, 2005 meeting, the Planning Commission moved to recommend **approval** of the Monument Park Combined Site Plan submitted by AR Brouwer. The DRAFT motion is as follows:

The Planning Commission moves waive the requirement set forth in Section 6.04 B, Landscaping screening because there is no location to put the required plantings and to recommend that the Village Council **APPROVE** the Monument Park Combined Site plan dated 12-17-04, with revised sheet A-3 dated 12-27-04 based on/with the following conditions:

1. Revised legal description on site plan.
2. ZBA approval of the variance request on January 17, 2005.
3. Dumpster enclosure information added to the site plan.
4. Bike rack location and detail should be added to the plan.
5. Plan should be revised to reflect comments noted in the Village Engineers review dated December 28, 2004.
6. Plan should be revised to reflect comments noted in the Dexter Area Fire Department review dated December 18, 2004.
7. The site plan shall not go before the Village Council until the above seven (7) items are completed to the satisfaction of the Community Development Office.

NOTICE OF DECISION – ZBA

At the January 17, 2005 meeting the Zoning Board of Appeals moved to **approve** AR Brouwer's Variance application for 8031 Main Street, Monument Park Building. A variance from Section 5.07F, Loading and Unloading was granted to permit the applicant to have one (1) loading and unloading parking space instead of the required two (2).

REVIEW

Included in the Village Council packet is the following updated combined site plan reviews based on the revisions required per the Planning Commissions 1-4-05 motion:

1) Planning Consultant Review
2) Dexter Area Fire Department Review
3) Engineering Consultant Review

The Monument Park Building was selected through a competitive bid process conducted by the DDA. Information on the RFP is available at the Village Offices. If you have any questions regarding the RFP or the development agreement please contact John Hanifan or Allison Bishop

at the Village Offices. Please refer to the Planning Consultant's review fore additional information on the projects background.
If the Village Council approves the Monument Park Combined Site Plan the DDA will enter into a development agreement with the applicant and the steps to begin construction may commence.

RECOMMENDATION
Based on the Planning Commission's motion to recommend approval of the Monument Park Combined Site plan, the site plan should be before the Village Council only if all of the outstanding issues listed in the above motion have been rectified.

SUGGESTED MOTIONS
Move that the Village Council (**APPROVE**) the Monument Park Combined Site plan dated 1-4-05 with the following conditions:

1. _____
2. _____
3. _____

OR

Move that the Village Council (**DENY**) the Monument Park Combined Site Plan dated 1-4-05 based on the following:

1. _____
2. _____
3. _____

OR

Move that the Village Council (**POSTPONE**) action on the Monument Park Combined Site plan dated 1-4-05 until February 14, 2005 to allow the applicant to revise the plan to include the following:

1. _____
2. _____
3. _____

Please contact me prior to the meeting with questions.

Thank you,

VILLAGE OF DEXTER
SITE PLAN REVIEW & SPECIAL USE APPLICATION

See Fee Schedule for Details; Receipt #: 8795 Date Rec'd: 10/4/04

Application is being made for: ( ) Preliminary Site Plan Review; ( ) Final Site Plan Review
( ) Combined Site Plan XX Special Use Permit

8031 Main Street - MONUMENT PARK BLDG. — Property Address
HD-08-06-210-027 — Tax Code I.D
Commercial/Office — Proposed Use
Central Business District — Zoning District

Village of Dexter, 8140 Main St., Dexter, MI 48130 — Property Owner, Address, City, State, Zip
(734) 426-8303 — Phone

A. R. Brouwer Company, LLC, 7444 Dexter-Ann Arbor Rd., Suite F, Dexter, MI 48130 — Applicant, Address, City, State, Zip
(734) 426-9980 — Phone

Emily McDonnell - Professional Engineering Associates, 2900 E. Grand River Ave., Howell, MI 48843 — Representative, (e.g. Engineer), Address, City, State, Zip
(517) 546-8583 — Phone

Regulations and Standards (applicant must complete):
Applicable standards must be noted on site plan.

		Plan Submitted	Requirement	
1.	Front Yard Setback (ft)	0	0	( ) check here if corner lot
2.	Side Yard Setback (ft)	0	0	
3.	Rear Yard Setback (ft)	117	0	
4.	Lot Coverage (%) (7a/6)	39%	100% MAX.	
5.	Height (ft)	41 ft	42'	
6.	Total Site Area (ft)	18,605 SF		
7.	a, Blg. Coverage / b. Floor Area(ft) TOTAL SF	7,290 SF 21,870 SF		
8.	Floor Area Ratio (%) (7b/6)	39%		
9	Total Paved area (ft)	9,907 SF		
10.	Total Impervious Cov (7a+15)/6	92%		
11.	# Parking Stalls	15 NEW	0	
12.	Density (6/13)	N/A		
13.	# Units (residential Only)	N/A		
14.	For Multi-Family: efficiency	N/A		
	1 bedroom			
	2 bedroom			

dditional required information for Special Use Permit:

VILLAGE OF DEXTER
SITE PLAN REVIEW & SPECIAL USE APPLICATION

See Fee Schedule for Details; Receipt #: 8795 Date Rec'd: 10/4/04

17. Statement describing the use proposed This should include information about the hours of operation, number of employees and clients, type of programming or services, traffic expected to be generated, and any other pertinent information and/or site development characteristics.

18. All applications are presented to the Planning Commission at a public hearing for a recommendation prior to begin forwarded to the Village Council for final consideration. Therefore, all applications must be submitted 4 weeks prior to 1st Monday of month in order to ensure proper notice time and preparation time Incomplete applications cannot be processed

Owner's Signature Date

Steve Brouwer 11/04/04
Applicant's Signature Date
Steve Brouwer

STAFF REVIEW:

Planning Commission review date: ~~12/6/04~~ 1/4/05

Council review date: 1/24/05

- REQUIRES SPECIAL LAND USE APPROVAL
PUBLIC HEARING - 1/4/05
- PLANNING COMMISSION RECOMMENDED APPROVAL @ 1/4/05 PC MTG.

Date _____ Approved

_____ Denied

APPROVAL STAMP

Reviewed by: _____

REASONS FOR DENIAL:

EXISTING NONCONFORMITY'S/ VARIANCES GRANTED:

ORCHARD, HILTZ & McCLIMENT, INC.

34000 Plymouth Road
Livonia MI 48150

p: (734) 522-6711
f: (734) 522-6427
www: ohm-eng.com

January 19, 2005

Village of Dexter
8140 Main Street
Dexter, MI 48130

Attn: Ms. Allison Bishop
Community Development Manager

Re: **Monument Park**
Combined Site Plan Review No. 4

Dear Ms. Bishop:

The fourth review of the combined site plan for Monument Park has been completed for conformance with the requirements of the Village of Dexter Engineering Standards Manual. The plans are recommended for approval at this time. Enclosed with this letter is a copy of the stamped "Approved" plans for your files.

We note that the following comments do not affect the Final Site Plan approval, but must be addressed prior to a pre-construction meeting:

- Permits for the public water main and sanitary sewer will be needed from the Michigan Department of Environmental Quality. Four complete sets of water main plans and four complete sets of sanitary sewer plans along with the appropriate permit applications will need to be forwarded to our office to begin the permitting process.
- A Soil Erosion and Sedimentation Control permit from Washtenaw County Environmental Services Division must be obtained.
- A Right-of-Way permit from the Village of Dexter shall be obtained for construction within the Village right-of-way.
- The Proprietor shall submit the inspection deposit (Please refer to Exhibit 1) to the Village of Dexter at least seventy-two (72) hours prior to the start of construction. The amount of the inspection deposit will be established based on a signed contract or an estimate of costs.
- An estimate of costs for the project shall be submitted to OHM for review.
- Proof of necessary insurance (See Exhibit 2) must be provided.
- Three additional complete sets of the approved plans (with all necessary standard detail sheets) shall be submitted to the OHM Construction Division prior to scheduling the pre-construction meeting.

The Contractor will arrange for a pre-construction meeting for the project at least ten (10) working days in advance of the scheduled start of work. The meeting will be held at least five (5) working days prior to the start of work. The Contractor shall invite representatives, including the Village Engineer, utility companies that will be involved or that will have potential conflicts with the proposed construction, local officials and other agencies that have jurisdictional authority and/or have issued a permit or a general interest in the project, to the pre-construction meeting.

No work will be allowed until the OHM Construction Division has received all necessary insurance certificates and permits. The Contractor shall provide copies of all permits and letters from any agencies waiving any required permits to the OHM Construction Division prior to the start of work.

Please note that final acceptance of the work for this project is contingent upon the submittal and approval of record plans (as constructed) including digital record plans, payment of all review and inspection fees, verification of easements recorded with the County, and provision of a Maintenance and Guarantee Bond. The Proprietor will provide the record plans of the project. The type and format of the record plans will be on Mylar sheets, bluelines, and digital after the plans have been reviewed and approved by the OHM Construction Division. A Maintenance and Guarantee Bond in the amount of 50% of the construction costs for the public utilities and paving must be provided for 2 years after the utilities and road are dedicated to the Village.

Should there be any questions or comments, please contact this office at (734) 522-671

Very Truly Yours,
Orchard, Hiltz & McCliment, Inc.

Christine A. Cale
Christine A. Cale, P.E.

Rhett Gronevelt (CAC)
Rhett Gronevelt, P.E.

cc: Ms. Donna Dettling, Village Manager
Mr. Ed Lobdell, Village Superintendent of Utilities
A.R. Brouwer Company, LLC, 7444 Dexter-Ann Arbor Road, Dexter, MI 48130
Ms. Emily McDonnell, P.E., Professional Engineering Associates, 2900 East Grand River Ave, Howell, MI 48843

CARLISLE/
WORTMAN
Associates, Inc.

Community Planners Landscape Architects
605 S. Main, Suite 1 Ann Arbor, MI 48104 734-662-2200 *fax* 734-662-1935
6401 Citation Dr., Suite E Clarkston, MI 48346 248-625-8480 *fax* 248-625-8455

MEMORANDUM

TO: Dexter Village Council

FROM: Douglas J. Lewan, Community Planner

DATE: January 21, 2005

RE: Monument Park Site Plan Review and Conditional Use Analysis

We have had the opportunity to review the revised preliminary site plan (revision date of January 5, 2005) and compare it to conditions of approval made by the Village Planning Commission. The conditions and how they have been addressed are noted below:

1. *Revise legal description on site plan.*

   The legal description as well as the configuration of the subject parcel has been revised as requested. The lot configuration now appears to match Village records, with the small strip of land shown east of the Dairy Queen as an "easement." From Village records, it appears this easement area is actually part of the Monument Park site. Perhaps the applicant can provide clarification.

   We also note that the latest revision provides two (2) legal descriptions. Again, clarification is needed to determine the correct legal description for this property.

2. *ZBA approval of the variance request on January 17, 2005*

   At the January 17 meeting of the Zoning Board of Appeals, the variance to allow one (1) loading space rather than two (2) spaces was granted. No further action is required.

3. *Dumpster enclosure information added to the site plan.*

   The dumpster enclosure detail and location have been added and are acceptable.

4. *Bike rack location and detail should be added to the plan.*

   Bike rack locations and details have been provided and are acceptable.

5. *Plan should be revised to reflect comments noted in the Village Engineers review dated December 28, 2004.*

   We defer to the Village Engineer.

6. *Plan should be revised to reflect comments noted in the Dexter Area Fire Department review dated December 18, 2004.*

   We defer to the Dexter Area Fire Department.

7. *The site plan shall not go before the Village Council until the above seven (7) items are completed to the satisfaction of the Community Development Office.*

   As noted above, additional clarification should be provided by the applicant regarding the legal description of this property. Further, comments for the Village Engineer as well as the Dexter Area Fire Department must be provided.

RECOMMENDATION

Prior to final site plan and special land use approval, the following must be addressed as noted above.

1. Explain legal description. Two (2) legal descriptions are provided for this site.
2. Village Engineer review and approval.
3. Dexter Area Fire Department review and approval.

CARLISLE/WORTMAN ASSOC., INC.

Douglas J. Lewan, PCP
Senior Associate

cc: file

VILLAGE OF DEXTER

deureste@villageofdexter.org

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

AGENDA 1.24.05

ITEM L.5

MEMO

To: **President Seta and Council**
From: **Donna Dettling, Village Manager**
Date: **January 24, 2005**
Re: **County Wide Phase II Stormwater Permit**
Citizens Advisory Committee

One of the requirements for the Village's Phase II Stormwater Permit is participation in a Citizens Advisory Committee. Janis Bobrin's office has developed a County Wide Advisory committee, and has asked the Village to participate.

Throughout the Phase II Stormwater Permit process, it was our intention to join with the County instead of creating our own committee. Therefore the Village needs to designate an Elected Official, an Appointed Resident, and an Alternate.

Council action is requested on this matter at the meeting tonight, as the first Citizen Advisory Committee is scheduled for Thursday, January 27, 2005.

Thanks,

JANIS A. BOBRIN
DRAIN COMMISSIONER
705 NORTH ZEEB ROAD
P.O. BOX 8645
ANN ARBOR, MI 48107-8645
email: drains@ewashtenaw.org
www.eWashtenaw.org

DENNIS M. WOJCIK, P.E.
Chief Deputy Drain Commissioner

Telephone 734/994-2525
Fax 734/994-2459

January 7, 2005

Dexter Village
Attn: Donna Eureste
8140 Main Street
Dexter, MI 48130

Re: County Wide Phase II Stormwater Permit
Citizens Advisory Committee

Dear Ms. Eureste:

You are likely aware that one of the requirements of the Phase II Stormwater Permit is that local governments and agencies establish a "Citizens Advisory Committee" for the purpose of "encouraging public involvement in all aspects of the stormwater management program". According to state and federal rules, a local government or agency subject to the Permit may participate in an existing Citizens Advisory committee or may establish and implement its own committee.

While you may already have established such a committee, I would like to invite you to participate in a County-wide Phase II Stormwater Permit Citizen's Advisory committee; a single committee that can fulfill your citizen advisory committee permit requirements and/or supplement any such committee that you now have or plan to create.

By establishing a County-wide Citizens Advisory Committee, we can accomplish meaningful stormwater management planning together just as we have shared information in our Washtenaw County Intergovernmental Coordinating Committee over the last three years.

My office has consulted with MDEQ regarding appropriate appointment selection for the Committee from each participating community or agency. I am inviting you to appoint three persons to represent your community or agency:

- One (1) elected official from your Township, Village or City
- One (1) citizen interested in the stormwater permit and stormwater issues.
- One interested citizen alternate (the alternate need only attend meetings in the absence of one or both of the other representatives)

These representatives will attend the regularly scheduled Citizens Advisory Committee meetings then report back to their elected officials and communities on the actions of the Committee.

While Washtenaw County will facilitate the meetings, make arrangements for the meeting space and provide meeting notes and communications for the Committee, it is important that Washtenaw County local governments take an active role in the Committee as a way to comply with Phase II Stormwater Permit requirement.

The first Washtenaw County Citizens Advisory Committee will take place on January 27, 2005 at WISD on South Wagner Road in Ann Arbor from 5:30pm until 7:00pm. At that meeting he Committee will discuss its priorities and set a schedule of meetings for 2005.

A participation interest form is included with this letter. Please complete it and return it to my office in the enclosed self addressed envelope. We will appreciate it if you let us know if you are interested in participating in the Committee, and if so, who will be representing your community or agency as soon as possible since initial meeting seating at WISD is limited to 50 to 55 persons. After we have a commitment to participation, we will be better able to determine future meeting facility needs.

Please call Michelle Bononi, Environmental Planner at my office (734-222-6833 or 734 994-2525) with any questions you may have

Very truly yours,

Janis A. Bobrin
Washtenaw County Drain Commissioner

Enc
cc:
Laura Rubin

JANIS A. BOBRIN
DRAIN COMMISSIONER
705 NORTH ZEEB ROAD
P.O. BOX 8645
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DENNIS M. WOJCIK, P.E.
Chief Deputy Drain Commissioner

Telephone 734/994-2525
Fax 734/994-2459

Washtenaw County Phase II Stormwater Permit Citizens Advisory Committee
Participation Interest Form
January 7, 2005

Yes, Dexter Township/City/Village/Agency would like to participate in the Washtenaw County Phase II Stormwater Permit Citizens Advisory Committee.

No, _____Township/City/Village/Agency does not wish to participate in the Washtenaw County Phase II Stormwater Permit Citizens Advisory Committee.

If you plan to participate in the Committee, please provide the names of the individuals who will represent your local government or agency at the Citizen Advisory Committee meetings:

The following elected official and township residents will attend the Citizen Advisory Committee Meetings:
(Please print)

_____Name of Elected Official

_____Name of Appointed Resident

_____Name of Appointed Alternate (to attend meetings in the absence of the Elected Official/Appointed Resident)

Note that meeting "sign in" sheets will be retained by the Drain Commissioners Office and supplied to communities and agencies as proof of meeting attendance (for use in annual reporting requirements to MDEQ) following each scheduled meeting.

A calendar of meeting dates will be determined by the Committee at the first regularly scheduled meeting on January 27, 2005.

Please return this completed form in the enclosed self addressed envelope.