

DEXTER TOWNSHIP

6880 DEXTER-PINCKNEY ROAD
DEXTER, MI 48130

TELEPHONE: 734-426-3767

FAX: 734-426-3833

WWW.DEXTERTOWNSHIP.ORG

KAREN SIKKENG

SUPERVISOR

MICHELLE

STAMBOULELLIS

CLERK

MARIS METZ

TREASURER

LONNIE SCOTT

GRETCHEN DRISKELL

LAURA SANDERS

KAREN NOLTE

TRUSTEES

Board of Trustees – Meeting Agenda

December 19, 2023

6:00 PM

- 1) Call to Order
- 2) Roll Call/Conflict of Interest Check
- 3) Approval of Agenda
- 4) Call for Public Comment on Agenda Items
Please state your name and address
Limit comments to 3 minutes
Note that the public comment period is not a question-and-answer period; any questions from the public will be answered at a later date. If you would like a response, please include your contact information on the sign-in sheet.
- 5) Consent Agenda (“Motion to approve consent agenda”)
 - a) Approval of Minutes: Board of Trustees; November 21, 2023
 - b) Authorize the Supervisor to sign an open-ended contract with Salisbury Landscape Group for snow removal
 - c) Approval of committee appointments
 - d) Approval of FY25 Meeting Schedule
 - e) Approval of Resolution to Approve 2024 Property Tax Poverty Exemption
 - f) Approval of CY 2024 Holiday Schedule
 - g) Change to language of Investment Policy
 - h) Approval of transactions; acknowledgement of Receipt of General Ledger Reports
- 6) Action Items
 - a) Compensation for elected officials – Alissa Reyes, Compensation Committee Chair; Jim Michaud, Compensation Committee Member
 - b) Approval of Single Hauler Ordinance to allow the Township to move forward on assessing single hauler options – Karen Nolte, Trustee
 - c) Approval of FY24 budget amendment to fund primary elections – Michelle Stamboulellis, Clerk
 - d) MetroPass Program – Karen Nolte and Karen Sikkenga

- 7) Discussion items
 - a) Dexter Township FY23 Audit – Rana Emmons from PLSZ LLC
 - b) Dexter Township FY25 Budget Book – Karen Sikkenga, Supervisor
 - c) Public Engagement for Public Safety Millages – Gretchen Driskell
- 8) Q&A: Staff Reports
 - a) Supervisor Report – Supervisor Sikkenga
 - b) Clerk Report – Clerk Stamboulellis
 - c) Treasurer Report – Treasurer Metz
 - d) Planning Commission – Megan Masson-Minock, Planning Director
- 9) Board & Committee Reports
 - a) Huron River Watershed Council – Sue Bade, Dexter Township Representative
 - b) Broadband– Trustee Nolte
 - c) Zoning and Planning for Solar Energy Systems – Gretchen Driskell
- 10) Data & Performance Metrics
 - a) Check Run – Clerk Stamboulellis
 - b) Revenue/Expense Report – Supervisor Sikkenga
- 11) Call for Public Comment on Non-Agenda Items
- 12) Other Issues, Comments and Concerns of Board Members & Staff
- 13) Adjournment

The Dexter Township Board will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting upon seven days' notice to the Board of Trustees (info@dextertownship.org).

Individuals with disabilities requiring auxiliary aids or services should contact the Dexter Township Board by writing or calling the Office Manager at officemanager@dextertownship.org; phone number 734-426-3767.



**DEXTER TOWNSHIP
AGENDA ITEM REQUEST**

MEETING OF Township Board of Trustees December 19, 2023

Title: Consent Agenda

Reminder: any member of the Board of Trustees may request that items be moved from the consent agenda if a discussion is desired.

Consent Calendar Item Overview:

NOTE: The committee appointments, fee schedule, and meeting calendar are components of the proposed FY25 budget.

5a: **Approval of minutes** for November 21, 2023 Regular Meeting of the Board of Trustees.

5b: **Authorize Supervisor to sign an open-ended contract for snow removal:**

Dexter Township uses Salisbury Landscape Group for snow removal. This company was selected by the Board of Trustees based on a competitive bid in 2022. The company requests a signed contract annually. Approval of this item would comply with this request.

5c: **Approval of Committee Appointments:**

Dexter Township is very grateful for the time and effort our Trustees and community volunteers put into their board and committee service. Appointments (if not ongoing) typically expire in December and the BOT approves appointment changes at the December board meeting. See attached detailed write-up for proposed committee changes and the Board & Committee roster. Members of the public should know that Dexter Township is recruiting for members of several boards and committees.

5d: **Approval of FY25 Meeting Schedule:**

The BOT approves the meeting schedule for next fiscal year as part of the budget approval process. This year, we are proposing to move the November and December meetings to avoid the week of Thanksgiving and Christmas. Individual boards and committees are empowered to change their meeting schedules as the need arises throughout the year.

5e. **Approval of CY 2024 Property Tax Poverty Exemption Resolution**

The 2024 Hardship Exemption resolution that has been updated with the most recent Federal Poverty Guidelines issued by the State of Michigan Tax Commission. The Board of Trustees must adopt a new resolution each tax year.

5f: **Approval of 2024 Holiday Schedule:**

The BOT approves the holiday schedule for the next year every December. Dexter Township's paid holiday schedule is generous, with eleven holidays throughout the year plus the week between Christmas and New Year's.

5g. **Change to Language of Investment Policy:** Under the "Safekeeping and Custody" section of the investment policy, add "Cash Account" to the allowable categories for safekeeping. This will allow the

Treasurer to establish a cash account with Multi Bank to hold cash reserves pending decisions about investing those funds. This will allow the Treasurer to move forward on the changes to the investment portfolio previously endorsed by the Board of Trustees.

Receipt of transactions

Larger transactions this month include:

- Proven Design \$38K to initiate the project (see Supervisor's Report)
- ~\$1800 for Community Clean-Up Day electronic recycling
- \$279K for the purchase of a conservation easement for the Monier property (see Supervisor Report – and congratulations to all!). The Township's actual net cost for this will be \$31K. Grant funds have been received and deposited to offset the costs; the revenue will appear in the December budget variance report

Submitted by: Karen Sikkenga

Suggested language: Motion to approve the consent agenda for December 19, 2023.

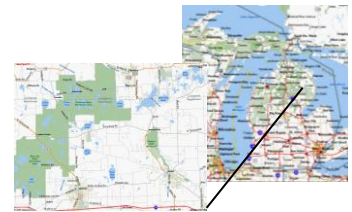
Karen Sikkenga
Supervisor
Michelle Stamboulellis
Clerk
Maris Metz
Treasurer,
Gretchen Driskell
Karen Nolte,
Laura Sanders,
Lonnie Scott
Trustees

DEXTER TOWNSHIP

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DEXTER, MI 48130
(734) 426-3767

www.dextertownship.org

**REGULAR MEETING OF THE DEXTER TOWNSHIP BOARD
TUESDAY NOVEMBER 21, 2023 6:00PM**



Location: Dexter Township Hall, 6880 Dexter-Pinckney Rd., Dexter, MI

CALL to ORDER: Supervisor Sikkenga called the meeting to order at 6:00 PM.

ROLL CALL & CONFLICT of INTEREST:

Present – Trustee Driskell, Trustee Sanders, Clerk Stamboulellis, Trustee Scott, Trustee Nolte, and Supervisor Sikkenga. Absent – With notice, Treasurer Metz. Also present: Sarah Gabis, Attorney and; and Janis Miller, Recording Secretary. No conflicts of interest.

APPROVAL of AGENDA:

Motion by Trustee Nolte to approve the Agenda as presented. Motion seconded by Trustee Sanders. All ayes. Motion carried.

CALL for PUBLIC COMMENT: Opened 6:02 PM. No public comments.

CONSENT AGENDA:

- a) Approval of Minutes: Board of Trustee Meeting October 17, 2023
 - b) Authorize Supervisor to sign insurance application and declarations
 - c) Authorize Supervisor to sign agreement with Inverness Inn for facilities rental
 - d) Authorize Supervisor to sign application to MetroAct Permit for broadband licenses
 - e) Authorize the Supervisor to sign an engagement agreement for Capital Reserve Study, at a cost of \$3,200.
 - f) Approval of transactions; acknowledge of Receipt of General Ledger
- Motion by Trustee Driskell to approve the Consent Agenda as presented. Motion seconded by Trustee Scott. All ayes. Motion carried.

DISCUSSION:

Discussion item followed by closed session: Farmland & Open Space Orientation, followed by brief closed session for Board of Trustees – Mark Teicher, FOSPB Chair (Trustee Laura Sanders & Trustee Gretchen Driskell, FOSP Board representatives)

6:02 PM Temporarily skipped as they Board was waiting for Consultant Barry Lonik to arrive.

6:23 PM Return to discussion. Presentation by Trustees Sanders and Driskell with support by Consultant Lonik.

Power point presentation covering a) History of land preservation in Dexter Township, b) Master Plan and Strategic Plan Values, c) budget and funding sources outside the township, d) current parcels under consideration, and e) next steps for the Farm Land and Open Space Preservation Board. Questions from Board members were answered.

Motion by Trustee Sanders to adjourn to Closed Session on behalf of the Farm Land and Open Space Preservation Board discussion. Seconded by Trustee Nolte.

Motion restated by Attorney Gabis: To go into Closed Session pursuant to Section 8 (1) (D) of the Open Meetings Act, to discuss the purchase of property. Accepted by Trustee Driskell and Trustee Nolte.

Roll Call Vote: Yea – Trustee Driskell, Trustee Sanders, Clerk Stamboulellis, Trustee Nolte, Trustee Scott, and Supervisor Sikkenga; Nays – None; Absent – Treasurer Metz. Motion carried 6-0.

The Board of Trustees entered Closed Session at 6:47 PM.

Motion by Trustee Nolte to return to Open Meeting and close the Closed Session Meeting.

Motion second by Trustee Scott. All Ayes.

The Board of Trustees returned to Open meeting at 7:18 PM.

DISCUSSION ITEMS:

- a) Dexter Township FY25 Budget discussion – Karen Sikkenga
An early draft is presented as a simplified budget with approval at the department/activity level and oversight at the line-item level. A work chart was requested to support personnel changes. A job description for the Deputy Supervisor was requested. Police and Fire should be separate budget. Acquiring land for a cell tower to cover the “desert” areas in the township.
 - i) Farmland and Open Space Document
Discussion in previous agenda item.
- j) Single Hauler project status and ordinance – Karen Nolte
Possibly combining Dexter Township and Lyndon Township, more homes, for bidding process with haulers. Need an Ordinance on the books to approach the single hauler issue. Trustee Nolte has sent a draft Ordinance to the Attorney for review. Intent is for the contractor to bill the residents individually. Goals: less road traffic on the township roads, lower cost to residents (residents opt in at price level that suits their needs), and there will be more accountability in service. Single hauler is trash and possibly curbside recycling, not yard waste.

ACTION ITEMS:

- a) Public Safety Funding approach
Discussion: The Trustees would like a spokesperson from the Fire Board, and the Sheriff’s Department, to come and explain their budgets/millage. Interlocal Agreement and fire cost sharing between Webster Township, Dexter City, and Dexter Township. Disproportionate number of fire runs for medical calls. Special Assessment versus millage. Decision to place renewal proposal, of fire millage and police millage, on the February Presential Primary Ballot.

Special Meeting scheduled for Tuesday, November 28th, 5:30 PM, preceding the Planning Commission meeting, to discuss ballot language for the fire millage and police millage.

Motion by Trustee Driskell that we put on the ballot our fire and police millages, for the February ballot. Motion seconded by Clerk Stamboulellis.

Discussion: The millages are separate, one for fire and one for police.

Amended motion by Trustee Driskell: In light of the fact that our police millage and our fire millage expire the end of this year, December 2023, I move that we put on the ballot, February 27th, a renewal of the police millage and a renewal of the fire millage, for a five-year term. Amendment seconded by Clerk Stamboulellis.

Roll Call Vote: Yea – Trustee Nolte, Trustee Sanders, Trustee Scott, Clerk Stamboulellis,

Trustee

Driskell, and Supervisor Sikkenga; Nays – None; Absent – Treasurer Metz.

Motion carried 6-0.

b) Budget amendments:

- i) Dexter Township renovations, up to \$107K, for comprehensive main floor office renovations and up to \$48.5K for furniture.

Discussion: New countertops and paint for the upstairs bathrooms. Added a small kitchenette in the new conference room. Remodel of the front counter. Acoustic panels and soundproofing in the large meeting room. Bids for new furniture were higher than expected. The renovation also provides a secure room for the Clerk to store election materials.

Motion stated by Supervisor Sikkenga: To approve up to \$107K for comprehensive main floor office renovations and up to \$48.5K for office furnishings.

Trustee so moved. Motion seconded by Trustee Sanders.

Roll Call Vote: Yea – Clerk Stamboulellis, Trustee Nolte, Trustee Sanders, Trustee Driskell, Trustee Scott and Supervisor Sikkenga; Nays – None; Absent – Treasurer Metz.

Motion carried 6-0.

- ii) Authorize a new line item for interns at \$8K, and setting intern compensation at \$15 - \$20 per hour.

Discussion: Through the renovation move it was evident the township files are not organized. There is a need for assistance with records management. The Planning and Zoning Department would like an intern to assist with planning; a planning internship would be a great professional development experience for a planning student.

Motion by Trustee Driskell to authorize an intern to assist with record management and a budget of \$4K. Lack of second, motion dies. Trustee Driskell withdraws motion.

Motion stated by Supervisor Sikkenga: To authorize a new line item for interns at \$8K a year and to set intern compensation at a range of \$15 to \$20 per hour.

Trustee Driskell so moved. Motion seconded by Trustee Nolte.

Roll Call Vote: Yea – Trustee Scott, Trustee Nolte, Trustee Driskell, Trustee Sanders, and Supervisor Sikkenga; Nays – None; Abstain – Clerk Stamboulellis; Absent – Treasurer

Metz.

Motion carried 5-0.

- iii) Offer Metro Parks passed to Dexter Township property owners, from \$0 to not to exceed \$100K.

Discussion: Using a budget surplus to put something back into the community. No Parks Department in the Township [government]. Part of Strategic Plan was to get residents into the local park and show how we feel about our environment. The Metroparks do not accept a voucher so the township would buy passes and distribute them after verification of age and residency. Community enrichment was one of our Strategic Plan goals: to provide amenities and programs to increase quality of life for our residents. Developed in August, our guiding principles: prioritize items but provide direct benefits to the largest number of residents. Implementation will be through emails, to avoid traffic through the township hall. Timing on applying for park passes.

Motion by Trustee Nolte, seconded by Trustee Driskell, to open the opportunity for every home, in Dexter Township, to qualify for one free annual pass to Hudson Mills Metropark, until the end of March 2024. Motion seconded by Trustee Driskell.

Roll Call Vote: Yea – Clerk Stamboulellis, Trustee Sanders, Trustee Nolte, Trustee

Scott,

Trustee Driskell, and Supervisor Sikkenga; Nays – None; Absent – Treasurer Metz.

Motion carried 6-0.

- c) Amend the Washtenaw County Road Commission FY24 contract to fully deploy FY24 road repair appropriation.

Discussion: The funds are needed to do tree work/maintenance now instead of in the spring.

Motion by Trustee Nolte, seconded by Clerk Stamboulellis, to fully deploy the WCRC FY24 road repair appropriation. All ayes. Motion carried.

O & A REPORTS:

- a) Supervisor Report – Supervisor Sikkenga
- b) Clerk Report – Clerk Stamboulellis
- c) Treasurer Report – Treasurer Metz
- d) Planning Commission – Megan Masson-Minock, Planning Director

BOARD & COMMITTEE REPORTS:

- a) Huron River Watershed Council – Sue Bader, Dexter Township Representative
- b) Broadband and MLWSA – Trustee Nolte
- c) SEMCOG – Trustee Scott
- d) Local Roads Committee – Christy Maier, Chair

DATA & PERFORMANCE METRICS:

- a) Fire Department activities
- b) Sheriff's Department activities
- c) Check Run – Clerk Stamboulellis
- d) Revenue/Expense Report – Supervisor Sikkenga

CALL FOR PUBLIC COMMENT ON NON-AGENDA ITEMS: Opened 8:36 PM. No public comments.

ADJOURNMENT:

Motion by Trustee Nolte, seconded by Trustee Scott, to adjourn the meeting at 8:45 PM. All ayes, Motion carried.

Respectfully Submitted,

Michelle Stamboulellis, Clerk
Dexter Township

I, THE UNDERSIGNED, MICHELLE STAMBOULELLIS, THE DULY QUALIFIED CLERK FOR THE TOWNSHIP OF DEXTER, WASHTENAW COUNTY, MICHIGAN, DO HEREBY CERTIFY THAT THE FORGOING IS A TRUE AND COMPLETE COPY OF CERTAIN PROCEEDINGS TAKEN BY THE DEXTER TOWNSHIP BOARD OF TRUSTEES AT A REGULAR SCHEDULED MEETING HELD ON THE 21ST DAY OF NOVEMBER AND THAT THE FORGOING MINUTES ARE THE DRAFT MINUTES FOR THE MEETING HELD ON THE 21ST, DAY OF NOVEMBER 2023.

MICHELLE STAMBOULELLIS, CLERK, DEXTER TOWNSHIP



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KAREN SIKKENG
SUPERVISOR

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STAMBOULELLIS
CLERK

MARIS METZ
TREASURER

GRETCHEN DRISKELL
LAURA SANDERS
LONNIE SCOTT
KAREN NOLTE
TRUSTEES

Snow Maintenance Agreement

Business Name:	Salisbury Landscape Group
Business Address:	6295 W. Joy Rd Dexter MI
Contact Name:	Jason Salisbury
Contact Info:	734 216 0900 Jason@josalisbury.com

Snow Maintenance Services to be provided:

To provide seven days per week service on an as needed basis for Dexter Township Hall, with an address at 6880 Dexter-Pinckney Road, Dexter, Michigan 48130 and the Dexter Fire Sub Station, with an address at 12154 North Territorial Road, Dexter, Michigan 48130.

Dexter Fire Sub Station:

Snow plowing, snow blowing, and treatment for icing conditions required to maintain clear and safe access to all entry/exit points, the Dexter Fire Sub Station egress and ingress driveways, parking areas and sidewalks, including the main entrance up to the east-west line at the north end of the parking lot just south of the Multi-Lakes Water & Sewer Office.

Dexter Fire Station access is a top priority for Dexter Township public safety. As such, the contractor will make every effort to handle the Fire Station before other customers, all ingress and egress ways for fire apparatus shall be maintained at any time there is more than 2" of snow, 24 hours a day, and any time there is ice presence.

Additionally, maintain snow accumulation around all signage areas.

Amount Per Service \$ 135⁰⁰

Ice Control Per Service as needed \$ 90⁰⁰

Dexter Township Hall:

Snow plowing, snow blowing, and treatment for icing conditions required to maintain clear and safe access to all entry/exit points, the Dexter Township Hall parking lot, sidewalks, handicap ramp, drop boxes, mail box and recycle bin area.

- Snowfall accumulation of two or more inches will be plowed as soon as possible.

- Saturday and Sunday only - clearing of the parking lot and recycle areas is required as soon as possible. Sidewalks, handicap ramp, and building entrances may be plowed as soon as practical.
- Availability to provide additional services, (with notice), for special events such as Election days and special meetings.

Amount Per Service \$ 255⁰⁰

Ice Control Per Service (as needed) \$ 175⁰⁰

Invoices will need to be split and itemized per service and service date between Dexter Township Hall and Dexter Fire Sub Station.

Contractor will need to invoice the Township ten (10) days prior to the third (3) Tuesday of each month.

Contractor acknowledges and agree and are hereby notified that they will be required to repair/replace or pay for tangible property damage caused by their equipment or personnel in performance of the duties assigned in the service maintenance agreement.

Please acknowledge per initial JS

The Contractor agrees to maintain and provide proof of all required insurance and to immediately notify Township in the event any required insurance expires, lapses, is revoked, or otherwise is no longer in force.

Please acknowledge per initial JS

Please indicate with a check that you are able to supply the information or why it is not applicable:

Liability Insurance (Required Minimum \$1,000,000) ✓

Auto Insurance (Required State Minimum) ✓

Workman's Compensation (Sole Proprietor) ✓

Workman's Compensation ✓

W-9 Form ✓

From date of acceptance by both parties' agreement may be terminated by either party with thirty (30) days prior written notice.

In signing this agreement, I hereby acknowledge my acceptance of agreement, made and entered into with Dexter Township

CONTRACTOR: [Signature]

DEXTER TOWNSHIP SUPERVISOR: _____

DATE: 12/7/23

DATE: _____

DEXTER TOWNSHIP



Dexter Township Committee Appointments

December 19, 2023

Committees and Boards

Overview

Dexter Township has six committees and boards that govern operational activities or deploy funds. Several of these are essentially municipal shared services departments, where several small local entities have banded together to provide services more efficiently:

- *Chelsea Area Construction Agency* – a shared building department, ensuring safe construction by inspecting construction activities and issuing permits (City of Chelsea, townships of Dexter, Lima, Lyndon, and Sylvan)
- *Dexter Area Fire Department* – a shared fire department, providing emergency medical and fire suppression services (City of Dexter, townships of Webster and Dexter)
- *Multi Lakes Water and Sewer Authority* – a shared wastewater management department (townships of Dexter, Lyndon, Putnam, and Unadilla)
- *Western Washtenaw Recycling Authority* – a shared recycling department (City of Chelsea, townships of Dexter, Lyndon, Manchester, and Lima)

Other boards provide direct services to Dexter Township using quasi-volunteer board members:

- *Farmland and Open Space Board* – assesses candidate properties for the purchase of development rights, works with a consultant to raise matching funds for candidate properties, and recommends properties for purchase for approval by the Board of Trustees; provides recommendations for deploying the Open Space millage
- *Local Roads Committee* – provides constituent services by assessing local roads quality, responding to citizen complaints and suggestions, and working with the Sheriff's Department and the Road Commission to improve road quality and services
- *Planning Commission* – mandated by State of Michigan statute; Planning Commission is mandated to approve a master plan every ten years, to approve any zoning ordinances, and to execute other functions as defined by the zoning ordinance such as approving major development site plans

Other boards and committees serve a regional coordination and policy-setting function. The workload associated with serving on these committees is typically less than for the above categories. These include two library committees (Chelsea and Dexter), Washtenaw Area Value Express (WAVE), Washtenaw Area Transportation Study (WATS), the Southeastern Michigan Council of Governments (SEMCOG).

The goal is for each member of the Board of Trustees to serve on at least one operational/financial board, with some members also serving on a policy/regional coordination committee. Dexter Township has many volunteers who serve on boards and committees, some without a trustee rep and others in addition to the trustee rep. The proposed appointments accomplish this goal.



**TOWNSHIP OF DEXTER
BOARDS, COMMISSIONS & COMMITTEES**

Proposed December 19, 2023

Note 1: positions that are held by local officials are shown in yellow.

Note 2: proposed new term appointments are shown in a green color.

Note 3: Vacant positions are gray.

BOARD OF TRUSTEES – 4 YEAR TERMS

Name	Year of Appointment	Most Recent Appointment	Term Expires
Karen Sikkenga, Supervisor	2023	2023	11/20/2024
Michelle Stamboulellis, Clerk	2020	2020	11/20/2024
Maris Metz, Treasurer	2020	2020	11/20/2024
Lonnie Scott, Trustee	2022	2022	11/20/2024
Karen Nolte, Trustee	2020	2020	11/20/2024
Laura Sanders, Trustee	2020	2020	11/20/2024
Gretchen Driskell, Trustee	2023	2023	11/20/2024

BOARD OF REVIEW – 2 YEAR TERM

Name	Year of Appointment	Most Recent Appointment	Term Expires
David Diesing	2021	2022	12/31/2024
Ryan Doletzky	2021	2022	12/31/2024
Lois Beerbaum	2022	2022	12/31/2024
Alternate (Open)			

COMPENSATION COMMISSION – 5 YEAR (STAGGERED TERMS)

Name	Year of Appointment	Most Recent Appointment	Term Expires
Pat Cassidy	2023	2023	12/31/2024
Peter Maier, Secretary	2023	2020	12/31/2025
Jim Michaud	2023	2023	12/31/2026
Alissa Reyers, Chair	2023	2023	12/31/2027
Regina Hamlett	2023	2023	12/31/2028

FARMLAND AND OPEN SPACE PRESERVATION BOARD (FOSP) – 2 YEAR TERM

Name	Year of Appointment	Most Recent Appointment	Term Expires
Mark Teicher - Chair	2021	2023	12/31/2024
Scott Joling – Vice Chair	2023	2023	12/31/2024
Kathy Bradbury	2023	2023	12/31/2025
Guerin Wilkinson	2023	2023	12/31/2024
Marty Ruhlig	2023	2023	12/31/2024
Laura Sanders – BOT Rep.	2021	2023	12/31/2024
Vacant			

LOCAL ROADS COMMITTEE – OPEN ENDED TERM

Name	Year of Appointment	Most Recent Appointment	Term Expires
Karen Sikkenga – BOT Rep.	2022	2022	Open Ended
Lois Beerbaum, Co-Chair	2022	2022	Open Ended
Tom Zatkovich	2022	2022	Open Ended
Christy Maier – Chair	2022	2022	Open Ended
Adam Lape	2022	2022	Open Ended
Patrick Casady	2022	2022	Open Ended
Vacant			

PLANNING COMMISSION – 3 YEAR TERMS

Name	Year of Appointment	Most Recent Appointment	Term Expires
Marty Staub, Chair	2019	2019	12/31/2024
Robert Nester, Vice Chair	2018	2018	12/31/2024
Tom Lewis, Secretary	2019	2022	12/31/2025
Chandra Hurd	2019	2022	12/31/2025
Christina Maier	2023	2023	12/31/2026
Alicia Abbott	2022	2022	12/31/2025
Gretchen Driskell- BOT Rep.	2023	2023	12/30/2026

ZONING BOARD OF APPEALS – 3 YEAR TERM

Name	Year of Appointment	Most Recent Appointment	Term Expires
Brook Smith	2023	2023	12/31/2026
Beth Filip, Vice Chair	2019	2022	12/31/2025
Peter Maier	2023	2023	12/31/2026
Marty Straub	2019	2019	12/31/2024
Kathryn Bradbury	2022	2022	12/31/2026

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Donald Darnell (alternate)	2019	2022	12/31/2025
Vacant			

DEXTER AREA FIRE BOARD – 6 YEAR TERM

Name	Year of Appointment	Most Recent Appointment	Term Expires
Karen Sikkenga – BOT Rep.	2023	2023	12/31/2029
Lonnie Scott – Dexter Twp.	2023	2023	12/31/2030
John Westman – Webster Twp.			
Shawn Keough- City of Dexter			
Dan Munzel – Webster Twp.			
Zach Michels – City of Dexter			
Mark Ford – Dexter Twp. (alternate)	2021	2023	12/31/2027

DEXTER LIBRARY BOARD – 4 YEAR TERM

Name	Year of Appointment	Most Recent Appointment	Term Expires
Jim LaVoie	2018	2022	09/30/2026
James Estill	2022	2022	09/30/2026

CHELSEA AREA CONSTRUCTION AGENCY (CACA) – OPEN ENDED TERM

Name	Year of Appointment	Most Recent Appointment	Term Expires
Maris Metz – BOT Rep.	2023	2023	Open Ended

CHELSEA LIBRARY BOARD – 4 YEAR TERM

Name	Year of Appointment	Most Recent Appointment	Term Expires
Bob Swistock	2022	2022	12/31/2025

HURON RIVER WATERSHED COUNCIL – 3 YEAR TERM

Name	Year of Appointment	Most Recent Appointment	Term Expires
Suzanne Bade	2023	2023	12/31/2026
Mark Teicher (alternate)	2023	2023	12/31/2026

MULTI-LAKE SEWER AUTHORITY – 4 YEAR STAGGERD TEMRS

Name	Year of Appointment	Most Recent Appointment	Term Expires
Karen Nolte – BOT Rep.	2023	2023	12/31/2025
Andy Reiser	2023	2023	12/31/2026

Tom Lewis	2023	2023	12/31/2027
Linda Singer (alternate)	2023	2023	12/31/2027
Vacant			
Vacant (alternate)			

PORTAGE-BASE LAKES SEWER BOARD – 4 YEAR TERM

Name	Year of Appointment	Most Recent Appointment	Term Expires
Thomas Ehman	2017	2017	12/31/2025
David Moody	2017	2017	12/31/2025
Vacant			
Vacant			

SOUTHEAST MICHIGAN COUNCIL OF GOVERNMENTS – (SEMCOG) – OPEN ENDED TERM

Name	Year of Appointment	Most Recent Appointment	Term Expires
Lonnie Scott – BOT Rep.	2023	2023	OPEN ENDED

WASHTENAW AREA TRANSPORTATION STUDY (WATS)

Name	Year of Appointment	Most Recent Appointment	Term Expires
Gretchen Driskell – BOT Rep.	2023	2023	12/31/2024

WESTERN WASHTENAW REGIONAL ADVISORY GROUP – OPEN ENDED TERM

Name	Year of Appointment	Most Recent Appointment	Term Expires
Karen Nolte	2023	2023	Open Ended

WESTERN WASHTENAW RECYCLE AUTHORITY – 2 YEAR TERM

Name	Year of Appointment	Most Recent Appointment	Term Expires
Michelle Stamboulellis – BOT Rep.	2023	2023	6/20/2025
Vacant (alternate)			



DEXTER TOWNSHIP

6880 DEXTER-PINCKNEY ROAD
DEXTER, MI 48130

TELEPHONE: 734-426-3767

FAX: 734-426-3833

WWW.DEXTERTOWNSHIP.ORG

KAREN SIKKENG
SUPERVISOR

MICHELLE
STAMBOULELLIS
CLERK

MARIS METZ
TREASURER

GRETCHEN DRISKELL
LAURA SANDERS
LONNIE SCOTT
KAREN NOLTE
TRUSTEES

As 2023 draws to a close, we have been working to recruit new members for various Dexter Township boards, committees, and commissions. However, before discussing the proposed candidates for these appointments, we would like to start off by extending our heartfelt gratitude to the current dedicated members. Thank you to all of you for generously contributing your time, expertise, and passion on behalf of Dexter Township. Your invaluable commitment plays such a major role in driving our shared mission forward and we are so grateful for your invaluable contributions.

There are a variety of term appointments expiring in 2023 including positions on the Dexter Township Planning Commission, the Zoning Board of Appeals, the Farmland and Open Space Preservation Board (FOSP Board), the Local Roads Committee, the Huron River Watershed Council Board, and the Multi-Lake Sewer Authority Board.

Planning Commission (3-year-term):

We propose appointing Christina Maier to serve on the Dexter Township Planning Commission for another 3-year term, expiring 12/31/26.

We propose appointing Gretchen Driskell to serve on the Dexter Township Planning Commission for a 3-year term, expiring 12/31/26.

Zoning Board of Appeals (3-year-term):

We propose appointing Peter Maier to serve on the Dexter Township Zoning Board of Appeals for another 3-year term, expiring 12/31/26.

We propose appointing Brook Smith to serve on the Dexter Township Zoning Board of Appeals for another 3-year term, expiring 12/31/26.

Farmland and Open Space Preservation Board (2-year-term):

We propose appointing Kathryn Bradbury to serve on the Farmland and Open Space Preservation Board for another 2-year term, expiring 12/31/2025.

Huron River Watershed Council (3-year-term):

We propose appointing Sue Bade as a Dexter Township representative for the Huron River Watershed Council Board for another 3-year term, expiring 12/31/26.

We propose appointing Mark Teicher as a Dexter Township alternate representative for the Huron River Watershed Council Board for another 3-year term, expiring 12/31/2026.

Multi-Lake Sewer Authority: Staggered terms

We propose appointing Karen Nolte as a Dexter Township representative for the Multi-Lake Sewer Authority Board for a 2-year term, expiring 12/31/25.

We propose appointing Andy Reiser as a Dexter Township representative for the Multi-Lake Sewer Authority Board for a 3-year term, expiring on 12/31/26.

We propose appointing Tom Lewis as a Dexter Township representative for the Multi-Lake Sewer Authority Board for a 4-year-term, expiring on 12/31/27.

Dexter Area Fire Board (DAFD) (6-year term):

We propose appointing Lonnie Scott as a Dexter Township representative for the Dexter Area Fire Board for a 6-year term, expiring 12/31/2030.

We propose appointing Mark Ford as a Dexter Township alternate representative for the Dexter Area Fire Board for a 6-year term, expiring 12/31/2027.

Washtenaw Area Transportation Study (WATS)

We propose appointing Gretchen Driskell as a Dexter Township representative for the Washtenaw Area Transportation Study (WATS)

2024-2025 Dexter Township Meeting Schedule

All Meetings Held
at the
Dexter Township Hall
6880 Dexter-Pinckney Rd
Dexter, MI

**Zoning Board of
Appeals
Regular Meetings**
1st Tuesday
6:00 P.M.

**Township
Board of Trustees
Regular Meetings**
3rd Tuesdays
6:00 P.M.

**Planning
Commission
Regular Meetings**
4th Tuesday
6:00 P.M.

**Farmland & Open
Space Preservation
Regular Meetings**
1st Thursday
7:00 P.M.

Local Roads Committee
2nd Tuesdays
9:00 A.M

ZBA and PC
Meeting Agendas
Published in
The Sun Times
Newspaper

BOT Agendas &
Board Packets
Posted on the
Township Website

Adopted:

Tuesday	April 2, 2024	6:00 P.M.	Zoning Board of Appeals
Thursday	April 4, 2024	7:00 P.M.	Farmland & Open Space Preservation Board
Tuesday	April 9, 2024	9:00 A.M.	Local Roads Committee
Tuesday	April 16, 2024	6:00 P.M.	Board of Trustees
Tuesday	April 23, 2024	6:00 P.M.	Planning Commission
Tuesday	May 7, 2024	6:00 P.M.	Zoning Board of Appeals
Thursday	May 2, 2024	7:00 P.M.	Farmland & Open Space Preservation Board
Tuesday	May 14, 2024	9:00 A.M.	Local Roads Committee
Tuesday	May 21, 2024	6:00 P.M.	Board of Trustees
Thursday	May 30, 2024	6:00 P.M.	Planning Commission
Thursday	June 6, 2024	7:00 P.M.	Farmland & Open Space Preservation Board
Tuesday	June 4, 2024	6:00 P.M.	Zoning Board of Appeals
Tuesday	June 11, 2024	9:00 A.M.	Local Roads Committee
Tuesday	June 18, 2024	6:00 P.M.	Board of Trustees
Tuesday	June 25, 2024	6:00 P.M.	Planning Commission
Thursday	July 2, 2024	6:00 P.M.	Zoning Board of Appeals
Thursday	July 11, 2024	7:00 P.M.	Farmland & Open Space Preservation Board
Tuesday	July 9, 2024	9:00 A.M.	Local Roads Committee
Wednesday	July 17, 2024	9:30 A.M.	July Board of Review
Tuesday	July 16, 2024	6:00 P.M.	Board of Trustees
Tuesday	July 23, 2024	6:00 P.M.	Planning Commission
Tuesday	August 6, 2024	6:00 P.M.	Zoning Board of Appeals
Thursday	August 1, 2024	7:00 P.M.	Farmland & Open Space Preservation Board
Tuesday	August 13, 2024	9:00 A.M.	Local Roads Committee
Tuesday	August 20, 2024	6:00 P.M.	Board of Trustees
Tuesday	August 27, 2024	6:00 P.M.	Planning Commission
Tuesday	September 10, 2024	6:00 P.M.	Zoning Board of Appeals
Thursday	September 5, 2024	7:00 P.M.	Farmland & Open Space Preservation Board
Tuesday	September 10, 2024	9:00 A.M.	Local Roads Committee
Tuesday	September 17, 2024	6:00 P.M.	Board of Trustees
Tuesday	September 24, 2024	6:00 P.M.	Planning Commission
Tuesday	October 1, 2024	6:00 P.M.	Zoning Board of Appeals
Thursday	October 3, 2024	7:00 P.M.	Farmland & Open Space Preservation Board
Tuesday	October 8, 2024	9:00 A.M.	Local Roads Committee
Tuesday	October 15, 2024	6:00 P.M.	Board of Trustees
Tuesday	October 22, 2024	6:00 P.M.	Planning Commission
Thursday	November 7, 2024	7:00 P.M.	Farmland & Open Space Preservation Board
Tuesday	November 5, 2024	6:00 P.M.	Zoning Board of Appeals
Tuesday	November 12, 2024	9:00 A.M.	Local Roads Committee
Tuesday	November 19, 2024	6:00 P.M.	Board of Trustees
Tuesday	November 26, 2024	6:00 P.M.	Planning Commission
Tuesday	December 3, 2024	6:00 P.M.	Zoning Board of Appeals
Thursday	December 5, 2024	7:00 P.M.	Farmland & Open Space Preservation Board
Tuesday	December 10, 2024	9:00 A.M.	Local Roads Committee
Wednesday	December 10, 2024	9:30 A.M.	December Board of Review
Tuesday	December 17, 2024	6:00 P.M.	Board of Trustees & BOT Budget Hearing
Thursday	December 19, 2024	6:00 P.M.	Planning Commission
Tuesday	January 7, 2025	6:00 P.M.	Zoning Board of Appeals
Thursday	January 9, 2025	7:00 P.M.	Farmland & Open Space Preservation Board
Tuesday	January 14, 2025	9:00 A.M.	Local Roads Committee
Tuesday	January 21, 2025	6:00 P.M.	Board of Trustees Budget Hearing
Tuesday	January 21, 2025	6:00 P.M.	Board of Trustees
Tuesday	January 28, 2025	6:00 P.M.	Planning Commission
Thursday	February 6, 2025	7:00 P.M.	Farmland & Open Space Preservation Board
Tuesday	February 4, 2025	6:00 P.M.	Zoning Board of Appeals
Tuesday	February 11, 2025	9:00 A.M.	Local Roads Committee
Tuesday	February 18, 2025	6:00 P.M.	Board of Trustees
Tuesday	February 25, 2025	6:00 P.M.	Planning Commission
Tuesday	March 4, 2025	6:00 P.M.	Zoning Board of Appeals
Tuesday	March 4, 2025	TBD	Board of Review (Organization Mtg)
Thursday	March 6, 2025	7:00 P.M.	Farmland & Open Space Preservation Board
Week Of	March 10, 2025	Week Of	Board of Review Appeal Hearings
Tuesday	March 11, 2025	9:00 A.M.	Local Roads Committee
Tuesday	March 18, 2025	6:00 P.M.	Board of Trustees
Tuesday	March 25, 2025	6:00 P.M.	Planning Commission

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at the
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Tuesday	June 27, 2023	6:00 P.M.	Planning Commission
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Dexter Township Resolution #

A resolution to adopt poverty exemption income guidelines and asset test for the 2024 tax year.

WHEREAS, the adoption of guidelines for poverty exemptions is within the purview of the township board; and

WHEREAS, the homestead of persons who, in the judgment of the Board of Review, by reason of poverty, are unable to contribute to the public charges is eligible for exemption in whole or part from taxation under the General Property Tax Act; and

WHEREAS the township board is required by Section 7u of the General Property Tax Act, Public Act 206 of 1893 (MCL 211.7u), amended by Public Act 253 of 2020, to adopt guidelines for poverty exemptions.

NOW, THEREFORE, BE IT HEREBY RESOLVED, pursuant to MCL 211.7u, that Dexter Township, Washtenaw County, adopts the following guidelines for the Board of Review to implement.

The guidelines shall include, but not be limited to, the specific income and asset levels of the claimant and all persons residing in the household filed in the immediately preceding year.

To be eligible, a person shall do all the following on an annual basis:

1. File an exemption application, prior to the March, July, or December Board of Review hearings, with the Board of Review, accompanied by federal and state income tax returns for all persons residing in the homestead from the immediately preceding year.
2. Produce a valid drivers' license or other form of identification if requested.
3. Produce a deed, land contract, or other evidence of ownership for the principal residence for which an exemption is sought, if requested.
4. Not exceed maximum income levels as shown in Exhibit A. As required by statute, the maximum income levels are above the federal poverty income guidelines as defined and determined annually by the United States Office of Management and Budget.
5. Meet an asset level test where the applicant's assets, not including the primary residence, cannot exceed the most recent median HUD Family income for a family of four (4) for Washtenaw County, Michigan **(\$117,800 for the 2023 tax year)**.

Applications may be reviewed by the Board of Review without the applicant being present. However, the Board may request that any or all applicants be physically present to respond, under oath, to any questions the Board may have.

In granting hardship exemptions, the Board of Review realizes this to represent a shift of that portion of the tax burden to the other taxpayers of the community and state.

The exemption shall only apply to the applicant's principal residence and the applicant must own and reside in the principal residence property.

The Board of Review may grant relief within the following guidelines:

If a person meets all eligibility requirements in statute, the Board of Review must grant a full exemption equal to a 100% reduction in taxable value OR a partial exemption equal to a 25%, 50% or 75% reduction in taxable value OR any other percentage reduction in taxable value approved by the STC.

For applicants at or below the 2024 Federal Poverty Guidelines, 100% relief shall be granted.
 For applicants between 100% and 115% of the 2024 Federal Poverty Guidelines, 75% relief shall be granted.
 For applicants between 115% and 130% of the 2024 Federal Poverty Guidelines, 50% relief shall be granted.
 For applicants between 130% and 145% of the 2024 Federal Poverty Guidelines, 25% relief shall be granted.
 For applicants above 145% of the 2024 Federal Poverty Guidelines, 0% relief shall be granted.
 BE IT ALSO RESOLVED that the Board of Review shall follow the above stated policy and federal guidelines in granting or denying an exemption.

Exhibit A

Size of Family Unit	2024 Poverty Guidelines 100% Relief	2024 Poverty Guidelines 75% Relief Greater than 100% but equal to or less than 115% of Federal Guidelines	2024 Poverty Guidelines 50% Relief Greater than 115% but equal to or less than 130% of Federal Guidelines	2024 Poverty Guidelines 25% Relief Greater than 130% but equal to or less than 145% of Federal Guidelines
1	\$14,580	\$16,767	\$18,954	\$21,141
2	\$19,720	\$22,678	\$25,636	\$28,594
3	\$24,860	\$28,589	\$32,318	\$36,047
4	\$30,000	\$34,500	\$39,000	\$43,500
5	\$35,140	\$40,411	\$45,682	\$50,953
6	\$40,280	\$46,322	\$52,364	\$58,406
7	\$45,420	\$52,233	\$59,046	\$65,859
8	\$50,560	\$58,144	\$65,728	\$73,312
For Each Additional Person	\$5,140	\$5,911	\$6,682	\$7,453

Resolution offered by Board Member

Resolution seconded by Board Member

Roll call vote:

Yeas –

Nays –0

Abstain – None

Absent – 0

Tally Y = 7; N = 0; Abstain = 0; Absent =0

The Supervisor declared the resolution adopted

CERTIFICATE

The undersigned, being the duly elected and acting Clerk of the Township of Dexter hereby certifies that the foregoing resolution was duly adopted at a regular meeting of the Dexter Township Board at which a quorum was present on the _____, and that the members voted thereon as hereinbefore set forth.



DEXTER TOWNSHIP

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TELEPHONE: 734-426-3767
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PROPOSED HOLIDAY SCHEDULE FOR 2024

- ❖ Monday, January 15, 2024 (Martin Luther King Day)
- ❖ Monday, February 19, 2024 (President's Day)
- ❖ Monday, May 27, 2024 (Memorial Day)
- ❖ Wednesday, June 19, 2024 (Juneteenth Day)
- ❖ Thursday, July 4, 2024 (Independence Day)
- ❖ Monday, September 2, 2024 (Labor Day)
- ❖ Monday, October 14, 2024 (Indigenous Peoples' Day)
- ❖ Monday, November 11, 2024 (Veteran's Day)
- ❖ Thursday, November 28, 2024 (Thanksgiving Day)
- ❖ Wednesday, December 25, 2024 (Christmas Day)
- ❖ Thursday, December 26, Monday, December 30 (Season Days)
- ❖ Tuesday, December 31, 2024 (New Year's Eve)
- ❖ Wednesday, January 1, 2025 (New Year's Day)



DEXTER TOWNSHIP

AGENDA ITEM REQUEST

MEETING OF: Township Board of Trustees December 19, 2023

Title: Compensation Committee Recommendations

Date (please submit agenda item requests 14 days prior to meeting date):

Purpose (Choose ONE):

- 1) This is a discussion item requiring no action by the board: ____
- 2) This is an action item requiring a:
Resolution ____;
Motion X;
Ordinance ____

Narrative (to be completed by requestor):

Overview

The Board of Trustees created an arm's length compensation committee at the September 2023 meeting. The committee, in compliance with statute, has provided recommendations for Dexter Township's elected officials (see attached memo). Committee members consisted of three human resources professionals, a former city attorney, and a community member.

Recommendations of the committee are adopted automatically unless the Board of Trustees takes positive action to override the recommendations. Note that acceptance of the committee's recommendations will require budget amendments, since the committee recommends pay increases effective January 1, 2024.

The Dexter Township Board of Trustees wishes to thank the Compensation Committee for its efficient and thoughtful work.

Does this item have fiscal impact?

Yes X

No ____

If yes, what is the net cost?

~\$16,000/
year

Is the item included in the Township's approved annual budget?

Proposed FY25 budget reflects these changes; FY24 budget does not

Yes X

No X

<u>Staff/Supervisor Comments</u> Consider amending the committee’s recommendations to delay implementation until the start of the fiscal year, April 1, 2023.
<u>Submitted by:</u> Karen Sikkenga
<u>Suggested Action:</u> TBD



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November 20, 2023

Memorandum

From: Dexter Township Compensation Committee

To: Dexter Township Board of Trustees

Re: Compensation Committee determination of Dexter Township Elected Officials Annual Salary for 2024.

The members of the Compensation Committee are Alissa Reyes, Chairperson, Patrick Casady, James (Jim) Michaud, Peter Maier, and Regina Hamlett.

In keeping with the terms of the Ordinance passed at the Dexter Township Board of Trustees on September 19, 2023, the Compensation Committee has met three times and has come to the following determination concerning compensation for Dexter Township elected officials for 2024.

Trustees annual salary is to be increased from \$6,414 to \$7,300, effective the beginning of January 2024.

Annual salaries for the Clerk, Treasurer, and Supervisor are to be increased from \$40,549 to \$45,000 effective the beginning of January 2024.

In reaching this conclusion, the Committee reviewed comparable salary data for 2023 for Michigan Township elected officials from the Michigan Township Association, as well as comparable data for other Washtenaw County Townships, researched by member Patrick Casady, and by Samantha Edwards of the Dexter Township staff.

The Committee believes this set of recommendations is appropriate in consideration of the recent period of substantial inflation and the relative comparisons of the salaries to other Township jurisdictions, both in Washtenaw County and more broadly within the state.

The Committee was also asked to review whether benefits are generally being provided to elected officials in other Townships. The Township Association data indicated that a small number of Townships provided benefits, but the Committee was unable to determine any further data on this matter from available sources and has no recommendation on benefits at this time.

The Committee will be available to answer any questions from the Board of Trustees and the public. The Committee will have one or more members present at the December Board meeting as well to respond to any questions.

The Committee would like to thank Supervisor Sikkenga, Samantha Edwards, and Janis Miller, Recording Secretary for their assistance in the Committee's data gathering and meeting minutes.

DRAFT from 10/25/23

Dexter Township

Ordinance No. _____

Designated Hauler and Collection Regulation

AN ORDINANCE TO REGULATE THE BUSINESS OF SOLID WASTE, RECYCLABLES, COMPOSTABLES AND YARD CLIPPINGS COLLECTION WITHIN THE TOWNSHIP OF DEXTER; TO PROVIDE FOR A DESIGNATED HAULER FOR CERTAIN DESIGNATED GENERATION SITES; AND TO ESTABLISH PENALTIES FOR THE VIOLATION OF THE PROVISIONS OF THIS ORDINANCE.

Section 1 – Title

This Ordinance shall be known and cited as the Dexter Township "**Designated Hauler and Collection Regulation Ordinance**," and it shall be sufficient in any action for enforcement of the provisions hereof to define the same by such short title or by reference to the number hereof.

Section 2 – Purpose

The purpose of this Ordinance shall be:

- A. To further secure and protect the general welfare and safety of the citizens and others within the Township of Dexter.
- B. To establish a Designated Hauler for specified Generation Sites.
- C. To establish and allow for a Designated Hauler Program and Agreement that provides for the terms and conditions for the collection of solid waste and recyclables by the Designated Hauler.
- D. To establish penalties for the violation of the provisions.

Section 3 – Definitions

Collection Vehicle - any vehicle specifically designed for and used for the collection of Solid Waste, Recyclables, Compostables or Yard Clippings.

Commercial - any business establishment or office, regardless of zoning district, which provides for the sale of goods and/or services to customers.

Commercial Designated Generation Site – as may be set forth in the Designated Hauler Agreement, certain Commercial locations that are on or adjacent to the Designated Hauler's curbside routes and that use rolling curb carts for either waste or recycling.

Compostables - means organic fruit and vegetable material which is produced incidental to the vegetable material which is produced incidental to the preparation of food for human consumption in residential structures.

Construction and Demolition Debris –

Designated Hauler - means any person or entity awarded a contract as the Township's Designated Hauler to engage in the business of collecting Solid Waste, Recyclable Materials, Compostables or Yard Clippings from specific generation sites within the Township for hauling, transporting, or disposing of such materials.

Designated Hauler Agreement – a contract between the Township and a Hauler that has been approved by the Township Board of Trustees, signed by both parties, and covering the applicable dates.

Designated Hauler Program – means a program established by the Township Board to select and choose a Designated Hauler to collect one or more of the following material streams - Solid Waste, Recyclables, Compostables or Yard Clippings – within Dexter Township. The Township Board may choose one or more Designated Haulers for one or more of the material streams as defined by the Designated Hauler Agreement. The Township Board may select a defined processing or disposal site for each of the material streams in the program and may choose to contract separately for processing or disposal of each material stream. Delivery of material streams to processing or disposal facilities will be defined in the Designated Hauler Agreement. The Designated Hauler Program does not preclude any Designated Generation sites from contracting for Construction and Demolition Debris removal.

Garbage - rejected food wastes including waste accumulation of animal, fruit, or vegetable matter used or intended for food or that attends the preparation, use, cooking, dealing in, or storing of meat, fowl, fruit, or vegetables.

Generation Site – any residential, commercial, institutional, or industrial unit in the Township that generates Solid Waste, Garbage, Rubbish, Recyclables, Compostables or Yard Clippings.

Designated Generation Site – any Generation Site that is designated by the Township to be serviced by the Designated Hauler

Industrial - any business establishment, regardless of zoning district, which provides for the production or manufacture of goods or raw material or component parts.

Industrial Designated Generation Site – as may be set forth in the Designated Hauler Agreement certain locations not limited to manufacturing facilities.

Institutional - municipal buildings, utilities, police and fire facilities, hospitals, schools, places of worship, and related institutional uses as defined in the Designated Hauler Agreement.

Institutional Designated Generation Site– as may be set forth in the Designated Hauler Agreement certain locations not limited to municipal buildings, utilities, police and fire facilities, hospitals, schools, places of worship, and related institutional uses that are on or adjacent to the Designated Hauler's curbside routes and that use rolling curb carts for either waste or recycling.

Litter - means all rubbish, refuse, waste material, garbage, offal, paper, glass, cans, bottles, trash, debris or other foreign substances of every kind and description.

Material Streams – means one or more of the following materials - Solid Waste, Recyclables, Compostables or Yard Clippings - collected by a chosen Designated Hauler

Multi-Family - any residential development which provides for more than one family on a single parcel of land.

Multi-Family Designated Generation Site – certain multi-family generation sites, including, but not limited to, certain duplex, triplex, fourplex, and apartment, townhouse or condominium residential units that may be covered by Designated Hauler curbside collection system. Such multi-family generation sites may be defined or set forth in the Designated Hauler Agreement.

Recyclables - selected items that are authorized to be picked up to be recycled. Recyclable materials mean source-separated materials, site-separated materials, high grade paper, glass, metal, plastic, aluminum, newspaper, corrugated paper, yard clippings as provided for in this ordinance, along with any other material deemed to be recyclable materials that may be added by duly adopted resolution of the Township Board which shall be attached as an addendum. These shall include, but need not be limited to, glass containers, metal food cans and lids, aluminum, newspaper, mail, paperboard boxes, cartons, cups and containers, flat and corrugated cardboard and plastic containers with recycling codes recycling codes 1 (polyethylene terephthalate; clear plastic) or 2 (high density polyethylene containers, such as milk jugs, etc.) and 5 (polypropylene containers such as yogurt cups, etc.).

Rubbish - means non-putrescible solid waste, excluding ashes, consisting of both combustible and non-combustible waste including paper, cardboard, metal containers, yard clippings, wood, glass bedding, crockery, demolished building materials, or litter of any kind that may be a detriment to the public health and safety.

Single-Family - any residential development which provides for one family on a single parcel of land.

Single-Family Designated Generation Site - any single-family dwelling unit that is not attached to any other dwelling unit by any means.

Solid Waste - garbage, rubbish, ashes, incinerator ash, incinerator residue, street cleanings, municipal and industrial sludges, and solid commercial and solid industrial waste, animal waste; but does not include human body waste, liquid or other waste regulated by Michigan statute, ferrous or nonferrous scrap directed to a scrap metal processor or to a reuser of ferrous or non-ferrous products.

Yard Clippings - means leaves, grass clippings, vegetables or other garden debris, shrubbery, brush, or tree trimmings less than four feet in length and two inches in diameter, that can be converted to compost humus. This term does not include stumps,

agricultural wastes, animal waste, roots, sewage, sludge, or garbage.

Section 4 –Designated Hauler Collection Requirements

A. Vehicles.

1. Any collection vehicle used for the transportation of Solid Waste, Recyclables, Compostables or Yard Clippings within the Township shall be water-tight, and equipped with covers over that portion of the vehicle that is used for the transportation of Solid Waste, Recyclables, Compostables or Yard Clippings.
 - a. Inspection of Collection Vehicles. The Designated Hauler shall, upon request, permit the inspection of collection vehicles by the Township or its designee, as those items relate to safe and proper equipment, including, but not limited to, lights, brakes, tires, and exhaust for compliance with existing state law and local ordinance.
2. Any such vehicle shall also be in good working order so as not to constitute a nuisance or a hazard to other traffic on the roads within the Township. The items to be in good working order include, but are not limited to, the tires, lights, horn, brakes, exhaust system, and steering system.

B. Fee Schedule.

1. The Designated Hauler's complete schedule of fees and charges to be made to customers for service shall be governed by way of an approved Designated Hauler Agreement with the Township.
2. The Designated Hauler shall not depart from its contracted-for-fees and charges, as approved by the Township in the Designated Hauler Agreement, in the operation of its business as the Designated Hauler within the Township.
3. Except as set forth in the Designated Hauler Agreement, any change in the fees or charges shall be filed with the Township Clerk and, after approval by the Township, mailed or hand delivered to each customer at least thirty (30) days before the changed fees are to become effective.

C. Pick-Up Schedules and Areas, unless Specified in the Designated Hauler Agreement.

1. The Designated Hauler shall file with the Township Clerk a complete schedule of the days and the areas that pickup from customers is to be made.
2. The Designated Hauler shall not depart from its filed schedule of days and areas for servicing Designated Generation Sites within the Township unless thirty (30) days written notice has been filed with the Township Clerk and mailed or hand delivered to each customer.
3. Exceptions to the above requirements will be allowed only in case of an emergency. Such a situation shall be that which constitutes a potential health hazard because conditions not directly within the control of the Designated Hauler such as, but not limited to, weather conditions, acts of God, and vehicle breakdowns, which could not have been prevented. Such exceptions shall be decided by the Township Supervisor or Clerk.

D. Pick-Up Prohibitions.

The Designated Hauler shall not drive or cause to be driven any of its vehicles over or through any street in Dexter Township at any time on any Sunday or on New Year's Day, Memorial Day, the Fourth of July, Labor Day, Thanksgiving Day, or Christmas Day.

1. Designated Generation Sites shall be serviced within the Township only between the hours of 7:00 a.m. and 7:00 p.m., Monday through Friday, except Designated Generation Sites shall be serviced on a Saturday between those hours when a legal holiday has occurred on a weekday in the immediately preceding week, or when scheduled weekday collections have been delayed in the immediately preceding week, or when scheduled weekday collections have been delayed in the immediately preceding week due to collection vehicle equipment failure beyond the control of the Designated Hauler.

2. Exceptions to the above requirements will be allowed only in case of an emergency. Such a situation shall be that which constitutes a potential health hazard because conditions not directly within the control of the Designated Hauler such as, but not limited to, weather conditions, acts of God, and vehicle breakdowns, which could not have been prevented. Such exceptions shall be decided by the Township Clerk.

E. Non-Discrimination.

Service shall be offered by the Designated Hauler to any and all Designated Generation Sites, without discrimination.

Section 5– Curbside / Roadside Collection of Recyclables, Compostables or Yard Trimmings by Designated Hauler

- A. A Designated Hauler may provide for curbside/roadside collection of Recyclables, Compostables or Yard Clippings to each Designated Generation Sites from which they also collect Solid Waste. Unless as otherwise stated in the Designated Hauler Agreement, the following applies:
 1. Recyclables, Compostables and Yard Clippings shall be picked up weekly, and on the same day of the week as the Solid Waste collection of that week.
 2. The Designated Hauler shall provide appropriate containers for Recyclables to each Designated Generation Site.
 - a. Designated Generation Sites, including mobile homes, if applicable, shall each be provided with suitable containers for Recyclables. Large or bulky recyclables will be placed near the recycling container for pick-up.
 3. Recyclables, Compostables and Yard Clippings separated by Designated Generation Sites and collected by the Designated Hauler shall be delivered to recycling and composting/processing facilities as provided for in the Designated Hauler Agreement for processing into marketable commodities and shall not be disposed of into trash hauling vehicles by trash hauling personnel or taken to disposal facilities. Separate vehicles shall be used to collect Recyclables and Compostables/Yard Clippings.

Section 6 – Customer Requirements

- A. Generation Sites.
 1. Each Generation Site to be serviced by the Township's Designated Hauler within Dexter Township shall retain all substances to be collected between scheduled pick-ups in an inconspicuous place on their premises and in suitable water-tight containers.
 2. The night before the scheduled pick-up, receptacles containing the Solid Waste, Recyclables, Compostables or Yard Clippings to be collected may be placed at the edge of the roadway for pick-up. Receptacles shall be placed for pick-up no earlier than 6PM the evening before scheduled pick-up.
 3. After pick-up, all empty receptacles shall be removed from the street promptly on the day of collection. Receptacles shall be removed from their pick-up location no later than 6PM on the day of scheduled pick-up.
 4. All Designated Generation Sites are required to have their Solid Waste, Recyclables, Compostables or Yard Clippings picked-up by the Designated Hauler under the terms, conditions and costs set forth in the Designated Hauler Agreement.

Section 7 – Designated Hauler Program

- A. Collection and Delivery of Solid Waste, Recyclables, Compostables or Yard Clippings by the Township's Designated Hauler. Commencing on the date set forth in the Designated Hauler Agreement, collection and delivery of Solid Waste, Recyclables, Compostables or Yard Clippings from Designated Generation Sites shall be in accordance with the Designated Hauler Agreement, this Ordinance and the following provisions:
 1. No person shall dispose of any Solid Waste, Recyclables, Compostables or Yard Clippings (excluding yard clippings removed by landscapers) generated from Designated Generation Sites within the Township other than by means of the

Designated Hauler contracted by the Township for such purpose.

2. As further directed in the Designated Hauler Agreement, the Designated Hauler shall deliver Solid Waste to a facility authorized under Act 451, as amended, Recyclables to a recycling facility and all other collection as directed in the Designated Hauler Agreement.
 3. No person, except the Designated Hauler, shall engage in the business of collection, transporting, delivery or disposal of Solid Waste, Recyclables, Compostables or Yard Clippings (excluding landscapers collecting yard clippings) generated by Designated Generation Sites within the Township.
 4. The Designated Hauler shall comply with Act 451 and all applicable federal, state and county laws, local ordinances, and rules and regulations in the collection, transportation, and delivery of Solid Waste, Recyclables, Compostables or Yard Clippings.
 5. No person shall knowingly place hazardous waste at curbside or other designated locations for collection, and the Designated Hauler shall not knowingly collect or deliver hazardous waste to a processing or disposal site.
 6. The provisions of this Section prohibit the placement of Solid Waste, Recyclables, Compostables or Yard Clippings for collection by a person or company other than the Designated Hauler Clippings (excluding landscapers collecting yard clippings) even if such person or company provided such collection services prior to the enactment of the Designated Hauler Agreement, effective the date that the Township has established for the first day of service by the Designated Hauler. As of that date, any such person or company shall promptly remove, at its own cost, all containers it has provided to any Designated Generation Site and refund any prepaid fees collected from that Designated Generation Site for services that would have been provided after that date.
- B. Rates, charges, and payments for Designated Hauler program: The Designated Hauler shall charge fees for collection and disposal of waste and shall bill for such services in accordance with the following, unless provided otherwise in the Designated Hauler Agreement.
1. The Designated Hauler shall charge fees for collection and delivery of Solid Waste, Recyclables, Compostables or Yard Clippings placed for collection as set forth in the Designated Hauler Agreement between the Designated Hauler and the Township.
 2. Unless specified otherwise in the Designated Hauler Agreement, the Designated Hauler shall send a quarterly invoice, in advance, to each Designated Generation Site for which services are provided in the Township. Such invoice shall represent charges for services to be rendered in the following quarter.
 3. Unless otherwise specified in the Designated Hauler Agreement, the invoice shall be delivered by regular mail at least two weeks prior to the beginning of the quarter for which charges are imposed.
 4. If the invoice is not paid within 90 days after the due date, it shall be considered delinquent, and a penalty set by the Township Board or as otherwise specified in the Designated Hauler Agreement shall be added to the amount due.
 - a. If provided in the Designated Hauler Agreement, the charges for collection and disposal fees relating to services to Designated Generation Sites by the Designated Hauler shall constitute a lien on the Designated Generation Site for which the services have been provided. Any charges and penalties delinquent for three months or more shall be certified annually by the Township official in charge of collection to the tax assessing officer of the Township to be entered upon the next tax roll against the Designated Generation Site for which the services have been rendered, and the charges and penalties shall be collected as part of the general Township taxes against such Designated Generation Site and shall accrue further interest and penalties and shall be collected in the same manner as provided for delinquent real property taxes in the Township. If not provided for in the Designated Hauler Agreement, the Designated Hauler shall be responsible to collect all fees and the Township will have no obligation to collect any fee or delinquent payment by tax lien or otherwise.
- C. If any term, provision, or condition is not covered by this Ordinance, the Designated Hauler Agreement shall control and the Township retains the right to amend, modify or change any term or condition provided in the Agreement upon renewal, agreement of the parties or selection of a new Designated Hauler.

Section 8 – Penalties

Any person or business engaging in Solid Waste, Recyclables, Compostables or Yard Clippings collection for Designated

Generation Sites, or a Designated Hauler, who violates any provision of this Ordinance shall be deemed guilty of a misdemeanor, and upon conviction thereof, shall be subject to a fine of at least Twenty-Five Dollars (\$25), and not more than Five Hundred Dollars (\$500), and the costs of prosecution.

A separate offense shall be deemed committed for each violation, each location of violation and for each day a violation continues.

Section 9 – Severability

In the event that any section, paragraph, sentence, phrase, word, or part of this Ordinance shall be held invalid, such holding shall not affect the balance of the provisions herein.

Section 10 – Effective Date

The foregoing sections or summary of this Ordinance shall be published in a newspaper of general circulation within the Township of Dexter and shall become effective upon such publication.

DRAFT



DEXTER TOWNSHIP

AGENDA ITEM REQUEST

MEETING OF: Township Board of Trustees – December 19, 2023

Title: Decision on Single Hauler Ordinance for Dexter Township

Date: December 2, 2023

Purpose (Choose ONE):

- 1) This is a discussion item requiring no action by the board: ____
- 2) This is an action item requiring a:
Resolution ____;
Motion ____;
Ordinance x
- 3) Help! I don't know the answer ____

Narrative (to be completed by requestor):

One action item in our strategic plan was to research and address providing a single hauler trash service for our residents. From the Master Plan survey, we know a majority residents support this topic.

A committee (funded by a county grant) was put together with Theo Eggermont, Director of Public Works, Consultant Matthew Naud from Resource Recycling Systems and representatives from Lyndon Township and Dexter Township. One goal was to combine our Townships to increase the volume of homes to improve numbers when submitting RFP's to trash providers.

Attached is a draft of a single hauler ordinance for Dexter Township. The attached draft is open for discussion and hopefully a decision at the December 2023 BOT meeting. Approving this ordinance does not mean we must move forward with an RFP, it simply lays the foundation to move forward, as we choose. We must have an ordinance in place prior to bidding this project – this is the first stepping stone.

Financial aspects of a single hauler can be addressed when discussion of an RFP comes forth. This ordinance does not in itself have a fiscal impact on the township budget.

As a refresher to the single hauler issue, I have attached a presentation created by Matt Naud.

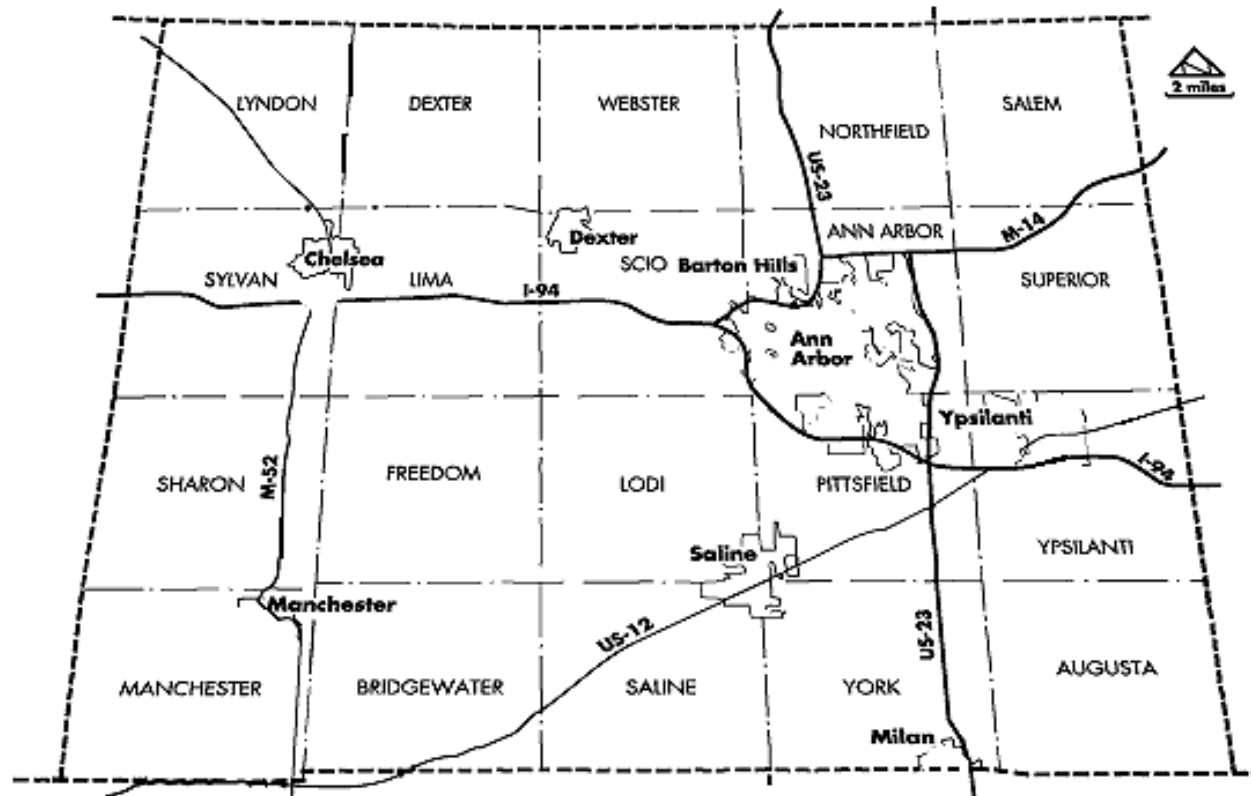
Does this item have fiscal impact?

Yes ____	No <u> x </u>
----------	-----------------

If yes, what is the net cost?	\$	
Is the item included in the Township's approved annual budget?	Yes ____	No ____
<u>Staff/Supervisor Comments</u>		
<u>Submitted by:</u> Karen Nolte, Trustee		
<u>To Be Completed by Clerk's Office:</u> For action items, suggested language for board motion (applicable):		

WASHTENAW TOWNSHIPS SINGLE HAULER OPPORTUNITIES 2023







Managing change
in a resource-
constrained world.



ORGANICS
MANAGEMENT



WASTE
RECOVERY



GLOBAL CORPORATE
SUSTAINABILITY

since 1986

CURBSIDE COLLECTION BEST PRACTICE



Automated collection

- One truck can do 800 – 1,200 stops per day with single stream automated collection, 300% more than manual rear load¹
- Increases worker safety and decreases worker compensation



Wheeled carts

- Convenient for residents
- Offers more room for recyclables



Weekly, same day trash and recycling

- Routine everything out to the curb
- Avoids recyclables being put in the trash because residents ran out of room



Variable Pricing

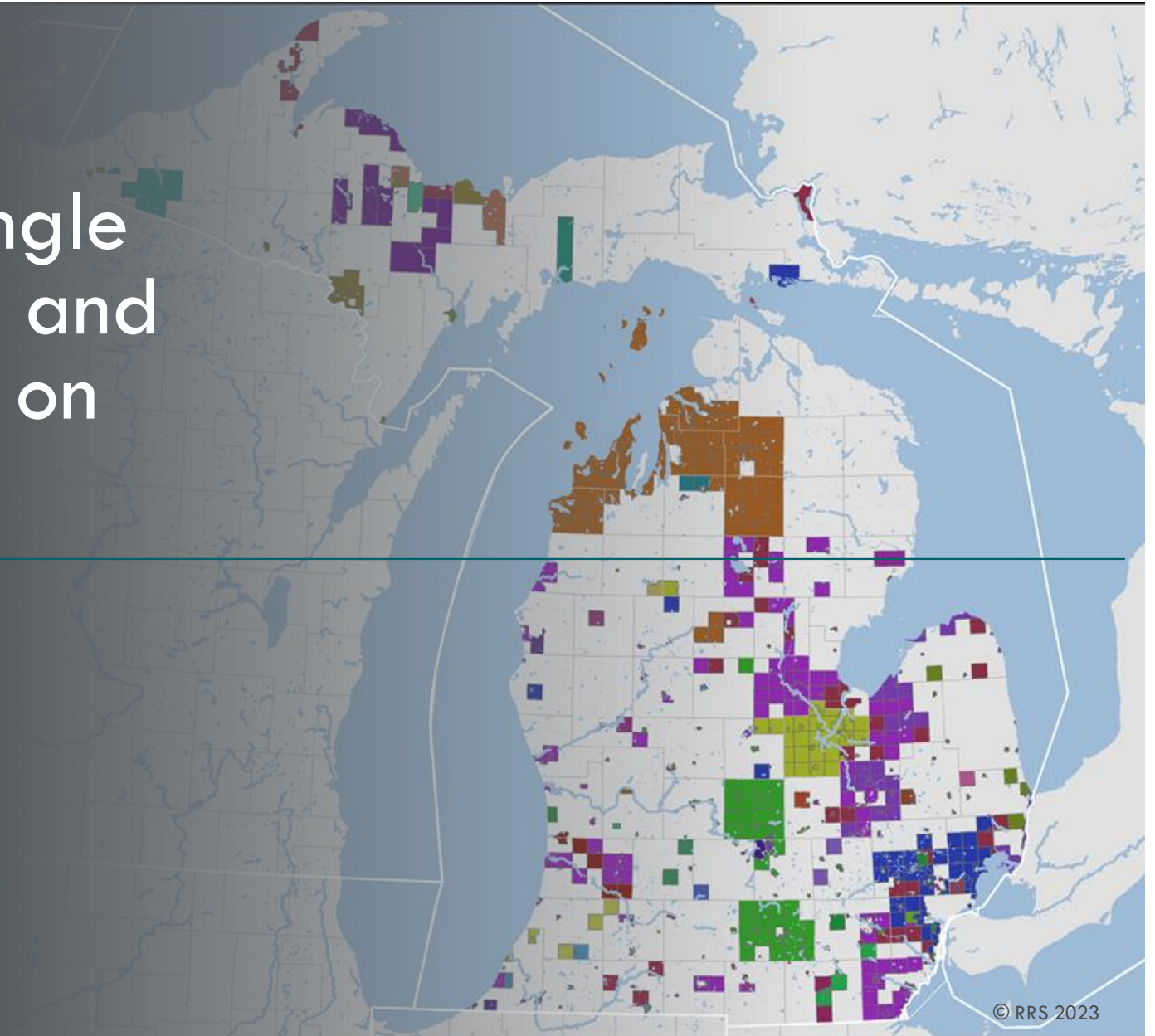
- Residents only pay for what they throw away
- Encourages residents to reduce waste

¹US EPA Collection Efficiency Strategies for Success: <https://archive.epa.gov/epawaste/nonhaz/municipal/web/pdf/k99007.pdf>

1 240 Townships

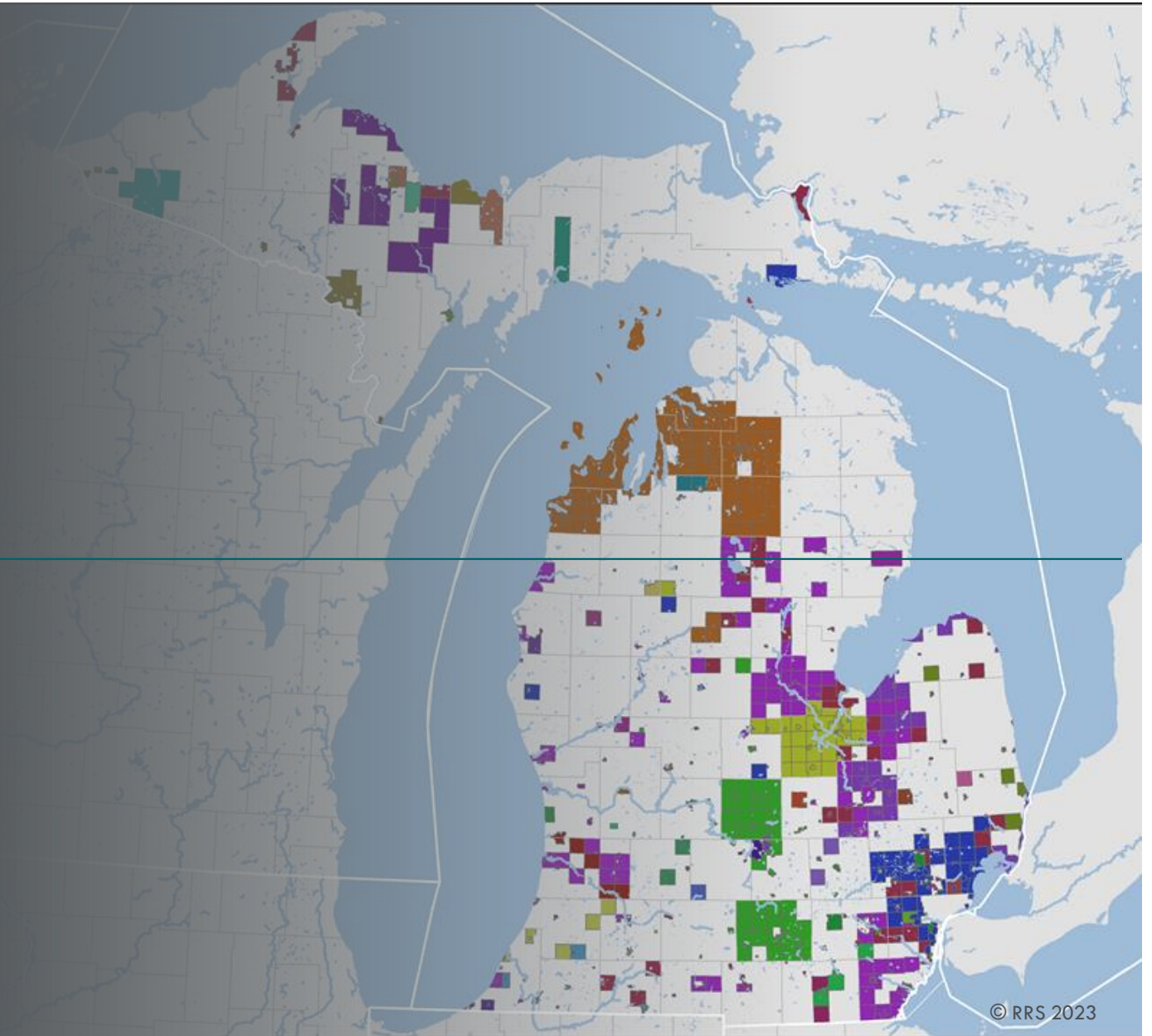


Self-reported single hauler townships and villages - based on 695 reports



© RRS 2023

Why Explore a Single Hauler?



© RRS 2023

STATEMENTS FROM TOWNSHIPS WITH SUCCESSFUL MUNICIPAL PROGRAMS

*Not difficult setting up a municipal program.
Haulers can offer a team of professionals*

Leaf pick up service will reduce leaf burning, including on paved roads, and depositing in waterways

Overall esthetics improved through a reduction in unauthorized dumping and roadside littering

Other benefits can be realized via dead animal carcass removal & CNG fueled trash truck options

Customer "Opt Out" of any duration is typically not offered because variations cause poor service



NEIGHBORHOOD SAFETY AND QUALITY OF LIFE

Trash truck traffic reduced in neighborhoods by 70% or more

Trash truck traffic limited to one day a week in your neighborhood

Reduced wear and tear on both neighborhood roads as well as main roads

Less truck traffic results in safer and quieter streets

Less truck traffic means less pollution, fewer opportunities for spills, cleaner air

A single licensed and contracted hauler brings safer hauler operating practices as well

Improved community appearance with carts and 1 day/week service



TOP SHELF SERVICES

Good for the environment and the community

Reduces dumping, burning of leaves, burning of trash, burning on paved roads, yard clutter and encourages recycling

Saves energy, reduces waste and reduces greenhouse gas emissions

Saves landfill space and reduces landfill disposal costs

Creates jobs, improves the economy and reuses valuable resources

Includes best practice incentives for recycling



SAVE MILLIONS

Savings per household may be as high as 45% to 67%

Firm 5-year pricing prevents surprises each year – known costs for known reliable value

No more hassles, and

\$ returned to household pocketbooks each year!



TYPICAL BOARD CONCERNS

Minimal time "running" program if good website is established & hauler is set up as primary contact

None of the townships researched had any legal issues implementing their programs.

Both Charter & General Law townships in this area have successfully implemented municipal trash programs

Unique residential needs are available if desired in typical contracts (i.e., - opt. out, optional carts)

Setting up "group contracts" for non HOA developments does not eliminate use of other haulers

Previously proposed state legislation has not hampered other municipalities from running programs

WHAT IF TOWNSHIP RESIDENTS COULD GET THE
BEST TRASH (AND RECYCLING?) HAULING
SERVICES - AND SAVE MONEY EACH YEAR?

© RRS 2023



recycle.com

NEXT STEPS...THE TOWNSHIP ADOPTS AN ORDINANCE THAT
ENABLES A SINGLE HAULER TO PROVIDE COMPREHENSIVE
TRASH SERVICES TO ALL HOUSEHOLDS IN THE TOWNSHIP.

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NEXT STEPS...THE TOWNSHIP DEVELOPS AN RFP AND
REVIEWS COMPETITIVE PROPOSALS RECEIVED FROM THE
REGION'S HAULERS AND A RECOMMENDATION MADE FOR
TOWNSHIP BOARD CONSIDERATION.



OPPORTUNITIES

- Two Townships improves competition – better pricing
- RFP can ask for pricing for options for each township
- Flow Control – Ordinance and RFP can direct collected trash and/or recyclables to WWRA
- No requirement to award if pricing or vendor quality are not satisfactory



RRS Township Team

Jim Frey
frey@recycle.com

Matthew Naud
mnaud@recycle.com

Elizabeth Paul
epaul@recycle.com

 @recycle_com



DEXTER TOWNSHIP

AGENDA ITEM SUMMARY

MEETING OF: Township Board of Trustees Meeting – December 19th 2023

Agenda Item Title:

Dexter Township Clerks Elections Budget Amendments year 2024

Recommended by:

Clerk, Michelle Stamboulellis

Explanation of Agenda Item:

The Presidential Primary Election will take place February 27, 2024 along with early 9-day voting before our 2025 budget is in effect. I am asking permission, from the Board of Trustees, to increase the Clerk's 2024 election budget to accommodate the upcoming election.

Please see the list of detailed budget amendments necessary to run and manage the February 27, 2024 Presidential Primary Election below:

Election Worker Expenses GL# 101-216-706-002:

- The 2024 budget has \$0.00 budgeted for Election Workers. The Clerk is requesting a budget increase / amendment of **\$7,000.00** which includes compensation for Election Workers (21-24 election workers), compensation for Washtenaw County Training (3 hours per election worker), and I.T. assistance prior to and on election day (6 hours). Total requested budget of **\$7,000**.

Election Management Expenses GL# 101-216-706-004

- The 2024 budget has \$0.00 budgeted for Election Management. The Clerk is requesting a budget increase / amendment of **\$5,000.00** to compensate my Election Manager, Janis Miller, which includes assistance 90 days prior to election and on election day (20 hours), and Washtenaw County Training (3 hours). Total requested budget for election management of **\$5,000**.

Supplies Expenses GL# 101-216-727-001

- The 2024 budget has \$500.00 budgeted for Election Supplies. The Clerk is requesting a budget increase / amendment of **\$2,945.00** to purchase paper / ink to make election directions, security envelopes, AV envelopes, return AV envelopes, Absentee Voter applications, Absentee Voter application envelopes, Absentee Voter application return envelopes, Matrix (for tabulators), and feeding Election Workers on election day. Total requested budget of **\$3,445** for supplies.

Postage Expenses GL# 101-216-727-002

- The 2024 budget has \$500.00 budgeted for Postage. The Clerk is requesting a budget increase / amendment of **\$3,500.00** to purchase postage to mail out Absentee Voter Applications and Absentee Voter Ballots to all residents that are on the Dexter Township absentee voter list. Total requested budget of **\$4,000**.

Travel and Transportation Expenses GL# 101-216-860-000

- The 2024 budget has \$1,000.00 budgeted for Travel and Transportation. The Clerk is requesting a budget decrease / amendment of **\$500.00** for Travel and Transportation costs. The County pays for training for election workers but the Township must pay for mileage. Total requested budget of **\$500** for Travel and Transportation.

Professional Development Expenses GL# 101-216-861-000

- The 2024 budget has \$1,000.00 budgeted for Professional Development. The Clerk is requesting a budget decrease / amendment of **\$500.00** for Professional Development costs for the Clerk and Elections Manager to attend State or County training on the new systems. Total requested budget of \$1,500 for Professional Development. Total requested budget of **\$500**.

Printing and Publishing Expenses GL# 101-216-900-000

- The 2024 budget has \$2,000.00 budgeted for Printing and Publishing. The Clerk is requesting a budget decrease / amendment of **\$1,000.00** for Printing and publishing due to their only being one election in year 2024. Printing budget will compensate local paper to print notice of Election Commission Committee dates, Notice of Public Testing (tabulators), Notice of Registration of Presidential Primary Election, and Notice of Presidential Primary Election. Total requested budget of **\$1,000**.

9-Day Early Voting Election Expenses GL# 101-216-002:

- The 2024 budget has \$0.00 budgeted for 9-Day Early Voting. The Clerk is requesting a budget increase / amendment of **\$5,000.00** for Dexter Townships cost for joining the Washtenaw County Coordinated Early 9-Day Voting Agreement. The estimated \$5,000.00 will pay for our share of Election Worker Compensation, feeding Election Workers, training, supplies as well as the County plans to send out a postcard notice for ALL Dexter Township Voters explaining 9-Day Early Voting and where our early voting sites will be located. Total requested budget of **\$5,000**.

Fiscal or Resource Considerations:Yes x No **Does this agenda item require the expenditure of funds?**Yes X No

If yes, are funds budgeted? A total of \$6K is budgeted; the requested Elections budget totals \$26,445, an increase of \$20,445 in total.

Yes No **Is a budget amendment required?**Yes x No **Attachments: Yes – 2024 Budget / 2024 Amended Budget / 2025 Projected Budget**

Dexter Township Clerks Election Budget Amendments Year 2024

Supervisor Comments:

I have compared the requested budget amendment to the prior five years of actual expenses for elections and determined that the requested amounts are reasonable.

Motion/Action/Recommendation:

Motion to approve supplemental appropriations for Elections expenses of \$26,445 in total, an increase of \$20,445, to support the cost of the primary election.

HISTORICAL ELECTION EXPENSES

Acct Code	Acct Name	FY24 Approved	FY2024 Requested	FY2025
Dept 216 - ELECTION				
101-216-706.002	ELECTION WORKER WAGES	0.00	7,000.00	14,000
101-216-706.004	ELECTION MANAGEMENT	0.00	5,000.00	10,000
101-216-706.005	RECORDING SECRETARY	0	0.00	0
101-216-725.000	FICA/MED MATCH	0	0	0
101-216-727.001	SUPPLIES	500.00	3,500.00	7,000.00
101-216-727.002	POSTAGE	500.00	4,000.00	8,000
101-216-860.000	TRAVEL & TRANSPORTATION	1000	500	1000
101-216-861.000	PROF DEVELOPMENT	2000	500	500
101-216-900.000	PRINTING/PUBLISHING	2000	1,000.00	2,000
101-216-955.001	MISC	0	0	0
101-216-986.000	9 Day Early Voting Contribution	<u>0</u>	<u>5,000.00</u>	<u>4,500.00</u>
Total Dept 216 - ELECTION		6,000.00	26,500.00	47,000.00



DEXTER TOWNSHIP

AGENDA ITEM REQUEST

MEETING OF: Township Board of Trustees December 19, 2023

Title: MetroPark Program

Date (please submit agenda item requests 14 days prior to meeting date):

Purpose (Choose ONE):

- 1) This is a discussion item requiring no action by the board: ____
- 2) This is an action item requiring a:
Resolution ____;
Motion ☒;
Ordinance _____

Narrative (to be completed by requestor):

Overview

At the November Board of Trustees meeting, the board approved a program to provide MetroPark passes to Dexter Township homeowners. This program has proved very popular, with over 400 residents signing up within the first week. Heartfelt thanks to Trustee Nolte for proposing the program and working long hours to ensure its seamless launch. Thanks also to volunteer Tina Rand and staff member Michelle Feazel for their work administering the program.

The purpose of this discussion item is:

- (1) To clarify eligibility for the program – at the November meeting, we used the language “Dexter Township homeowners” to describe eligibility. Cost estimates for the program assumes only homeowners would be eligible. Should property owners who pay taxes but do not own homes be eligible?
- (2) To confirm the amount of the budget amendment to support it. The maximum estimated cost was over \$100K; the likely cost estimated much lower. The supervisor executed a budget amendment of \$100K and would like to confirm that this was the BOT’s understanding.

Does this item have fiscal impact? Fiscal impact is the cost of passes for vacant property owners. Deputy Treasurer is analyzing data to determine the number of such property owners. If yes, what is the net cost? Is the item included in the Township's approved annual budget?	Yes X	No
	Yes __	No __
<u>Staff/Supervisor Comments</u>		
<u>Submitted by:</u> Karen Sikkenga		
<u>Suggested Action:</u> Motion to confirm a budget amendment of \$100K to support the MetroPark Pass Program and to clarify that vacant property owners are/are not eligible for a MetroPark pass.		

DEXTER TOWNSHIP
Washtenaw County, Michigan

AUDITED FINANCIAL REPORT

For the Fiscal Year Ended
March 31, 2023

PSLZ PLLC - Certified Public Accountants

DEXTER TOWNSHIP
For the Year Ended March 31, 2023

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PSLZ PLLC
Certified Public Accountants

19500 Victor Parkway
Suite 460
Livonia, MI 48152

Jane F. Wang, C.P.A.
Rana M. Emmons, C.P.A.
Susan H. Bertram, C.P.A.
Deborah M. Gullede-Johnson, C.P.A.

Telephone: (734) 453-8770
Fax: (734) 453-0312

Dennis Siegner, C.V.A.
Kevin F. Kurkie, C.P.A.
Kaitlin McDuff, C.P.A.

Independent Auditor's Report

To the Board of Trustees
Dexter Township, Michigan

Opinions

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Dexter Township, Michigan, as of and for the year ended March 31, 2023, and the related notes to the financial statements, which collectively comprise the Township's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of Dexter Township, Michigan, as of March 31, 2023, and the respective changes in its financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are required to be independent of the Township and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Township's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and, therefore, is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

Board of Trustees
Dexter Township, Michigan

In performing an audit in accordance with generally accepted accounting standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Township's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and other required supplemental information, as identified in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, which considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Respectfully,



PSLZ PLLC
Certified Public Accountants

September 15, 2023

Management's Discussion and Analysis

As management of Dexter Township, we offer readers of Dexter Township's financial statements this narrative overview and analysis of the financial activities of Dexter Township for the fiscal year ended March 31, 2023.

Financial Highlights

- The assets of Dexter Township exceeded its liabilities at the close of the most recent fiscal year by \$11,190,495 (*net position*). Of this amount, \$4,138,089 (*unrestricted net position*) may be used to meet the government's ongoing obligations to citizens and creditors.
- As of the close of the current fiscal year, Dexter Township's governmental funds reported combined ending fund balances of \$7,458,830 an increase of \$177,743 in comparison with the prior year.
- At the end of the current fiscal year, unassigned fund balance for the general fund was \$4,290,264.
- In November 2022, the voters approved .5000 mills to be levied over 10 years, for the purpose of farmland and open space preservation within the Township.

Overview of the Financial Statements

This discussion and analysis are intended to serve as an introduction to Dexter Township's basic financial statements. Dexter Township's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide financial statements. The *government-wide financial statements* are designed to provide readers with a broad overview of Dexter Township's finances, in a manner similar to a private-sector business. The *statement of net position* presents information on all of Dexter Township's assets and liabilities, with the difference between the two reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of Dexter Township is improving or deteriorating.

The *statement of activities* presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes).

Both of the government-wide financial statements distinguish functions of Dexter Township that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities of Dexter Township include general government, public safety, public works and other activities. The Township has no business-type activities.

The government-wide financial statements can be found on pages 9 and 10 of this report.

Fund financial statements. A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Dexter Township, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of Dexter Township can be divided into two categories: governmental funds and fiduciary funds.

Governmental funds. *Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

Dexter Township maintains six individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund, Police, Fire, Multi Lake, and American Rescue Plan Act Funds, which are all considered to be major funds.

Dexter Township adopts an annual appropriated budget for its general fund and special revenue funds. A budgetary comparison statement has been provided for the general fund and the major special revenue funds to demonstrate compliance with the annual appropriated budget.

Fiduciary funds. *Fiduciary funds* are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are *not* reflected in the government-wide financial statement because the resources of those funds are *not* available to support Dexter Township's own programs.

The basic fiduciary fund financial statements can be found on page 16 of this report.

Notes to the financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 17-33 of this report.

Government-Wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of Dexter Township, assets exceeded liabilities by \$11,347,863 at the close of the most recent fiscal year.

	2023	2022
Current and Other Assets	\$ 8,128,835	\$ 7,896,911
Capital Assets	3,883,840	3,820,719
Total Assets	12,012,675	11,717,630
Deferred Outflows	8,340	102,428
Other Liabilities	749,004	472,195
Deferred Inflows	81,516	-
Net Position:		
Net Investment in		
Capital Assets	3,883,840	3,820,719
Restricted	3,168,566	3,065,097
Unrestricted	4,138,089	4,462,047
Total Net Position	\$ 11,190,495	\$ 11,347,863

A portion of Dexter Township's net position (35 percent) reflects its investment in capital assets (e.g., land, buildings, infrastructure, and equipment), less any related debt used to acquire those assets that is still outstanding. Dexter Township used these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although Dexter Township's investments in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

Some of Dexter Township's net position (28 percent) represents resources that are subject to external restrictions on how they may be used. The remaining portion - *unrestricted net position* (\$4,138,089) may be used to meet the government's ongoing obligations to citizens and creditors.

At the end of the current fiscal year, Dexter Township is able to report positive balances in all three categories of net position.

The government's net position decreased by \$157,368 during the current fiscal year as shown in the table below:

	2023	2022
Program Revenues:		
Charges for Services	\$ 47,642	\$ 46,419
Operating Grants	63,941	16,381
General Revenues:		
Property Taxes	2,531,944	2,198,076
State Shared Revenues	818,780	622,736
Franchise Fees	56,015	54,115
Gain on Sale of Assets	82,072	-
Unrestricted Investment Earnings	48,855	2,999
Total Revenues	<u>3,649,249</u>	<u>2,940,726</u>
Program Expenses		
General Government	1,150,019	511,815
Public Safety	1,746,511	1,556,787
Planning and Zoning	163,928	167,393
Public Works	701,693	635,566
Other	44,466	27,763
Total Expenses	<u>3,806,617</u>	<u>2,899,324</u>
Change in Net Position	<u>\$ (157,368)</u>	<u>\$ 41,402</u>

Governmental activities. Governmental activities decreased Dexter Township's net position by \$157,368 as compared to an increase in the prior year of \$41,402. Property tax revenues increased 5% over the prior year. State shared revenue increased 31% which included a lump sum census adjustment distribution by the State of \$79,398 to adjust for the 2020 census population increase in the Township. The Township revenues reflect a significant increase in interest income due to the current economic climate. Also, general government expenses reflect an increase of \$222,628 in net pension liabilities as the pension trust recorded a net investment loss as of December 31, 2022 due to market conditions at the measurement date.

Public Works expenses reflect \$269,241 that the Township distributed to the Multi Lake Sewer Authority for debt service obligations. The Sewer Authority did not distribute any funds to Dexter Township in fiscal year 2023.

Financial Analysis of the Government's Funds

As noted earlier, Dexter Township uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds. The focus of Dexter Township's *governmental funds* is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing Dexter Township's financing requirements. In particular, *unrestricted fund balance* may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, Dexter Township's governmental funds reported combined ending fund balances of \$7,458,830, an increase of \$177,743 in comparison with the prior year. \$4,290,264 of this total amount constitutes *unassigned fund balance*, which is available for spending at the government's discretion. The remainder of fund balance is non-spendable, restricted, or committed.

The general fund is the chief operating fund of Dexter Township. At the end of the current fiscal year, the unrestricted fund balance of the general fund was \$4,290,264.

General Fund Budgetary Highlights

The General Fund original adopted revenues and expenditures were not amended during fiscal year 2023. The adopted budget projected a decrease in year end fund balance of \$444,433, and the actual amounts as of March 31, 2023 were an increase in fund balance of \$102,197.

Capital Asset and Debt Administration

Capital assets. Dexter Township's investment in capital assets for its governmental activities as of March 31, 2023, amounts to \$3,883,840 (net of accumulated depreciation). This investment in capital assets includes land, buildings, sewer improvements, and equipment. Current year additions to capital assets include new entrance doors for the Township hall, and \$678,439 of road improvements.

Additional information on Dexter Township's capital assets can be found in note III.B. on page 26 of this report.

Long-term debt. The Township did not issue any debt in fiscal year 2023.

Economic Factors and Next Year's Budgets and Rates

The Township is projecting a slight increase in property tax revenues due to projected taxable value increases for the next fiscal year and state shared revenues to remain stable. The Township has adopted a balanced budget for fiscal year 2023/2024.

Requests for Information

This financial report is designed to provide a general overview of Dexter Township's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Dexter Township Supervisor.

BASIC FINANCIAL STATEMENTS

PSLZ PLLC - Certified Public Accountants

DEXTER TOWNSHIP
Statement of Net Position
March 31, 2023

	Governmental Activities
<u>ASSETS</u>	
Cash and Cash Equivalents	\$ 8,031,563
Receivables (Net of Allowance for Uncollectibles):	97,272
Capital Assets (Net of Accumulated Depreciation)	3,883,840
Total Assets	<u>12,012,675</u>
<u>DEFERRED OUTFLOW OF RESOURCES</u>	
Deferred Amount related to Pensions	<u>8,340</u>
<u>LIABILITIES</u>	
Accounts Payable	24,217
Unearned Revenue-ARPA	645,788
Net Pension Liability	78,999
Total Liabilities	<u>749,004</u>
<u>DEFERRED INFLOW OF RESOURCES</u>	
Deferred Amount related to Pensions	<u>81,516</u>
<u>Net Position</u>	
Net Investment in Capital Assets	3,883,840
Restricted for:	
Public Safety	2,925,430
Land Preservation	243,136
Unrestricted	4,138,089
Total Net Position	<u><u>\$ 11,190,495</u></u>

DEXTER TOWNSHIP
Statement of Activities
For the Year Ended March 31, 2023

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position Governmental Activities
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
Primary Government:					
Governmental Activities:					
General Government	\$ 1,150,019	\$ 44,265	\$ 37,810	\$ -	\$ (1,067,944)
Public Safety	1,746,511	-	14,500	-	(1,732,011)
Public Works	701,693	-	11,631	-	(690,062)
Planning and Zoning	163,928	3,377	-	-	(160,551)
Other	44,466	-	-	-	(44,466)
Total Governmental Activities	<u>\$ 3,806,617</u>	<u>\$ 47,642</u>	<u>\$ 63,941</u>	<u>\$ -</u>	<u>\$ (3,695,034)</u>
General Revenues:					
Property Taxes					2,531,944
State Shared Revenue					818,780
Franchise Fees					56,015
Unrestricted Investment Earnings					48,855
Gain on Sale of Assets					82,072
Total General Revenues					<u>3,537,666</u>
Change in Net Position					(157,368)
Net Position – Beginning					<u>11,347,863</u>
Net Position – Ending					<u>\$ 11,190,495</u>

DEXTER TOWNSHIP
Balance Sheet
Governmental Funds
March 31, 2023

	<u>General</u>	<u>Police Fund</u>	<u>Fire Fund</u>	<u>Multi Lake Fund</u>
<u>ASSETS</u>				
Cash and Cash Equivalents	\$ 4,284,766	\$ 1,376,697	\$ 1,488,926	\$ -
Receivables (net of Allowance for Uncollectibles)	<u>24,658</u>	<u>23,784</u>	<u>40,277</u>	<u>-</u>
Total Assets	<u>\$ 4,309,424</u>	<u>\$ 1,400,481</u>	<u>\$ 1,529,203</u>	<u>\$ -</u>
<u>LIABILITIES AND FUND BALANCES</u>				
Liabilities:				
Accounts Payable	\$ 19,160	\$ 2,319	\$ 1,935	\$ -
Unearned Revenue ARPA	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Liabilities	<u>19,160</u>	<u>2,319</u>	<u>1,935</u>	<u>-</u>
Fund Balances:				
Restricted:				
Public Safety	-	1,398,162	1,527,268	-
Land Preservation	-	-	-	-
Unrestricted:				
Unassigned	<u>4,290,264</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Fund Balances	<u>4,290,264</u>	<u>1,398,162</u>	<u>1,527,268</u>	<u>-</u>
Total Liabilities and Fund Balances	<u>\$ 4,309,424</u>	<u>\$ 1,400,481</u>	<u>\$ 1,529,203</u>	<u>\$ -</u>

Amounts reported for governmental activities in the statement of net position are different because:

Capital Assets used in governmental activities are not financial resources and therefore, are not reported in the funds.

Long-term liabilities, including bonds payable, are not due and payable in the current period, and therefore, are not reported in the funds:

Net Pension Liability

Net Deferred Outflows(Inflows) Related to Pensions

Net Position of Governmental Activities

American Rescue Plan Act Grant Fund	Nonmajor Fund Open Space Fund	Total Governmental Funds
\$ 645,788	\$ 235,386	\$ 8,031,563
-	8,553	97,272
<u>\$ 645,788</u>	<u>\$ 243,939</u>	<u>\$ 8,128,835</u>
\$ -	\$ 803	\$ 24,217
645,788	-	645,788
<u>645,788</u>	<u>803</u>	<u>670,005</u>
-	-	2,925,430
-	243,136	243,136
-	-	4,290,264
-	243,136	7,458,830
<u>\$ 645,788</u>	<u>\$ 243,939</u>	
		3,883,840
		(78,999)
		<u>(73,176)</u>
		<u>\$ 11,190,495</u>

DEXTER TOWNSHIP
Statement of Revenues, Expenditures, and Changes in Fund Balances
Governmental Funds
For the Year Ended March 31, 2023

	<u>General</u>	<u>Police Fund</u>	<u>Fire Fund</u>	<u>Multi Lake Fund</u>
<u>Revenues</u>				
Property Taxes	\$ 360,220	\$ 649,225	\$ 1,099,394	\$ -
Property Tax Administrative Fee	189,630	-	-	-
Intergovernmental:				
Federal, State and Local	830,411	-	-	-
Licenses and Permits	14,668	-	-	-
Charges for Services	15,943	-	-	-
Fines and Forfeitures	4,820	-	-	-
Franchise Fees	56,015	-	-	-
Interest	28,619	9,439	9,439	-
Other	291,701	557	13,943	-
Total Revenues	<u>1,792,027</u>	<u>659,221</u>	<u>1,122,776</u>	<u>-</u>
<u>Expenditures</u>				
General Government	705,747	-	-	-
Public Safety	-	518,808	1,133,615	-
Public Works	56,686	-	-	269,241
Planning and Zoning	163,928	-	-	-
Other	24,846	-	-	-
Capital Outlay	738,623	-	-	-
Total Expenditures	<u>1,689,830</u>	<u>518,808</u>	<u>1,133,615</u>	<u>269,241</u>
Excess (Deficiency) of Revenues Over Expenditures	102,197	140,413	(10,839)	(269,241)
Fund Balances – Beginning	<u>4,188,067</u>	<u>1,257,749</u>	<u>1,538,107</u>	<u>269,241</u>
Fund Balances – Ending	<u>\$ 4,290,264</u>	<u>\$ 1,398,162</u>	<u>\$ 1,527,268</u>	<u>\$ -</u>

American Rescue Plan Act Grant Fund	Nonmajor Fund Open Space Fund	Total Governmental Funds
\$ -	\$ 233,475	\$ 2,342,314
-	-	189,630
37,500	-	867,911
-	-	14,668
-	-	15,943
-	-	4,820
-	-	56,015
-	1,358	48,855
-	-	306,201
<u>37,500</u>	<u>234,833</u>	<u>3,846,357</u>
-	-	705,747
-	-	1,652,423
-	-	325,927
-	-	163,928
-	19,620	44,466
<u>37,500</u>	<u>-</u>	<u>776,123</u>
<u>37,500</u>	<u>19,620</u>	<u>3,668,614</u>
-	215,213	177,743
-	27,923	7,281,087
<u>\$ -</u>	<u>\$ 243,136</u>	<u>\$ 7,458,830</u>

DEXTER TOWNSHIP
Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances
of Governmental Funds to the Statement of Activities
For the Year Ended March 31, 2023

Amounts reported for governmental activities in the statement of activities are different because:

Net change in fund balances - total governmental funds	\$	177,743
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Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlay exceeded depreciation expense in the current period:

Capital Outlay		688,804
Depreciation Expense		(428,575)
Sale of Assets		(197,108)

The issuance of long-term debt (e.g. bonds, leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on Net Position. Also, governmental funds report the effect of issuance costs, premiums, discounts, and similar items when debt is first issued, whereas these amounts are deferred and amortized in the statement of activities. This amount is the net effect of these differences in the treatment of long-term debt and related items:

Increase in Net Pension Liability (net of deferred inflows/outflows)		<u>(398,232)</u>
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Change in Net Position in governmental activities	\$	<u><u>(157,368)</u></u>
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DEXTER TOWNSHIP
Statement of Net Position
Fiduciary Funds
March 31, 2023

	<u>Custodial Funds</u>
<u>ASSETS</u>	
Cash	\$ 100,658
<u>LIABILITIES</u>	
Due to Other Gpvernmental Units	5,408
Deposits and Escrows	95,250
Total Liabilities	100,658
NET POSITION	\$ -

DEXTER TOWNSHIP
Statement of Changes in Net Position
Fiduciary Funds
For the Year Ended March 31, 2023

	<u>Custodial Funds</u>
Additions:	
Deposits and Escrows Collected	\$ 61,275
Taxes Collected for Other Governments	19,419,557
Total Additions	19,480,832
Deductions:	
Deposits and Escrows Refunded	61,275
Payments of Taxes to Other Governments	19,419,557
Total Deductions	19,480,832
Change in Net Position	-
Net Position - Beginning of year	-
Net Position - End of year	\$ -

DEXTER TOWNSHIP
Notes to Financial Statements
March 31, 2023

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Dexter Township operates under a Board of Trustees form of government and provides the following services as permitted by law: public safety (police and fire), cultural and recreation, public improvements, planning and zoning, and general administrative services.

The accounting policies of Dexter Township conform to generally accepted accounting principles as applicable to governmental units. The following is a summary of the more significant policies:

A. Scope of Reporting Entity

In accordance with the provisions of the Governmental Accounting Standards Board's Statement, the financial statements of Dexter Township should contain all the Township funds and authorities for which the Township is financially accountable and the nature and significance of their relationship with the Township are such that exclusion would cause the Township's financial statements to be misleading or incomplete. Financial accountability exists if the Township appoints a voting majority of an organization's governing board, is either able to impose its will on another organization or there is a potential for the organization to provide specific financial benefits to, or impose specific burdens on the Township, or if an organization is fiscally dependent on the Township.

The following organization is not part of Dexter Township and is excluded from the accompanying financial statements for the reasons stated:

Joint Ventures

The Multi Lake Water & Sewer Authority is a joint venture formed by Dexter Township and Lyndon Townships, incorporated on October 4, 1994, under Public Act 233 of 1955, as amended. The purpose of the Authority is to acquire, operate, maintain and administer the sewage disposal systems and water supply systems constructed under the Authority's jurisdiction. Unadilla and Putnam Townships were added as voting members through their participation in later phases of the Authority's operations. Dexter Township appoints only 4 of the 8 voting members of the board.

Complete financial statements of the Multi Lake Water and Sewer Authority component unit may be obtained at the Multi Lake Water and Sewer Authority administrative offices, 12088 North Territorial Road, Dexter, Michigan 48130.

DEXTER TOWNSHIP
Notes to Financial Statements
March 31, 2023

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

A. Scope of Reporting Entity – Continued

Joint Ventures-Continued

Portage and Base Lake Water & Sewer Authority

- * Dexter Township does not appoint a voting majority
- * Budgets are approved by the Authority Board

The Portage and Base Lake Water & Sewer Authority was organized in 1988 under Public Act 233 of 1955 as a joint venture between Dexter Township, Hamburg Township, Putnam Township and Webster Township. The Authority was established to provide water and sewer services to the Portage and Base Lake residents. The Authority board is appointed by the legislative bodies of the aforementioned communities.

B. Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e. the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements. *Governmental activities* are supported by taxes and intergovernmental revenues.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

Separate financial statements are provided for governmental funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

DEXTER TOWNSHIP
Notes to Financial Statements
March 31, 2023

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

C. Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the *accrual basis of accounting*, as are the fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures and claims and judgments, are recorded only when payment is due.

Property taxes, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of special assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when cash is received by the Township.

Governmental Funds

The Township reports the following major governmental funds:

The General Fund is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The Police Fund is a special revenue fund used to account for the voter approved property taxes used to support police protection and related services.

The Fire Fund is a special revenue fund used to account for the voter approved property taxes used to support fire protection and related services.

The Multi Lake Fund is a special revenue fund used to account for capital improvements and debt retirement through user charges and special assessment districts.

The American Rescue Plan Act (ARPA) Grant Fund is a special revenue fund used to account for ARPA grant funds received and expended.

DEXTER TOWNSHIP
Notes to Financial Statements
March 31, 2023

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

C. Measurement Focus, Basis of Accounting and Financial Statement Presentation – Continued

Fiduciary Funds

Fiduciary Funds account for assets held by the government in a trustee capacity by the Township or as an agent on behalf of others. Fiduciary funds include the custodial fund types.

Restricted Resources

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first, then unrestricted resources as needed.

Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

D. Assets, Liabilities, and Net Position or Equity

1. Deposits and Investments

The Township's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition. State statutes authorize the Township to invest in obligations of the U.S. Treasury, commercial paper of certain investment grades, and deposits of Michigan commercial banks.

DEXTER TOWNSHIP
Notes to Financial Statements
March 31, 2023

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

D. Assets, Liabilities and Net Position or Equity – Continued

2. Receivables and Payables

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as "due to/from other funds" (i.e. the current portion of interfund loans) or "advances to/from other funds" (i.e. non-current portion of interfund loans).

All receivables are shown net of allowances for uncollectible accounts. The allowance for uncollectible accounts is \$-0- at March 31, 2023.

3. Capital Assets

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), are reported in the government-wide financial statements. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

Property, plant and equipment of the primary government is depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Buildings	15-30
Equipment	4-10
Infrastructure	30

DEXTER TOWNSHIP
Notes to Financial Statements
March 31, 2023

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

D. Assets, Liabilities and Net Position or Equity – Continued

4. Accumulated Unpaid Vacation and Sick Pay

The Dexter Township employee benefit package does not allow the accumulation of vacation or sick pay.

5. Long-Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities. Bond premiums and discounts, as well as issuance costs, are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are reported as deferred charges and amortized over the term of the related debt.

In the fund financial statements, long-term debt is recognized as a liability of a governmental fund when due. For other long-term obligations, only that portion expected to be financed from expendable available financial resources is reported as a fund liability of a governmental fund. The remaining portion of such obligations is reported in the Statement of Net Position.

6. Fund Equity

In accordance with generally accepted accounting principles (G.A.S.B. 54) the Township has classified its equity in the governmental funds as follows:

- Non-Spendable – Amounts classified as “Non-Spendable” include balances in prepaid insurance and long term accounts receivable. These balances are deemed to be “Non Spendable” as they cannot generally be liquidated to spend in the following year.
- Restricted – The equity in the Multi Lake Fund can only be used for debt retirement on the 2010 refunding bonds. Revenues in the Police and Fire Funds are restricted to these activities.
- Committed Fund Balances – are those formal allocations requiring a resolution or other actions of the Township Board. Expenditures are first applied to “Committed Fund Balance” allocations.
- Assigned Fund Balances are developed by elected officials and are generally reviewed and approved by the Township Board. Expenditures are first applied to “assigned” then to “unassigned” balances.

The Township has no minimum fund balance policies or stabilization funds.

DEXTER TOWNSHIP
Notes to Financial Statements
March 31, 2023

II. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY– Continued

A. Budgetary Information

The Township is legally subject to the budgetary control requirements of the State of Michigan P.A. 621 of 1978 (Uniform Budgeting Act). The following is a summary of the requirements of this act:

- a. Budgets must be adopted for the General and Special Revenue Funds.
- b. Budgets must be balanced.
- c. Budgets must be amended as necessary.
- d. Public hearings must be held prior to adoption.
- e. Expenditures cannot exceed budget appropriations.
- f. Expenditures must be authorized by a budget appropriation prior to being incurred.

The Township follows these procedures in establishing the budgetary data reflected in these financial statements:

1. In accordance with State law, prior to March 31, the Supervisor submits to the Township Board a proposed operating budget for the fiscal year commencing the following April 1. The operating budget includes proposed expenditures and means of financing them for the upcoming year. Detail line item budgets are included for administrative control. The level of control for the detail budgets is at the departmental basis.
2. Public hearings are conducted to obtain taxpayer comment.
3. Prior to March 31, the budget is legally enacted through passage of a budget resolution (general appropriation act).
4. Formal budgetary integration is employed as a management control device for the General and Special Revenue Funds. Budgets for these funds are prepared and adopted on a basis consistent with generally accepted accounting principles (GAAP).
5. Budget appropriations lapse at year end.
6. The Township does not employ encumbrance accounting as an extension of formal budgetary integration in the governmental funds.
7. Budgeted amounts are reported as originally adopted and as amended by the Township Board.

DEXTER TOWNSHIP
Notes to Financial Statements
March 31, 2023

II. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY – Continued

B. Compliance with P.A. 621 of 1978

1. Deficit Fund Balance

None of the funds have a deficit fund balance as of March 31, 2023.

2. Excess of Expenditures over Appropriations in Budgetary Funds:

The budgets for the General and Special Revenue Funds are adopted at the activity level. As of March 31, 2023, the Fire Fund had expenditures in excess of appropriations of \$136,065.

III. DETAILED NOTES ON ALL FUNDS

A. Deposits and Investments

Under State law, the Township is permitted to invest in deposits with Michigan commercial banks, savings and loans and credit unions, obligations of the U.S. Treasury, and corporate bonds and commercial paper with certain investment grades.

The following information as required by the Governmental Accounting Standards Board Statement Number 40 is presented regarding the Township's deposits and investments:

Custodial Credit Risk. In the event of a bank failure, the Township's deposits may not be recovered. Neither State law nor the Township's investment policy requires consideration of custodial credit risk. As of March 31, 2023, the Township's book balance of its deposits was \$8,132,221. The bank balance was \$8,218,119 of which \$7,718,119 was uninsured and uncollateralized.

A reconciliation of cash to the accompanying financial statements follows:

Statement of Net Position:

Cash and Cash Equivalents	\$ 8,031,563
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Fiduciary Fund:

Cash	100.658
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Total	<u>\$ 8,132,221.</u>
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State law limits investments in commercial paper, corporate bonds, and mutual bond funds to the top two ratings issued by nationally recognized statistical rating organizations. The Township's investment policy does not further limit its investment choices.

DEXTER TOWNSHIP
Notes to Financial Statements
March 31, 2023

III. DETAILED NOTES ON ALL FUNDS – Continued

A. Deposits and Investments – Continued

Interest Rate Risk. The Township does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates. At year end, the Township had the following investments:

	<u>Fair Value</u>	<u>Weighted Average Maturity</u>
Michigan CLASS Fund	\$ 2,183,264	72 days

Credit Risk. State law limits investments in commercial paper to the top two ratings issued by nationally recognized statistical rating organizations. The Township's investment policy does not further limit its investment choices. As of year end, the credit quality ratings of debt securities are as follows:

	<u>Fair Value</u>	<u>Rating</u>
Michigan CLASS Fund	\$ 2,183,264	AAAm

Concentration of Credit Risk. The Township's investment policy places no limit on the amount the Township may invest in any one issuer. Approximately 27 percent of the Dexter Township's cash and investments are in the Michigan CLASS Fund Investment Pool. The fair value position in the pool is not the same as the value of the pool shares, since the pool does not meet the requirements under GASB 79 to report its value for financial reporting purposes at amortized costs.

DEXTER TOWNSHIP
Notes to Financial Statements
March 31, 2023

III. DETAILED NOTES ON ALL FUNDS – Continued

B. Capital Assets

Capital asset activity for the year ended March 31, 2023 was as follows:

<u>Governmental Activities:</u>	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>
Capital Assets, not depreciated:				
Land	\$ 40,197	\$ -	\$ -	\$ 40,197
Capital Assets, being depreciated:				
Building and Improvements	3,508,632	10,365	(236,530)	3,282,467
Machinery and Equipment	496,919	-	-	496,919
Infrastructure	8,760,864	678,439	-	9,439,303
	<u>12,766,415</u>	<u>688,804</u>	<u>(236,530)</u>	<u>13,218,689</u>
Less: Accumulated Depreciation:				
Building and Improvements	(1,032,699)	(109,800)	39,422	(1,103,077)
Machinery and Equipment	(286,037)	(21,094)	-	(307,131)
Infrastructure	(7,667,157)	(297,681)	-	(7,964,838)
	<u>(8,985,893)</u>	<u>(428,575)</u>	<u>39,422</u>	<u>(9,375,046)</u>
Governmental Activities Capital Assets, net	\$ <u>3,820,719</u>	\$ <u>260,229</u>	\$ <u>(197,108)</u>	\$ <u>3,883,840</u>

Depreciated expense was charged to functions of the Township
as follows:

General Government	\$ 46,040
Public Safety	94,088
Public Works	288,447
	<u>\$ 428,575</u>

DEXTER TOWNSHIP
Notes to Financial Statements
March 31, 2023

III. DETAILED NOTES ON ALL FUNDS – Continued

C. Property Taxes

Property tax assessments are determined (tax day) as of each December 31, and are levied on December 1 of the following year. The Township bills and collects its own property taxes and also taxes for the County and various school districts which are accounted for in the Tax Collection Agency Fund. Township property tax revenues are recognized when levied to the extent that they are measurable and available. The maximum authorized operating levies for the Township's 2022 tax roll are detailed below:

<u>Purpose</u>	<u>Authorization</u>	<u>Authorized Rate (Pre Rollback)</u>	<u>Per \$1,000 State Equalized Value</u>	
			<u>Authorized Rate (Post Rollback)</u>	<u>Rate Levied</u>
Operating	State Law	1.1600	.7708	.7708
Fire	Voter Approved	2.4000	2.3543	2.3543
Police Services	Voter Approved	1.4586	1.3903	1.3903
Land Preservation	Voter Approved	.5000	.5000	.5000
Total				<u>5.0154</u>

D. Risk Management

Dexter Township is a member of the Michigan Township Participating Plan for its property and casualty insurance coverage and maintains commercial insurance coverage for workers compensation. The Township believes such coverage is sufficient to preclude any significant uninsured losses to the Township. Settled claims have not exceeded this coverage in any of the past three fiscal years.

E. Commitments

In 2015, the Township entered into an agreement with the Washtenaw County Road Commission to accomplish certain local road improvements in the Township, including Carriage Hills. The total project costs were expected to be \$602,000. The Township made a contribution of \$60,000 toward the project (made in January of 2015) and the remaining balance is to be paid through a special assessment roll of the benefitting residents. Additionally, the Township pledged its full faith and credit (subject to constitutional limits) in the event that the special assessment collections are not sufficient to meet the annual principal and interest payments on the County bonds issued to finance the project. The final installment on the County bond debt is December 1, 2023.

DEXTER TOWNSHIP
Notes to Financial Statements
March 31, 2023

III. DETAILED NOTES ON ALL FUNDS – Continued

F. Employee Retirement Plan - Defined Benefit Plan

1. Plan Description

The Township contributes to the Michigan Municipal Employees' Retirement System (MMERS), which is an agent multiple employer retirement system that covers full time employees of the Township. MERS was established as a statewide public employee pension plan by the Michigan Legislature under PA 135 of 1945 and is administered by a nine-member Retirement Board. MERS issues a publicly available financial report, which includes the financial statements and required supplemental information of this defined benefit plan. This report can be obtained at www.mersofmichigan.com or in writing to MERS at 1134 Municipal Way, Lansing, Michigan 48917.

The system provides the following provisions: normal retirement, deferred retirement, service retirement allowance, disability retirement allowance, nonduty-connected death and postretirement adjustments to plan members and their beneficiaries. The service requirement is computed using credited service at the time of termination of membership multiplied by a certain percentage based on the benefit program in effect as of the date of termination of membership times the final average compensation (FAC). The most recent period for which actuarial data was available was for the actuarial valuation as of December 31, 2022.

2. Benefits Provided

The Plan provides retirement, disability, and death benefits to plan members and their beneficiaries, as established by Public Act 427 of 1984, as amended. The Plan covers all full-time employees at the Township including union and non-union employees. Benefits are calculated as 2.0 percent of the employee's three-year final average compensation. Normal retirement age is 60. Deferred retirement benefits vest after 8 years of credited service but are not paid until the date retirement would have occurred if the member had remained an employee.

Benefit terms, within the guidelines established by MERS, are generally established and amended by authority of the Township Board.

DEXTER TOWNSHIP
Notes to Financial Statements
March 31, 2023

III. DETAILED NOTES ON ALL FUNDS – Continued

F. Employee Retirement Plan - Defined Benefit Plan - Continued

3. Employees Covered by Benefit Terms

At the December 31, 2022 measurement date, the following employees were covered by the benefit terms:

Inactive plan members or beneficiaries currently receiving benefits	14
Inactive plan members entitled to but not yet receiving benefits	10
Active Plan Members	<u>0</u>
Total Employees covered by MERS	<u>24</u>

4. Contributions

The State of Michigan Constitution, Article 9, Section 24, requires that financial benefits arising on account of employee services rendered in each year be funded during that year. Accordingly, MERS retains an independent actuary to determine the annual contribution.

The employer is required to contribute amounts at least equal to the actuarially determined rate, as established by the MERS retirement board. In addition, employees are required to contribute 9.2% of pay. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by plan members during the year, with an additional amount to finance any unfunded accrued liability. The employer may establish contribution rates to be paid by its covered employees.

The Township is required to contribute at an actuarially determined rate; the current rate was a flat rate since the plan is closed to members. During the fiscal year ended March 31, 2023, the Township's contributions totaling \$33,360 made in accordance with contribution requirements determined by an actuarial valuation of the plan as of December 31, 2021.

5. Net Pension Liability

The net pension liability reported at March 31, 2023 was determined using a measure of the total pension liability and the plan net position as of December 31, 2022. The December 31, 2022 total pension liability was determined by an actuarial valuation performed as of that date.

DEXTER TOWNSHIP
Notes to Financial Statements
March 31, 2023

III. DETAILED NOTES ON ALL FUNDS – Continued

F. Employee Retirement Plan - Defined Benefit Plan - Continued

5. Net Pension Liability – Continued

Changes in the net pension liability during the measurement year were as follows:

<u>Changes in Net Pension Liability</u>	<u>Increase (Decrease)</u>		
	<u>Total Pension Liability</u>	<u>Plan Net Position</u>	<u>Net Pension Liability (Asset)</u>
Balance at January 1, 2022	\$ <u>1,134,493</u>	\$ <u>1,278,122</u>	\$ <u>(143,629)</u>
Service Cost	-	-	-
Interest	78,652	-	78,652
Contributions-Employer	-	31,848	(31,848)
Contributions-Employee	-	3,145	(3,145)
Net Investment Income(Loss)	-	(132,285)	132,285
Differences between Expected and Actual Experience	44,368	-	44,368
Changes in Assumptions	-	-	-
Benefit Payments, including refunds	(99,278)	(99,278)	-
Administrative Expenses	-	(2,316)	2,316
Net Changes	<u>23,742</u>	<u>(198,886)</u>	<u>222,628</u>
Balance at December 31, 2022	\$ <u><u>1,158,235</u></u>	\$ <u><u>1,079,236</u></u>	\$ <u><u>78,999</u></u>

6. Pension Expense and Deferred Outflows of Resources Related to Pensions

For the year ended March 31, 2023, the Township reported deferred outflows and deferred inflows of resources related to pensions from the following sources:

<u>Source</u>	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Net difference between projected and actual earnings on pension plan investments	\$ -	\$ 81,516
Employer contributions to the plan subsequent to the measurement date	8,340	-
Total	\$ <u><u>8,340</u></u>	\$ <u><u>81,516</u></u>

DEXTER TOWNSHIP
Notes to Financial Statements
March 31, 2023

III. DETAILED NOTES ON ALL FUNDS – Continued

F. Employee Retirement Plan - Defined Benefit Plan - Continued

6. Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions – continued

Amounts reported as deferred outflows of resources related to pension will be recognized in pension expense as follows:

Years Ending March 31	Amount
2024	\$ (7,835)
2025	(16,879)
2026	(28,401)
2027	(28,401)

7. Actuarial Assumptions

The total pension liability in the December 31, 2022 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.50%
Salary increases	3.00%
Investment rate of return	7.00%

Mortality rates were based on the RP=2014 Healthy Annuitant Mortality Tables of a 50 percent male and 50 percent female blend with rates multiplied by 105%. For disabled retirees, the 50% Male and 50% Female blend of the RP-2014 Disabled Retiree Mortality Tables.

The actuarial assumptions used in the December 31, 2022 valuation were based on the results of the most recent actuarial experience study from 2009-2013.

DEXTER TOWNSHIP
Notes to Financial Statements
March 31, 2023

III. DETAILED NOTES ON ALL FUNDS – Continued

F. Employee Retirement Plan - Defined Benefit Plan - Continued

8. Discount Rate

The discount rate used to measure the total pension liability was 7.25 percent. The projection of cash flows used to determine the discount rate assumes that employee contributions will be made at the current contribution rate and that the employer contributions will be made at rates equal to the difference between actuarially determined contribution rates and the employee rate.

9. Projected Cash Flows

Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

The long-term expected rate of return on pension plan investments was determined using a model in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return as of December 31, 2022, the measurement date, for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Long-term Expected Real Rate of Return
Global Equity	60%	4.50%
Global Fixed Income	20%	2.00%
Private Investments	20%	7.00%

DEXTER TOWNSHIP
Notes to Financial Statements
March 31, 2023

III. DETAILED NOTES ON ALL FUNDS – Continued

F. Employee Retirement Plan - Defined Benefit Plan - Continued

10. Sensitivity of the Net Pension Liability to Changes in the Discount Rate

The following presents the net pension liability of the Township, calculated using the discount rate of 7.25 percent, as well as what the Township's net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower or 1 percentage point higher than the current rate:

	1% Decrease (6.25%)	Current Discount Rate (7.25%)	1% Increase (8.25%)
Net Pension Liability	\$ <u>160,389</u>	\$ <u>78,999</u>	\$ <u>7,619</u>

11. Pension Plan Fiduciary Net Position

Detailed information about the plan's fiduciary net position is available in the separately issued financial report. For the purposes of measuring the net pension liability, deferred outflows of resources, and deferred inflows of resources related to pension and pension expense, information about the plan's fiduciary net position and addition to/deduction from fiduciary net position have been determined on the same basis as they are reported by the plan. The plan uses the economic resources measurement focus and the full accrual basis of accounting. Investments are stated at fair value. Contribution revenue is recorded as contributions are due pursuant to legal requirements. Benefit payments and refunds of employee contributions are recognized as expense when due and payable in accordance with the benefit terms.

G. Upcoming Accounting Pronouncements

The Governmental Accounting Standards Board has issued Statement No. 101, *Compensated Absences*, which updates the recognition and measurement guidance for compensated absences as well as the disclosure requirements. This statement requires that the compensated absence liability be recognized for leave that has not been used and leave that has been used but not yet paid in cash or settled through noncash means. This statement is effective for the Township's financial statements beginning with the fiscal year ending March 31, 2025.

REQUIRED SUPPLEMENTARY INFORMATION

DEXTER TOWNSHIP
Required Supplemental Information
Schedule of Changes in the Net Pension Liability and Related Ratios
Last Ten Fiscal Years (schedule is built prospectively upon implementation of GASB 68)

	2023	2022	2021	2020	2019	2018	2017	2016
Total Pension Liability:								
Service Cost	\$ -	\$ 3,331	\$ 11,990	\$ 25,068	\$ 22,935	\$ 28,275	\$ 28,458	\$ 22,850
Interest	78,652	84,641	77,637	77,036	72,020	68,575	65,517	57,922
Difference between Expected and Actual Experience	44,368	(41,161)	46,927	(2,378)	22,266	3,272	(5,415)	10,160
Assumption Changes	-	26,655	41,855	24,264	-	-	-	43,143
Benefit payments, including refunds	(99,278)	(102,003)	(61,836)	(55,909)	(55,249)	(53,531)	(46,972)	(40,514)
Other changes	-	-	-	-	-	-	-	1,810
Net Change in Total Pension Liability	23,742	(28,537)	116,573	68,081	61,972	46,591	41,588	95,371
Total Pension Liability, Beginning of year	1,134,493	1,163,030	1,046,457	978,376	916,404	869,813	828,225	732,854
Total Pension Liability, End of year	\$ 1,158,235	\$ 1,134,493	\$ 1,163,030	\$ 1,046,457	\$ 978,376	\$ 916,404	\$ 869,813	\$ 828,225
Plan Fiduciary Net Position:								
Contributions - Employer	\$ 31,848	\$ 26,274	\$ 21,921	\$ 269,606	\$ 43,397	\$ 23,611	\$ 9,686	\$ 8,632
Contributions - Employee	3,145	5,867	20,465	20,427	25,115	23,344	22,669	21,825
Net Investment Income (Loss)	(132,285)	163,676	138,091	112,507	(30,333)	88,622	69,230	(9,531)
Administrative Expenses	(2,316)	(1,878)	(2,164)	(1,893)	(1,483)	(1,402)	(1,366)	(1,387)
Benefit payments, including refunds	(99,278)	(102,003)	(61,836)	(55,909)	(55,249)	(53,531)	(46,972)	(40,514)
Net Change in Plan Fiduciary Net Position	(198,886)	91,936	116,477	344,738	(18,553)	80,644	53,247	(20,975)
Plan Fiduciary Net Position, Beg. of year	1,278,122	1,186,186	1,069,709	724,971	743,524	662,880	609,633	630,608
Plan Fiduciary Net Position, End of year	\$ 1,079,236	\$ 1,278,122	\$ 1,186,186	\$ 1,069,709	\$ 724,971	\$ 743,524	\$ 662,880	\$ 609,633
Township's Net Pension Liability(Asset) - Ending	\$ 78,999	\$ (143,629)	\$ (23,156)	\$ (23,252)	\$ 253,405	\$ 172,880	\$ 206,933	\$ 218,592
Plan Fiduciary Net Position as a Percent of Total Pension Liability	93.2%	112.7%	102.0%	102.2%	74.1%	81.1%	76.2%	73.6%
Covered Employee Payroll	\$ -	\$ 28,472	\$ 105,269	\$ 222,036	\$ 211,771	\$ 260,598	\$ 263,011	\$ 215,562
Township's Net Pension Liability as a Percent of Covered Employee Payroll	0.0%	-504.5%	-22.0%	-10.5%	119.7%	66.3%	78.7%	101.4%

DEXTER TOWNSHIP
Required Supplemental Information
Schedule of Township Pension Contributions
Last Ten Fiscal Years

	2023	2022	2021	2020	2019	2018	2017	2016	2015	2014
Actuarially determined contribution	\$ 33,360	\$ 27,312	\$ 23,160	\$ 15,826	\$ 14,219	\$ 13,563	\$ 10,286	\$ 7,896	\$ 9,622	\$ 6,471
Contributions in relation to the actuarially determined contribution	<u>33,360</u>	<u>27,312</u>	<u>23,160</u>	<u>215,826</u>	<u>69,219</u>	<u>42,563</u>	<u>21,286</u>	<u>7,896</u>	<u>9,622</u>	<u>6,471</u>
Contribution-Additional (Deficiency)	\$ -	\$ -	\$ -	\$ 200,000	\$ 55,000	\$ 29,000	\$ 11,000	\$ -	\$ -	\$ -
Covered Employee Payroll	\$ -	\$ 28,472	\$ 105,269	\$ 222,036	\$ 211,771	\$ 260,598	\$ 263,011	\$ 215,562	\$ 206,537	\$ 203,988
Contributions as a Percentage of Covered Employee Payroll	0.0%	95.9%	22.0%	97.2%	32.7%	16.3%	8.1%	3.7%	4.7%	3.2%

Actuarial valuation information relative to the determination of contributions:

Valuation Date Actuarially determined contribution rates are calculated as of December 31 each year, which is 15 months prior to the beginning of the fiscal year in which the contributions are required.

Methods and assumptions used to determine contribution rates:

Actuarial Cost Method	Entry-age normal
Amortization Method	Level percentage of pay, closed
Remaining Amortization Period	16 years
Asset Valuation Method	5 year smoothed market
Inflation	2.50%
Salary Increases	3.0% including inflation
Investment Rate of Return	7.00%
Retirement Age	Age 60. Early retirement with reduced benefits at age 50 with 25 years of service or 55 with 15 years of service.
Mortality	50% Male - 50% Female blend of the RP=2014 Healthy Annuitant Mortality Tables.

DEXTER TOWNSHIP
General Fund
Statement of Revenues, Expenditures and Changes
in Fund Balance - Budget and Actual
For the Year Ended March 31, 2023

	Original Budget	Final Budget	Actual	Variance- Favorable (Unfavorable)
Revenues:				
General Property Taxes	\$ 351,558	\$ 351,558	\$ 360,220	\$ 8,662
Property Tax Administrative Fee	229,781	229,781	189,630	(40,151)
Intergovernmental – State	610,000	610,000	830,411	220,411
Licenses and Permits	16,600	16,600	14,668	(1,932)
Charges for Services	26,000	26,000	15,943	(10,057)
Fines and Forfeitures	5,000	5,000	4,820	(180)
Franchise Fees	70,000	70,000	56,015	(13,985)
Interest	5,000	5,000	28,619	23,619
Miscellaneous	1,500	1,500	291,701	290,201
Total Revenues	<u>1,315,439</u>	<u>1,315,439</u>	<u>1,792,027</u>	<u>476,588</u>
Expenditures:				
General Government:				
Township Board	34,920	34,920	24,249	10,671
Supervisor	45,490	45,490	38,455	7,035
Clerk	91,140	91,140	61,341	29,799
Elections	44,500	44,500	53,478	(8,978)
Treasurer	96,550	96,550	81,334	15,216
Assessing	68,700	68,700	69,603	(903)
Board of Review	3,950	3,950	2,162	1,788
Cemetery	5,500	5,500	3,357	2,143
Building and Grounds	43,100	43,100	43,681	(581)
Information Technology	21,500	21,500	7,488	14,012
Other	314,400	314,400	320,599	(6,199)
Total General Government	<u>769,750</u>	<u>769,750</u>	<u>705,747</u>	<u>64,003</u>
Public Works:				
Road Improvements	63,500	63,500	45,681	17,819
Drains-at-Large	3,000	3,000	5,880	(2,880)
Landfill	13,000	13,000	5,125	7,875
Total Public Works	<u>79,500</u>	<u>79,500</u>	<u>56,686</u>	<u>22,814</u>
Planning and Zoning:				
Planning and Zoning Administration	167,920	167,920	162,566	5,354
Zoning Board of Appeals	4,250	4,250	1,362	2,888
Total Planning and Zoning	<u>172,170</u>	<u>172,170</u>	<u>163,928</u>	<u>8,242</u>
Community Service Support	40,450	32,950	24,846	8,104
Capital Outlay	698,002	705,502	738,623	(33,121)
Total Expenditures	<u>1,759,872</u>	<u>1,759,872</u>	<u>1,689,830</u>	<u>70,042</u>
Excess (Deficiency) of Revenues Over Expenditures	\$ <u>(444,433)</u>	\$ <u>(444,433)</u>	102,197	\$ <u>546,630</u>
Fund Balance – April 1			<u>4,188,067</u>	
Fund Balance – March 31			\$ <u>4,290,264</u>	

DEXTER TOWNSHIP
Police Special Revenue Fund
Statement of Revenues, Expenditures and Changes in
Fund Balance - Budget and Actual
For the Year Ended March 31, 2023

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance- Favorable (Unfavorable)</u>
Revenues:				
Property Taxes	\$ 640,460	\$ 640,460	\$ 649,225	\$ 8,765
Interest Income	1,000	1,000	9,439	8,439
Donation	-	-	557	557
Total Revenues	<u>641,460</u>	<u>641,460</u>	<u>659,221</u>	<u>17,761</u>
Expenditures:				
Public Safety	<u>531,500</u>	<u>531,500</u>	<u>518,808</u>	<u>12,692</u>
Excess (Deficiency) of Revenues Over Expenditures	\$ <u>109,960</u>	\$ <u>109,960</u>	140,413	\$ <u>30,453</u>
Fund Balance – April 1			<u>1,257,749</u>	
Fund Balance – March 31			\$ <u>1,398,162</u>	

DEXTER TOWNSHIP
Fire Special Revenue Fund
Statement of Revenues, Expenditures and Changes in
Fund Balance - Budget and Actual
For the Year Ended March 31, 2023

	Original Budget	Final Budget	Actual	Variance- Favorable (Unfavorable)
Revenues:				
Property Taxes	\$ 1,084,650	\$ 1,084,650	\$ 1,099,394	\$ 14,744
Interest Income	4,000	4,000	9,439	5,439
Donation	-	-	13,943	13,943
Total Revenues	1,088,650	1,088,650	1,122,776	34,126
Expenditures:				
Public Safety	997,550	997,550	1,133,615	(136,065)
Excess (Deficiency) of Revenues Over Expenditures	\$ 91,100	\$ 91,100	(10,839)	\$ (101,939)
Fund Balance – April 1			1,538,107	
Fund Balance – March 31			\$ 1,527,268	



DEXTER TOWNSHIP

AGENDA ITEM REQUEST

MEETING OF: Township Board of Trustees December 19, 2023

Title: FY25 Budget Book

Date (please submit agenda item requests 14 days prior to meeting date):

Purpose (Choose ONE):

- 1) This is a discussion item requiring no action by the board: _____
- 2) This is an action item requiring a:
Resolution __;
Motion _;
Ordinance _____

Narrative (to be completed by requestor):

Overview

The Township Board of Trustees must hold a public budget hearing each year. A budget hearing typically takes place immediately prior to a regular meeting of the board.

Dexter Township has historically held budget workshops in addition to the budget hearing. I would like to discuss any questions about the budget book, and hear whether members of the Board of Trustees wish to hold a special meeting/budget workshop in January.

Note that I will be bringing a compensation ordinance proposal to the Board of Trustees at the January meeting. A compensation ordinance must be approved annually. Among other things, it helps form the basis of the salary and wage budget proposal, although the FY25 budget could be approved prior to approval of the compensation ordinance.

Michigan statute requires general law townships to approve an annual budget prior to the start of the next fiscal year. Best practice is to approve the budget months in advance.

Does this item have fiscal impact?

Yes

No X

If yes, what is the net cost?

Is the item included in the Township's approved annual budget?

Yes __

No __

<u>Staff/Supervisor Comments</u>		
<u>Submitted by:</u> Karen Sikkenga		
<u>Suggested Action:</u> TBD		



DEXTER TOWNSHIP

AGENDA ITEM REQUEST

MEETING OF: Township Board of Trustees December 19, 2023

Title: Public engagement for public safety funding.

Date (please submit agenda item requests 14 days prior to meeting date):

Purpose (Choose ONE):

1) This is a discussion item requiring no action by the board: ____

2) This is an action item requiring a:

Resolution ____;

Motion X;

Ordinance _____

Narrative (to be completed by requestor):

Overview

Dexter Township's police and fire millages expire at the end of December, 2023. The Board of Trustees approved a Fire and Emergency Medical Millage renewal and a Police Services millage renewal at a special meeting on December 1. These ballot initiatives will be considered by the voters at the end of the February 2024.

The BOT requested that discussion of public engagement for the millage be added as a discussion item at the December 19, 2023 meeting.

Does this item have fiscal impact?

Yes ____

No ____

If yes, what is the net cost?

Is the item included in the Township's approved annual budget? n/a

Yes ____

No ____

Staff/Supervisor Comments

Submitted by: Gretchen Driskell

Suggested Action: TBD

DEXTER TOWNSHIP



Dexter Township Supervisor Report

December 19, 2023

Purchase of Development Rights

Heartfelt thanks and congratulations to the Van Gorder family, the Farmland & Open Space Board and committee members, consultant Barry Lonik, the Board of Trustees, our taxpayers, and our funding partners on the very first purchase of development rights in Dexter Township! I am so proud of each and every person who helped make this important program a reality. I look forward to conserving many hundreds of acres in the years to come. To read more about this momentous first, see the *Sun Times* news: <https://thesuntimesnews.com/g/dexter-mi/n/227399/dexter-twp-completes-first-land-preservation-project>.

State of Michigan Wind & Solar Legislation

The MTA is working on recommendations in response to the state siting legislation that was adopted in November 2023. Their next quarterly meeting is this Friday (Dec 15), and I expect we will have more information to work with after their meeting. In the meantime, I have attached a ConEd they held last March regarding Planning and Zoning for Solar Energy Systems (SES). It is recommended that townships have an ordinance in place to address solar projects.

For clarification purposes, the legislation is set up to give local townships the ability to work with the farmers that want to lease/sell their land. This legislation is not an eminent domain scenario. The legislation will not be in effect until November 2024 and only applies to projects 50MW or larger. I recommend that this issue is referred to planning commission to start working on a solar ordinance so our community has input on projects that may be presented to our landowners.

Finally, that there is an MTA online training regarding Renewable Energy siting legislation on January 17, 2024. Early bird registration by 12/31 gets a discount.

Please note that there is additional material regarding the Planning and Zoning for Solar Energy Systems (SES) towards the back of the packet in section 9c.

Planning and Zoning

The Planning Commission approved Dexter Township's new Master Plan at its November meeting. This will be coming to the Board of Trustees for approval at the January meeting. Please see the attached short description from Beckett & Raeder's lead planner on the Master Plan, Rowan Brady. If any board member has a question about the process or the Master Plan, please contact Rowan prior to the January meeting: rbrady@bria2.com.

Approval by the Board of Trustees is the final step in an almost two-year project with extensive community engagement. Thank you to our citizen committee, the Planning Commission, and our consultant for their many hours of thoughtful work.

WAVE Bus

The WAVE bus will be using the Dexter Township town hall parking lot December 21st from 5:30 pm to 8:30 pm as a park & ride to shuttle residents to a holiday outing. The WAVE board is raising awareness about the service with a goal of increasing participation in the program.

Office Remodel

The office remodel is well underway. We anticipate that the office worker area will be complete by the December board meeting. Renovation in the main meeting room will take place at the end of December and the overall project should be complete by January. The entire space is expected to be healthier, more accessible, and more serviceable as a result of the renovations. Proven Design has asked to make a short presentation to the Board of Trustees on the project, possibly in January.

Meanwhile, we are considering modifications to the Town Hall lower level to enhance our services to the community. The lower level is a walk-out with beautiful windows and views, the same size as the upper level. We have developed a plan that would allow us to make the large meeting room and small conference room available to Dexter Township residents with minimal operational impact on our staff. The outside door will have a changeable combination lock so staff members won't need to be present to open and close the building; the upstairs area will not be accessible. Users will sign a waiver and pay a deposit.

The space would also be able to accommodate a second streaming public meeting. Our archival materials and building/office supply storage would become more accessible and orderly. The remodel would address certain health and safety issues (antiquated and dangerous electrical panels and white mold). The cost of this remodel is proposed as a capital expense in the FY25 budget proposal.

Emergency Sirens

Dexter Township maintains 16 emergency sirens. The sirens are owned and maintained by the Township. The Washtenaw County Sheriff's Department of Emergency Services sound the sirens in the event of weather or other emergencies. Dexter Township uses a different system and a different vendor than other municipalities in the County. In November, one of the sirens sounded three times due to a technical malfunction, causing fear among our residents. Our vendor is located in Minnesota and quickly diagnosed the problem by remote as a hack by an external party. On the advice of the Sheriff's Department, we requested that the vendor pay a site visit. The site visit took several days to arrange because the vendor is out of state. The sirens were turned off in the interim to avoid further false alarms. The site visit uncovered a technical problem – there was no hack – which was repaired at a cost of ~\$1,300.

Our ability to respond to this error was not good enough: the incorrect initial diagnosis, the fact that the County rather than the vendor advised a site visit, and the time lag in getting the site visit while our sirens were off-line. The Sheriff's Department of Emergency Services is recommending that we replace our vendor with the same vendor as the County and most local municipalities. The Department of Emergency Services also recommends that we replace our siren cabinets with the standard cabinets in use in Washtenaw County. The cost of doing so would be (1) loss of voice announcement capability (this is never used); (2) dollar cost of replacing the cabinets. The benefits would be (1) reduced risk of system failure because the standard system is less complex than our system; (2) likely faster response from our vendor (the new potential vendor is located in Michigan); and (3) the County would be able to provide better technical support. If we make this change, DAFD would no longer have siren monitoring equipment at Fire Station 2, which is in line with the standard practice for the other municipalities within DAFD (neither a cost nor benefit).

We are in the process of obtaining bids to understand the dollar cost of this change. We are also awaiting an opinion from our auditor on whether emergency siren costs are appropriate for the Police Fund (instead of the General Fund). We anticipate coming to the Board of Trustees in January with an action item on this topic.

Waterways Committee

Trustee Karen Nolte will be coming to the Board of Trustees in February with a request to establish a Waterways Committee. The overall purpose would be to create a central focus on our township water issues and bring community members together to address the challenges and concerns, consistent with our strategic plan and master plan principles. Listening, learning and education would most certainly be the first year's focus.

FY24 Budget Status

Overall, I am forecasting that our General Fund and Fire Fund revenues and expenses will be in balance. In the General Fund revenues and expenses will be in balance with about \$404K going to capital expenses and \$\$1.1M to operating expenses (the MetroPark Pass Program is an operating expense). That said, it is difficult to forecast the popularity of the MetroPark Pass Program; this forecast assumes about 1,500 passes will be provided at an average cost of \$32. As of the end of October, our General Fund burn rate is low (46% with 67% of the year elapsed) because certain large expenses will occur toward the end of the year (mostly capital expenses). As a reminder, capital expenses are major expenses used over the long-term, such as road or building improvements. Our revenue collection is also low (41%) because property taxes are collected in January.

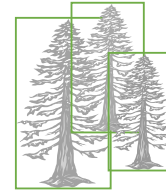
In the Open Space Fund, I'm forecasting an increase in fund balances of about \$200K due to the timing of closings for conservation easements. Over time, Open Space Funds are anticipated to be fully expended.

The Police Fund has a structural surplus of more than \$100K per year. I'm working with our auditor to determine if Emergency Preparedness costs (about \$25K per year) are allowable Police Fund costs. (See above.) I'm also meeting with the Sheriff's Department to determine if additional services to enhance quality of life are available through the Sheriff's Department, such as dedicated mental health services.

IT Support

We have put the change in IT Support on hold until after the upstairs renovation is complete. We have interviewed several candidates and will have a recommendation for the Board of Trustees in February when the office moves are completely closed out.

DEXTER TOWNSHIP



Dexter Township Clerks Report

December, 2023

FOIA's

The Clerks office had two FOIA's for the month of December:

1. FOIA Professional Services
2. Generator Zoning Permits

Deputy Clerk

Will assist the Clerk and Elections Manager – Janis Miller, with the preparation for the upcoming Presidential Primary Elections. The Deputy Clerk also assists the Clerk with invoicing the monthly township bills, which he breaks into two (2) monthly bill runs. His task is to code the invoices to the appropriate GL#, journalize and print the checks then transition them to the Treasurer's office for payment.

Managing the QVF (Qualified Voter File) for the Clerks office. Those duties include:

1. Change of name – marriage / divorce / widowed
2. Change of residency – move into township or move out of township
3. Sending new voter ID cards
4. Delete deceased voters
5. New Voter Registrations

Election Status

The Clerk's Election Team (my Deputy Clerk, Elections Manager – Janis Miller, and Election Workers) are preparing for the upcoming presidential primary election. We are in the process of ordering our elections materials – instructions, envelopes, ballots and applications. Pay attention to your mail for your Absentee Voter Application to arrive in your mailbox coming January 2024.

9 Day Early Voting

Proposal 2 gives voters the flexibility to cast their vote 9-days early in all elections and for additional days and hours beyond what the constitution required.

All Michigan voters now have the right to vote early in every statewide and federal election. In those elections, early voting must be offered for at least nine consecutive days, beginning on the second Saturday before the election and ending on the Sunday before the election, for at least eight hours a day.

The Dexter Township 9- Day Early Voting will be held at [Sylvan Township](#). Please call me at Dexter Township for directions or voting hours.

Voting In Person / Absentee Voter Ballot

If there's a chance you will want to vote absentee in any future election, you might want to join the [Permanent Absent Voters List](#). Voters on the Permanent list receive an Absent Voter Ballot Application before each election automatically. Once you sign and return the Application, you will be mailed a ballot as soon as they are available.

Election Training / Events

We attended our Clerk's Quartey training event this month in regarding the upcoming 2024 elections:

1. December 7. 2023 – Washtenaw County Learning Center

Election's, Elections, Elections – Coffee Chat with the Clerk

The Clerks office had another successful turnout with "Coffee Chat with the Clerk" on November 18, 2023 at 11am. We had 26 residents from the community attend. Thank you for your support and interest in learning about our Elections.

Dexter Township Board

Treasurer's Report

As of December 1, 2023

Please see attached documents for the fund balance and tax collection reports.

Residents will notice a change to the way Washtenaw County taxes appear on their Winter 2023 tax bill. Instead of an itemized list of each millage collected, the county has requested all treasurers consolidate the list to one line named "COUNTY" and one sum of all millages combined. Please see the document attached for further county millage questions.

Respectfully Submitted,

Maris Metz
Treasurer

12/05/2023 01:46 PM
 User: TREASURER
 DB: Dexter

CASH SUMMARY BY ACCOUNT FOR DEXTER TOWNSHIP
 FROM 11/01/2023 TO 11/30/2023
 FUND: ALL FUNDS
 CASH AND INVESTMENT ACCOUNTS

Page: 1/1

Fund Account	Description	Beginning Balance 11/01/2023	Total Debits	Total Credits	Ending Balance 11/30/2023
Fund 101	GENERAL FUND				
001.102	DEPOSITORY ACCOUNT	3,301,364.39	174,443.18	0.00	3,475,807.57
001.202	DISBURSEMENT ACCOUNT	(40,318.05)	0.00	256,997.67	(297,315.72)
003.050	MICLASS	1,060,481.08	0.00	0.00	1,060,481.08
	GENERAL FUND	4,321,527.42	174,443.18	256,997.67	4,238,972.93
Fund 206	FIRE FUND				
001.102	DEPOSITORY ACCOUNT	337,545.50	0.00	97,114.91	240,430.59
003.050	MICLASS	525,509.22	0.00	0.00	525,509.22
	FIRE FUND	863,054.72	0.00	97,114.91	765,939.81
Fund 207	POLICE FUND				
001.102	DEPOSITORY ACCOUNT	570,662.07	0.00	42,617.76	528,044.31
003.050	MICLASS	525,509.22	0.00	0.00	525,509.22
	POLICE FUND	1,096,171.29	0.00	42,617.76	1,053,553.53
Fund 245	OPEN SPACE LAND INITIATIVE				
001.102	DEPOSITORY ACCOUNT	87,585.08	0.00	0.00	87,585.08
001.202	DISBURSEMENT ACCOUNT	0.00	0.00	281,886.07	(281,886.07)
003.050	MICLASS	140,635.41	0.00	0.00	140,635.41
	OPEN SPACE LAND INITIATIVE	228,220.49	0.00	281,886.07	(53,665.58)
Fund 285	GRANT - AMERICAN RESCUE PLAN ACT				
001.202	DISBURSEMENT ACCOUNT	318,944.31	0.00	0.00	318,944.31
Fund 701	GENERAL AGENCY FUND				
001.102	DEPOSITORY ACCOUNT	85,281.50	100.00	15,851.25	69,530.25
Fund 703	TAX COLLECTION FUND				
001.100	PNC BANK	8,949.86	27,268.10	16,308.18	19,909.78
	TOTAL - ALL FUNDS	6,922,149.59	201,811.28	710,775.84	6,413,185.03



Summary Statement

November 30, 2023

Page 1 of 6

Investor ID: MI-01-0693

0000509-0003661 PDF 594100

Dexter Township
6880 Dexter-Pinckney Rd.
Dexter, MI 48130

Michigan CLASS

Michigan CLASS

Average Monthly Yield: 5.5439%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
MI-01-0693-0001	Police Fund	525,509.22	0.00	0.00	2,399.78	24,352.92	526,782.23	527,909.00
MI-01-0693-0002	Fire Fund	525,509.22	0.00	0.00	2,399.78	24,352.92	526,782.23	527,909.00
MI-01-0693-0003	General	1,060,481.08	0.00	0.00	4,842.79	49,144.50	1,063,050.04	1,065,323.87
MI-01-0693-0004	OSLP	140,635.41	0.00	0.00	642.23	6,300.60	140,976.09	141,277.64
TOTAL		2,252,134.93	0.00	0.00	10,284.58	104,150.94	2,257,590.59	2,262,419.51

Tel: (855) 382-0496

<https://www.michiganclass.org/>



Account Statement

November 30, 2023

Page 2 of 6

Account Number: MI-01-0693-0001

Police Fund

Account Summary

Average Monthly Yield: 5.5439%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
Michigan CLASS	525,509.22	0.00	0.00	2,399.78	24,352.92	526,782.23	527,909.00

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
11/01/2023	Beginning Balance			525,509.22	
11/30/2023	Income Dividend Reinvestment	2,399.78			
11/30/2023	Ending Balance			527,909.00	

Tel: (855) 382-0496

<https://www.michiganclass.org/>



Account Statement

November 30, 2023

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Account Number: MI-01-0693-0002

Fire Fund

Account Summary

Average Monthly Yield: 5.5439%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
Michigan CLASS	525,509.22	0.00	0.00	2,399.78	24,352.92	526,782.23	527,909.00

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
11/01/2023	Beginning Balance			525,509.22	
11/30/2023	Income Dividend Reinvestment	2,399.78			
11/30/2023	Ending Balance			527,909.00	



Account Statement

November 30, 2023

Page 4 of 6

Account Number: MI-01-0693-0003

General

Account Summary

Average Monthly Yield: 5.5439%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
Michigan CLASS	1,060,481.08	0.00	0.00	4,842.79	49,144.50	1,063,050.04	1,065,323.87

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
11/01/2023	Beginning Balance			1,060,481.08	
11/30/2023	Income Dividend Reinvestment	4,842.79			
11/30/2023	Ending Balance			1,065,323.87	



Account Statement

November 30, 2023

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Account Number: MI-01-0693-0004

OSLP

Account Summary

Average Monthly Yield: 5.5439%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
Michigan CLASS	140,635.41	0.00	0.00	642.23	6,300.60	140,976.09	141,277.64

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
11/01/2023	Beginning Balance			140,635.41	
11/30/2023	Income Dividend Reinvestment	642.23			
11/30/2023	Ending Balance			141,277.64	

Tel: (855) 382-0496

<https://www.michiganclass.org/>



Daily Rates

November 30, 2023

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Michigan CLASS

Michigan CLASS

Date	Dividend Rate	Daily Yield
11/01/2023	0.000151642	5.5297%
11/02/2023	0.000151662	5.5357%
11/03/2023	0.000455184	5.5381%
11/04/2023	0.000000000	5.5381%
11/05/2023	0.000000000	5.5381%
11/06/2023	0.000151650	5.5353%
11/07/2023	0.000151644	5.5350%
11/08/2023	0.000151731	5.5382%
11/09/2023	0.000151812	5.5400%
11/10/2023	0.000455622	5.5434%
11/11/2023	0.000000000	5.5434%
11/12/2023	0.000000000	5.5434%
11/13/2023	0.000151773	5.5397%
11/14/2023	0.000151723	5.5379%
11/15/2023	0.000151843	5.5423%
11/16/2023	0.000152032	5.5492%
11/17/2023	0.000456339	5.5521%
11/18/2023	0.000000000	5.5521%
11/19/2023	0.000000000	5.5521%
11/20/2023	0.000151999	5.5479%
11/21/2023	0.000151940	5.5458%
11/22/2023	0.000303904	5.5462%
11/23/2023	0.000000000	5.5463%
11/24/2023	0.000456042	5.5485%
11/25/2023	0.000000000	5.5485%
11/26/2023	0.000000000	5.5485%
11/27/2023	0.000152029	5.5490%
11/28/2023	0.000152023	5.5488%
11/29/2023	0.000152077	5.5508%
11/30/2023	0.000152171	5.5542%

Performance results are shown net of all fees and expenses and reflect the reinvestment of dividends and other earnings. Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, or financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. **Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses.**

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Washtenaw County Millage Rates

The millage rate for "Washtenaw County" that appears on your tax bill is a combination of many smaller millage rates that were voted on by local residents. In an effort to help residents better understand their tax bill, this chart has been made to break down the "Washtenaw County" rate into the smaller, more specific millage rates that comprise it.

Purpose	Date of Election	Millage to be Levied	Expiration Date of Millage
Parks	11/04/14	0.2387	12/2026
Parks	11/06/18	0.2260	12/2029
Parks	11/03/20	0.2474	12/2030
EECS	03/08/16	0.1910	12/2025
Veterans	11/08/16	0.0960	12/2023
Mental Health & Public Safety	11/07/17	0.9693	12/2025
Roads	08/04/20	0.4950	12/2023
Conservation District	08/04/20	0.0197	12/2025
Huron-Clinton Metroparks	Act 147 of 1939, election held in 1940	0.2070	None

Parks: These three items are for maintenance and operation of park lands, as well as acquisition of new lands for parks and recreational facilities.

EECS: This item provides funding for the County Enhanced Emergency Communications System. It supports upgrades to current infrastructure and allows for the construction of additional towers.

Veterans: This item includes financial relief and services for veterans, including the payment of indigent veteran claims. It also funds administration of the Washtenaw County Department of Veterans Affairs.

Mental Health & Public Safety: This item funds assessment, stabilization, and treatment services for residents, as well as providing crisis response programs and expanded education for first responders.

Roads: This item provides funds to preserve, maintain, and construct the county's roads, bike lanes, and paths.

Conservation District: This item helps landowners with management and conservation of natural resources.

Huron-Clinton Metroparks: This item funds operations and improvements at local Metroparks, including Delhi Metropark, Hudson Mills Metropark, and Dexter-Huron Metropark.

All Records
SPEC. POPULATION: AD VALOREM+SPECIAL ACTS
REAL & PERSONAL PROPERTY
SUMMER/WINTER BILLING TYPE(S)
PROMPT FOR INTEREST % TO CHARGE

Taxing Authority	Original Roll	+/- Adjustments	Total to Collect	Taxes Collected	Amount Delinquent	Leased Land Delinquent
(S) STATE EDUC TAX	2,957,748.88	-1,246.21	2,956,502.67	2,867,388.52	89,114.15	0.00
(S) WASH COUNTY OPER	2,144,950.27	-903.75	2,144,046.52	2,079,421.33	64,625.19	0.00
(W) WASH COMM COLL	1,665,749.58	-696.79	1,665,052.79	27,603.01	1,637,112.78	337.00
(W) COUNTY	1,351,249.02	-558.73	1,350,690.29	22,133.86	1,328,286.20	270.23
(W) TOWNSHIP OPER	382,709.37	-160.09	382,549.28	6,341.72	376,130.14	77.42
(W) TOWNSHIP FIRE	1,168,968.87	-488.99	1,168,479.88	19,370.94	1,148,872.45	236.49
(W) TOWNSHIP POLICE	690,311.42	-288.76	690,022.66	11,439.04	678,443.97	139.65
(W) WASH INTER SCH	2,591,308.37	-1,150.44	2,590,157.93	42,552.98	2,547,048.55	556.40
(W) DEXTER SCH DEBT	2,611,194.84	-1,765.46	2,609,429.38	45,127.89	2,563,447.63	853.86
(W) DEXTER NON/PRE	1,311,399.24	-20,947.40	1,290,451.84	9,412.56	1,280,172.49	866.79
(W) DEX LIBRY OPER	329,321.61	-224.06	329,097.55	5,727.33	323,261.86	108.36
(W) DEX LIBRY DEBT	103,783.99	-70.61	103,713.38	1,804.88	101,874.35	34.15
(W) SCHOOL OPER FC	0.00	0.00	0.00	0.00	0.00	0.00
(W) DEXTER LAND PRES	248,251.28	-103.85	248,147.43	4,113.67	243,983.54	50.22
(W) LIV ED SER AG	91,874.65	0.00	91,874.65	1,746.52	90,128.13	0.00
(W) PINCK SCH DEBT	216,620.01	0.00	216,620.01	4,117.94	212,502.07	0.00
(W) PINCK NON/PRE	176,091.47	-1,443.52	174,647.95	758.23	173,889.72	0.00
(W) CHELS LIBRY OPER	357,646.50	0.00	357,646.50	5,512.72	352,133.78	0.00
(W) CHELS LIBRY DEBT	92,781.33	0.00	92,781.33	1,430.03	91,351.30	0.00
(W) CHELSEA SCH DEBT	1,060,442.03	0.00	1,060,442.03	15,664.63	1,044,777.40	0.00
(W) CHELSEA NON-PRE	476,483.92	-8,857.24	467,626.68	8,702.26	458,924.42	0.00
(W) CHELSEA SINKING	144,744.75	0.00	144,744.75	2,138.10	142,606.65	0.00
(W) DEXTER LIBRARY D	643.15	0.00	643.15	0.00	643.15	0.00
(W) DEXTER LIBRARY O	2,040.75	0.00	2,040.75	0.00	2,040.75	0.00
(W) CHELSEA NON/PRE	0.00	0.00	0.00	0.00	0.00	0.00
(*) 4338 CHAIN OF LAKES I	69,964.00	0.00	69,964.00	1,482.00	68,482.00	0.00
(*) 109 PORT SWR O/M	21,302.02	0.00	21,302.02	0.00	21,302.02	0.00
(*) 3151 WWRA DEBT	61,548.00	0.00	61,548.00	1,560.00	59,988.00	0.00
(*) 4500 WWRA OPERATING	86,304.00	0.00	86,304.00	2,108.00	84,196.00	0.00
(*) 8005 PORTAGE LAKE LEV	7,985.71	0.00	7,985.71	403.65	7,582.06	0.00
(*) 106 MULTI-SWR O/M	26,964.92	0.00	26,964.92	0.00	26,964.92	0.00
(*) 4336 SILVER LIP	59,940.00	0.00	59,940.00	820.00	59,120.00	0.00
(*) 8003 HILAND LAKE LEVE	11,300.50	0.00	11,300.50	274.59	11,025.91	0.00
(*) 4332 NORTH LAKE	43,470.00	0.00	43,470.00	440.00	43,030.00	0.00
(*) 9073 COPPER MEADOWS-M	1,274.75	0.00	1,274.75	27.18	1,247.57	0.00
(*) 8697 COPPER MEADOWS-S	15,437.67	0.00	15,437.67	0.00	15,437.67	0.00
(*) 8217 NORTH LAKE ORCHA	472.88	0.00	472.88	0.00	472.88	0.00
(*) 8194 MILL CREEK	4,037.37	0.00	4,037.37	100.39	3,936.98	0.00
(*) 8196 MILL CREEK CONSO	3,424.22	0.00	3,424.22	83.03	3,341.19	0.00
(*) WCRC18 CARRIAGE HILLS	35,461.80	0.00	35,461.80	537.30	34,924.50	0.00
(*) 8122 FOUR MILE LAKE D	1,001.10	0.00	1,001.10	12.08	989.02	0.00
(*) 8008 FOUR MILE LAKE L	1,486.37	0.00	1,486.37	301.82	1,184.55	0.00
(S) SubTotals	5,102,699.15	-2,149.96	5,100,549.19	4,946,809.85	153,739.34	0.00
(W) SubTotals	15,524,991.46	-36,755.94	15,488,235.52	243,848.35	15,240,856.60	3,530.57
Grand SubTotals	20,627,690.61	-38,905.90	20,588,784.71	5,190,658.20	15,394,595.94	3,530.57
(S) Admin Fee	51,009.30	-21.49	50,987.81	49,451.31	1,536.50	0.00
(W) Admin Fee	150,031.43	-367.55	149,663.88	2,365.74	147,262.85	35.29
(S) Interest					0.00	0.00
(S) Totals	5,153,708.45	-2,171.45	5,151,537.00	4,996,261.16	155,275.84	0.00
(W) Totals	15,675,022.89	-37,123.49	15,637,899.40	246,214.09	15,388,119.45	3,565.86
Grand Totals	20,828,731.34	-39,294.94	20,789,436.40	5,242,475.25	15,543,395.29	3,565.86

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2023 SETTLEMENT REPORT FOR DEXTER TOWNSHIP

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All Records
SPEC. POPULATION: AD VALOREM+SPECIAL ACTS
REAL & PERSONAL PROPERTY
SUMMER/WINTER BILLING TYPE(S)
PROMPT FOR INTEREST % TO CHARGE

Taxing Authority	Original Roll	+/- Adjustments	Total to Collect	Taxes Collected	Amount Delinquent	Leased Land Delinquent
UNIT D DEXTER TOWNSHIP TOTALS:						
(S) STATE EDUC TAX	2,957,748.88	-1,246.21	2,956,502.67	2,867,388.52	89,114.15	0.00
(S) WASH COUNTY OPER	2,144,950.27	-903.75	2,144,046.52	2,079,421.33	64,625.19	0.00
(W) WASH COMM COLL	1,665,749.58	-696.79	1,665,052.79	27,603.01	1,637,112.78	337.00
(W) COUNTY	1,351,249.02	-558.73	1,350,690.29	22,133.86	1,328,286.20	270.23
(W) TOWNSHIP OPER	382,709.37	-160.09	382,549.28	6,341.72	376,130.14	77.42
(W) TOWNSHIP FIRE	1,168,968.87	-488.99	1,168,479.88	19,370.94	1,148,872.45	236.49
(W) TOWNSHIP POLICE	690,311.42	-288.76	690,022.66	11,439.04	678,443.97	139.65
(W) WASH INTER SCH	2,591,308.37	-1,150.44	2,590,157.93	42,552.98	2,547,048.55	556.40
(W) DEXTER SCH DEBT	2,611,194.84	-1,765.46	2,609,429.38	45,127.89	2,563,447.63	853.86
(W) DEXTER NON/PRE	1,311,399.24	-20,947.40	1,290,451.84	9,412.56	1,280,172.49	866.79
(W) DEX LIBRY OPER	329,321.61	-224.06	329,097.55	5,727.33	323,261.86	108.36
(W) DEX LIBRY DEBT	103,783.99	-70.61	103,713.38	1,804.88	101,874.35	34.15
(W) DEXTER LAND PRES	248,251.28	-103.85	248,147.43	4,113.67	243,983.54	50.22
(W) LIV ED SER AG	91,874.65	0.00	91,874.65	1,746.52	90,128.13	0.00
(W) PINCK SCH DEBT	216,620.01	0.00	216,620.01	4,117.94	212,502.07	0.00
(W) PINCK NON/PRE	176,091.47	-1,443.52	174,647.95	758.23	173,889.72	0.00
(W) CHELS LIBRY OPER	357,646.50	0.00	357,646.50	5,512.72	352,133.78	0.00
(W) CHELS LIBRY DEBT	92,781.33	0.00	92,781.33	1,430.03	91,351.30	0.00
(W) CHELSEA SCH DEBT	1,060,442.03	0.00	1,060,442.03	15,664.63	1,044,777.40	0.00
(W) CHELSEA NON-PRE	476,483.92	-8,857.24	467,626.68	8,702.26	458,924.42	0.00
(W) CHELSEA SINKING	144,744.75	0.00	144,744.75	2,138.10	142,606.65	0.00
(W) DEXTER LIBRARY D	643.15	0.00	643.15	0.00	643.15	0.00
(W) DEXTER LIBRARY O	2,040.75	0.00	2,040.75	0.00	2,040.75	0.00
(*) SP. ASSESSMENTS	309,552.94	0.00	309,552.94	5,590.00	303,962.94	0.00
(*) DRAINS	106,360.57	0.00	106,360.57	2,022.74	104,337.83	0.00
(*) ROADS	35,461.80	0.00	35,461.80	537.30	34,924.50	0.00
(S) SubTotals	5,102,699.15	-2,149.96	5,100,549.19	4,946,809.85	153,739.34	0.00
(W) SubTotals	15,524,991.46	-36,755.94	15,488,235.52	243,848.35	15,240,856.60	3,530.57
Grand SubTotals	20,627,690.61	-38,905.90	20,588,784.71	5,190,658.20	15,394,595.94	3,530.57
(S) Admin Fee	51,009.30	-21.49	50,987.81	49,451.31	1,536.50	0.00
(W) Admin Fee Interest	150,031.43	-367.55	149,663.88	2,365.74	147,262.85	35.29
					0.00	0.00
(S) Totals	5,153,708.45	-2,171.45	5,151,537.00	4,996,261.16	155,275.84	0.00
(W) Totals	15,675,022.89	-37,123.49	15,637,899.40	246,214.09	15,388,119.45	3,565.86
Grand Totals	20,828,731.34	-39,294.94	20,789,436.40	5,242,475.25	15,543,395.29	3,565.86

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2023 SETTLEMENT REPORT FOR DEXTER TOWNSHIP

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All Records
SPEC. POPULATION: AD VALOREM+SPECIAL ACTS
REAL & PERSONAL PROPERTY
SUMMER/WINTER BILLING TYPE(S)
PROMPT FOR INTEREST & TO CHARGE

Taxing Authority	Original Roll	+/- Adjustments	Total to Collect	Taxes Collected	Amount Delinquent	Leased Land Delinquent
SCHOOL DISTRICT TOTALS: 47080 UNIT ID: D DEXTER TOWNSHIP						
(S) STATE EDUC TAX	172,148.45	0.00	172,148.45	164,157.57	7,990.88	0.00
(S) WASH COUNTY OPER	124,841.22	0.00	124,841.22	119,046.29	5,794.93	0.00
(W) WASH COMM COLL	96,252.91	0.00	96,252.91	1,829.67	94,423.24	0.00
(W) COUNTY	77,181.86	0.00	77,181.86	1,467.20	75,714.66	0.00
(W) TOWNSHIP OPER	22,113.87	0.00	22,113.87	420.28	21,693.59	0.00
(W) TOWNSHIP FIRE	67,547.10	0.00	67,547.10	1,284.04	66,263.06	0.00
(W) TOWNSHIP POLICE	39,888.36	0.00	39,888.36	758.20	39,130.16	0.00
(W) DEXTER LAND PRES	14,344.51	0.00	14,344.51	272.67	14,071.84	0.00
(W) LIV ED SER AG	91,874.65	0.00	91,874.65	1,746.52	90,128.13	0.00
(W) PINCK SCH DEBT	216,620.01	0.00	216,620.01	4,117.94	212,502.07	0.00
(W) PINCK NON/PRE	176,091.47	-1,443.52	174,647.95	758.23	173,889.72	0.00
(W) CHELS LIBRY OPER	54,188.32	0.00	54,188.32	1,030.10	53,158.22	0.00
(W) CHELS LIBRY DEBT	14,057.48	0.00	14,057.48	267.17	13,790.31	0.00
(*) SP. ASSESSMENTS	28,664.00	0.00	28,664.00	491.00	28,173.00	0.00
(*) DRAINS	30,286.34	0.00	30,286.34	1,015.91	29,270.43	0.00
(S) SubTotals	296,989.67	0.00	296,989.67	283,203.86	13,785.81	0.00
(W) SubTotals	929,110.88	-1,443.52	927,667.36	15,458.93	912,208.43	0.00
Grand SubTotals	1,226,100.55	-1,443.52	1,224,657.03	298,662.79	925,994.24	0.00
(S) Admin Fee	2,968.51	0.00	2,968.51	2,830.75	137.76	0.00
(W) Admin Fee	8,987.12	-14.44	8,972.68	147.67	8,825.01	0.00
Interest					0.00	0.00
(S) Totals	299,958.18	0.00	299,958.18	286,034.61	13,923.57	0.00
(W) Totals	938,098.00	-1,457.96	936,640.04	15,606.60	921,033.44	0.00
Grand Totals	1,238,056.18	-1,457.96	1,236,598.22	301,641.21	934,957.01	0.00

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2023 SETTLEMENT REPORT FOR DEXTER TOWNSHIP
All Records
SPEC. POPULATION: AD VALOREM+SPECIAL ACTS
REAL & PERSONAL PROPERTY
SUMMER/WINTER BILLING TYPE(S)
PROMPT FOR INTEREST % TO CHARGE

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Taxing Authority	Original Roll	+/- Adjustments	Total to Collect	Taxes Collected	Amount Delinquent	Leased Land Delinquent
SCHOOL DISTRICT TOTALS: 81040 UNIT ID: D DEXTER TOWNSHIP						
(S) STATE EDUC TAX	952,985.04	0.00	952,985.04	919,612.13	33,372.91	0.00
(S) WASH COUNTY OPER	691,101.31	0.00	691,101.31	666,899.41	24,201.90	0.00
(W) WASH COMM COLL	538,480.14	0.00	538,480.14	7,962.30	530,517.84	0.00
(W) COUNTY	439,100.98	0.00	439,100.98	6,384.66	432,716.32	0.00
(W) TOWNSHIP OPER	123,716.19	0.00	123,716.19	1,829.33	121,886.86	0.00
(W) TOWNSHIP FIRE	377,887.69	0.00	377,887.69	5,587.69	372,300.00	0.00
(W) TOWNSHIP POLICE	223,153.70	0.00	223,153.70	3,299.68	219,854.02	0.00
(W) WASH INTER SCH	889,054.96	0.00	889,054.96	13,146.14	875,908.82	0.00
(W) DEXTER LAND PRES	80,250.76	0.00	80,250.76	1,186.61	79,064.15	0.00
(W) CHELS LIBRY OPER	303,152.96	0.00	303,152.96	4,482.62	298,670.34	0.00
(W) CHELS LIBRY DEBT	78,644.67	0.00	78,644.67	1,162.86	77,481.81	0.00
(W) CHELSEA SCH DEBT	1,059,375.43	0.00	1,059,375.43	15,664.63	1,043,710.80	0.00
(W) CHELSEA NON-PRE	476,483.92	-8,857.24	467,626.68	8,702.26	458,924.42	0.00
(W) CHELSEA SINKING	144,599.16	0.00	144,599.16	2,138.10	142,461.06	0.00
(*) SP. ASSESSMENTS	114,617.24	0.00	114,617.24	1,595.00	113,022.24	0.00
(*) DRAINS	20,576.38	0.00	20,576.38	750.80	19,825.58	0.00
(S) SubTotals	1,644,086.35	0.00	1,644,086.35	1,586,511.54	57,574.81	0.00
(W) SubTotals	4,869,094.18	-8,857.24	4,860,236.94	73,892.68	4,786,344.26	0.00
Grand SubTotals	6,513,180.53	-8,857.24	6,504,323.29	1,660,404.22	4,843,919.07	0.00
(S) Admin Fee	16,434.44	0.00	16,434.44	15,859.04	575.40	0.00
(W) Admin Fee Interest	46,851.04	-88.58	46,762.46	716.21	46,046.25	0.00
					0.00	0.00
(S) Totals	1,660,520.79	0.00	1,660,520.79	1,602,370.58	58,150.21	0.00
(W) Totals	4,915,945.22	-8,945.82	4,906,999.40	74,608.89	4,832,390.51	0.00
Grand Totals	6,576,466.01	-8,945.82	6,567,520.19	1,676,979.47	4,890,540.72	0.00

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2023 SETTLEMENT REPORT FOR DEXTER TOWNSHIP
All Records
SPEC. POPULATION: AD VALOREM+SPECIAL ACTS
REAL & PERSONAL PROPERTY
SUMMER/WINTER BILLING TYPE(S)
PROMPT FOR INTEREST & TO CHARGE

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Taxing Authority	Original Roll	+/- Adjustments	Total to Collect	Taxes Collected	Amount Delinquent	Leased Land Delinquent
SCHOOL DISTRICT TOTALS: 81043 UNIT ID: D DEXTER TOWNSHIP						
(S) STATE EDUC TAX	969.64	0.00	969.64	969.64	0.00	0.00
(S) WASH COUNTY OPER	703.18	0.00	703.18	703.18	0.00	0.00
(W) WASH COMM COLL	542.15	0.00	542.15	0.00	542.15	0.00
(W) COUNTY	434.73	0.00	434.73	0.00	434.73	0.00
(W) TOWNSHIP OPER	124.56	0.00	124.56	0.00	124.56	0.00
(W) TOWNSHIP FIRE	380.47	0.00	380.47	0.00	380.47	0.00
(W) TOWNSHIP POLICE	224.68	0.00	224.68	0.00	224.68	0.00
(W) WASH INTER SCH	895.12	0.00	895.12	0.00	895.12	0.00
(W) DEXTER SCH DEBT	282.81	0.00	282.81	0.00	282.81	0.00
(W) DEXTER LAND PRES	80.80	0.00	80.80	0.00	80.80	0.00
(W) CHELS LIBRY OPER	305.22	0.00	305.22	0.00	305.22	0.00
(W) CHELS LIBRY DEBT	79.18	0.00	79.18	0.00	79.18	0.00
(W) CHELSEA SCH DEBT	1,066.60	0.00	1,066.60	0.00	1,066.60	0.00
(W) CHELSEA SINKING	145.59	0.00	145.59	0.00	145.59	0.00
(*) SP. ASSESSMENTS	55.00	0.00	55.00	0.00	55.00	0.00
(*) DRAINS	9.82	0.00	9.82	0.00	9.82	0.00
(S) SubTotals	1,672.82	0.00	1,672.82	1,672.82	0.00	0.00
(W) SubTotals	4,626.73	0.00	4,626.73	0.00	4,626.73	0.00
Grand SubTotals	6,299.55	0.00	6,299.55	1,672.82	4,626.73	0.00
(S) Admin Fee	16.72	0.00	16.72	16.72	0.00	0.00
(W) Admin Fee	45.65	0.00	45.65	0.00	45.65	0.00
Interest					0.00	0.00
(S) Totals	1,689.54	0.00	1,689.54	1,689.54	0.00	0.00
(W) Totals	4,672.38	0.00	4,672.38	0.00	4,672.38	0.00
Grand Totals	6,361.92	0.00	6,361.92	1,689.54	4,672.38	0.00

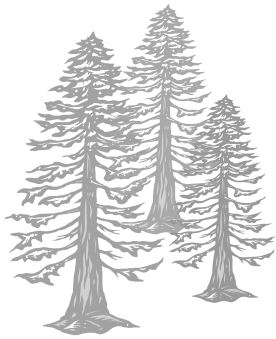
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2023 SETTLEMENT REPORT FOR DEXTER TOWNSHIP

Page: 6/6
DB: Dex23

All Records
SPEC. POPULATION: AD VALOREM+SPECIAL ACTS
REAL & PERSONAL PROPERTY
SUMMER/WINTER BILLING TYPE(S)
PROMPT FOR INTEREST % TO CHARGE

Taxing Authority	Original Roll	+/- Adjustments	Total to Collect	Taxes Collected	Amount Delinquent	Leased Land Delinquent
SCHOOL DISTRICT TOTALS: 81050 UNIT ID: D DEXTER TOWNSHIP						
(S) STATE EDUC TAX	1,831,645.75	-1,246.21	1,830,399.54	1,782,649.18	47,750.36	0.00
(S) WASH COUNTY OPER	1,328,304.56	-903.75	1,327,400.81	1,292,772.45	34,628.36	0.00
(W) WASH COMM COLL	1,030,474.38	-696.79	1,029,777.59	17,811.04	1,011,629.55	337.00
(W) COUNTY	834,531.45	-558.73	833,972.72	14,282.00	819,420.49	270.23
(W) TOWNSHIP OPER	236,754.75	-160.09	236,594.66	4,092.11	232,425.13	77.42
(W) TOWNSHIP FIRE	723,153.61	-488.99	722,664.62	12,499.21	709,928.92	236.49
(W) TOWNSHIP POLICE	427,044.68	-288.76	426,755.92	7,381.16	419,235.11	139.65
(W) WASH INTER SCH	1,701,358.29	-1,150.44	1,700,207.85	29,406.84	1,670,244.61	556.40
(W) DEXTER SCH DEBT	2,610,912.03	-1,765.46	2,609,146.57	45,127.89	2,563,164.82	853.86
(W) DEXTER NON/PRE	1,311,399.24	-20,947.40	1,290,451.84	9,412.56	1,280,172.49	866.79
(W) DEX LIBRY OPER	329,321.61	-224.06	329,097.55	5,727.33	323,261.86	108.36
(W) DEX LIBRY DEBT	103,783.99	-70.61	103,713.38	1,804.88	101,874.35	34.15
(W) DEXTER LAND PRES	153,575.21	-103.85	153,471.36	2,654.39	150,766.75	50.22
(W) DEXTER LIBRARY D	643.15	0.00	643.15	0.00	643.15	0.00
(W) DEXTER LIBRARY O	2,040.75	0.00	2,040.75	0.00	2,040.75	0.00
(*) SP. ASSESSMENTS	166,216.70	0.00	166,216.70	3,504.00	162,712.70	0.00
(*) DRAINS	55,488.03	0.00	55,488.03	256.03	55,232.00	0.00
(*) ROADS	35,461.80	0.00	35,461.80	537.30	34,924.50	0.00
(S) SubTotals	3,159,950.31	-2,149.96	3,157,800.35	3,075,421.63	82,378.72	0.00
(W) SubTotals	9,722,159.67	-26,455.18	9,695,704.49	154,496.74	9,537,677.18	3,530.57
Grand SubTotals	12,882,109.98	-28,605.14	12,853,504.84	3,229,918.37	9,620,055.90	3,530.57
(S) Admin Fee	31,589.63	-21.49	31,568.14	30,744.80	823.34	0.00
(W) Admin Fee	94,147.62	-264.53	93,883.09	1,501.86	92,345.94	35.29
Interest					0.00	0.00
(S) Totals	3,191,539.94	-2,171.45	3,189,368.49	3,106,166.43	83,202.06	0.00
(W) Totals	9,816,307.29	-26,719.71	9,789,587.58	155,998.60	9,630,023.12	3,565.86
Grand Totals	13,007,847.23	-28,891.16	12,978,956.07	3,262,165.03	9,713,225.18	3,565.86



DEXTER TOWNSHIP

6880 DEXTER-PINCKNEY ROAD

DEXTER, MI 48130

TELEPHONE: 734-426-3767

FAX: 734-426-3833

WWW.DEXTERTOWNSHIP.ORG

"A Community For All Seasons"

MEMORANDUM

To: Dexter Township Board

From: Megan Masson-Minock, Township Planning Consultant
Ashley Cepeda, Township Zoning Officer

Subject: Planning and Zoning Department Report (October 2023)

Date: December 6, 2023

The following Planning and Zoning Department report has been provided to the Dexter Township Board to provide an update on ongoing planning and zoning cases, ordinance amendments, and department activities. The staff is excited to report on the progress of existing development projects that have been reviewed by the PC, cases reviewed by the ZBA, and other duties, such as, zoning administration, ordinance review and future amendments, zoning permits, etc.

The following report will cover activities that have occurred **November 2023**, as well as an update on past projects:

- Planning Activities, including a summary of applications with the Planning Commission, Zoning Board of Appeals and/or Township Board.
- Zoning Administration, including zoning permits and projects that do not require Planning Commission review and approval.
- Zoning Ordinance, including summary and status of ordinance amendments.
- Planning and Zoning Department, including permits issued.
- Master Plan Update, including the status of Master Plan adoption.
- Other Community Development Projects

Please let us know how this report can be improved. The Planning and Zoning Department will share an updated report with the Township Board on a monthly basis.

Planning Activities – PC, ZBA, Approved Projects		
Planning Commission – Site Plan, Special Land Use, Rezoning		
Name of Project	Location	Current Status and Progress
Cornman Farms Site Plan & Special Land use	8540 Island Lake Road	<p>The applicant submitted a special land, preliminary site plan, and variance request for the replacement of the tent at this special event facility with a building addition of a pavilion, the enclosure of a walkway, interior remodels of buildings on-site and the addition of an amphitheater. The additional buildings necessitate an amendment to the existing site and plan and special land use.</p> <p>A Planning Commission public hearing for special land use amendment and preliminary site plan was held on November 28, 2023. The Planning Commission approved both applications with conditions. The final site plan is expected to be on the January 23, 2024 Planning Commission agenda.</p>

Zoning Board of Appeals – Variance (PBA), Interpretation, Appeal of Admin Decision		
Type of Request	Location	Current Status and Progress
Variance from building coverage	8540 Island Lake Road	The proposed amendment to the special event venue's site plan and special land use, described above, exceeds the maximum building coverage. The case was heard at the December 5, 2023 Zoning Board of Appeals meeting and table until the ZBA January 2024 meeting.
Variance from waterbody setback and front yard setbacks	9586 Winston Road	The variances were approved by the Zoning Board of Appeals at their meeting on December 5, 2023.

Approved Projects		
Name of Project	Location	Current Status and Progress
Hillside Acres	Southwest corner of N. Territorial Rd. and Dexter Townhall Rd.	A pre-construction meeting with OHM, the Township, and Multi Lakes Water and Sewer Authority occurred in fall 2022. The mass grading and storm sewer installation is complete. Sanitary sewer installation is expected to be completed by mid to end of November. Contractor has indicated they plan to pave the asphalt road(s) before the cold weather hits (asphalt construction is weather-dependent).

Approved Projects		
Name of Project	Location	Current Status and Progress
		Home construction is expected to begin shortly after asphalt pavement is constructed. OHM estimates home construction will begin in early 2024.
Nature's Preserve	11966 N. Territorial Rd.	The Natures Preserve open space community site condominiums went before the Township Planning Commission in April 2016. The final site plan for 20 homes was approved by OHM in October 2020. The applicant has yet to submit construction escrow, as well as provide the insurance and bonds that are required to schedule a pre-construction meeting. Planning & Zoning staff will research the site plan status in November.

Zoning Ordinance (Adopted and Proposed)	
Adopted Amendment	Summary
	None
Proposed Amendment	Current Status and Progress
Section 29.06(C)(4) "Reasonable" versus "Minimum"	<p>The ZBA has requested the change from "reasonable" to "minimum" in this standard for a variance review to be reviewed. They would like direction/guidance on how to implement that language.</p> <p>At their November 28, 2023 meeting, the Planning Commission reviewed draft language and has asked for a public hearing at their January 23, 2024 meeting.</p>

Zoning Permits		
Permits Issued	November	2023 YTD
Zoning Minor	8	131
Zoning Major	1	77
Sign	0	1
Temporary	0	2
TOTAL	9	211

Master Plan Update

The draft Master Plan was reviewed by adjacent communities over the summer. At the Planning Commission on October 24, 2023, the Planning Commission reviewed with Beckett & Raeder a summary of the public comment received and their recommendations.

The Planning Commission held a public hearing on the draft Master Plan at their meeting on November 28, 2023, and recommended approval of the Master Plan to the Township Board, with edits to be verified by a sub-committee of the Planning Commission. Approval of the Master Plan is expected to on a Township Board agenda in early 2024.

Other Planning and Zoning Projects

Zoning Ordinance Audit	Carlisle Wortman Associates (CWA) has completed an audit of the Zoning Ordinance based on suggestions from previous staff and best planning principles. The report was presented to the Planning Commission at their November 28, 2023 meeting. The Planning Commission offered suggestions and asked for draft language on certain items to be brought to their January 23, 2024 meeting. In future reports, we will add a line item to the Zoning Ordinance table for each proposed amendment.
------------------------	--

Happy Holidays!

Huron River Watershed Council (HRWC) Update

December 2023 Report to Dexter Township Board of Trustees

News and Events

1. Flook Dam Informational Meeting <https://www.washtenaw.org/3460/PortageBase-Line-Lakes>

On October 25, 2023, Washtenaw County hosted a meeting to provide an update regarding the status of the ongoing repairs for the Flook Dam located in the Portage Base Line Lake Level District.

2. Safe Alternatives for Snow Removal <https://www.hrwc.org/tis-the-season-use-less-salt-on-your-driveway-this-winter/>

Limit your use of salt at home with these tips:

- Shovel early and often to avoid using salt or deicers altogether.
- Consider a deicer such as magnesium chloride and check labels for proper application tips.
- Buy your deicer early, before the snow falls for more river-friendly choices in the store.
- Use as little deicer as is needed to get the job done.
- Limit your use of sand. Instead of melting ice, sand provides traction. But it also increases the amount of sediment in our lakes, rivers and streams when it washes into storm drains with melting snow.
- Promptly remove slush and any residual salt, sand or deicer from concrete surfaces to minimize polluted runoff.

3. HRWC Annual Report: <https://www.hrwc.org/wp-content/uploads/HRWC-Annual-Report-2022-2023.pdf>

HRWC's annual [Report to the Community 2022-2023](#) includes a summary of our achievements for the past year, thank you's to our donors and volunteers and our financial report for the latest fiscal year (April 1 through March 31). For a printed copy by mail, please call or email [our development team](#), (734) 519-0337.

Please let me know if you would like more information.

Respectfully submitted,

Suzanne Bade

Dexter Township Representative to HRWC

BOT Update from Karen Nolte for December 2023

Hudson Mills Metropark Project –

On Wednesday, the 6th, we purchased 800 Metropark passes for \$ 23,050.00, a mixture of senior and regular. As of Friday evening (8th) we have verified and approved 580 Dexter Township requests. Approximately 39% of the requests have come from seniors (62 years old or older).

We have had many additional requests, from people who do not live in Dexter Township. The confusion between Dexter Township and the City of Dexter continues to be an issue. We do respond to each request with either a congratulations or a regrets message. All data is loaded into a spreadsheet for future use. These will be populated into the ITL contact list as time permits.

The processing has been labor intensive and slow to accomplish. On Monday, the 11th – Sam and I are reviewing a newer process to help expedite. Each address needs to be checked to insure they reside in our Township and that a pass has not already been issued. We find that husbands and wives have duplicated entries, and some residents just send in multiple requests. The December newsletter will likely start hitting mailboxes during the week of the 11th and we expect another large influx of requests at that time.

Clean Up Day, October 14, 2023

We finally received an invoice for electronic waste recycling. We recycled approximately 13,500 #'s of electronic materials – we were billed \$4,579.75.

Financial considerations include:

- \$ 4,579.75 – Expense - invoice for electronic recycling
- \$ 850.00 – Expense - invoice for shredding services
- \$ 1,242.00 - Revenue - total of donations received on 10-14-23
- \$ 2,714.88 –Revenue – County grant that normally reimburses 50% of our recycling costs. I filed these papers this week; we can expect a check most likely in early 2024.

This means clean-up day net cost is approximately \$1,472 – without taking into consideration the food for the 24 volunteers. Another great clean-up day – thank you to everyone who assisted with this community engagement event.

BROADBAND UPDATE:

Spectrum continues to install fiber optic cable in the township. Residents may check their availability status at <https://www.spectrum.com/cp/build>. It appears the time delay from installation to being available may be upwards of a month. The work continues.

Mercury has not begun laying cable as of yet – first quarter of 2024 is an ETA.



PLANNING & ZONING FOR SOLAR ENERGY SYSTEMS

A GUIDE FOR MICHIGAN
LOCAL GOVERNMENTS



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Michigan State University **MSU Extension**

Harmony Fierke-Gmazel, *Educator*
M. Charles Gould, *Educator*
Bradley Neumann, *Senior Educator*
Mary Reilly, *Educator*

MSU School of Planning, Design and Construction

Wayne Beyea, *Senior Specialist*
Jason Derry, *Research Assistant*
Emma Gilbert, *Research Assistant*

University of Michigan **Graham Sustainability Institute**

Sarah Mills, *Senior Project Manager*
Hannah Smith, *Research Assistant*

Cover image: Ground-mounted SES with pollinator garden. Photo by Rob Davis.

BACKGROUND & PURPOSE



Lapeer Solar Park. Photo by Bradley Neumann.

Michigan's diverse energy future is set in motion. Utility companies have bold plans to expand solar options and other forms of renewable energy over the next two decades and beyond. By 2040, DTE Energy¹ expects to have over 10 million solar panels generating power for its customers. Consumers Energy also announced² plans to build roughly 8,000MW of solar energy by 2040. Regional electric cooperatives and municipally owned utilities are following suit, with plans to expand solar energy production. Michigan has 65 utilities across two peninsulas.

The shift in the utility sector from centralized power generation (e.g., a large coal plant) to a higher number of accessory and principal use solar energy systems (SES³) means Michigan communities should plan for renewable energy development within their

jurisdictions. According to a 2019 study of solar ordinances in Michigan, fewer than 20% of Michigan communities have zoning regulations in place to address all scales of SES.⁴ These scales are defined further in Section 3 of this guide.

The purpose of this guide is to help Michigan communities meet the challenge of becoming solar-ready by addressing SES within their planning policies and zoning regulations. This document illustrates how various scales and configurations of photovoltaic SES fit into landscape patterns ranging between rural, suburban, and urban.

1 Our Bold Goal for Michigan's Clean Energy Future. DTE. (2020). <https://dtecleanenergy.com/>

2 Consumers Energy. Consumers Energy Announces Plan to End Coal Use by 2025; Lead Michigan's Clean Energy Transformation. (2021). <https://www.consumersenergy.com/news-releases/news-release-details/2021/06/23/consumers-energy-announces-plan-to-end-coal-use-by-2025-lead-michigans-clean-energy-transformation>

3 Michigan Office of Climate and Energy. (2019). Michigan Zoning Database. Available at https://www.michigan.gov/climateandenergy/0,4580,7-364-85453_85458-519951--,00.html

4 Ibid.

Planning and Zoning for Solar Energy Systems: A Guide for Local Governments in Michigan was developed by experts within Michigan State University Extension (MSUE) and Michigan State University's School of Planning, Design and Construction in partnership with faculty at the University of Michigan Graham Sustainability Institute. Further review of this document was completed by content experts from local units of government, legal counsel, energy-related non-profits, utility experts, and members of academia. Its intent is to help Michigan communities make public policy decisions related to solar energy development.

This guide is written for use by local planners, officials, legal counsel, and policymakers within the State of Michigan. It first presents the current context for solar in Michigan, describes the various components and configurations of SES, and provides principles for how SES might fit within various land-use patterns across the state. Then, starting on Page 22, the guide presents sample language for including SES into a community's zoning ordinance. The findings and recommendations in this document are based on

university peer-reviewed research (whenever available and conclusive) and on the parameters of Michigan law as it relates to the topic(s) in Michigan. The zoning and regulatory rules and concepts discussed here may not apply in other states. This guide will be updated as solar technology evolves and as we learn more from the deployment of existing technology.

Preparing a zoning ordinance and master plan are only two aspects of being solar-ready. More information on how communities can plan for, regulate, and reduce barriers for SES—through meaningful public engagement, clarifying building/electrical permit processes, reducing permit fees, and evaluating placement of SES on or near municipal buildings, to name a few—is available through numerous Michigan agencies, universities, and organizations, and through the SolSmart⁵ program. Additional resources on solar energy (and renewable energy) planning and zoning in Michigan are available from MSU Extension⁶ and the Michigan Department of Environment, Great Lakes, and Energy⁷ in partnership with University of Michigan Graham Sustainability Institute⁸ faculty.



Ground-mounted SES, Grand Traverse waterfront. Photo by Mary Reilly.

5 SolSmart. (2021). Program Guide. Available at: <https://solsmart.org/resources/solmart-program-guide/>

6 MSU Extension Outreach. Michigan State University. <https://www.canr.msu.edu/outreach/>

7 Community Energy Management. Office of Climate and Energy. https://www.michigan.gov/climateandenergy/0,4580,7-364-85453_98214---,00.html

8 Graham Sustainability Institute. University of Michigan. <http://graham.umich.edu/>

SOLAR ENERGY IN MICHIGAN



O'Shea Solar Park, Detroit. Photo by DTE Energy.

While the solar resources in Michigan and other Midwestern states are not as abundant as in the Southwest,⁹ over the course of one year, a solar panel in a typical Michigan location produces approximately 70% of the energy as the same solar panel in Phoenix, Arizona.¹⁰ Furthermore, technology advancements have led to rapid cost reductions at all levels of solar development, making solar an increasingly cost-competitive option, both nationally and in Michigan specifically.¹¹ As a result, utility companies in Michigan have plans to significantly increase the amount of power generated from solar energy. This shift is evidenced by the amount of utility-scale solar energy development currently under construction or in the development queue,¹² along with expanding installations of smaller on-site solar energy systems.¹³

As the demand for clean energy sources continues to grow, Michigan communities are being approached with development proposals for new SES. It is vital that communities have planning and zoning in place to address these proposals. By doing so, communities have the opportunity to proactively determine how SES can fit into their landscape through master planning and zoning ordinance development.

MASTER PLANNING AND ZONING

Solar energy systems can serve as a method to help reach several different goals that a community may identify, including those focused on resiliency, economic development, farmland preservation, climate action, energy generation, and more.

A community's master plan sets the vision and high-level goals for the community. Local policy related to renewable energy generation is established first in the master plan, with an explanation of how SES could fit into the unique landscapes and character of the jurisdiction. In addition to the master plan, goals related to SES are established in other local plans, which could include district or sub-area plans, resiliency plans, climate action plans, or renewable energy plans. Here, specific geographical areas are designated as ideal for SES development. Including SES in local plans supports the establishment of related zoning regulations, consistent with the requirement of the Michigan Zoning Enabling Act (MZEA).¹⁴ A community-supported vision, followed by the adoption of reasonable zoning standards, together establish a successful framework for SES in a community.

9 Solar Resource Data, Tools, and Maps. National Renewable Energy Laboratory. <https://www.nrel.gov/gis/solar.html>.

10 Solar Resource Data. NREL PVWatts Calculator. Available at: <https://pvwatts.nrel.gov/pvwatts.php>.

11 Lazard. (2020). Levelized Cost of Energy and Levelized Cost of Storage – 2020. Available at: <https://www.lazard.com/perspective/levelized-cost-of-energy-and-levelized-cost-of-storage-2020/>; Solar Technology Cost Analysis. NREL. <https://www.nrel.gov/solar/solar-cost-analysis.html>.

12 Midcontinent Independent System Operator, Inc. https://www.misoenergy.org/planning/generator-interconnection/GI_Queue/.

13 MPSC. (2020). Distributed Generation Program Report for Calendar Year 2019. https://www.michigan.gov/documents/mpsc/DG_and_LNM_Report_Calendar_Year_2019_711217_7.pdf

14 Michigan Zoning Enabling Act, Public Act (PA) 110 of 2006, as amended. <http://legislature.mi.gov/doc.aspx?mcl-Act-110-of-2006>.

Incorporating renewable energy into the master plan is a logical place to start before drafting zoning regulations. The MZEA requires that all zoning be based on a plan. The master plan therefore establishes the community's formal policy position on solar energy development. For example, the master plan might set a goal that permits accessory SES throughout the jurisdiction. For principal-use SES, it might define what scale is appropriate as a permitted use (i.e., use by right) or determine appropriateness based on the location of marginal lands, soil types, or steep slopes. It could document community attributes or characteristics that are important to consider and/or protect when siting solar energy development. A master plan ideally includes a spatial analysis of land-use suitability and incorporates community engagement to establish formal guidance for the zoning regulations.



*Accessory ground-mounted SES powering remote meteorological and communications equipment.
Photo by Bradley Neumann.*

COMMENTARY: A request for solar energy development may land on the doorstep of a community that has no mention of solar in the zoning ordinance or master plan. While neither ideal nor recommended, communities sometimes zone first and plan second.¹⁵ Amending the zoning ordinance first without planning for solar is a relatively common course of action, especially when there is a sense of urgency to the permit request. If a community cannot avoid amending the zoning ordinance without first amending the plan, they should work closely with a qualified planner or municipal attorney to perform a master plan review in order to find elements that support or contradict a solar energy zoning amendment. Master plan elements to consider in this review:

- **Vision statement:** How do these broad community statements align with or contradict the contemplated ordinance amendment? Does the vision include renewable energy?
- **Goals and objectives:** If the solar amendment includes multiple scales of SES, then review the goals, objectives, and policies for all relevant land-use classifications on the future land-use map, such as agricultural, residential, commercial, forestry, industrial, etc.
- **Brownfields or grayfields:** Review plans, policies, and maps for recommended zoning approaches.
- **Future land-use map:** Review the map for projected areas of growth (infrastructure extension, type of growth or change in land-use) or areas with goals, objectives, and policies to preserve or maintain a unique community asset.
- **Zoning plan:** While not required as a precursor to a zoning amendment, a statement in the zoning plan¹⁶ affirming the preferred scope and/or location of SES relative to other land-use classifications and zoning districts may be sufficient to show the community anticipated the solar zoning amendment but had not yet taken action to amend the ordinance. [End of commentary]

¹⁵ All zoning must be based on a plan. MCL 125.3203(1). <http://legislature.mi.gov/doc.aspx?mcl-125-3203>

¹⁶ Michigan Planning Enabling Act, MCL 125.3833 (2.d)

After a community has incorporated solar development into its master plan, the zoning ordinance can be amended to include regulations for the various configurations and scales of SES. The zoning regulations protect the community's health, safety, and welfare, and are based on policies outlined in the master plan. Zoning regulations define the location, scale, and form or configuration of SES allowed in the community and establish the permits and processes by which solar energy is allowed and even incentivized.

COMMENTARY: According to a review of Michigan zoning ordinances,¹⁷ large-scale solar energy systems (see Section 3) tend to be allowed as principal land uses of property and authorized by special land-use permit in certain zoning districts within a community. Accessory structures, where the electricity generated is used by the principal land use on the property, are generally allowed in more or all zoning districts as accessory uses by right. Furthermore, roof-mounted systems are generally permitted in more zoning districts within a community than ground-mounted systems. In fact, it is quite common to see roof-mounted systems allowed in all zoning districts.

Some communities also permit ground-mounted systems in all districts, though this is less frequently the case than with roof-mounted systems. More specifically, ground-mounted systems tend to be allowed in lower-density districts where there is likely to be larger parcels with larger yards that can accommodate the accessory structure on-site. [End of commentary]

PUBLIC ACT 116—FARMLAND DEVELOPMENT RIGHTS PROGRAM

The Michigan Department of Agriculture and Rural Development (MDARD) administers the Michigan Farmland and Open Space Preservation Program, which includes the Farmland Development Rights Program, commonly referred to as PA 116 (Public Act 116 of 1974). The PA 116 program allows a landowner to voluntarily enter into an agreement with the State to retain their land in agriculture in exchange for certain tax benefits and exemptions from various special assessments.

Prior to 2019, principal-use solar was not permitted on land enrolled in the PA 116 Farmland Preservation Program. The policy has since changed to allow landowners to put their PA 116 agreements on hold to pursue solar development if specified conditions are met.¹⁸ For example, among the conditions in PA 116 are those that require the developer to maintain existing field tile, plant a cover crop that includes pollinator habitat, and post a surety bond or letter of credit with the state to ensure that solar panels will be removed, and the land will be returned to a condition that enables farming at the end of the project life. This allows farmers to take advantage of the economic opportunity presented by solar development while preserving the long-term viability of growing crops or raising livestock on that land. Under the terms of the Farmland Development Rights Agreement, it is the landowner's responsibility to work with the solar energy developer to ensure that all conditions associated with PA 116 are satisfied. Therefore, a landowner will need to address such conditions in the solar energy lease, easement, or other agreement with the developer. In some counties, as much as 80% of farmland is enrolled in PA 116.¹⁹ It is important for municipalities to understand the scope of PA 116 lands within their jurisdiction.

17 Derry, J., & Gilbert, E. (2020). Primary Research on Planning and Zoning for Solar Energy Systems in the State of Michigan. <https://www.canr.msu.edu/resources/primary-research-on-planning-zoning-for-solar-energy-systems-in-the-state-of-michigan>

18 The Farmland and Open Space Preservation Act, being PA 116 of 1974, now codified in Part 361 of the Natural Resources and Environmental Protection Act, PA 451 of 1994. <http://legislature.mi.gov/doc.aspx?mcl-451-1994-III-1-LAND-HABITATS-361>. Also see: https://www.michigan.gov/mdard/0,4610,7-125-1599_2558--,00.html

19 MDARD Farmland Preservation Program (PA116) Percentage of Farmland Enrolled by County. https://www.michigan.gov/documents/mdard/PA116_Enrollment_Map_531166_7.pdf



Rooftop SES, Petoskey, Michigan. Photo by Richard Neumann.

PRIVATE RESTRICTIONS

Private restrictions, such as homeowners' association (HOA) rules, deed restrictions, or architectural standards within a subdivision or condominium development, can limit the installation of SES regardless of local government plans and ordinances. Local governments can work with neighborhood associations, sharing sample rules that allow for SES on individual properties and attempting to align the goals of the association with existing local policy. An additional possibility would be to include a requirement in one's zoning ordinance that all new residential developments must allow rooftop solar as a permitted use in the development.

ZONING FEES AND ESCROW POLICY

The local resolution governing permit fees and review costs should be updated to include SES upon adoption of a zoning amendment regulating the use. The Michigan Zoning Enabling Act authorizes the legislative body to adopt reasonable fees for zoning permits.²⁰ The permit fee amount must be set by the legislative body to cover anticipated actual cost of the application review and not more.

To encourage the adoption of solar energy, some communities waive or reduce zoning fees for some types of systems. Within the SolSmart certification program, for example, communities can earn points toward certification by waiving or exempting fees for residential solar permit applications.

For large utility-scale SES, though, a community might consider using escrow funds deposited by the applicant to recover the expense of hiring outside reviewers, such as an attorney, engineer, or planning consultant. An escrow policy provides a mechanism for the community to anticipate the costs associated with reviewing a complex application. Prior to requiring escrow funds for a zoning application review, the legislative body must first adopt an escrow policy by resolution.^{21,22} Among other things, an escrow policy establishes administrative guidelines for spending, replenishing the escrow below a certain balance, and returning remaining funds.

²⁰ Michigan Zoning Enabling Act, Act 110 of 2006, MCL 125.3406, <http://legislature.mi.gov/doc.aspx?mcl-125-3406>

²¹ *Forner v. Allendale Charter Twp.* Court: Michigan Court of Appeals, 2019 Mich. App. LEXIS 576, 2019 WL 1302094 (March 21, 2019, Decided), Unpublished Opinion No. 339072, <http://www.michbar.org/file/opinions/appeals/2019/032119/70094.pdf>

²² Charter Township Act, PA 359 of 1947. <http://legislature.mi.gov/doc.aspx?mcl-Act-359-of-1947>. Revised Statutes of 1846. <http://legislature.mi.gov/doc.aspx?mcl-R-S-1846-41-1-16>



Langeland Farms SES. Photo by M. Charles Gould.

OTHER PERMIT PROCESSES

The planning commission can serve in a coordinating role to ensure additional required permits are obtained before planning commission review and approval. For example, the application may include mitigation measures to minimize potential impacts on the natural environment, including but not limited to wetlands and other fragile ecosystems, historical sites, and cultural sites. In addition to local zoning permits, solar energy developments may require permits from other agencies, including:

- **Department of Environment, Great Lakes, and Energy (EGLE)** if the project affects waters of the state, such as wetlands, streams, or rivers.²³
- **U.S. Fish and Wildlife Service (USFWS)** for the Endangered Species Act or migratory flyways.²⁴
- **Federal Aviation Administration (FAA)** for projects on or within the vicinity of an airport to determine if any safety or navigational problems are present.²⁵
- **Municipal or County Soil Erosion Permitting Agency** if the project is one or more acres in size, or is within 500 feet of a lake or stream.²⁶
- **Tax Assessor** or zoning administrator for land division approval if leasing less than 40 acres or the equivalent for more than one year.²⁷
- **Building Department** for required building, electrical, and mechanical permits.²⁸
- **Local Airport Zoning**, for projects within 10-miles of a local airport.^{29,30}

23 Parts 301 and 303 of the Natural Resources and Environmental Protection Act, PA 451 of 1994. <http://legislature.mi.gov/doc.aspx?mcl-451-1994-III-1-INLAND-WATERS>

24 Federal laws administered by the USFWS: Endangered Species Act (ESA); Bald and Golden Eagle Protection Act (BGEPA); Fish and Wildlife Coordination Act (FWCA). See: <https://www.fws.gov/ecological-services/energy-development/laws-policies.html>

25 Part 77 (Airspace Review) of Title 14 of the Code of Federal Regulations. https://www.faa.gov/airports/environmental/policy_guidance/media/FAA-Airport-Solar-Guide-2018.pdf

26 Soil Erosion and Sedimentation Control. https://www.michigan.gov/egle/0,9429,7-135-3311_4113-8844--,00.html

27 Michigan Land Division Act, PA 288 of 1967, definition of 'Division' – MCL 560.102(d). <http://legislature.mi.gov/doc.aspx?mcl-560-102>

28 When a project is developed or owned by a private entity, local construction permits are required. If the project is owned by a regulated utility, then local building and electrical permits may not be required but projects are instead regulated by the Michigan Public Service Commission. See Stille-Derossett-Hale Single State Construction Code Act, PA 230 of 1972, MCL 125.1502a(1)(bb), <http://legislature.mi.gov/doc.aspx?mcl-125-1502a>; and 2015 Michigan Building Code, 1.105.2.3 Public Service Agencies, https://www.michigan.gov/lara/0,4601,7-154-89334_10575_17550-234789--,00.html

29 Airport Zoning Act, Act 23 of 1950. <http://www.legislature.mi.gov/documents/mcl/pdf/mcl-act-23-of-1950-ex-sess-.pdf>

30 Michigan Zoning Enabling Act, Act 110 of 2006, MCL 125.3203, <http://legislature.mi.gov/doc.aspx?mcl-125-3203>

SCALES & COMPONENTS



Ground-mounted monopole SES. Photo by Bradley Neumann.

This section discusses SES across a range of sizes, scales, configurations, and related components. SES cannot be treated uniformly by local governments because the scale of installations and energy generation capacity can vary dramatically. For example, a small solar panel powering a streetlight might be exempt from regulation, while a large-scale photovoltaic SES, providing power to the grid through a system of components, likely would require rigorous local review.

TYPES

Solar energy generation for distribution to the grid is a unique land use, at both the large and small scale. As such, these developments should be clearly defined as a separate land use within a zoning ordinance. Treating all scales of SES the same may unnecessarily restrict accessory and small scale installations. In addition, solar developments are scalable and can be sited across many zoning districts. Therefore, in zoning ordinances, SES should be expressly defined

as distinct land uses at the different system scales that the community desires (e.g. accessory use vs. principal-use, small SES vs. large SES, ground-mounted SES vs. roof-mounted SES, etc.).

The first distinction to consider for SES is accessory use versus principal use.

Accessory: These SES are accessory to the primary use of a property, such as a residence or a commercial building, and provide electricity that is intended for use by a primary structure located on the same parcel as the SES. Accessory systems can range in size and configuration. They typically range from being small enough to power an exterior light fixture to being large enough to power electricity for multiple buildings, for instance livestock or equipment barns. On-site (or distributed-generation) systems can be affixed to the roof of a building or can be freestanding, ground-mounted structures.

Principal: Principal-use SES developments generate electricity distributed off-site through the grid and exported to a wholesale utility market. These projects occupy single or multiple large parcels of land and are typically the primary use on the site. These SES vary greatly in size, covering as little as an acre to thousands of acres. In addition, SES have two primary configurations: ground-mounted and roof-mounted.

Roof-Mounted: A roof-mounted SES has solar panels affixed to a racking system on the roof of a building, which may be a residential, agricultural, institutional, commercial, or industrial building. Roof-mounted panels can be installed parallel to the roof surface, like a solar shingle, or protrude from the roof at an angle, like an awning. A roof-mounted SES typically has fixed mounts that do not rotate throughout the day to track the sun. By definition, roof-mounted systems are accessory structures relative to the principal use of the building.

Ground-Mounted: A ground-mounted SES has solar panels affixed to a racking system on support posts. These posts are most commonly driven into the ground, without requiring excavation for a concrete foundation. However, in cases where the soil cannot be penetrated, such as with a brown-field or capped landfill, ground-mounted SES can also be designed with ballasted supports that sit atop the ground. A ground-mounted SES may be fixed (i.e., stationary) or have single- or double-axis trackers to follow the sun throughout the day. While nearly all principal-use SES are ground-mounted, some accessory SES may be ground-mounted, too. For example, solar parking canopies are becoming more common in Michigan and present unique characteristics as compared to a typical ground-mounted SES.

These characteristics include unique panel height, vehicle support-post collision mitigation, lighting, and site configurations. Ground-mounted SES can also be distinguished by scale, which we define in this guide to be 'large' or 'small'.

SCALES

As mentioned, even principal-use SES can vary greatly in size, covering as little as an acre to thousands of acres. Because of this variation in the size and impact on a site, many communities may choose to distinguish between small and large principal-use SES in their ordinances. To be sure, there is no established definition of "small" or "large," and for other industry or taxation purposes, large- and small-scale distinctions may differ.

In assisting a community in making a distinction between scales of SES based on size, Table 1 (below) illustrates common SES outputs measured in megawatts (MW) of direct current (DC)³¹ and the average acreage of land required to host an SES of that output.³² Larger projects have a higher variability in land required per megawatt (5-10 acres per MW DC)³³, depending on how many parcels are involved and the layout of solar panels within them.

Table 1. Comparison Chart: Megawatt Outputs to Acreage Needed

Megawatts (DC)	Acres
1 MW*	5-10
2 MW	10-20
20 MW	100-200
100 MW	500-1,000
200 MW	1,000-2,000

*The current national average (through 2018) number of homes powered by 1 MW of solar is 190. Since SEIA began calculating this number in 2012 it has ranged from 150 - 210 homes/MW.³⁴

- 31 Solar output can also be measured in alternating current (AC), often for taxation or regulatory policies. An SES will have a higher MW DC rating than MW AC rating since there are some losses when inverting power from DC to AC to connect to the grid.
- 32 Ong, S., Campbell, C., Denholm, P., Margolis, R., and Heath, G. 2013. Land-Use Requirements for Solar Power Plants in the United States. National Renewable Energy Laboratory, Technical Report NREL/TP-6A20-56290. Table ES-1, Page v. Source: <https://www.nrel.gov/docs/fy13osti/56290.pdf>. Retrieved August 27, 2021.
- 33 Solar Energy Industries Association (SEIA). (2021). Siting, Permitting & Land Use for Utility-Scale Solar. <https://www.seia.org/initiatives/siting-permitting-land-use-utility-scale-solar>
- 34 SEIA. (2021). What's in a Megawatt? <https://www.seia.org/initiatives/whats-megawatt>



(Clockwise from top right) Ground-mounted SES with grazing (sheep) by Mary Reilly; park outbuilding, rooftop SES in winter, demonstration array, all by Bradley Neumann.

In this guide, the scale threshold between small and large principal-use SES is 2MW (or approximately 20 acres). Currently, there are dozens of SES projects of 2MW and less being developed in the state.³⁵ These have largely been well-received by local communities, suggesting they fit within the character of the landscapes in which they are proposed. Small systems 2MW or under (or 20 acres) could be permitted by right after an administrative site plan review (see discussion below). Each community, though, should

determine what the right demarcation of scale is between small and large principal-use SES given the community's context. In an urban environment, where parcels are smaller, the threshold to classify as a large principal-use SES may be smaller projects of fewer megawatts. In a community abundant with rural land or experience with expansive developments, a larger MW or acreage threshold for large projects may be more appropriate.

³⁵ Most of these small projects are sized so that they can be considered "qualifying facilities" under PURPA, a federal law enacted in 1978, intended to diversify electricity generation. Specific capacity (MW) thresholds to receive the "standard offer tariff" vary from utility to utility. The current standard offer capacity threshold and more about PURPA can be found on the Michigan Public Service Commission's website: https://www.michigan.gov/mpsc/0,9535,7-395-93309_93439_93463_93723_93730-406273--,00.html

COMMON SOLAR COMPONENTS

All SES require equipment to operate properly, although this equipment may differ based on the scale and configuration of the system. Besides the solar array panels/modules themselves, four common types of equipment are included with an SES: an inverter, a battery system (if in use), racking, and wiring. There are also other ‘balance of system’ components that may or may not be present: combiner boxes, disconnect switches, a weather station, performance monitoring equipment, and transformers.

Solar Panels: Photovoltaic solar panels convert light (photons) to electricity (voltage). The vast majority of today’s solar panels are made of silicon solar cells. An individual solar panel is typically assembled on racking to function with other panels as part of an array. Commercial solar panels are constructed with one or more anti-reflective coatings often made of magnesium fluoride (MgF₂). Anti-reflective coatings have been highly improved in the last 20-30 years to ensure that panels maximize how much light reaches the photovoltaic cells. Glare from modern solar panels is insignificant and local regulation, even adjacent to airports, is not always required.

Inverter: Inverters convert direct current (DC) electricity generated by photovoltaic modules into alternating current (AC) electricity that is compatible with batteries and the electrical grid.³⁶ Some inverters produce sound when in operation, which can often be managed with proper placement based on the sound pressure they produce. Communities may choose to adopt sound regulations to influence the placement and design of inverters within an SES.³⁷

Battery: Some homeowners or solar developers include batteries in their solar installations, allowing the solar energy to be stored and used at later times when it is needed (such as at night). These on-site batteries make solar energy more accessible and reliable as an electricity source, and are becoming increasingly common for all scales of SES as per-unit costs of batteries decline. Batteries can vary in size depending on the level of storage needed and may also vary in their location on the site. For accessory systems, the batteries may be within the residence itself.

Racking: As described above, SES may be ground- or roof-mounted. The frames, support posts, foundations (if required), and hardware used to secure solar panels and other SES equipment is often collectively referred to as “racking.”

Wiring: Solar panels are wired together to create an electrical circuit that allows current to flow through the component parts. Wiring extends beyond the panels to inverters, batteries, electronic devices, transformers, and/or distribution lines, depending on whether the SES generates electricity for use on-site or export to the electrical grid. Wiring between solar components may be underground.

Other components related to larger SES include transformers and substations for connecting to transmission lines that serve the electrical grid. Often solar developers connect to existing substations, but sometimes developers propose new or upgraded substations or transmission-line extensions as part of the SES. Transformers in substations increase voltage to higher levels for more efficient transmission over long distances. Transformers may produce low audible noise, so they may be subject to local government regulations applying to substations.

³⁶ U.S. Department of Energy, Office of Energy Efficiency & Renewable Energy. Solar Integration: Inverters and Grid Services Basics. <https://www.energy.gov/eere/solar/solar-integration-inverters-and-grid-services-basics>

³⁷ Kaliski, K., I. Old, and E. Duncan. An overview of sound from commercial photovoltaic facilities. June 29-July 1. NOISE-CON 2020. <https://rsginc.com/wp-content/uploads/2021/04/Kaliski-et-al-2020-An-overview-of-sound-from-commercial-photovoltaic-facilities.pdf>

LAND-USE CONSIDERATIONS



Fig 1. Rural-to-Urban Transect. Credit: DPZ CoDesign; MSU Extension

From left to right in **Figure 1**, above, the landscape shifts from a natural zone (T1), which can be wilderness, woodlands, wetlands, or other naturally occurring habitats, gradually transitioning in intensity-of-use to the urban core where we find our large urban centers. The remaining transect zones depicted in Figure 1 include rural farmland and open space areas (T2), suburban developments (T3) and general urban zones (T4, T5, T6), including traditional walkable neighborhoods and smaller historic downtowns. By taking a transect-based view of a community, policymakers can consider SES scales and configurations relative to the development pattern(s) in a community to determine the most appropriate regulation of SES by landscape type (vs. specific individual land use).

Solar energy systems (SES) can be of different scales and configurations within a community. As used in this document, the four basic scales of SES are roof-mounted, accessory ground-mounted, small principal-use, and large principal-use. Ultimately, the compatibility of an SES at a given site depends on its scale relative to the pattern and density of the surrounding physical and built environment. Zoning, as a local regulatory mechanism, can mitigate the impacts of SES if standards are appropriately tailored to the various development patterns of a community.

To better understand how SES can be integrated into existing development patterns in a community, it is

helpful to understand and apply the 'transect' to illuminate the multiple intersections of solar configurations and scales possible across a range of natural to urban landscapes. The Rural-to-Urban Transect, depicted in Figure 1, is an urban planning model that defines a series of zones that transition from natural and sparse rural farmhouses to the dense urban core of a large regional city.³⁸ In the figure, the dark gray boxes are built structures served by light gray roadways and surrounded by green natural open space or trees. There is an elevation or profile view across the top 'horizon' line of each transect and a plan or aerial view of the same landscape just below.

³⁸ For more background on the Rural-to-Urban Transect, visit the Center for Applied Transect Studies website at: <https://transect.org/>.












Solar Energy System Type	Natural	Rural	Urban	General Urban
Accessory Roof Mounted				
Accessory Ground Mounted				
Principal Use (Small)				
Principal Use (Large)				

Fig 2. Examples of Solar Energy System Types across the Transect

Figure 2 provides a visual depiction of the type and scale of SES that exhibit predominant factors for compatibility in a given setting. For example, while it's not generally appropriate to develop a large or small principal use SES in a natural wilderness area (T1), it may be more appropriate to allow roof-mounted SES in that transect to serve park structures and accessory equipment within this landscape. Similarly, compatible siting of SES can occur in the suburban transect zone (T3) with a full range of SES types and scales, such as a roof-mounted system on a hotel, an accessory ground-mounted SES carport, or a large or small principal use system at an office park. Regardless of whether a community uses transect-based zoning terminology in the master plan or zoning ordinance, the transect framework is helpful in developing community goals related to the logical placement and installation of SES across varying landscapes of a community.

Table 2 – SES Scale and Type as applied to Example Zoning Districts

Example Zoning District:	Resource Production / Agricultural	Low-Density Residential	Commercial / Office	Industrial	Medium-Density Residential	Mixed Use
Roof-Mounted	P	P	P	P	P	P
Accessory Ground-Mounted	P	P	P	P	P	P
Principal Use (Small)	SPR	SLU	SPR	SPR	SLU	SPR
Principal Use (Large)	SLU	X	SLU	SLU	X	X

P = Permitted Use (zoning standards apply); SPR = Site Plan Review; SLU = Special Land Use; X = Not Permitted

Understanding that various types of SES can exist (or not exist) compatibly within natural, rural, suburban, and urban land-use transects, communities with conventional, use-based zoning ordinances will need to determine the SES type and scale that best fits in each zoning district. This determination must include the approval mechanisms by which the types of SES will be allowed. See Table 2 for one approach to applying SES types and scales across a range of six common zoning districts and the zoning approval processes that might be used. Table 2 suggests permitting processes for the four main SES types. For instance, roof-mounted and accessory ground-mounted systems are likely appropriate across the transect and can be allowed as a use by right in all zoning districts. Small principal-use SES are similarly permitted across the transect, but the approval process varies depending on the context. In zoning districts where there is concern about compatibility with existing land uses, a special land-use (SLU) permit issued after planning commission review provides the most protection for existing and adjacent land uses. However, small principal-use SES might also fit within certain zoning districts without much concern and therefore can also be permitted through site plan review (SPR) performed by the zoning administrator. Lastly, large principal-use SES are permitted by SLU in many, but not all, zoning districts due to compatibility concerns with existing land uses and development patterns. For instance,

it could be counter to the master plan and intent of the zoning district for a large principal-use SES to be sited in a walkable, mixed-use district. Each community, though, should tailor the SES type and scale to its own development patterns, transect zones, or zoning districts and assign the appropriate zoning approval process to each.

Overlay zoning is an optional approach to proactively establish the potential location of small or large principal-use SES.³⁹ Overlay zoning is often used to create a standard set of regulations to address unique needs of one type of land use by placing a second regulatory zoning district on top of the existing zoning map. This approach might be useful if the majority of the land in the community is under the same zoning designation (e.g., agricultural or ag-residential), and the community finds SES are appropriate in some, but not all, areas of that district. For example, the community may determine an SES overall to be most appropriate near existing electrical transmission lines or substations, or in sections of an ag-residential district without substantial residential development. In addition to defining the regulations for the overlay district within the zoning ordinance text, communities who opt to use overlay zoning to regulate SES should also proactively apply the overlay district to their zoning map. The boundaries of the overlay should be supported by the master plan with analysis of the solar resource, location of

39 American Planning Association. Property Topics and Concepts. <https://www.planning.org/divisions/planningandlaw/propertytopics.htm>

existing energy infrastructure, slopes, unique natural features, capabilities of the land/soil, current development patterns, and more.

COMMENTARY: Ethics and Conflict of Interest: Because large principal-use SES may cover hundreds of acres of land, it is not unusual for local elected officials or planning commission members' properties to be included in a project. The legislative body or planning commission may have existing rules or bylaws on what constitutes a conflict of interest for its members and how a conflict of interest is handled. Planning commissions are required to have bylaws with rules on handling conflict of interest.⁴⁰ If no such rules or bylaws are in place, they should be established and would apply to all matters before the board or commission. Involvement of the community's attorney that is experienced in municipal (planning and zoning) law is advised when a conflict of interest issue presents itself for one or more board members or planning commissioners. [End of commentary]

FARMLAND CONSIDERATIONS

When a large principal-use SES is proposed on agricultural land, there are sometimes concerns about whether the operation is a wise use of farmland and whether the land will be able to be farmed during or at the end of the solar project's life. While this question is rarely asked of other land uses in farming communities (for example, residential subdivisions are often allowed in agricultural districts and that land would not be readily farmed again), given the scale of solar projects on the horizon and that prime farmland and other important farmlands are a limited commodity,⁴¹ it is a reasonable concern.

There is nothing inherent in solar development that would make the land unfarmable: the panels and support posts can all be removed. Driving paths between arrays or concrete pads on which the inverters sit will result in soil compaction and should be mitigated upon decommissioning, but these tend to be relatively small percentages of land area for an SES. A bigger concern for returning a solar site to crop production is site design standards, such as the choice of stormwater management practices, the extent and type of landscaping, and the use of berms as a screening mechanism. Movement of topsoil or planting of trees may jeopardize the ability to farm the land in the future. The guidelines outlined in this sample ordinance and also presented in PA 116—to maintain the field tile and plant pollinator habitat—help ensure that the land can be farmed again the future.

Some local governments have proposed going even further, prohibiting solar energy development on particular classes of farmland. The U.S. Department of Agriculture, Natural Resources Conservation Service (NRCS) uses eight categories to classify the suitability of soils to grow most kinds of field crops. In general, Class I through Class IV are suitable for cropland use while Class V through Class VIII are suitable for permanent vegetation (i.e., no tillage).⁴² However, if land is predominantly Class III or higher, it might be considered marginal farmland, and therefore could be considered less valuable for long-term agricultural use—raising fewer concerns about the appropriateness of solar energy development. In communities where prohibitions based on soil classification extend to other land uses (e.g., residential developments, golf courses, airstrips), this may be reasonable based on a master plan that includes farmland preservation goals and recommends farmland protection zoning techniques and other farmland preservation tools, such as Michigan's farmland purchase of development rights program. However, if soil classification-based prohibitions only apply to large principal-use SES, this approach may be vulnerable to legal challenges.

40 MCL125.3815. <http://legislature.mi.gov/doc.aspx?mcl-125-3815>. Also see MSU Extension Sample Bylaws for a Planning Commission: https://www.canr.msu.edu/resources/sample_1e_bylaws_for_a_planning_commission

41 Other farmland classifications to consider include: farmland of statewide importance, farmland of local importance, unique farmland, and prime farmland if drained. <https://websoilsurvey.sc.egov.usda.gov>

42 USDA NRCS. Land Capability Class, by State. 1997. https://www.nrcs.usda.gov/wps/portal/nrcs/detail/national/technical/nra/?cid=nrcs143_014040

AGRICULTURE DUAL USE

“Dual use” is the integration of solar panels in an agricultural system in a way that enhances a productive, multifunctional landscape.⁴³ Dual use can take many forms in agricultural areas, and while there are numerous examples of successful co-located projects, it isn’t the default practice for every solar development, and may not always be possible or desired by property owners. Perhaps the most overt combination of solar and agriculture working together is through an “agrivoltaic” system that combines raising crops for food, fiber, or fuel, and generating electricity within the project area to maximize land use. Careful planning and evaluation is needed when designing the configuration of solar arrays for specialty crop production.

Grazing animals under and around solar arrays is another example of dual use. Grazing sheep is a practice that keeps land in active agricultural production and effectively manages vegetation.⁴⁴ A 2018 report from the David R. Atkinson Center for a Sustainable Future at Cornell University concluded that utilizing sheep for site vegetation management resulted in, “2.5 times fewer labor hours than mechanical and pesticide management on site.”⁴⁵ Tampa Electric reported a 75% cost savings over traditional mowing at its solar sites.⁴⁶ However, grazing sheep requires careful site design (to ensure that livestock is compatible with project infrastructure), as well as vegetation planning (so that the right forages are planted and the proper

rotational grazing system is implemented).^{47,48,49} Done successfully, solar grazing can support the livelihoods of veterinarians, feed suppliers, and other parts of the rural agriculture economy.

Agrivoltaics and grazing are not the only ways that SES can support agricultural landscapes and economies.⁵⁰ Another dual use is planting groundcover that is compatible with solar panels and provides a variety of other ecosystem services of value. Examples include planting vegetation that provides food sources for pollinators or selecting plant species that provide ecological services, such as carbon sequestration, increased soil health, habitat preservation, or water quality improvements.⁵¹ Though some existing solar projects may already provide stacked ecological services, research is just now underway to quantify some of these co-benefits. In the interim, SES systems that integrate plant species and practices compatible with conservation-cover standards should be treated as dual use, as they provide the ecological benefits of these farm management practices along with clean energy.

43 Low-Impact Solar Development Basics. Innovative Site Preparation and Impact Reductions on the Environment. <https://openei.org/wiki/InSPIRE/Basics>

44 Hartman, David. (2021). Sheep Grazing to Maintain Solar Energy Sites in Pennsylvania. Penn State Extension. <https://extension.psu.edu/sheep-grazing-to-maintain-solar-energy-sites-in-pennsylvania>

45 Kochendoerfer, N., Hain, L., and Thonney, M.L. (2018). The agricultural, economic and environmental potential of co-locating utility scale solar with grazing sheep. David R. Atkinson Center for a Sustainable Future, Cornell University. https://cpb-us-e1.wpmucdn.com/blogs.cornell.edu/dist/f/6685/files/2015/09/Atkinson-Center-report-2018_Final-22l3c5n.pdf

46 Utility Dive Does a Deep Dive on Solar Grazing. (2020). ASGA. <https://solargrazing.org/utility-dive-does-a-deep-dive-on-solar-grazing/>

47 Agricultural Integration Plan: Managed Sheep Grazing & Beekeeping. (2020). https://www.edf-re.com/wp-content/uploads/004C_Appendix-04-B.-Agricultural-Integration-Plan-and-Grazing-Plan.pdf

48 Cassida, K. and Kaatz, P. (2019). Recommended Hay and Pasture Forages for Michigan. Extension Bulletin E-3309. Michigan State University. <https://forage.msu.edu/wp-content/uploads/2019/11/E3309-RecommendedHayPastureForagesForMichigan-2019.pdf>

49 Undersander, D., Albert, B., Cosgrove, D., Johnson, D., and Peterson, P. (2002). Pastures for Profit: A Guide to Rotational Grazing. Extension bulletin A3529. University of Wisconsin-Extension and Minnesota Extension Service. https://www.nrcs.usda.gov/Internet/FSE_DOCUMENTS/stelprdb1097378.pdf

50 A Guide to Solar Energy in Vermont’s Working Landscape. (2020). The University of Vermont Extension. https://www.uvm.edu/sites/default/files/The-Center-for-Sustainable-Agriculture/resources/solar_energy_vt_working_landscape.pdf

51 Steinberger, K. (2021). Native Plant Installation and Maintenance for Solar Sites. The Nature Conservancy. <https://www.nature.org/content/dam/tnc/nature/en/documents/Native-Plant-Management-at-Solar-Sites.pdf>



Ground-mounted SES with grazing (sheep). Photo by M. Charles Gould.

COMMENTARY: As of January 1, 2021, the sheep and lamb inventory in Michigan was 87,000 head.⁵² Of that 87,000 head, 47,000 are ewes.⁵³ By 2024, there will be a total of 1,188 megawatt (MW) of solar online.⁵⁴ Assuming a principal-use SES requires eight acres per MW of generating capacity, 9,504 acres could potentially be grazed.⁵⁵ At a stocking rate of three mature ewes per acre, 28,512 ewes would be needed to manage the vegetation of all solar projects currently online or going online through 2024.⁵⁶ While there are more than enough ewes to service these solar projects, the sheep inventory in the state is at grazing equilibrium. Solar projects that are suitable for grazing could spur an increase in the sheep and lamb inventory in Michigan. Because ewes can have multiple lambs, the state's sheep industry has the capacity to expand to meet this demand. Furthermore, over half of the lamb and mutton supply is currently imported⁵⁷, and with the largest livestock harvesting facility east of the Mississippi in the Detroit area, there are opportunities to replace imported meat with the increased lamb and sheep inventory. [End of commentary]

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- 52 U.S. Department of Agriculture. Sheep and Goat Inventory News Release [NR-21-07]. (February 2021). https://www.nass.usda.gov/Statistics_by_State/Michigan/Publications/Current_News_Release/2021/nr2107mi.pdf
- 53 USDA NASS Great Lakes Region. 2021. News Release: Sheep and Goat Inventory NR-21-07. Found at https://www.nass.usda.gov/Statistics_by_State/Michigan/Publications/Current_News_Release/2021/nr2107mi.pdf. Retrieved July 28, 2021.
- 54 Correspondence on March 5, 2021 with Julie Baldwin, Manager, Renewable Energy Section of the Michigan Public Service Commission.
- 55 SEIA. Siting, Permitting & Land Use for Utility-Scale Solar. <https://www.seia.org/initiatives/siting-permitting-land-use-utility-scale-solar>.
- 56 U.S. Department of Agriculture. Grazer's Math, With Apologies. <https://app.box.com/s/x9zv3yvili2w0l7xbh8lcl2cgn71meh6>
- 57 USDA Economic Research Service. <https://www.ers.usda.gov/topics/animal-products/sheep-lamb-mutton/sector-at-a-glance/>. Retrieved July 28, 2021.

SOLAR ON BROWNFIELDS AND GRAYFIELDS

A recommended practice is to use regulation to encourage the siting of SES on land that is difficult to develop or marginal for other uses. Examples of marginal land include brownfield sites, capped landfills, grayfield sites (previously developed property), and required safety buffer areas around industrial sites. On brownfields or capped landfills, solar development can allow productive use of land that might be compromised or have other development challenges. Solar arrays can be designed to avoid penetrating the ground and don't require as much remediation as other kinds of development. In a similar vein, development of solar on grayfield sites can provide an economic development opportunity for land that is otherwise disadvantaged from a redevelopment perspective.

While the use of marginal land for solar energy development is recommended, it is not a common practice, particularly among large SES, for a range of reasons.⁵⁸ One reason is that most of these marginal lands are smaller than the preferred 100+ acres for a more typical SES, and these smaller sites typically do not allow for achieving economies of scale. Even when solar developers are building a smaller-scale project, developing on a brownfield site may require using ballasted support structures (rather than driven posts), which can be more expensive, or may require a less-than-ideal panel layout. Communities wanting to attract solar development to marginal lands may need to reduce other costs or barriers to development, such as expediting review and permitting, providing land at low or no cost, decreasing required setbacks, or providing other incentives, including offering property tax incentives where that is allowed. While Michigan has seen modest development of solar on brownfields to date, other states (for example, Massachusetts and New York) are purposely targeting such development as a land-use and local economic development strategy.⁵⁹

CO-LOCATION WITH OTHER LAND USES

When evaluating how SES might fit into a community, one important consideration is how compatible an SES would be with the surrounding landscape and existing land use. Solar co-location is a signature concept for local regulation. The notion of co-location allows for solar energy production to be in parallel with another use.

For example, parking lots may be outfitted with solar carports as accessory structures (see extended commentary for some case studies). Other examples of co-location of SES include siting solar arrays at public school sites or other institutional grounds and in highway rights-of-way and the open space at airports. With the road network, an SES within a highway or freeway right-of-way might be deployed to power a specific piece of equipment, such as a sign, light, or meteorological station. Given their ample landholdings, airports may be ideally poised for solar installation, and have successfully installed SES as both ground-mounted and roof-mounted systems. The three primary issues regulated by the Federal Aviation Administration (FAA) are reflectivity and glare, radar interference, and the physical penetration of panels into airspace. Guidance provided by the FAA helps airport operators understand the considerations they should make in deploying solar, including when glare studies are required.⁶⁰



*Coldwater Solar Field Park.
Image courtesy of City of Coldwater, MI.*

58 Schaap, B., Dodinval, C., Husak, K., & Sertic, G. (2019). Reducing Barrier to Solar Development on Brownfields. Retrieved from: <http://graham.umich.edu/product/reducing-barriers-solar-development-brownfields>.

59 See: Solar Massachusetts Smart Target Program. <https://www.mass.gov/info-details/solar-massachusetts-renewable-target-smart-program> and NYSERDA Solar Guidebook for Local Governments.

60 Federal Aviation Administration. (2018). Technical Guidance for Evaluating Selected Solar Technologies on Airports. https://www.faa.gov/airports/environmental/policy_guidance/media/FAA-Airport-Solar-Guide-2018.pdf

COMMENTARY: The use of parking lots for co-location of solar energy systems is a growing trend around the country. These dual-use situations provide unique opportunities and challenges to local governments interested in encouraging their installation.

In many situations, regulations are silent on co-location opportunities. Communities sometimes struggle to identify the land-use regulations that should apply. The following examples, which come from three different underlying land uses, show how co-location opportunities can be encouraged on surface parking infrastructure for existing uses. These summaries are based on personal interviews related to MSU research.

Case Study—Michigan State University (MSU), East Lansing, MI | Michigan State University (49,000 students) has the largest solar carport development project in the state (2020). Over 5,000 parking spaces across five large commuter parking lots (34 acres total) are fitted with ground-mounted solar carports. These lots provide students, faculty, and visitors with covered space to leave their cars as they walk, bike, or use public transit to traverse the campus.

The project can generate up to 10MW—nearly 20% of total campus electricity generation. It is a key part of the university’s Energy Transition Plan, a process by which MSU reduces its dependency on fossil fuels and expands its renewable energy portfolio. According to MSU director of Planning, Design, and Construction John LeFevre, preserving green space was a large selling point for the project.

The solar carports advance land-use and energy goals by increasing the utility of existing developed sites with enough structural repetition to allow for an efficient solar-panel layout. This approach to SES development applies to universities, as well as to other larger commuter parking lots and developed grayfield sites present in many communities.

Case Study—USA Hauling & Recycling, East Windsor, CT | East Windsor, a town in northern Connecticut with 11,375 residents, is home to USA Hauling & Recycling, a local waste management firm. In 2018, the company requested and received permission to enact a site-plan change

for their industrial property, whereby they installed two solar carports of 25,000 and 45,000 square feet. They now operate their large compressors and recycling processes through 743kW of solar energy and protect their truck fleet with carport canopies.

The company received a prompt review from the town after amending their site plan, gaining final approval in just months. East Windsor town planner and consultant Mike D’Amato, AICP, CZEO, attributes the town’s efficient approval process to how they regulate carports—as a class of accessory structures. Within this framework, solar carports are permitted in all zoning districts that allow accessory structures. A key provision of carports is that they are exempt from setbacks and lot coverage. The net result is an abundance of community locations where solar carports are now permitted.

Case Study—Fairbanks Museum & Planetarium, St. Johnsbury, VT | St. Johnsbury is a town of 5,685 residents in northeastern Vermont, home to the Fairbanks Museum & Planetarium. The museum undertook an energy efficiency campaign in 2015, resulting in the installation of a 27.36kW solar car-port over an auxiliary parking lot, connected to underground batteries, in December of 2020. The project marks the end of their renewable energy transformation. According to museum director Adam Kane, energy costs have decreased from around \$15,000 per year in 2010 to \$0 in 2020.

Both Kane and St. Johnsbury zoning administrator Paul Berlejung make special mention of the town’s flexible solar regulations. There are no “restricted” or specifically permitted zoning districts in the town’s section on solar collectors. Instead, solar collectors are defined as accessory uses, with a few clearly defined provisions pertaining to setbacks, build heights, and burial of utility lines. Kane and Berlejung both noted that interactions between solar suppliers and the town are remarkably smooth, concluding that municipalities looking to incentivize solar carport construction should consider reducing the barriers to entry at the local level. [End of commentary]

SOLAR AND HISTORIC OR CULTURALLY SIGNIFICANT SITES

Solar panels can have a variety of impacts on character-defining features of historic or culturally significant structures or sites. Solar collectors can obscure character-defining features of a structure, or be incompatible with a structure's roofline, exterior color, and the texture or shape of building materials. Despite these potential impacts, many Michigan communities allow for and regulate SES in historic districts and on other significant sites. It is important to allow SES on historic sites and structures in a context-sensitive way, granting the use while preserving the integrity of site aspects deemed historic or culturally significant.

Newer photovoltaic systems, including building-integrated SES, may be appropriate on the street-facing side, even in historic districts. New technology such as solar shingles can be designed and mounted to match the shape, materials, and proportions of a structure. For ground-mounted SES at a historic or culturally significant site, placement of the SES should be context-sensitive with respect to significant areas of the property.

Communities with historic district ordinances should update their ordinance to address roof and ground-mounted SES. The cities of Grand Rapids, Ypsilanti, and Manchester are a few examples that provide for

regulations that address these issues. For state or federally designated historic structures, applicants should review the U.S. Secretary of the Interior's Standards for Rehabilitation.

DECOMMISSIONING AND REPOWERING

A question that commonly arises when communities are considering solar as a primary land use is what happens at the end of the solar project's life. Most solar panels are designed to operate for 25-40 years, so it is not uncommon for solar developers to have a lease or easement of roughly this length with a landowner. However, many landowner agreements include the option to extend, sometimes because there is still life left in the original panels and sometimes because the developer hopes to repower the project.

It's important to note the distinction between the two primary options at the end of a solar project's life: decommissioning and repowering. Decommissioning is the process of removing the equipment and other infrastructure associated with the project. While decommissioning is commonly a provision in a landowner's agreement with a solar developer, many communities also require review of a decommissioning plan that includes a financial commitment as part of the approval process. The decommissioning plan



Rooftop SES, Petoskey, Michigan. Photo by Richard Neumann.

details how the project equipment will be removed and the land restored when the contract for the SES expires, and the financial commitment guarantees there will be funding to implement the plan.

Before reaching the end of its useful life, sometimes a solar project is repowered. Repowering an SES involves refurbishing or replacing system components to allow the SES to continue operation. The expectation associated with repowering is that much of the original infrastructure (e.g., racking, access roads, wiring, etc.) may still have useful life and may be reused, even if other components have reached the end of their useful life.

COMMENTARY: Fundamentally, zoning approvals and permits are permanent and run with the land. A solar power project could be a temporary land use decommissioned at the end of the solar project's life, or it could be repowered through maintenance and installation of new technology. Generally, maintenance of real property is allowed within the terms of a zoning permit. What constitutes system maintenance versus work that triggers a new permit might vary from community to community. Advances in technology will certainly create circumstances in which the SES owner will be compelled to replace equipment in order to continue to efficiently produce electricity relative to project costs. Therefore, the zoning ordinance should specify if repowering triggers a review. A municipal attorney with experience in planning and zoning can help define a process to repower an SES to extend the life of the project. [End of commentary]

MICHIGAN EXAMPLE: Gaines Charter Township requires the following of a decommissioning plan:

"Decommissioning: A decommissioning plan signed by the responsible party and the landowner (if different) addressing the following shall be submitted prior to approval:

1. Defined conditions upon which decommissioning will be initiated (i.e. end of land lease, no power production for 12 months, abandonment, etc.)
2. Removal of all non-utility owned equipment, conduit, structures, fencing, roads, solar panels, and foundations.
3. Restoration of property to condition prior to development of the system.
4. The timeframe for completion of decommissioning activities.
5. Description of any agreement (e.g. lease) with landowner regarding decommissioning, if applicable.
6. The entity or individual responsible for decommissioning.
7. Plans for updating the decommissioning plan.
8. A performance guarantee shall be posted in the form of a bond, letter of credit, cash, or other form acceptable to the township to ensure removal upon abandonment. As a part of the decommissioning plan, the responsible party shall provide at least two (2) cost estimates from qualified contractors for full removal of the equipment, foundations, and structures associated with the facility. These amounts will assist the township when setting the performance guarantee valid throughout the lifetime of the facility. Bonds and letters of credit shall be extended on a bi-annual basis from the date of special use permit approval."

– *Gaines Charter Township Zoning Ordinance (Kent Co.), Section 4.18 [End of example]*

SAMPLE ZONING FOR SOLAR ENERGY SYSTEMS

The proposed sample zoning language is meant to be a starting point for dialogue between officials, staff, and residents before or during a zoning amendment process related to SES. Communities can (and should) work with their municipal attorney and a knowledgeable planner to modify the proposed sample zoning language in this document to further refine and develop regulations that fit identified community goals and are tied to master plan objectives, upon which zoning must be based.⁶¹

DEFINITIONS

Add to the Definitions article of the ordinance the following terms and definitions, or modify existing related definitions for consistency. Not all ordinances will require all of the following terms. Municipalities should tailor definitions to terms used in their ordinance.

Accessory Ground-Mounted Solar Energy System: A ground-mounted solar energy system with the purpose primarily of generating electricity for the principal use on the site.

Building-Integrated Solar Energy System: A solar energy system that is an integral part of a primary or accessory building or structure (rather than a separate mechanical device), replacing or substituting for an architectural or structural component of the building or structure. Building-integrated systems include, but are not limited to, photovoltaic or hot water solar energy systems that are contained within roofing materials, windows, skylights, and awnings.

Dual Use: A solar energy system that employs one or more of the following land management and conservation practices throughout the project site:

- **Pollinator Habitat:** Solar sites designed to meet a score of 76 or more on the Michigan Pollinator Habitat Planning Scorecard for Solar Sites.⁶² Alternatively, the Tier 2 Pollinator Scorecard developed by the Rights-of-Way as Habitat Working Group can be used to evaluate pollinator habitat and management practices.
- **Conservation Cover:** Solar sites designed in consultation with conservation organizations that focus on restoring native plants, grasses, and prairie with the aim of protecting specific species (e.g., bird habitat) or providing specific ecosystem services (e.g., carbon sequestration, soil health).
- **Forage for Grazing:** Solar sites that incorporate rotational livestock grazing and forage production as part of an overall vegetative maintenance plan.
- **Agrioltaics:** Solar sites that combine raising crops for food, fiber, or fuel, and generating electricity within the project area to maximize land use.

Ground-Mounted Solar Energy System: A solar energy system mounted on support posts, like a rack or pole, that are attached to or rest on the ground.

Maximum Tilt: The maximum angle of a solar array (i.e., most vertical position) for capturing solar radiation as compared to the horizon line.

Minimum Tilt: The minimal angle of a solar array (i.e., most horizontal position) for capturing solar radiation as compared to the horizon line.

⁶¹ MCL 125.3203(1) of the Michigan Zoning Enabling Act, PA 110 of 2006, as amended.

⁶² Michigan State University Department of Entomology. Michigan Pollinator Habitat Planning Scorecard for Solar Sites. https://www.canr.msu.edu/home_gardening/uploads/files/MSU_Solar_Pollinators_Scorecard_2018_October.pdf

Non-Participating Lot(s): One or more lots for which there is not a signed lease or easement for development of a principal-use SES associated with the applicant project.

Participating Lot(s): One or more lots under a signed lease or easement for development of a principal-use SES associated with the applicant project.

Photovoltaic (PV) System: A semiconductor material that generates electricity from sunlight.

Principal-Use Solar Energy System: A commercial, ground-mounted solar energy system that converts sunlight into electricity for the primary purpose of off-site use through the electrical grid or export to the wholesale market.

Principal-Use (Large) Solar Energy System: A Principal-Use SES generating more than ____ [e.g., 2] MW DC for the primary purpose of off-site use through the electrical grid or export to the wholesale market [see discussion in “Land-Use Considerations” on why this number is suggested, and why it might warrant tailoring to your community’s land-use typologies].

Principal-Use (Small) Solar Energy System: A Principal-Use SES generating up to and including ____ [e.g., 2] MW DC for the primary purpose of off-site use through the electrical grid or export to the wholesale market.

Repowering: Reconfiguring, renovating, or replacing an SES to maintain or increase the power rating of the SES within the existing project footprint.

Roof-Mounted Solar Energy System: A solar energy system mounted on racking that is attached to or ballasted on the roof of a building or structure.

Solar Array: A photovoltaic panel, solar thermal collector, or collection of panels or collectors in a solar energy system that collects solar radiation.

Solar Carport: A solar energy system of any size that is installed on a structure that is accessory to a parking area, and which may include electric vehicle supply equipment or energy storage facilities. Solar panels affixed on the roof of an existing carport structure are considered a Roof-Mounted SES.

Solar Energy System (SES): A photovoltaic system or solar thermal system for generating and/or storing electricity or heat, including all above and below ground equipment or components required for the system to operate properly and to be secured to a roof surface or the ground. This includes any necessary operations and maintenance building(s), but does not include any temporary construction offices, substation(s) or other transmission facilities between the SES and the point of interconnection to the electric grid.

Solar Thermal System: A system of equipment that converts sunlight into heat.

Weed: Native or non-native plant that is not valued in the place where it is growing.⁶³

Wildlife-Friendly Fencing: A fencing system with openings that allow wildlife to traverse over or through a fenced area.

⁶³ USDA NRCS. Native, Invasive, and Other Plant-Related Definitions. https://www.nrcs.usda.gov/wps/portal/nrcs/detail/ct/technical/ecoscience/invasive/?cid=nrcs142p2_011124

GENERAL PROVISIONS

Add to the General Provisions article of the ordinance, as a separate section, the following provisions for Roof-Mounted SES, Accessory Ground-Mounted SES, and Building-Integrated SES as permitted by right in all districts and do not require a special use permit.

Roof-Mounted SES, Accessory Ground-Mounted SES, and Building-Integrated SES are permitted in all zoning districts where structures of any sort are allowed, and shall meet the following requirements:

A. ROOF-MOUNTED SES

1. **Height:** Roof-Mounted SES shall not exceed __ [e.g. 5-10] feet above the finished roof and are exempt from any rooftop equipment or mechanical system screening.
2. **Nonconformities:** A Roof-Mounted SES or Building-Integrated SES installed on a nonconforming building, structure, or use shall not be considered an expansion of the nonconformity.
3. **Application:** All SES applications must include __ plan [e.g., plot or site, whichever is required for a zoning compliance review]. Applications for Roof-Mounted SES must include horizontal and vertical elevation drawings that show the location and height of the SES on the building and dimensions of the SES.

MICHIGAN EXAMPLES:

"Solar Energy System: An aggregation of parts including any base, mounts, tower, solar collectors, and accessory equipment such as utility interconnections and solar storage batteries, etc., in such configuration as necessary to convert solar radiation into thermal, chemical or electrical energy."

– *Royal Oak Zoning Ordinance (Oakland Co.), Section 770-8*

"Solar Energy System (SES): A system consisting of a device or combination of devices, structures or parts thereof, that collect, transfer or transform solar radiant energy into thermal, chemical or electrical energy. An SES may be mounted on a roof (roof-mounted SES) or be supported by posts or other support structures extending into the ground (ground-mounted SES)."

– *Greater Thompsonville Area Zoning Ordinance (Benzie Co.), Section 18.23*

"Solar Energy System: A passive design using natural and architectural components to collect and store solar energy without using any external mechanical power or an active mechanical assembly that may include a solar collector, storage facility, and any other components needed to transform solar energy for thermal, chemical, or electrical energy. Examples include a solar greenhouse, solar panels, solar hot water heater, photovoltaic panels, passive solar panels, and a large, clear south-facing expanse of windows."

– *Bessemer Township Zoning Ordinance (Gogebic Co.), Section 15.22 [End of examples]*

COMMENTARY: Because of concerns over wind load, most roof-mounted systems are not the same dimensions as ground-mounted SES. Given current SES design considerations, 10 feet is sufficient to accommodate most roof-mounted systems.

If a zoning ordinance has height exceptions for other mechanical equipment, it might alternatively just include roof-mounted SES in this exception. In addition to listing this in the section of your ordinance with those exceptions, you could also use the following language in this section of the solar provisions:

A Roof-Mounted SES, other than building-integrated systems, shall be given an equivalent exception to height standards as building- or roof-mounted mechanical devices, chimneys, antennae, or similar equipment, as specified in Section ___ [height exceptions] of the ___ [municipality name] Zoning Ordinance. [End of commentary]



Ground-mounted SES feedlot. Photo by M.Charles Gould.

B. ACCESSORY GROUND-MOUNTED SES

1. **Height:** Ground-Mounted SES shall not exceed ___ [e.g. 20] feet measured from the ground to the top of the system when oriented at maximum tilt.

COMMENTARY: Height of a Ground-Mounted SES can vary from four to 15 feet, depending on how many rows of panels are installed and the maximum tilt height, if applicable. If the SES is co-located with an active agricultural operation, such as livestock grazing and crop production, it may need as much as eight feet of clearance, which can increase the overall height to up to roughly 20 feet. Similarly, a solar carport would need additional clearance to accommodate vehicle access. The carports at Michigan State University are 14'6" to accommodate snow removal and paving trucks. A relatively straightforward way to regulate the height of SES and account for this range of applications is to apply the same height standard as other accessory buildings or structures within the zoning district. [End of commentary]

2. **Setbacks:** A Ground-Mounted SES must be a minimum of ___ [e.g., 5] feet from the property line or ___ [e.g., ½] the required setback that would apply to accessory structures in the side or rear yard in the respective zoning district, whichever is greater. Setback distance is measured from the property line to the closest point of the SES at minimum tilt.
3. **Lot Coverage:** The area of the solar array shall not exceed ___ [e.g., 50] % of the square footage of the primary building of the property unless it is sited over required parking (i.e. solar carport), in which case there is no maximum lot coverage for the Ground-Mounted SES. A Ground-Mounted SES shall not count towards the maximum number or square footage of accessory structures allowed on site or maximum impervious surface area limits if the ground under the array is pervious.

4. **Visibility (Residential):** A Ground-Mounted SES in residential districts [list districts here] shall be located in the side or rear yard to minimize visual impacts from the public right-of-way(s).
 - a. Ground-Mounted SES may be placed in the front yard with administrative approval, where the applicant can demonstrate that placement of the SES in the rear or side yard will:
 - i. Decrease the efficiency of the SES due to topography, accessory structures, or vegetative shading from the subject lot or adjoining lots;
 - ii. Interfere with septic system, accessory structures, or accessory uses; or
 - iii. Require the SES to be placed on the waterfront side of the building housing the primary use [where applicable].

MICHIGAN EXAMPLES: Some communities apply screening standards to Accessory Ground-Mounted SES. Here is an example:

Ground Mounted SES shall be reasonably screened from the view of the surrounding streets and roads to the maximum extent practicable by garden walls, fences, hedges, landscaping, earth berms, or other means, except to the extent that such screening is either impracticable or would result in ineffective solar access on the lot in question. Ground Mounted SES that are visible from a road or adjacent properties shall, to the maximum extent feasible, and without compromising the ability to effectively use solar collectors on the lot in question, use materials, textures, screening, and landscaping that will screen the Ground Mounted SES from view, and blend with the natural setting, existing environment, and neighborhood character. All Ground Mounted SES that rely on landscaping or a vegetative buffer for screening shall maintain a minimum opacity of at least eighty percent (80%), and a mature height of not less than the greater of (x) six (6) feet or (y) sixty percent (60%) of the height of the Ground Mounted Solar Energy System when oriented to maximum tilt.

– Webster Township Zoning Ordinance (Washtenaw Co.), Section 12.110 [End of example]

5. **Exemptions:** A SES used to power a single device or specific piece of equipment such as a lawn ornament, lights, weather station, thermometer, clock, well pump or other similar singular device is exempt from Section ____ [Ground-Mounted SES provisions].
6. **Nonconformities:** A Ground-Mounted SES installed on a nonconforming lot or use shall not be considered an expansion of the nonconformity.
7. **Application:** All SES applications must include a ____ plan [e.g., plot or site, whichever is required for a zoning compliance review]. Applications for Ground-Mounted SES must include drawings that show the location of the system on the property, height, tilt features (if applicable), the primary structure, accessory structures, and setbacks to property lines. Accessory use applications that meet the ordinance requirements shall be granted administrative approval.



Off-grid device power. Photo by Bradley Neumann



Dual-use ground-mounted SES and blueberry farm. Photo by Mary Reilly.

MICHIGAN EXAMPLES: Many Michigan communities with both small-scale and large-scale solar regulations have zoned on-site solar energy systems as accessory uses. The City of Bay City (Bay Co.), Lyon Charter Township (Oakland Co.), and Almont Township (Lapeer Co.) all permit roof-mounted systems as an accessory use in all districts. Van Buren Charter Township (Wayne Co.), Albert Township (Montmorency Co.), and Chester Township (Ottawa Co.) all expand this provision (e.g. permitting roof-mounted systems as an accessory use in all districts) by permitting both on-site roof-mounted and ground-mounted systems in all districts as an accessory use. [End of example]

C. BUILDING-INTEGRATED SES

1. Building-Integrated SES are subject only to zoning regulations applicable to the structure or building and not subject to accessory ground or roof-mounted SES permits.

In addition to the General Provisions (above), also add the following standards for Small Principal-Use SES to the General Provisions article of the zoning ordinance. Also add 'Small Principal-Use SES' to the list of permitted uses in all zoning districts (or where desired). A community will need to decide whether a Small Principal-Use SES application is reviewed solely by the zoning administrator, reviewed and approved by the planning commission, or a hybrid, wherein the zoning administrator has the option to review/approve or advance the application to the planning commission for review/approval.

D. SMALL PRINCIPAL-USE SES: A Small Principal-Use SES is a permitted use in ____ [e.g., all, non-residential] zoning districts subject to site plan review and shall meet all of the following requirements:

1. **Height:** Total height shall not exceed ____ [e.g. 20] feet measured from the ground to the top of the system when oriented at maximum tilt.
2. **Setbacks:** Setback distance shall be measured from the property line or road right-of-way to the closest point of the solar array at minimum tilt or any SES components and as follows:
 - a. A Ground-Mounted SES shall follow the setback distance for primary buildings or structures for the district in which it is sited.
 - b. A Ground-Mounted SES is not subject to property line setbacks for common property lines of two or more participating lots, except road right-of-way setbacks shall apply.
3. **Fencing:** A Small Principal-Use SES may [shall] be secured with perimeter fencing to restrict unauthorized access. If installed, perimeter fencing shall be a maximum of ____ [e.g. something greater than or equal to 7] feet in height. ____ [Barbed wire is prohibited.] Fencing is not subject to setbacks.



Ground-mounted SES in rural setting. Photo by Bradley Neumann.

COMMENTARY: Principal-Use SES may be subject to regulations, such as those of the National Electrical Code (NEC), that require a perimeter fence. The current NEC standards call for a 6-foot fence with three lines of barbed wire, or a 7-foot fence with no barbed wire. A community could ban the use of barbed wire at an SES and still allow for compliance with the NEC, so long as the fencing is allowed to be at least 7 feet. If an SES is not subject to the NEC, wildlife-friendly fencing, commonly made of smooth wiring to prevent injury with openings that allow wildlife to move through, should be used where appropriate. A community may choose to be less prescriptive in fencing requirements so long as the requirements do not conflict with NEC requirements (e.g. by limiting fence height to 5 feet). [End of commentary]

4. **Screening/Landscaping:** A Small Principal-Use SES shall be designed to follow the screening and/or landscaping standards for the zoning district of the project site. Any required screening and landscaping shall be placed outside the perimeter fencing.
 - a. In districts that call for screening or landscaping along rear or side property lines, these shall only be required where an adjoining non-participating lot has an existing residential or public use.
 - b. When current zoning district screening and landscaping standards are determined to be inadequate based on a legitimate community purpose consistent with local government planning documents, the Zoning Administrator [or Planning Commission] may require substitute screening consisting of native deciduous trees planted __ [e.g. 30] feet on center, and native evergreen trees planted __ [e.g. 15] feet on center along existing non-participating residential uses.
 - c. The Zoning Administrator [or Planning Commission] may reduce or waive screening requirements provided that any such adjustment is in keeping with the intent of the Ordinance and is appropriately documented (e.g. abutting participating lots; existing vegetation).
 - d. Screening/landscaping detail shall be submitted as part of the site plan that identifies the type and extent of screening for a Small Principal-Use SES, which may include plantings, strategic use of berms, and/or fencing.
5. **Ground Cover:** A Small Principal-Use SES shall include the installation of perennial ground cover vegetation maintained for the duration of operation until the site is decommissioned. The applicant shall include a ground cover vegetation establishment and management plan as part of the site plan.

- a. An SES utilizing agrivoltaics is exempt from perennial ground cover requirements for the portion of the site employing the dual-use practice.
 - b. Project sites with majority existing impervious surface or those that are included in a brownfield plan adopted under the Brownfield Redevelopment Financing Act, PA 381 of 1996, as amended, are exempt from ground cover requirements. These sites must comply with the on-site stormwater requirements of the ordinance.
6. **Lot Coverage:** A Small Principal-Use SES shall not count towards the maximum lot coverage or impervious surface standards for the district.

COMMENTARY: One of the reasons to exempt large and small principal-use SES from maximum lot coverage or impervious surface standards is because there are practical challenges to measuring the overall footprint of principal-use systems, since they may include tilting panels and access drives. Communities who choose not to include this exemption must decide which elements of an SES count/do not count toward lot coverage and make clear how lot coverage should be calculated for co-located systems. If the community's intent is to minimize a development's impervious surface area, consider using the ground cover provisions within this sample language instead. They serve the same purpose and avoid unnecessary limitations and ambiguities. [End of commentary]

- 7. **Land Clearing:** Land disturbance or clearing shall be limited to what is minimally necessary for the installation and operation of the system and to ensure sufficient all-season access to the solar resource given the topography of the land. Topsoil distributed during site preparation (grading) on the property shall be retained on site.
- 8. **Access Drives:** New access drives within the SES shall be designed to minimize the extent of soil disturbance, water runoff, and soil compaction on the premises. The use of geotextile fabrics and gravel placed on the surface of the existing soil for temporary roadways during the construction of the SES is permitted, provided that the geotextile fabrics and gravel are removed once the SES is in operation.
- 9. **Wiring:** SES wiring (including communication lines) may be buried underground. Any above-ground wiring within the footprint of the SES shall not exceed the height of the solar array at maximum tilt.
- 10. **Lighting:** Lighting shall be limited to inverter and/or substation locations only. Light fixtures shall have downlit shielding and be placed to keep light on-site and glare away from adjacent properties, bodies of water, and adjacent roadways. Flashing or intermittent lights are prohibited.
- 11. **Signage:** An area up to ___ square feet [should be consistent with the district or sign type standard] may be used for signage at the project site. Any signage shall meet the setback, illumination, and materials/construction requirements of the zoning district for the project site.
- 12. **Sound:** The sound pressure level of a Small Principal-Use SES and all ancillary solar equipment shall not exceed ___ [e.g. 45] dBA (Leq (1-hour)) at the property line of an adjoining non-participating lot. The site plan shall include modeled sound isolines extending from the sound source to the property lines to demonstrate compliance with this standard.
- 13. **Repowering:** In addition to repairing or replacing SES components to maintain the system, a Small Principal-Use SES may at any time be repowered by reconfiguring, renovating, or replacing the SES to increase the power rating within the existing project footprint.
 - a. A proposal to change the project footprint of an existing SES shall be considered a new application, subject to the ordinance standards at the time of the request.

COMMENTARY: The goal of the above sample sound regulation for both small and large principal-use SES is to determine compliance with the sound standard during site plan review, as opposed to long-term monitoring or enforcement by staff. Predicting noise levels and mitigating through site design is more efficient and cost-effective than mitigating an issue after the project is complete. During the site plan phase, applicants have more options to reduce noise impacts on adjoining property owners, such as by placing inverters closer to the center of the project or covering axis motors. Sound isolines on a site plan would show predicted sound levels, typically in 5 decibel increments, starting at the sound source and extending to or beyond the property line. Sound isolines are similar to contour lines on a topographical map and provide helpful information to the approving body and adjoining property owners. [End of commentary]

14. **Decommissioning:** Upon application, a decommissioning plan shall be submitted indicating the anticipated manner in which the project will be decommissioned, including a description of which above-grade and below-grade improvements will be removed, retained (e.g. access drive, fencing), or restored for viable reuse of the property consistent with the zoning district.
- a. An SES owner may at any time:
 - i. Proceed with the decommissioning plan approved by the Zoning Administrator [or Planning Commission] under Section ___ [of local government ordinance] and remove the system as indicated in the most recent approved plan; or
 - ii. Amend the decommissioning plan with Zoning Administrator [or Planning Commission] approval and proceed according to the revised plan.
 - b. Decommissioning an SES must commence when the soil is dry to prevent soil compaction and must be complete within ___ [e.g., 18 months] after abandonment. An SES that has not produced electrical energy for ___ [e.g., 12] consecutive months shall prompt an abandonment hearing.

SPECIAL LAND-USE STANDARDS

Add to the Special Land Uses article of the ordinance, as a separate section, the following provisions for large principal-use SES. Also add 'large principal-use SES' to the list of special land uses in the zoning districts where appropriate. See discussion on the Rural-to-Urban Transect above.

A. LARGE PRINCIPAL-USE SES: A large principal-use SES is a special land use in the zoning districts specified and shall meet the following requirements:

1. **Height:** Total height for a large principal-use SES shall not exceed the maximum allowed height in the district in which the system is located [or a lesser height, such as __ [e.g., 20] feet].
2. **Setbacks:** Setback distance shall be measured from the property line or road right-of-way to the closest point of the solar array at minimum tilt or any SES components and as follows:
 - a. In accordance with the setbacks for principal buildings or structures for the zoning district of the project site [or __ [e.g. 50] feet from the property line of a non-participating lot].
 - b. __ [e.g., 100] feet from any existing dwelling unit on a non-participating lot.
 - c. A Ground-Mounted SES is not subject to property line setbacks for common property lines of two or more participating lots, except road right-of-way setbacks shall apply.
3. **Fencing:** A large principal-use SES may [shall] be secured with perimeter fencing to restrict unauthorized access. If installed, perimeter fencing shall be a maximum of __ [e.g. something greater than or equal to 7] feet in height. [Barbed wire is prohibited.] Fencing is not subject to setbacks.
4. **Screening/Landscaping:** A large principal-use SES shall follow the screening and/or landscaping standards for the zoning district of the project site. Any required screening and landscaping shall be placed outside the perimeter fencing.
 - a. In districts that call for screening or landscaping along rear or side property lines, these shall only be required where an adjoining non-participating lot has an existing residential or public use.

Lapeer Solar Park. Photo by Bradley Neumann.

- b. When current zoning district screening and landscaping standards are determined to be inadequate based on a legitimate community purpose consistent with local government planning documents, the Planning Commission may require substitute screening consisting of native deciduous trees planted ___ [e.g. 30] feet on center, and native evergreen trees planted ___ [e.g. 15] feet on center along existing non-participating residential uses.
- c. The Planning Commission may reduce or waive screening requirements provided that any such adjustment is in keeping with the intent of the Ordinance.
- d. Screening/landscaping detail shall be submitted as part of the site plan that identifies the type and extent of screening for a large principal-use SES, which may include plantings, strategic use of berms, and/or fencing.

COMMENTARY: Zoning requirements may impact the ability for the land to be returned to its original use. For example, required berming, substantial vegetative screening, or on-site stormwater detention/retention (which may be regulated by the Drain Commissioner, for example) may need to be removed or altered in order to return the land to its previous use. In considering whether to reduce, waive, or expand vegetation and screening standards, communities should take landowner considerations relating to reuse into account. [End of commentary]

5. **Ground Cover:** A large principal-use SES shall include the installation of ground cover vegetation maintained for the duration of operation until the site is decommissioned. The applicant shall include a ground cover vegetation establishment and management plan as part of the site plan. Vegetation establishment must include invasive plant species [and noxious weed, if local regulation applies] control. The following standards apply:
 - a. Sites bound by a Farmland Development Rights (PA 116) Agreement must follow the Michigan Department of Agriculture and Rural Development's Policy for Allowing Commercial Solar Panel Development on PA 116 Lands.
 - b. Ground cover at sites not enrolled in PA 116 must meet one or more of the four types of Dual Use defined in this ordinance.
 - i. Pollinator Habitat: Solar sites designed to meet a score of 76 or more on the Michigan Pollinator Habitat Planning Scorecard for Solar Sites.
 - ii. Conservation Cover: Solar sites designed in consultation with conservation organizations that focus on restoring native plants, grasses, and prairie with the aim of protecting specific species (e.g., bird habitat) or providing specific ecosystem services (e.g., carbon sequestration, soil health).
 - iii. Forage: Solar sites that incorporate rotational livestock grazing and forage production as part of an overall vegetative maintenance plan.
 - iv. Agrivoltaics: Solar sites that combine raising crops for food, fiber, or fuel, and generating electricity within the project area to maximize land use. Project sites that are included in a brownfield plan adopted under the Brownfield Redevelopment Financing Act, PA 381 of 1996, as amended, that contain impervious surface at the time of construction or soils that cannot be disturbed, are exempt from ground cover requirements
 - c. Project sites that are included in a brownfield plan adopted under the Brownfield Redevelopment Financing Act, PA 381 of 1996, as amended, that contain impervious surface at the time of construction or soils that cannot be disturbed, are exempt from ground cover requirements.

COMMENTARY: The Michigan Department of Agriculture and Rural Development policy for allowing commercial solar energy development on PA 116 lands requires that any portion of the site not included in pollinator plantings must maintain U.S. Department of Agriculture, Natural Resources Conservation Service Conservation Cover Standard 327. Standard 327 reduces erosion, enhances wildlife, pollinator, and beneficial organism habitat, and improves soil health. Standard 327 can be implemented to support grazing animals with the right mix of forage crops. However, if grazing is the primary forage management practice, Prescribed Grazing Standard 528 may be a more useful standard to follow. Standard 528, however, does not apply to solar projects on land enrolled in PA 116 because the policy specifically recommends using Standard 327. There is flexibility within each standard to develop site-specific seed mixes. Private consultants as well as local NRCS staff can help develop a plan to implement these standards in a solar project. [End of commentary]

COMMENTARY: As discussed on Page 15, if a community's existing master plan and ordinance include farmland preservation provisions, it may make sense to extend them to large principal-use SES. In that case, signal your community's desire for development that minimizes impacts to locally important soil classifications through language such as:

Agricultural Protection: For sites where agriculture is a permitted use in a district, a large principal-use SES may be sited to minimize impacts to agricultural production through site design and accommodations including [select those most applicable to your community]:

- a. The ground mounting of panels by screw, piling, or a similar system that does not require a footing, concrete, or other permanent mounting in order to minimize soil compaction, [and/or]
- b. Siting panels to avoid disturbance and compaction of farmland by siting panels along field edges and in nonproduction areas to the maximum extent practicable and financially feasible, [and/or]
- c. Maintaining all drainage infrastructure on site, including drain tile and ditches, during the operation of the SES, [and/or]
- d. Siting the SES to avoid isolating areas of the farm operation such that they are no longer viable or efficient for agricultural production, including, but not limited to, restricting the movement of agricultural vehicles/equipment for planting, cultivation, and harvesting of crops, and creating negative impacts on support infrastructure such as irrigation systems or drains, or
- e. Voluntarily purchasing agricultural conservation easements from an equivalent number of prime farmland acres consistent with a purchase of development rights ordinance adopted under state law in ____ [local unit of government].

The above list is presented as a menu of sample standards and is neither a comprehensive list nor intended to be adopted in its entirety or verbatim. A local government that wishes to protect agricultural land from future development should work with a qualified planner and attorney to develop a comprehensive approach in the master plan and zoning ordinance that addresses threats to farmland from all types of development pressure. [End of commentary]



Aerial view of Tecumseh solar farm. Photo by Harvest Solar.

MICHIGAN EXAMPLES: Communities in Michigan have differing approaches to the compatibility of solar energy and agriculture. Here are some examples:

“Solar energy equipment shall only be located in an area determined to be “not prime farmland” by the U.S. Department of Agriculture (USDA), per the USDA’s Farmland Classification Map as of the date of Special Use Application for a Utility-Scale Solar Energy Collector System.”

- Chester Township Zoning Ordinance (Ottawa Co.), Section 1912

“All solar arrays greater than ten (10) acres in area must include one or more of the following amongst the panels of the solar array: Crop cultivation; Livestock grazing, with the panels raised to allow an eight (8) foot clearance for animals to pass underneath; or Pollinator fields, including milkweed and other native plantings.”

- Grand Haven Charter Township Zoning Ordinance 2020 (Ottawa Co.), Section 3.03

“Solar energy systems in Oliver Township are considered a compatible use in the Agricultural Preservation District. The siting of a ground mounted solar energy system is permitted in the Agricultural Preservation District (Chapter 5) and must conform to the front, rear, and side yard setback requirements described in Section 504.”

- Oliver Township Zoning Ordinance (Huron Co.), Section 1305 [End of example]

COMMENTARY: Some communities require a performance guarantee for small and large principal-use SES for the cost of grading and on-site ground cover establishment in the form of a bond, letter of credit, or establishment of an escrow account. The rationale is that if a site is cleared of vegetation and graded, but the project is not completed, there is a financial guarantee that the site will be stabilized. Such a provision may be redundant with Soil Erosion and Sedimentation Control (SESC) bonding requirements for projects larger than one acre, or for land enrolled in the Michigan Department of Agriculture of Rural Development's (MDARD) PA 116 Farmland and Open Space Preservation Program.

Regarding decommissioning guarantees, MDARD, as mentioned above, requires a surety bond or irrevocable letter of credit for solar development on PA 116 land to cover the cost of the removal of the solar facility and the restoration of the land to agricultural use. A community may wish to tailor the sample standard below based on this requirement by MDARD or provide an exception from the local government decommissioning guarantee for land enrolled in PA 116.

A periodic review (such as every 3-5 years) of the decommissioning guarantee will ensure adequate funds are available to cover decommissioning costs 20-30 years down the road. A review might also be triggered if there is a change of ownership. The ordinance should specify which body is responsible for approving the amount of the performance guarantee; the planning commission could recommend an amount, but the legislative body should make the final decision. When considering this language, a community could review how performance guarantees are handled for other types of developments, such as landscaping guarantees, and discuss how this could be the same or different. The amount of the guarantee for an SES may prompt a different level of review. [End of commentary]

6. **Lot Coverage:** A large principal-use SES shall not count towards the maximum lot coverage or impervious surface standards for the district.
7. **Land Clearing:** Land disturbance or clearing shall be limited to what is minimally necessary for the installation and operation of the system and to ensure sufficient all-season access to the solar resource given the topography of the land. Topsoil distributed during site preparation (grading) on the property shall be retained on site.
8. **Access Drives:** New access drives within the SES shall be designed to minimize the extent of soil disturbance, water runoff, and soil compaction on the premises. The use of geotextile fabrics and gravel placed on the surface of the existing soil for the construction of temporary drives during the construction of the SES is permitted, provided that the geotextile fabrics and gravel are removed once the SES is in operation.
9. **Wiring:** SES wiring (including communication lines) may be buried underground. Any above-ground wiring within the footprint of the SES shall not exceed the height of the solar array at maximum tilt.
10. **Lighting:** Large principal-use SES lighting shall be limited to inverter and/or substation locations only. Light fixtures shall have downlit shielding and be placed to keep light on-site and glare away from adjacent properties, bodies of water, and adjacent roadways. Flashing or intermittent lights are prohibited.
11. **Signage:** An area up to ___ square feet [should be consistent with the district or sign type standard] may be used for signage at the project site. Any signage shall meet the setback, illumination, and materials/construction requirements of the zoning district for the project site.
12. **Sound:** The sound pressure level of a large principal-use SES and all ancillary solar equipment shall not exceed ___ [e.g. 45] dBA (Leq (1-hour)) at the property line of an adjoining non-participating lot. The site plan shall include modeled sound isolines extending from the sound source to the property lines to demonstrate compliance with this standard.

- 13. Repowering:** In addition to repairing or replacing SES components to maintain the system, a large principal-use SES may at any time be repowered, without the need to apply for a new special land-use permit, by reconfiguring, renovating, or replacing the SES to increase the power rating within the existing project footprint.
- a. A proposal to change the project footprint of an existing SES shall be considered a new application, subject to the ordinance standards at the time of the request. [Expenses for legal services and other studies resulting from an application to modify an SES will be reimbursed to the ____ [local unit of government] by the SES owner in compliance with established escrow policy.]

COMMENTARY: A fundamental zoning concept is that a zoning ordinance must allow for nonconformities—that is, the continuation of a land use or structure that was legally established before a change in zoning that no longer permits the use or structure location. Zoning ordinances have standards for replacement, reconstruction, and expansion of nonconformities. For example, the decision could be centered around the replacement components’ monetary value—a new investment of 50% or more of the value of the project is a typical threshold for nonconformities. The zoning board of appeals or the planning commission, whichever is charged with making decisions on nonconformities, would decide the fate of the project based on the nonconforming standards in the ordinance, rather than following the original special land-use permit review process. A proposal to expand the footprint of the system could be at odds with ordinance rules for enlarging nonconformities. In that case, the ordinance may dictate that the proposal must be scaled back to meet the rules for replacing nonconformities, otherwise decommissioning may be the only option. If decommissioning is not the intended or desired outcome, a community has the option to amend the ordinance to allow for SES again, thereby releasing the project from nonconforming status. Communities should work with a municipal attorney to explore preferred options for the SES and how SES will be treated under an application to repower the system. [End of commentary]

- 14. Decommissioning:** A decommissioning plan is required at the time of application.
- a. The decommission plan shall include:
 - i. The anticipated manner in which the project will be decommissioned, including a description of which above-grade and below-grade improvements will be removed, retained (e.g. access drive, fencing), or restored for viable reuse of the property consistent with the zoning district,
 - ii. The projected decommissioning costs for removal of the SES (net of salvage value in current dollars) and soil stabilization, less the amount of the surety bond posted with the State of Michigan for decommissioning of panels installed on PA 116 lands,
 - iii. The method of ensuring that funds will be available for site decommissioning and stabilization (in the form of surety bond, irrevocable letter of credit, or cash deposit), and
 - b. A review of the amount of the performance guarantee based on inflation, salvage value, and current removal costs shall be completed every ____ [e.g., 3 or 5] years, for the life of the project, and approved by the _____ [legislative body] board. An SES owner may at any time:
 - i. Proceed with the decommissioning plan approved by the Zoning Administrator [or Planning Commission] under Section ____ [of local government ordinance] and remove the system as indicated in the most recent approved plan; or
 - ii. Amend the decommissioning plan with Zoning Administrator [or Planning Commission] approval and proceed according to the revised plan.
 - c. Decommissioning an SES must commence when the soil is dry to prevent soil compaction and must be complete within ____ [e.g., 18 months] after abandonment. An SES that has not produced electrical energy for ____ [e.g., 12] consecutive months shall prompt an abandonment hearing.



Consumers Energy - Western Michigan University, Business Technology and Research Park solar garden. Photo by Mary Reilly.

SITE PLAN REVIEW

Add to the Site Plan Review article of the zoning ordinance, as a separate section (or to the section of the ordinance with site plan requirements), the following provisions for Principal-Use SES. Consider using the following checklist to determine if the application is complete. In this sample, a large principal-use SES is proposed to be reviewed as special land use. A Small Principal-Use SES is proposed to be reviewed as a permitted use with a required site plan. When reviewing a Small Principal-Use SES, a community will need to choose one of the following approaches:

- **Administrative:** *The Zoning Administrator reviews and approves or denies a Small Principal-Use SES when following the site plan review requirements below.*
- **Administrative/Planning Commission:** *The Zoning Administrator could perform site plan review with the option to send the application to the Planning Commission for site plan review. This option could be utilized to provide greater public input and shared responsibility, such as for a high-interest or high-visibility application.*

Site Plans and supporting application materials for a Principal-Use SES shall include a detailed site plan including all applicable requirements found in Article XX, Section XX [the section of the ordinance with general site plan standards] of this ordinance, except that site plans for large principal-use SES shall be submitted at a scale of 1" = ____ [e.g., 200] feet, plus the following site plan requirements:

SITE PLAN REQUIREMENT (X = Required, NA = Not Applicable)	Small Principal-Use	Large Principal-Use
The location of all solar arrays, including setbacks, the width of arrays and distance between arrays plus total height and height to the lowest edge above grade, ancillary structures and electric equipment, utility connections, and dwellings on the property and within __ [e.g. 150] feet of the property lines, participating and non-participating lots, existing and proposed structures, buried or above ground wiring, temporary and permanent access drives, fencing detail, screening/landscape detail, berm detail, and signs.	X	X
Plans for land clearing and/or grading required for the installation and operation of the system, and plans for ground cover establishment and management.	X	X
Sound modeling study including sound isolines extending from the sound source(s) to the property lines of adjoining non-participating lots.	X	X
A Decommissioning Plan as applicable: <ul style="list-style-type: none"> For a Small Principal-Use SES, a decommissioning plan including a description of which above-grade and below-grade improvements will be removed, retained, or restored for viable reuse of the property consistent with the zoning district. 	X	N/A
<ul style="list-style-type: none"> For a large principal-use SES, 1) a decommissioning plan including a description of which above-grade and below-grade improvements will be removed, retained, or restored for viable reuse of the property consistent with the zoning district, 2) the projected decommissioning costs for SES removal (net of salvage value in current dollars) and soil stabilization, less the amount of the surety bond posted with the State of Michigan for decommissioning of panels installed on PA 116 lands, and 3) the method of ensuring that funds will be available for site decommissioning and stabilization (in the form of surety bond, irrevocable letter of credit, cash deposit). 	N/A	X
The location of prime farmland [and/or farmland of statewide importance, farmland of local importance, unique farmland, and prime farmland if drained] as defined in the U.S. Department of Agriculture, Natural Resources Conservation Service - Web Soil Survey.	N/A	X [only if Ag Protection is part of the ordinance]
Completed copy of Michigan Pollinator Habitat Planning Scorecard for Solar Sites (when applicable).	N/A	X

SITE PLAN REQUIREMENT (X = Required, NA = Not Applicable)	Small Principal-Use	Large Principal-Use
<p>Additional studies may be required by the Planning Commission if reasonably related to the standards of this ordinance as applied to the application site, including but not limited to <i>[select those most applicable to your community; these do not directly link to standards in the sample language, but may be helpful in evaluating conformance with other ordinance standards]</i>:</p> <ul style="list-style-type: none"> • Visual Impact Assessment: A technical analysis by a third party qualified professional of the visual impacts of the proposed project, including a description of the project, the existing visual landscape, and important scenic resources, plus visual simulations that show what the project will look like (including proposed landscape and other screening measures) a description of potential project impacts, and mitigation measures that would help to reduce the visual impacts created by the project and documented on the site plan. • Environmental Analysis: An analysis by a third-party qualified professional to identify and assess any potential impacts on the natural environment including, but not limited to wetlands and other fragile ecosystems, wildlife, endangered and threatened species, historical and cultural sites, and antiquities. If required, the analysis shall identify all appropriate measures to minimize, eliminate or mitigate adverse impacts identified and show those measures on the site plan, where applicable. • Stormwater Study: An analysis by a third-party qualified professional that takes into account the proposed layout of the SES and how the spacing, row separation, and slope affects stormwater infiltration, including calculations for a 100-year rain event (storm). Percolation tests or site-specific soil information shall be provided to demonstrate infiltration on-site without the use of engineered solutions. • Glare Study: An analysis by a third-party qualified professional to determine if glare from the SES will be visible from nearby residents and roadways. If required, the analysis shall consider the changing position of the sun throughout the day and year, and its influence on the SES. 	N/A	X

Dual-use ground-mounted SES with conservation plantings. Photo by M. Charles Gould.

AUTHORS

This publication was developed collaboratively by:

- **Wayne Beyea**, JD, AICP, Senior Specialist, Michigan State University School of Planning, Design and Construction (*beyea@msu.edu*)
- **Harmony Fierke-Gmazel**, AICP, Educator, Michigan State University Extension, Government and Community Vitality (*gmazelh@msu.edu*)
- **M. Charles Gould**, Educator, Michigan State University Extension, Bioenergy (*gouldm@msu.edu*)
- **Sarah Mills**, PhD, Senior Project Manager, University of Michigan, Graham Sustainability Institute (*sbmills@umich.edu*)
- **Bradley Neumann**, AICP, Senior Educator, Michigan State University Extension, Government and Community Vitality (*neuman36@msu.edu*)
- **Mary Reilly**, AICP, Educator, Michigan State University Extension, Government and Community Vitality (*reillym8@msu.edu*)

Students:

- **Jason Derry**, Bachelor of Urban and Regional Planning, Michigan State University
- **Emma Gilbert**, Bachelor of Urban and Regional Planning, Michigan State University
- **Hannah Smith**, Master of Urban and Regional Planning, University of Michigan

Reviewers include:

- **Doug Bessette**, Michigan State University
- **Janine Crane**, NextEra Energy
- **Rob Davis**, Fresh Energy
- **John Freeman**, Great Lakes Renewable Energy Association
- **Lexi Hain**, American Solar Grazing Association
- **Albert Jongewaard**, Apex Clean Energy
- **Matt Kapp**, Michigan Farm Bureau
- **Catherine Kaufman**, Bauckham, Sparks, Thall, Seeber & Kaufman, P.C.
- **John Kinch**, Michigan Energy Options
- **Chip Kraus**, Michigan Department of Agriculture and Rural Development
- **Samantha Ludlam**, Michigan Sheep Producers Association
- **Emily Palacios**, Miller Canfield
- **Andrea Polverento**, Watertown Charter Township
- **Brenda Reau**, Michigan Sheep Producers Association
- **Brian Ross**, Great Plains Institute
- **John Sarver**, Great Lakes Renewable Energy Association
- **Laura Sherman**, Michigan Energy Innovation Business Council
- **Jarrod Thelen**, Michigan Department of Agriculture and Rural Development
- **Claudine Williams**, Eaton County Community Development and Housing
- **Andrea Zamansky**, Webster Township

COLLABORATORS



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CHECK DISBURSEMENT REPORT FOR DEXTER TOWNSHIP
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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND								
11/07/2023	PMTS	122 (E)	005434301110123	CHARTER COMMUNICATIONS	TELEPHONE	728.000	294	299.96
11/07/2023	PMTS	123 (E)	2023-10 CE	CONSUMERS ENERGY	(XX/XX/XX) - (XX/XX/XX) BILLING P	920.000	265	33.60
11/07/2023	PMTS	124 (E)	2023-10 DTE	DTE ENERGY	ELECTRIC SERVICES (XXXXXXX) - (XXXXX	920.000	265	548.05
			2023-10 DTE		UTILITIES	920.000	265	30.62
				CHECK PMTS 124 (E) TOTAL FOR				578.67
11/07/2023	PMTS	25856	127968	A VC3 COMPANY	CONTRACTED SERVICES	801.002	228	36.00
			VC3Q28059		INFO SYST SFTWR	981.002	228	144.00
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11/07/2023	PMTS	25857#	1000952154	ACCIDENT FUND INSURANCE	MISC	955.001	294	1,381.00
			1000952154		INSURANCE	805.000	426	1,274.00
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11/07/2023	PMTS	25859	7344263833-10	AT&T	PHONE PLANS/SERV.	728.000	294	328.36
11/07/2023	PMTS	25860	01/01/2024	BASIC COBRA	HEALTH INSURANCE	715.000	172	573.92
11/07/2023	PMTS	25861	150123	BS&A SOFTWARE	CONTRACTED SERVICES	801.002	294	6,270.00
11/07/2023	PMTS	25862	2171379	CARLISLE WORTMAN	PLANNING CONSULTANT	801.005	400	5,160.00
11/07/2023	PMTS	25863	OCT 2023	CHRISTOPHER R RENIUS	CONTRACTED SERVICE WAGES	801.001	209	5,614.99
11/07/2023	PMTS	25864#	4821	DECKER AGENCY	INSURANCE-TWP HALL	805.000	265	2,500.00
			4821		FIRE SS INS	805.000	270	4,000.00
			4821		INSURANCE	805.000	294	18,000.00
			4821		INSURANCE	805.000	426	362.00
				CHECK PMTS 25864 TOTAL FOR F				24,862.00
11/07/2023	PMTS	25865*#	NOV 2023	FLAGSTAR BANK	PROOF PEST CONTROL	955.001	265	152.10
11/07/2023	PMTS	25866	31570	FULTANK LLC	JANITORIAL	956.002	265	500.00
11/07/2023	PMTS	25867	2685	HAINES ACCOUNTING	CONTRACTED SERVICES	801.002	267	2,100.00
11/07/2023	PMTS	25868	53790	JP COOKE CO	SUPPLIES	727.001	294	70.85
11/07/2023	PMTS	25870	IN-US1208244	NETFORTIS	TELEPHONE	728.000	294	564.01
11/07/2023	PMTS	25871	1651886006	STAPLES BUSINESS ADVANTAGE	SUPPLIES	727.001	294	298.93

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND								
11/07/2023	PMTS	25873	10/25/2023	VITAL RECORDS COTROL	COMMUNITY ENGAGEMENT	956.010	774	850.00
11/20/2023	PMTS	125(E)	201809127719	CONSUMERS ENERGY	UTILITIES	920.000	265	118.36
11/20/2023	PMTS	25875	10/31/2023	ABSOPURE WATER COMPANY	SUPPLIES	727.001	294	341.45
11/20/2023	PMTS	25876	NOV 2023	CHRISTOPHER R RENIUS	CONTRACTED SERVICE WAGES	801.001	209	5,614.99
11/20/2023	PMTS	25878	806808	JP COOKE CO	SUPPLIES			** VOIDED **
11/20/2023	PMTS	25879	11/01/2023	KAREN NOLTE	COMMUNITY ENGAGEMENT	956.010	774	282.95
11/20/2023	PMTS	25880	IN-US1208244-11	NETFORTIS	TELEPHONE	728.000	294	537.49
11/20/2023	PMTS	25881*#	69301	ORCHARD, HILTZ & MCLIMENT, I	PLANNING CONSULTANT	801.005	400	3,002.00
			69300		PLANNING CONSULTANT	801.005	400	130.00
			CHECK PMTS 25881 TOTAL FOR F					3,132.00
11/20/2023	PMTS	25882	269450	PRINT-TECH, INC.	3900 BACK SIDE PRINTING	727.001	253	251.18
			269450		5000 BLANK PRE PERPED PAPER	727.001	253	300.00
			CHECK PMTS 25882 TOTAL FOR F					551.18
11/20/2023	PMTS	25883	11/20/2023	SAMANTHA EDWARDS	PROF DEVELOPMENT	861.000	172	20.17
11/20/2023	PMTS	25884	NOV 10 2023	TERRY FARMER	COMMUNITY ENGAGEMENT	956.010	774	1,600.00
11/20/2023	PMTS	25885	2537-M	THE SUN TIMES MEDIA GROUP LL	PRINTING/PUBLISHING	900.000	294	190.00
			2361-M		PRINTING/PUBLISHING	900.000	294	290.00
			CHECK PMTS 25885 TOTAL FOR F					480.00
11/20/2023	PMTS	25886	13168	WASHTENAW COUNTY TREASURER	BANK CHARGE-FOR TAXES	955.003	253	156.90
11/21/2023	PMTS	25887	0001	PROVEN KITCHEN AND BATH	BUILDING IMPROVEMENTS	971.000	901	37,230.60
11/22/2023	PMTS	127(E)#	11/22/2023	ALERUS PLAN 629314 (DEFINED	MERS PAYABLE	228.003	000	139.93
			11/22/2023		RETIREMENT PLAN	725.002	172	279.85
			CHECK PMTS 127(E) TOTAL FOR					419.78
11/22/2023	PMTS	128(E)	00150073-1	MERS	MERS MATCH - EMPLOYER CONTRIBUTION	725.002	294	87.00
11/22/2023	PMTS	129(E)*#	11-2023	PAYCHEX PAYROL	MERS PAYABLE (ENTER AS NEGATIVE)	228.003	000	(285.52)
			11-2023		TRUSTEE SALARY	706.001	101	2,138.08

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CHECK DATE FROM 11/01/2023 - 11/30/2023

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND								
			11-2023		SUPERVISOR SALARY	706.001	171	3,379.09
			11-2023		OFFICE MANAGER	706.001	172	5,597.00
			11-2023		CLERK SALARY	706.001	215	3,379.09
			11-2023		CLERK DEPUTY WAGES	706.002	215	1,192.50
			11-2023		RECORDING SECRETARY - CLERK / SUPE	706.005	215	980.50
			11-2023		TREASURER SALARY	706.001	253	3,379.09
			11-2023		DEPUTY TREASURER WAGES	706.002	253	2,117.99
			11-2023		OFFICE ASSISTANT	706.011	294	2,135.00
			11-2023		PER DIEM - WWRA / LOCAL ROADS	707.000	294	375.00
			11-2023		FICA/MED MATCH - TOTAL ER TAXES	725.000	294	2,347.78
			11-2023		RECORDING SECRETARY - PC	706.005	400	125.88
			11-2023		RECORDING SECRETARY - ZBA	706.005	400	245.13
			11-2023		ORDINANCE OFFICER WAGES	706.008	400	3,688.28
			11-2023		PER DIEM - PLANNING COMMISSION	707.000	400	400.00
			11-2023		PER DIEM - ZBA	707.000	412	325.00
				CHECK PMTS 129(E) TOTAL FOR				31,519.89
11/22/2023	PMTS	130 (E)	2023112001	PAYCHEX, INC.	CONTRACTED SERV./ PROCESSING	801.002	294	664.30
					Total for fund 101 GENERAL FUND			133,849.45

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 206 FIRE FUND								
11/20/2023	PMTS	25877	NOV 2023	DEXTER AREA FIRE DEPARTMENT	CONTRACTED SERVICES	801.002	206	97,114.91
11/22/2023	PMTS	129 (E) *#	11-2023	PAYCHEX PAYROL	PER DIEM - DAFD (5 MONTHS)	707.000	206	375.00
Total for fund 206 FIRE FUND								97,489.91

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 207 POLICE FUND								
11/07/2023	PMTS	25874	MUNIS #13419	WASHTENAW COUNTY TREASURER	CONTRACTED SERVICES	801.002	301	42,617.76
Total for fund 207 POLICE FUND								42,617.76

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 245 OPEN SPACE LAND INITIATIVE								
11/07/2023	PMTS	25858	5921	ARBORLAND CONSULTANTS	CONTRACTED SERVICES	801.002	294	1,800.00
11/07/2023	PMTS	25865*#	NOV 2023	FLAGSTAR BANK	AMAZON	801.002	294	155.10
11/07/2023	PMTS	25869	1619642	MILLER CANFIELD PADDOCK STON	CONTRACTED SERVICES	801.002	294	315.00
11/07/2023	PMTS	25872	11/06/2023	TREEMORE ECOLOGY AND LAND SE	CONTRACTED SERVICES	801.002	294	2,351.97
11/22/2023	PMTS	129 (E) *#	11-2023	PAYCHEX PAYROL	RECORDING SECRETARY - OSLP	706.005	294	457.13
			11-2023		PER DIEM - LAND PRESERVATION	707.000	294	400.00
				CHECK PMTS 129(E) TOTAL FOR				
								857.13
11/28/2023	PMTS	25888	11/29/2023	ATA NATIONAL TITLE GROUP LLC	OPEN SPACE PURCHASES	976.000	901	277,264.00
				Total for fund 245 OPEN SPACE LAND INITIATIVE				
								282,743.20

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 701 GENERAL AGENCY FUND								
11/20/2023	PMTS	25881*#	69299	ORCHARD, HILTZ & MCLIMENT, I	DEPOSITS REFUNDABLE - PLANNING	251.004	000	15,851.25
Total for fund 701 GENERAL AGENCY FUND								15,851.25

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 703 TAX COLLECTION FUND								
11/20/2023	TAX	6343	DIST 8 - 2023	DEXTER TOWNSHIP GENERAL FUND	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	156.95
11/20/2023	TAX	6344	DIST 8 - 2023	WASHTENAW COUNTY TREASURER	UNDISTRIBUTED TAX COLLECTIONS	274.000	000	16,151.23
					Total for fund 703 TAX COLLECTION FUND			16,308.18
TOTAL - ALL FUNDS								588,859.75

'*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

Dexter Township Budget vs. Actual Revenues and Expenditures

PERIOD ENDING 11/30/2023; run date 12/6/2023

GL NUMBER	DESCRIPTION	AVAILABLE	% BDGT	YEAR END	Notes
		BALANCE	USED	FORECAST	
		NORMAL (ABNORMAL)	EXPECTED: 67%		
GENERAL FUND (Fund 101)					
<i>Revenues</i>					
<i>Dept 000</i>					
101-000-401.001	CURRENT PROPERTY TAXES	\$ 380,050	0%	\$ 380,050	To be rec'd Q4
101-000-402.001	PR PROPERTY TAX ADJ/COLLECTIONS	(939)	100%	\$ -	
101-000-407.003	STATE OF MICHIGAN PILT	110,000	0%	-	To be rec'd Q4
101-000-447.001	PROPERTY TAX ADMIN FEE	200,000	0%	200,000	To be rec'd Q4
101-000-451.000	LICENSES & PERMITS	-50	12%	20,100	
101-000-451.001	PLANNING REVENUES	-4,047	235%	14,094	
101-000-451.002	ZBA REVENUES	1,150	62%	3,700	
101-000-451.003	LAND DIVISION REVENUES	1,170	53%	2,660	
101-000-539.000	STATE SHARED REVENUE	258,567	65%	731,000	
101-000-601.000	CHARGES FOR SERVICES	-8,883	100%	8,883	
101-000-655.000	FINES AND FORFEITS	2,530	49%	4,940	
101-000-665.000	INTEREST INCOME	-343	100%	686	Inc this item in FY25 Bgt
101-000-665.001	MICLASS INTEREST REVENUE	-17,430	216%	48,645	
101-000-667.002	FIRE SUB STATION	910	77%	4,635	
101-000-672.000	REFUNDS & REIMBURSE	-32,894	1927%	34,694	Insurance reimb for lawsuits
101-000-673.000	MISC	-321	100%	321	
101-000-674.000	CABLE TV FRANCHISE	15,736	72%	60,396	
101-000-675.000	RECYCLE/CLEANUP DAY REVENUE	-242	124%	1,242	
101-000-675.002	DONATION FROM PRIVATE PARTY	-500	100%	500	
101-000-676.000	TELECOM ACT	<u>-4,535</u>	<u>145%</u>	<u>14,535</u>	
TOTAL REVENUES		\$ 899,930	41%	1,531,081	

		AVAILABLE BALANCE	% BDGT USED	YEAR END FORECAST	Notes
<i>Expenditures</i>					
Dept 101 - TRUSTEE					
101-101-706.001	SALARY & WAGES	\$ 10,156	60%	25,657	Trustee absence
101-101-860.000	TRAVEL & TRANSPORTATION	3,000	0%	1,400	\$350 per vehicle travel to TC MTA April 23-24 2024; \$400 reg; lodging per diem \$125; food per diem \$59; 2 nights 3 days: \$850 per person
101-101-861.000	PROF DEVELOPMENT	4,000		3,400	
101-101-955.001	MISC	<u>100</u>	<u>0%</u>	<u>-</u>	
Total Dept 101 - TRUSTEE		\$ 17,256	47%	30,457	
Dept 171 - SUPERVISOR					
101-171-706.001	SALARY & WAGES	\$ 13,123	68%	41,000	
101-171-727.001	SUPPLIES	372	0%	192	
101-171-860.000	TRAVEL & TRANSPORTATION	471	0%	750	
101-171-861.000	PROF DEVELOPMENT	850	15%	1,000	
101-171-955.001	MISC	<u>436</u>	<u>13%</u>	<u>100</u>	
Total Dept 171 - SUPERVISOR		\$ 15,252	65%	43,042	
Dept 172 - TOWNSHIP OFFICE MANAGER					
101-172-706.001	SALARY & WAGES	\$ 23,113	63%	66,872	
101-172-715.000	HEALTH INSURANCE	\$ (1,115)	146%	6,765	Approved by BOT
101-172-725.002	RETIREMENT PLAN	3,998	20%	916	
101-172-727.001	SUPPLIES	1,000	0%	-	
101-172-860.000	TRAVEL & TRANSPORTATION	750	0%	750	
101-172-861.000	PROF DEVELOPMENT	<u>799</u>	<u>20%</u>	<u>1,000</u>	
Total Dept 172 - TOWNSHIP SUPERINTENDENT/MANAGER		\$ 28,545	60%	76,303	
Dept 209 - ASSESSOR					
101-209-727.001	SUPPLIES	\$ 585	42%	712	Not expected to overexpend
101-209-727.002	POSTAGE	3,000	0%	-	
101-209-801.001	CONTRACTED SERVICE WAGES	17,612	74%	68,000	Reflects 7 mos of charges
101-209-900.000	PRINTING/PUBLISHING	<u>300</u>	<u>0%</u>	<u>-</u>	
Total Dept 209 - ASSESSOR		\$ 21,497	70%	68,712	

		AVAILABLE BALANCE	% BDGT USED	YEAR END FORECAST	Notes
Dept 215 - CLERK					
101-215-706.001	SALARY & WAGES	\$ 12,967	68%	46,342	
101-215-706.002	DEPUTY WAGES	16,332	48%	25,488	Burn rate will inc an election
101-215-706.005	RECORDING SECRETARY	7,396	38%	7,893	
101-215-727.001	SUPPLIES	143	71%	612	
101-215-727.002	POSTAGE	500	0%	-	
101-215-860.000	TRAVEL & TRANSPORTATION	2,250	0%	750	
101-215-861.000	PROF DEVELOPMENT	2,975	1%	3,000	
101-215-900.000	PRINTING/PUBLISHING	500	0%	-	
101-215-955.001	MISC	<u>500</u>	<u>0%</u>	<u>-</u>	
Total Dept 215 - CLERK		\$ 43,563	52%	84,085	
Dept 216 - ELECTION					
101-216-706.002	ELECTION WORKER WAGES			7,000	
101-216-706.004	ELECTION MANAGEMENT			5,000	
101-216-727.001	SUPPLIES	\$ 387	23%	3,445	
101-216-727.002	POSTAGE	500	0%	4,000	December budget amendment to support March primary
101-216-860.000	TRAVEL & TRANSPORTATION	1,000	0%	1,500	
101-216-861.000	PROF DEVELOPMENT	2,000	0%	1,500	Line item budget TBD
101-216-900.000	PRINTING/PUBLISHING	2,000	0%	3,000	
101-216-801.002	CONTRACTUAL SERVICES			5,000	
Total Dept 216 - ELECTION		\$ 5,887	2%	30,445	
Dept 228 - INFORMATION TECHNOLOGY					
101-228-801.002	CONTRACTED SERVICES	\$ 5,507	61%	14,000	
101-228-981.001	INFO SYSTEM HDW	356	76%	1,500	
101-228-981.002	INFO SYST SFTWR	<u>130</u>	<u>94%</u>	<u>2,000</u>	
Total Dept 228 - INFORMATION TECHNOLOGY		\$ 5,993	66%	17,500	
Dept 247 - BOARD OF REVIEW					
101-247-707.000	PER DIEM	\$ 1,650	8%	450	
101-247-727.001	SUPPLIES	120	40%	160	
101-247-861.000	PROF DEVELOPMENT	1,000	0%	-	
101-247-900.000	PRINTING/PUBLISHING	<u>500</u>	<u>0%</u>	<u>-</u>	
Total Dept 247 - BOARD OF REVIEW		\$ 3,270	7%	610	

		AVAILABLE BALANCE	% BDGT USED	YEAR END FORECAST	Notes
Dept 253 - TREASURER					
101-253-706.001	SALARY & WAGES	\$ 12,967	68%	46,342	
101-253-706.002	DEPUTY WAGES	25,054	35%	22,879	Dept Treasurer reduced hrs
101-253-727.001	SUPPLIES	1,949	22%	-	
101-253-727.002	POSTAGE	420	90%	7,760	Postage incurred 2x/year
101-253-801.002	CONTRACTED SERVICES	2,179	27%	1,407	
101-253-860.000	TRAVEL & TRANSPORTATION	1,500	0%	700	
101-253-861.000	PROF DEVELOPMENT	2,000	0%	2,000	
101-253-863.000	DUES	200	0%	200	
101-253-955.003	BANK CHARGE-FOR TAXES	763	75%	4,474	
101-253-981.002	INFO SYST SFTWR	<u>1,200</u>	<u>0%</u>	<u>1,200</u>	
Total Dept 253 - TREASURER		\$ 48,232	50%	86,963	
Dept 265 - BUILDING & GROUNDS					
101-265-727.001	SUPPLIES	\$ 680	15%	206	
101-265-805.000	INSURANCE-TWP HALL	0	100%	2,500	
101-265-920.000	UTILITIES	4,142	54%	8,328	Generator service
101-265-955.001	MISC	1,561	22%	753	
101-265-956.000	MAINTENANCE	34,789	13%	15,000	
101-265-956.002	JANITORIAL	<u>4,000</u>	<u>56%</u>	<u>8,571</u>	
Total Dept 265 - BUILDING & GROUNDS		\$ 45,172	29%	35,358	
Dept 267 - LEGAL AND PROFESSIONAL					
101-267-800.000	ATTORNEY	\$ 24,084	60%	60,000	
101-267-800.001	AUDITOR	16,000	0%	16,000	
101-267-801.002	CONTRACTED SERVICES	<u>18,971</u>	68%	<u>60,000</u>	WHG/invest; Haines/acct; B&R MP
Total Dept 267 - LEGAL AND PROFESSIONAL		\$ 59,055	57%	136,000	
Dept 270 - FIRE SUB-STATION PROPERTY					
101-270-805.000	INSURANCE	\$ -	100%	4,000	
101-270-955.001	MISC	<u>25,089</u>	7%	<u>3,276</u>	Future sign expense
Total Dept 270 - FIRE SUB-STATION PROPERTY		\$ 25,089	19%	7,276	

		AVAILABLE BALANCE	% BDGT USED	YEAR END FORECAST	Notes
Dept 276 - CEMETERY					
101-276-955.001	MISC	\$ 500	0%	-	
101-276-956.000	MAINTENANCE	<u>4,841</u>	<u>56%</u>	<u>10,558</u>	Tree work major storm
Total Dept 276 - CEMETERY		\$ 5,341	54%	10,558	
Dept 294 - GENERAL GOVERNMENT					
101-294-706.011	ASSISTANT WAGES	\$ 17,865	11%	20,000	
101-294-707.000	PER DIEM	1,725	57%	3,900	Mtg attendance for trustees
101-294-725.000	FICA/MED MATCH	16,983	51%	30,170	
101-294-725.002	RETIREMENT PLAN	10,308	57%	23,472	MERS; hope to reduce DB contrib
101-294-727.001	SUPPLIES	2,938	63%	8,678	
101-294-727.002	POSTAGE	1,597	47%	2,405	
101-294-728.000	TELEPHONE	4,332	64%	13,145	
101-294-801.002	CONTRACTED SERVICES	4,738	76%	20,000	IT services being billed here
101-294-805.000	INSURANCE	0	100%	18,000	
101-294-863.000	DUES	922	92%	11,000	MTA dues pd in June
101-294-900.000	PRINTING/PUBLISHING	12,331	18%	8,007	
101-294-955.001	MISC	1,251	75%	5,000	
101-294-955.003	BANK CHARGE	<u>-4</u>	<u>100%</u>	<u>7</u>	
Total Dept 294 - GENERAL GOVERNMENT		\$ 74,986	57%	163,777	
Dept 400 - PLANNING & ZONING ADMINISTRATION					
101-400-706.003	SALARY & WAGES - FT	\$ (14,520)	213%	27,335	
101-400-706.005	RECORDING SECRETARY	416	86%	4,430	Master Plan front-loaded
101-400-706.008	OFFICER WAGES	16,910	50%	29,297	
101-400-707.000	PER DIEM	7,550	25%	4,200	
101-400-715.000	HEALTH INSURANCE	-259	113%	3,987	
101-400-725.002	RETIREMENT PLAN	-789	179%	3,060	
101-400-727.001	SUPPLIES	365	27%	-	
101-400-727.002	POSTAGE	300	0%	-	
101-400-800.000	ATTORNEY	5,053	75%	20,000	
101-400-801.005	ENGINEERING	0	100%	-	
101-400-801.005	PLANNING CONSULTANT	70,201	39%	88,801	
101-400-860.000	TRAVEL & TRANSPORTATION	995	34%	866	

		AVAILABLE BALANCE	% BDGT USED	YEAR END FORECAST	Notes
101-400-861.000	PROF DEVELOPMENT	1,750	13%	429	
101-400-900.000	PRINTING/PUBLISHING	2,115	44%	2,803	
101-400-955.001	MISC	1,425	29%	986	
101-400-981.002	INFO SYST SFTWR	<u>370</u>	75%	<u>1,500</u>	Front-loaded expense
Total Dept 400 - PLANNING & ZONING ADMINISTRATION		\$ 91,882	56%	187,693	

		AVAILABLE BALANCE	% BDGT USED	YEAR END FORECAST	Notes
Dept 412 - ZONING BOARD OF APPEALS					
101-412-707.000	PER DIEM	\$ 1,150	62%	3,171	
101-412-727.001	SUPPLIES	500	0%	-	
101-412-727.002	POSTAGE	200	0%	-	
Total Dept 412 - ZONING BOARD OF APPEALS		\$ 1,850	50%	3,171	
Dept 426 - EMERGENCY PREPAREDNESS					
101-426-727.003	EQUIP MAINT CONTR	\$ 1,800	93%	25,000	1x pmt early in the year
101-426-805.000	INSURANCE	-36	102%	1,636	
101-426-955.001	MISC	200	0%	-	
Total Dept 426 - EMERGENCY PREPAREDNESS		\$ 1,964	93%	26,636	
Dept 445 - DRAINS - PUBLIC BENEFIT					
101-445-955.005	AT LARGE DRAINS	\$ 8,000	0%	8,000	
Total Dept 445 - DRAINS - PUBLIC BENEFIT		\$ 8,000	0%	8,000	
Dept 526 - LANDFILL					
101-526-806.003	CHEL LANDFILL CONT	\$ 10,936	16%	13,000	
Total Dept 526 - LANDFILL		\$ 10,936	16%	13,000	
Dept 774 - COMMUNITY SERVICE SUPPORT					
101-774-801.006	DEXTER SENIOR CITIZENS, INC	\$ -	100%	4,000	
101-774-801.007	CHELSEA SENIOR CITIZENS	0	100%	4,000	
101-774-801.010	CS DEXTER HISTORICAL	0	100%	500	
101-774-801.011	WASHTENAW AREA VALUE TRANSIT	50	100%	14,750	Transaction pending \$14,750
101-774-956.010	COMMUNITY ENGAGEMENT	105,594	12%	62,406	Assumes 1,500 park passes
Total Dept 774 - COMMUNITY SERVICE SUPPORT		\$ 105,644	26%	85,656	
Dept 901 - CAPITAL IMPROVEMENTS/INFRASTRUCTURE					
101-901-971.000	BUILDING IMPROVEMENTS	\$ 118,770	24%	156,000	In process
101-901-973.000	SEWER EXPENSES	23,810	81%	103,190	
101-901-975.000	ROAD IMPROVEMENTS	145,115	0%	145,115	WCRC future billing
Total Dept 901 - CAPITAL IMPROVEMENTS/INFRASTRUCTURE		\$ 287,695	33%	404,305	

	AVAILABLE BALANCE	% BDGT USED	YEAR END FORECAST	Notes
TOTAL GENERAL FUND EXPENDITURES	\$ 907,108	46%	\$ 1,519,547	
			1,115,242	
GENERAL FUND (Fund 101) GRAND TOTALS				
TOTAL REVENUES	\$ 899,930	41%	\$ 1,531,081	
TOTAL EXPENDITURES	907,108	46%	1,519,547	
NET OF REVENUES & EXPENDITURES	\$ (7,178)		\$ 11,534	
BEG. FUND BALANCE			\$ 4,290,024	
BASE OPERATING COSTS			\$ 3,885,719	
FY24 CAPITAL EXPENSES			\$ 404,305	
END FUND BALANCE			\$ 4,301,558	

		AVAILABLE BALANCE	% BDGT USED	YEAR END FORECAST	Notes
FIRE FUND (Fund 206)					
Revenues					
Dept 000					
206-000-401.001	CURRENT PROPERTY TAXES	\$ 1,160,895	0%		
206-000-665.001	MICLASS INTEREST REVENUE	-1,070	107%		
206-000-699.000	TRANSFER IN	191,935	0%		
TOTAL REVENUES		\$ 1,351,760			
Expenditures					
Dept 206 - FIRE					
206-206-707.000	PER DIEM	\$ 1,350	25%		
206-206-801.002	CONTRACTED SERVICES	588,461	57%		
206-206-955.001	MISC	96	81%		
TOTAL EXPENDITURES		\$ 589,907	57%		
FIRE FUND (Fund 206) GRAND TOTALS:					
TOTAL REVENUES		\$ 1,351,760	1%		
TOTAL EXPENDITURES		589,907	57%		
NET OF REVENUES & EXPENDITURES		761,853			
BEG. FUND BALANCE				\$ 1,527,268	
END FUND BALANCE				\$ -	
POLICE FUND (Fund 207)					
Revenues					
Dept 000					
207-000-401.001	CURRENT PROPERTY TAXES	\$ 685,552	0%		
207-000-665.001	MICLASS INTEREST REVENUE	\$ (16,070)	100%		
TOTAL REVENUES		\$ 685,552			
Expenditures					
Dept 301 - POLICE					
207-301-801.002	CONTRACTED SERVICES	\$ 324,325	53%		
207-301-955.001	MISC	\$ (4)	100%		
TOTAL EXPENDITURES		\$ 324,321	53%		

	AVAILABLE BALANCE	% BDGT USED	YEAR END FORECAST	Notes
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<hr/>				
POLICE FUND (Fund 207) GRAND TOTALS:				
<hr/>				
TOTAL REVENUES	\$ 669,482	2%		
TOTAL EXPENDITURES	<u>324,321</u>	53%		
NET OF REVENUES & EXPENDITURES	\$ 345,161			
<hr/>				
BEG. FUND BALANCE				
END FUND BALANCE				

		AVAILABLE BALANCE	% BDGT USED	YEAR END FORECAST	Notes
OPEN SPACE LAND INITIATIVE (Fund 245)					
<u>Revenues</u>					
245-000-401.001	PY PROPERTY TAX ADJ/COLLECTIONS	\$ 224,922	0%	224,922	
245-000-665.001	MICLASS INTEREST REVENUE	\$ (2,376)	100%		
245-000-699.101	TRANSFER IN	<u>283,232</u>	<u>0%</u>		No corresponding GF line
TOTAL REVENUES		\$ 505,778	1%	224,922	
<u>Expenditures</u>					
<u>Dept 294 - GENERAL GOVERNMENT</u>					
245-294-706.005	RECORDING SECRETARY	\$ (91)	107%	2,556	
245-294-707.000	PER DIEM	4,100	38%	4,286	
245-294-727.002	POSTAGE	2,000	0%		
245-294-801.002	CONTRACTED SERVICES	42,126	32%	33,213	
245-294-955.001	MISC	<u>-1</u>	<u>100%</u>		
Total Dept 294 - GENERAL GOVERNMENT		48,134	33%	40,054	
<u>Dept 201 - CAPITAL IMPROVEMENTS/INFRASTRUCTURE</u>					
245-201-976.000	OPEN SPACE PURCHASES	<u>21,406</u>	93%	100,000	
Total Dept 901 - CAPITAL IMPROVEMENTS/INFRASTRUCTURE		\$ 21,406	93%	140,054	
OPEN SPACE LAND INITIATIVE (Fund 245) GRAND TOTALS:					
TOTAL REVENUES		\$ 505,778	1%	224,922	
TOTAL EXPENDITURES		69,540	81%	140,054	
NET OF REVENUES & EXPENDITURES		\$ 436,238	-218%		
BEG. FUND BALANCE					
END FUND BALANCE					
GRANT - AMERICAN RESCUE PLAN ACT (Fund 285)					
<u>Expenditures</u>					
<u>Dept 901 Capital Improvements/Infrastructure</u>					
285-901-975.000	DEXTER SENIOR CITIZENS, INC	0	100%		
285-901-801.006	ROAD IMPROVEMENTS	258,041	56%		
285-901-986.000	EQUIPMENT	<u>60,903</u>	0%		
TOTAL EXPENDITURES		\$ 318,944	51%		

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Fund 285 - GRANT - AMERICAN RESCUE PLAN ACT:

	AVAILABLE BALANCE	% BDGT USED	YEAR END FORECAST	Notes
TOTAL REVENUES	\$ (326,844)	100%		
TOTAL EXPENDITURES	<u>318,944</u>	51%		
NET OF REVENUES & EXPENDITURES	\$ (7,900)	0%		
BEG. FUND BALANCE				
END FUND BALANCE				
ALL FUNDS SUMMARY				
TOTAL REVENUES - ALL FUNDS	\$ 3,098,181	24%		
TOTAL EXPENDITURES - ALL FUNDS	<u>2,005,615</u>	56%		
NET OF REVENUES & EXPENDITURES	\$ 1,092,566	341%		Used PY ARPA funds

DEXTER TOWNSHIP REVENUE, EXPENSES & FUND BALANCES FY18-FY22

	2018	2019	2020	2021	2022	2023
Beginning Balance	\$ 3,113,539	\$ 3,284,187	\$ 3,190,576	\$ 3,441,766	\$ 3,861,328	\$ 4,188,067
Revenues						
General Property Taxes	287,757	307,151	324,724	336,719	348,321	-
Property Tax Admin Fee	143,579	155,576	166,791	175,511	179,150	-
Intergov'tal - State	509,522	522,852	544,090	545,787	633,979	224,013
Licenses & Permits	26,208	30,970	18,525	17,148	14,423	3,860
Charges for Services	11,480	28,185	29,203	28,398	22,734	1,159
Fines & Forfeitures	9,742	16,012	6,346	3,477	5,117	1,056
Franchise Fees					54,115	211,548
Interest	7,763	35,375	47,138	15,740	1,471	140
Misc.	92,655	187,756	92,484	83,767	5,200	17,735
<i>Total Revenues</i>	<i>\$ 1,088,706</i>	<i>\$ 1,283,877</i>	<i>\$ 1,229,301</i>	<i>\$ 1,206,547</i>	<i>\$ 1,264,510</i>	<i>\$ 459,511</i>
Expenditures						
General Government:						
Township Board	20,395	24,775	24,641	25,501	24,394	5,880
Supervisor	32,145	36,121	36,433	37,346	37,699	11,780
Clerk	56,709	63,728	65,485	62,385	73,282	21,124
Elections	19,895	20,397	24,524	38,794	14,628	-
Treasurer	52,853	68,513	68,795	76,098	74,244	20,512
Assessing	65,368	65,076	66,707	71,173	63,359	17,114
Board of Review	2,271	2,775	2,971	3,473	739	
Cemetery	3,450	1,800	1,873	1,182	1,900	-
Building & Grounds	36,250	33,018	98,026	48,608	50,072	3,015
Information Technology	19,755	20,082	14,776	18,169	25,535	500
Other	182,850	240,285	364,074	189,495	265,268	75,776
Total General Gov't	\$ 491,941	\$ 576,570	\$ 768,305	\$ 572,224	\$ 631,120	\$ 155,701
Public Works:						
Road Improvements	22,346	326,573	29,343	59,570	66,246	-
Drains-at-Large	2,233	2,851	2,997	2,159	4,722	-
Landfill	6,062	2,997	3,969	5,703	12,604	-
Total Public Works	\$ 30,641	\$ 332,421	\$ 36,309	\$ 67,432	\$ 83,572	\$ -
Planning and Zoning:						
Planning Commission	50,069	37,081	56,332	39,055	57,663	35,369
Zoning Board of Appeals	28,360	52,304	19,199	20,683	11,441	725
Ordinance Administration	70,018	65,697	79,916	68,541	98,289	80
Total Planning & Zoning	\$ 148,447	\$ 155,082	\$ 155,447	\$ 128,279	\$ 167,393	\$ 36,174
Community Service Support	\$ 10,500	\$ 14,550	\$ 18,050	\$ 18,050	\$ 25,686	8,500
Subtotal Operating Expenses	\$ 681,529	\$ 1,078,623	\$ 978,111	\$ 785,985	\$ 907,771	\$ 200,375
Capital Outlay	236,530	298,865			-	
<i>Total Expenditures</i>	<i>\$ 918,059</i>	<i>\$ 1,377,488</i>	<i>\$ 978,111</i>	<i>\$ 785,985</i>	<i>\$ 907,771</i>	<i>\$ 200,375</i>
Transfers Out					(30,000)	
Change in Fund Balance						
Change in Fund Balance	\$ 170,647	\$ (93,611)	\$ 251,190	\$ 420,562	\$ 326,739	
Ending Balance	\$ 3,284,186	\$ 3,190,576	\$ 3,441,766	\$ 3,861,628	\$ 4,188,067	

Note 1: FY19 capital expense: house purchase (tentative)