



Webster Township Planning Commission

October 18, 2017 7:00 PM

Webster Township Hall
5665 Webster Church Road
Dexter, Michigan 48130

Agenda:

1. Call to Order
2. Take Attendance: Charles Estleman, George Goodman, Tammy Koch, Erica Perry, John Westman; Paul Zalucha; Andrea Zamansky
3. Approval of Agenda
4. Approval of Minutes for September 18, 2017 and September 20, 2017 Meetings
5. Township Board Report
6. Zoning Administrator Report
7. PDR Report
8. Public Participation
9. Action Items: None
10. Discussion Items:
 - (a) Dexter United Methodist Church: Consideration of Request for Preliminary and Final Site Plan Approval for Addition and Remodel
11. Public Participation
12. Informational Items / Correspondence
13. Adjournment



Date: October 12, 2017
To: Planning Commissioners
cc: Randy Raiford
From: Andrea Zamansky, Planning Commission Chair
RE: Proposed Dexter United Methodist Church expansion

The Dexter United Methodist Church has been placed on the October Planning Commission agenda as a discussion item. Following is an update regarding the status of their application.

Parking: Materials on the Applicant's website indicate a number of items relating to parking and usage that are different than the information previously provided to the Planning Commission. These items, based on the Applicant's internal materials, include the following:

- The site currently has 294 parking spaces, not 261.
- The proposed building expansion would remove ~17 existing parking spaces, not 2.
- The existing parking (294 spaces) is already inadequate for planned use and membership growth, even before giving effect to the proposed expansion.

Please see the attached Facilities Planning Group report, which is publicly available on the Applicant's website.

Worship Seating: The existing Special Use Permit granted by our Township in 2007 approved the Church based on 495 worship seats (the current application indicates 380 worship seats). The Applicant's internal FPG Report from 2014 describes up to 650 worship seats as possible, and indicates a policy of adding worship seating incrementally as needed. A site visit conducted in late September revealed that the Narthex is currently being used for overflow worship seating, as described in the FPG Report.

Concurrent Use of Space: A review of the Applicant's website indicates that a majority of the spaces within the Church complex are in concurrent use during the Sunday morning peak load periods, for both youth and adult events. For example, the detached "Edge" building is in use during Sunday morning worship services (for both youth and adult classes), as are the Narthex (overflow worship seating), the Atrium (adult brunch; "Blessed Binds" bookstore; etc.), all three floors of the attached "Education Building" (numerous youth and adult classes), etc. This is in addition to and concurrent with Sanctuary use on Sunday mornings.

All of the above items indicate a greater need for parking at the site than previously suggested.



WEBSTER TOWNSHIP

Paul Zalucha, Randy Raiford and I met with representatives of the Applicant to discuss these items, particularly as they impact parking. During our conversations, the Applicant has indicated that they would be able to provide up to 327 parking spaces at the site in a phased approach over time, as follows:

- At the Time of the Currently-Proposed Expansion: Approximately 17 existing parking spaces (mostly gravel spaces) will be removed. The Applicant indicates that they would attempt to manage peak facility use by adding one or more additional services (possibly on Saturdays), to try to reduce peak load on Sunday mornings.
- Within 2 years of expansion: An additional ~20 spaces could be added near the building footprint, taking parking to 297 spaces (i.e., 3 more spaces than currently exist today). The limiting factor in installing this parking is funding. The Applicant would need time to fund-raise.
- Subsequent Phase (specific timing not discussed): An additional 30 spaces could be added in place of the existing small residence on the Southeast side of the property. Again, the limiting factor is funding, along with the need to raze the existing small house.

Note that the obligation to provide the phased parking increase(s) should be bonded or otherwise secured, to ensure that the indicated parking is in fact added over time. In addition, WCWRC review of the planned parking additions should occur currently, to ensure that the proposed parking can in fact be built, and will support proper storm water drainage at the site. Finally, we advised the Applicant that the Township especially welcomes pervious paving options (so as not to increase impermeable surface area on the site), and my understanding is that the Applicant will be looking into pervious options such as dust-free gravel or permeable paving.

The Applicant is reviewing the parking specifics with their consultants, and will put together a proposal for the Township's review. Anticipate 2 – 4 months before a plan is ready for Planning Commission review. In the meantime, they have asked the Planning Commission to consider the following:

- Would a phased parking approach as per the above be acceptable? (And, if there are specific conditions or timing that we would need, we should advise what those are.)
- Based on the materials in hand (including the updated photometric plan, the items provided to the Planning Commission at or shortly prior to the September meeting, the attached FPG report, etc.), does that Planning Commission have any other concerns that we would need to see addressed?



WEBSTER TOWNSHIP

I would propose that the Planning Commission members review all materials thoroughly over the coming few weeks, and be prepared to discuss in detail at our November meeting. Representatives of the Applicant can be on hand to answer any questions and address any issues at that time.

In the meantime, if you have any questions or if any additional materials are needed, please feel free to reach me or Randy.

Setback: The Township's counsel has advised that the 75' setback for athletic uses need not apply in this case, due to the fact that the rear property line can be viewed as functionally on a perennial natural waterway (i.e., the Huron River and its upland overbank areas, which are in undeveloped Metropark status). So the rear setback is not an issue.

Facilities Planning Group

Report and Recommendations to the Ad Council and
Capital Campaign Planning Team

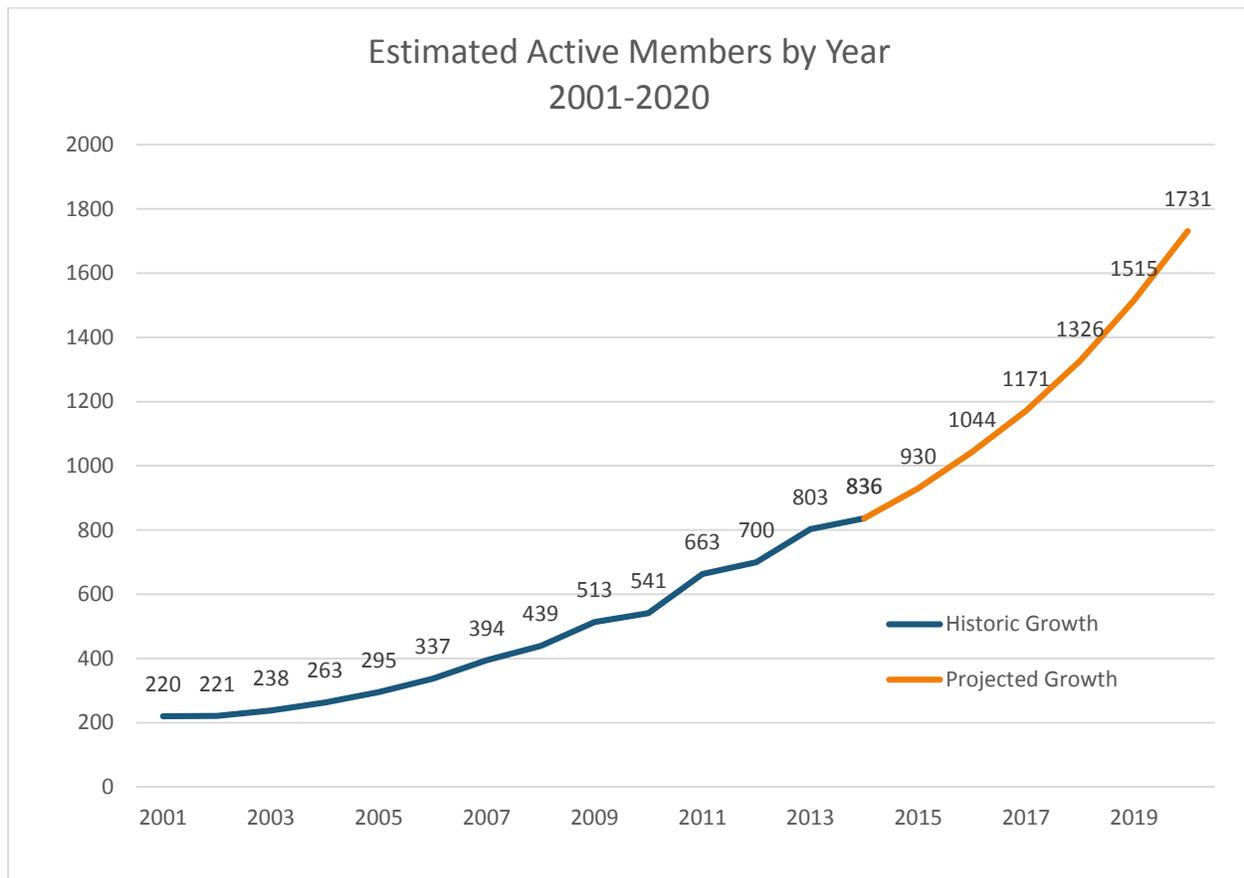
October 28, 2014

1 CONTENTS

| | | |
|------|--|----|
| 2 | Purpose and Organization..... | 3 |
| 3 | Executive Summary..... | 4 |
| 4 | Findings and Recommendations..... | 6 |
| 4.1 | Parking..... | 6 |
| 4.2 | Drain Field..... | 7 |
| 4.3 | Sanctuary Seating..... | 7 |
| 4.4 | Children and Family and Youth..... | 8 |
| 4.5 | The Youth Ministry..... | 9 |
| 4.6 | Staffing and Related Scheduling..... | 9 |
| 4.7 | Optimize Existing Space..... | 10 |
| 4.8 | Real Estate Site Identification and Valuation..... | 10 |
| 4.9 | Evaluate Alternate Sites for Potential Church Satellite..... | 11 |
| 4.10 | Planning for Community Usage..... | 12 |
| 4.11 | Technology Solutions: Existing and Satellite Sites..... | 13 |
| 4.12 | Transparency: Communication with the Congregation..... | 13 |
| 5 | Appendix..... | 14 |
| 5.1 | Notes submitted by Kim Lim:..... | 14 |
| 5.2 | RESOLUTION FOR THE PURPOSE OF AMENDING "CONNECTION FEES" FOR THE VILLAGE OF DEXTER, COUNTY OF WASHTENAW..... | 14 |

2 PURPOSE AND ORGANIZATION

The Facilities Planning Group (“FPG”) was formed to address DUMC’s facilities needs in anticipation of future growth in overall membership and for potential community use of its facilities as a basis for local outreach. For strategic planning purposes, the vision of the church in the next few years is to grow to reach the next 1,000 people who do not know Christ, and to have room for them to grow in that relationship. Even at its current pace, the active membership could grow by almost 900 by 2020 (see the chart below). Positioning DUMC as a **community church** will play a key role in its growth, and efforts to significantly enhance local outreach efforts are expected to greatly increase the pace of growth. The existing facilities currently serve the church well, but forward thinking and planning for anticipated expansion later is required now so the church will be prepared to meet its future needs.



The FPG started with a meeting to identify key planning areas of focus and to recruit volunteers to investigate, evaluate and recommend both near and longer-term alternatives in each area.

The FPG was then organized into subgroups accordingly:

| Subgroup Leader | Area of Focus |
|-----------------------------------|---|
| Gary Koch/Tom Snyder | Parking |
| Gary Koch/Tom Snyder | Drain Fields |
| Tom Snyder | Sanctuary Seating |
| Denise Kasischke | Children and Family and Youth |
| Jeremy Hannich | Youth and Young Adults |
| Matt Hook | Staffing and Related Scheduling |
| Bill Gordon | Optimize Existing Space |
| Dave Kapusanski/Kathleen Costello | Real Estate site identification and valuation |
| Bill Gordon | Evaluate Alternate Sites for Potential Church Satellite |
| Matt Hook/ Matthew Niermann | Planning for Community Usage |
| Chris Monaghan | Technology Solutions: Existing and Satellite Sites |
| Sue Ivey | Transparency: Communication with the Congregation |

The following volunteers served as consultants for the entire group: Jeff Hughes, Karl Fink, Kim Lim, Logan Astrike, Terry Major, Mary Jo Frank, Bob Sly and Cathy Hunter.

3 EXECUTIVE SUMMARY

The following is a summary of the Recommendations made for consideration by Ad Council: At DUMC's current rate of growth, the active membership could grow by an additional 900 by the year 2020. With this in mind, the following recommendations are made:

PARKING: Recently, 40 additional parking spaces have been added. This capacity is barely adequate and is a constraint to expansion of the current facilities. Acquisition of other nearby property or the use of off-campus parking lots (such as the Dexter Mill) will become even more necessary as the congregation grows.

DRAIN FIELDS: The drain fields are in good condition and could likely accommodate a doubling of current usage. However, any major changes in facilities through expansion in programs would require close monitoring or reengineering. Use of the village sewage system would eliminate this concern. Access to the village sewer system, should it be considered, would be expensive but may become practical when considering accelerated growth of the church, the increased flexibility of building expansion options, and the parking capacity that could be added by eliminating drain fields as a constraint.

SANCTUARY SEATING: An increase in sanctuary seating will be necessary. However, the sanctuary and narthex could support the current congregational growth rate through 2019 by making adjustments in the current configuration of the seats. Redistribution of parishioners attending on Sundays would provide relief of the current problem. (Approximately 47% of the congregation attends the 2nd service). Changing service times or adding a Saturday night service could be an effective "load leveler."

CHILDREN & FAMILY MINISTRY: This ministry could potentially double in size via adding full grade-level Sunday school at an additional hour. The departure of the Co-Op Preschool will help with the space and storage needs of this ministry. Child safety needs require our close attention and will be enhanced with a new closed circuit camera system, along with better check-in processes in place via our attendance check-in system. Longer term needs relate to potential new construction.

YOUTH & YOUNG ADULT MINISTRY: We are beginning to require space in addition to the Edge. A near-term solution is being implemented to give them access to the 40x20 foot storage in the lower level of the Edge. Longer term needs involve new construction.

STAFFING & RELATED SCHEDULING: Growth of the congregation will require additional staff. Specific recommendations will be forthcoming as the planning solidifies.

REAL ESTATE SITE IDENTIFICATION: This subgroup investigated both available large properties in the Dexter area for potential building of a new facility on a new site and the acquisition of land close to our present site that could provide for the expansion of the present campus. Costs related to building on a new site far exceeded expansion of the present site.

POTENTIAL CHURCH SATELLITE SITES: Buying, leasing, or renting were investigated. It was determined that to set up and operate such a site would require a significant investment. A cooperative relationship with a coffee shop in Dexter could be a useful “feeder” location to make the church more visible in the community.

TECHNOLOGICAL SOLUTIONS: Effective marketing via a new website and a more active presence in social media will be key to attracting visitors. A budget increase for additional staffing is being considered for 2015.

OUTREACH & PLANNING FOR COMMUNITY USAGE: Construction of “Newkirk 2.0”, an expanded Newkirk, (which is also in our original master site plan) would incorporate the added needs of Children, Family, Youth, and Adult Discipleship ministries providing for a gymnasium including facilities for worship, classrooms, meeting rooms, and other amenities. It would also enhance outreach if the church is willing to share such a facility with the surrounding communities.

TRANSPARENCY & COMMUNICATION: Planning for any changes to the church environment must incorporate timely and informative communications to the congregation. Transparency is essential to ensure that all concerned have an understanding of the discussions and planning that is are underway. This will provide an opportunity for broader participation within the church.

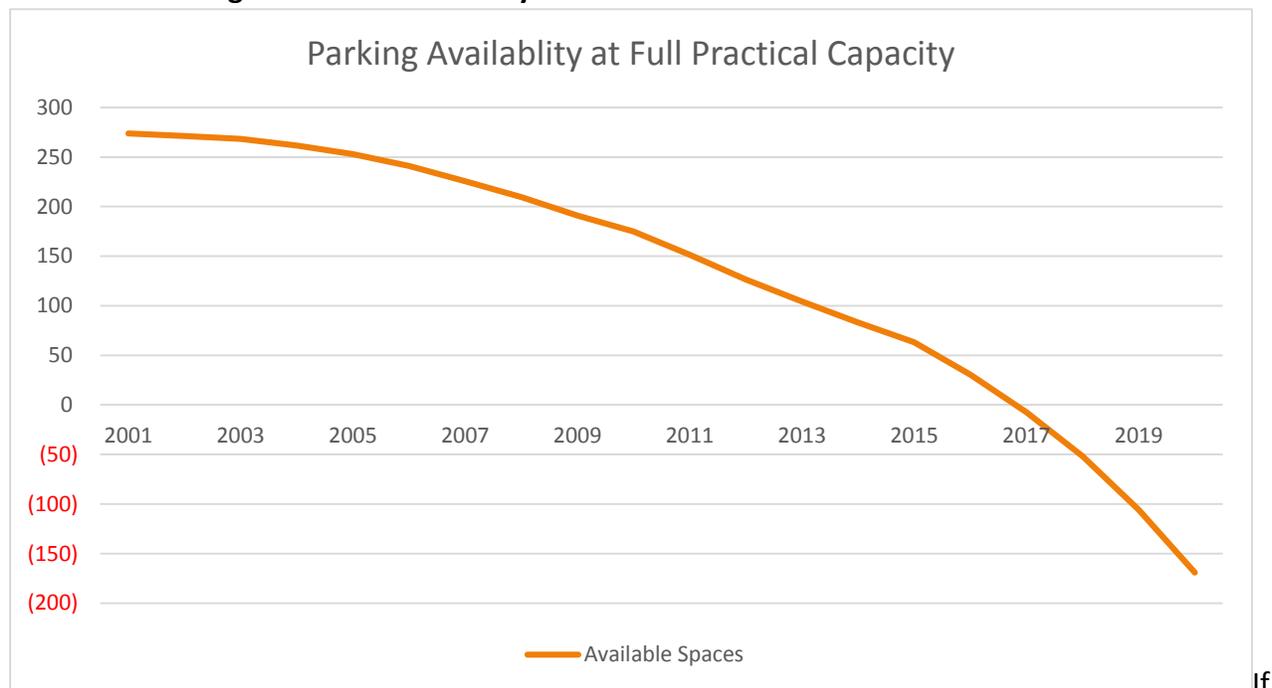
4 FINDINGS AND RECOMMENDATIONS

4.1 PARKING

Previous parking capacity was 254 cars. We recently added 40 new spaces and paved about 40 other gravel spaces for a current capacity of 294. Adequate parking space has more recently become a consistent problem, especially during the second service and during special services and events. The subgroup leaders led several discussions with the entire FPG to examine solutions to the immediate problem. A significant part of the discussion focused on potential temporary relief by adjusting service times. These alternatives will be discussed later in this document.

Because of the apparent urgency of the need, a proposal was created by the FPG and presented to the Ad Council which was approved for immediate action, subject to the availability of sufficient funding (of up to \$75,000) and support by the Stewardship Cell. Funding was approved and construction has since been completed.

At an average of 1.3 persons per car, and based on projected growth and on practical capacity equal to 90% of the total count, the curve below indicates that parking space will be below minimums during the middle service by 2017.



If attendance could be spread to the first or third services, or to a potential fourth service, some of the stress could be alleviated in the near term. Additional consideration is being given to add off-site parking, facilitated by the van or even the recently acquired bus if the church is able to recruit enough commercially licensed drivers.

Finally, the acquisition of additional property that could be used for parking (among other things) was evaluated by another subgroup and will be covered later in this document.

In any case, parking remains the most significant immediate physical constraint to church expansion on the current site.

4.2 DRAIN FIELD

The existing drain fields are working well. No major problems currently exist. The pumping station located in the basement of the Education Building will be monitored on an ongoing basis, especially in the winter to ensure the pumps and pipes do not freeze.

The subgroup estimates that the current capacity of the drain fields can support double the actual current usage. Usage will be affected by:

1. Size of the active congregation
2. Frequency of services, special events and added programs
3. Community usage of the facilities

Additional drain fields can be added if needed, extending the limitations mentioned above. The cost of accessing city sewage systems is estimated¹ to be between \$390,000 and \$500,000, and could be considered the means to permanently eliminate all drain field constraints, especially in the face of accelerated congregational and programmatic growth. Elimination of the drain fields as a constraint would free additional space for parking or for facilities expansion (Newkirk 2.0).

Consequently, accessing the city sewer system could become the highest priority if remaining on the current property is the preferred direction for DUMC.

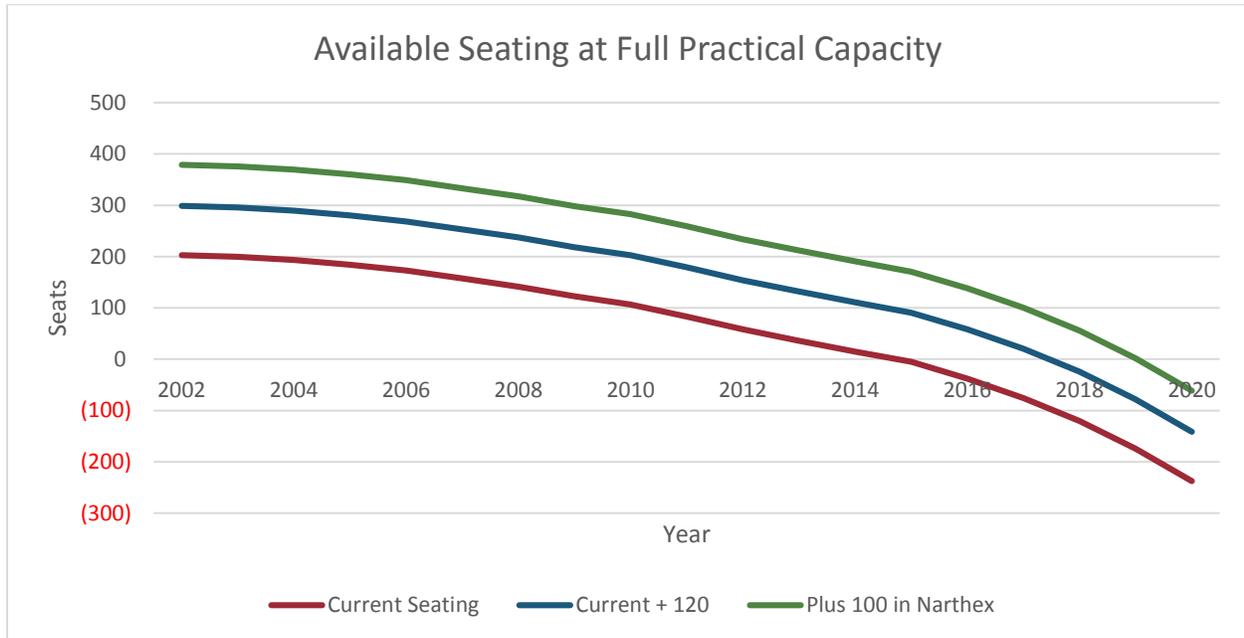
4.3 SANCTUARY SEATING

The sanctuary seats up to 340 people in its current configuration. The current building code limitation for the space is 650 people in the Sanctuary and Narthex.

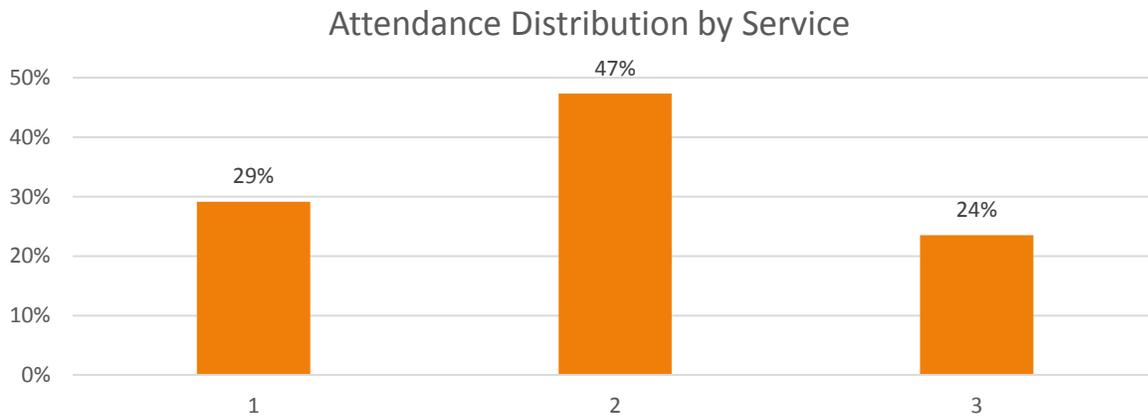
1. Up to 120 seats could be added by extending the rows and leaving a three-foot wide aisle on the outside perimeter of the sanctuary but maintaining three internal aisles that divide the space into four main sections.
2. The use of narrower chairs could add up to 50 more seats, but there is concern over the discomfort such chairs may cause the congregation.
3. Up to 100 chairs could be added in the Narthex and still provide ample space for movement behind the last row and the back wall and tables.
4. Up to 80 seats could be added by converting the band and piano side stages. These areas are wooden and could be removed.
5. Balcony space could be constructed in the rear corners of the Sanctuary to accommodate up to 100 more seats, but that alternative is not viewed as practical at this time.

The subgroup recommends an incremental approach to the addition of chairs as the congregation grows. Our last purchase of 120 chairs was at a cost of \$73 per chair, (per item 1. above) totaling approximately \$8,750. The timing of the need is subject to estimation based on congregational growth factors. Assuming that the ordering point should occur when attendance reaches 80% of actual chair count ("Full Practical Capacity"), 120 new chairs should be added to the Sanctuary in Q1 of-2015. See the chart below:

¹ See Appendix



Seating needs are also affected by service times which is discussed elsewhere in this document. It is estimated that approximately 47% of the congregation attends the second service (see below). A readjustment of the service times may help redistribute attendance and relieve the pressure during the second service. However, special services and events such as Christmas and Easter will continue to be subjected to overcrowding under the current configuration.



4.4 CHILDREN AND FAMILY AND YOUTH

- Using the current space, Sunday school can increase by 40% with the current one hour of Sunday school and then double that number if we move to two Sunday school hours. This assumes converting the space currently in use by the Co-Op Preschool for storage space into a classroom. The cost to convert that space should be minimal but has not yet been estimated. The cost for added tables and chairs must be estimated, as well.
- We recommend that security cameras be installed in the stairwells of the Education Building to increase security as there are doors in the stairwells that lead to the outside. This is considered a high priority and should be estimated soon and budgeted for installation in early 2015, if not sooner. The cost is estimated to be \$1,200.

3. Future potential construction should plan for:
 - a. Space with limited access to control entry and exit into the children's area to increase security of our children.
 - b. Space with a dance floor for a children's dance troop to practice.
 - c. Offices for the Family ministry staff and volunteer work space.
 - d. Generous storage space for Sunday school materials.
4. The subgroup will take field trips to other churches to gain ideas for space as we develop plans for the future space and as needed for space usage as we grow in the current space.

4.5 THE YOUTH MINISTRY

1. The Youth ministry is finding that the Edge is becoming "tight". Use of the Atrium is becoming more frequent. It is increasingly difficult to hold large gatherings and then be able to break out into small groups of 5 to 15.
2. Additional staffing (while an operational issue) will likely be required due to the growth of this ministry. Facilities will need to be provided for added staff.
3. Near-term solutions would include the use of the storage room in the basement of the Edge. (Trustees would need another area outside of The Edge.)
4. Longer-term needs that assume a potential doubling of the ministry would likely require dividing the middle and high school youths into two groupings.
5. In terms of a larger facility, the Youth Ministry would request the following:
 - a. Gymnasium which could serve multiple purposes including basketball, volleyball, indoor soccer, large meeting room, partitioning curtains
 - b. Adjacent rooms to accommodate smaller groups of 50-60
 - c. Men's and women's locker rooms with showers
 - d. Full tech setups including WiFi internet access, audio and large screen video
 - e. Generous storage capacity
 - f. A study/library "hangout"
 - g. A large outside "green space"

4.6 STAFFING AND RELATED SCHEDULING

As they relate to facilities planning, staffing and scheduling will be dependent on several factors:

1. Growth of the congregation and the resulting potential addition of services, ministries and programs. Changes to the existing service times is likely, and the development of an additional service (possibly on Saturday evenings) is likely.
2. Potential use of a satellite or "feeder" facility (discussed elsewhere in this document)
3. Potential development of a church-based counseling center

Growth will require added staffing. As mentioned in the previous section, the Youth Ministry is not far from that need at present. Other specific recommendations will be forthcoming as planning solidifies.

4.7 OPTIMIZE EXISTING SPACE

1. Short term –
 - (a) Construct new parking spaces (complete)
 - (b) Study and test Saturday night service
 - (c) Consider adjusting service times
 - (d) Conduct capital campaign to fund facilities expansion
2. Mid Term – formulate and test expansion plans
3. Long Term – Determine when and if we will be too big to exist only on this campus.

4.8 REAL ESTATE SITE IDENTIFICATION AND VALUATION

Potential for growth drives the need to evaluate the possibility of a new church site, an added satellite site or a potential part time “feeder site”. This subgroup evaluated the potential of acquiring land to build a new facility on a new site. The following is a short survey of raw land in the Dexter area:

| Raw Land | | | | | |
|--|---------------------|--------------|---------------------|--|--|
| Location | Cost | Acres | Cost per Acre | Notes | |
| Mast Rd, N of Joy | \$248,150 | 7.09 | \$ 35,000.00 | zoned industrial | |
| Jackson Rd near Baker | \$1,600,000 | 8.01 | \$ 199,750.31 | VERY irregular shaped | |
| Jennings Rd, near Territorial | \$144,000 | 10.01 | \$ 14,385.61 | | |
| Whitmore Lake Rd, near N Territorial | \$700,000 | 10.02 | \$ 69,860.28 | Near23 | |
| Oakmore Ct, Ann Arbor | \$999,000 | 10.28 | \$ 97,178.99 | 1100 ft of Huron River Frontage | |
| 7885 Mast Rd- North of N Territorial | \$549,000 | 17.95 | \$ 30,584.96 | Lakefront w 3,700 sf pole barn | |
| Dexter Chelsea Rd | \$410,000 | 53.85 | \$ 7,613.74 | Possible to attract two towns but not convenient to either | |
| Huron River Drive, E of Mast, not on riv | \$800,000.00 | 90.86 | \$ 8,804.75 | Between HRD and Joy Rd- terrain issues | |
| Averages | \$681,268.75 | 26.01 | \$ 57,897.33 | | |

These examples provide a feel for the cost per acre. Our current site is a little less than 10 acres, but it is generally felt that any new site should be around 30 acres. This will allow for the development of a more comprehensive facility with growth capacity for well into the future.

1. Acquisition of land that is close to the existing campus would allow DUMC to retain the present property while developing the new. Each facility would operate in coordination with the other.
2. However, acquisition of a distant site would make such dual usage problematic and would likely result in the development of a completely new facility along with the cessation of use of the current property. Costs related to such a project would far exceed those for expansion on the current site.
3. Leasing an existing space is an alternative, but a recent review of a retail space in Dexter (the old pharmacy) would cost over \$300,000 per year. This would be economically impractical for DUMC. Warehouse space could be converted to our use, but would also be expensive and would prove problematic to us from an image perspective.

Conclusion: Ideally, we would expand our current facility. That approach immediately raises parking requirements as a critical constraint. But, as previously discussed, tying into the city sewage system becomes a viable alternative, removing the drain fields as a parking and building constraint. In addition, if needed, acquisition or rental of local land in Dexter for parking purposes may be needed. This approach would allow us to maintain continuity with the congregation and allow DUMC to expand the existing buildings for outreach to the community.

4.9 EVALUATE ALTERNATE SITES FOR POTENTIAL CHURCH SATELLITE

It is not uncommon for many churches to enable growth through the development of offsite branches or satellites of the main church. Site selection is complicated by the many options available:

1. Buy, lease or rent as you go
2. Type of property
 - a. Retail (i.e., Old Dexter Pharmacy is about \$300,000/year)
 - b. Commercial
 - c. Warehouse
 - d. School auditorium (Dexter High is an example)
 - e. Movie theater
3. Demographically-targeted centralized location for another church.

Nearly all the needs of the main church will apply to a satellite site: staffing, the use of technology and other infrastructural considerations would be included. Any alternative will require a significant investment to set up and operate until a self-sustainable satellite congregation is established. It would essentially become a new church plant and may be beyond the scope of this discussion.

However, the use of a “feeder” location may prove more efficient and productive for the church. If DUMC could affiliate with a coffee shop or restaurant in Dexter, a properly promoted church presence in such a business could introduce the church to patrons in a friendly, casual environment, increasing attendance in the main facility while improving business for the restaurant. (Purchasing a store front in Dexter will be prohibitive, for example, the Bits and Pizza location is listed for \$600,000.)

1. Short term -
 - (a) Evaluate known properties for a fit.
 - (b) As far as we can determine, there are no affordable sites at this time.
 - (c) We need to be constantly aware of new properties becoming available and be ready to move quickly.
2. Identify local establishment that could serve a good “feeder” sites.
3. Plan/negotiate terms of use as a feeder.
4. Ask a technology subcommittee to estimate costs of a feeder site.
5. Mid Term – Determine financing of project
6. Long Term – If practical, implement and evaluate success

Finally, there may be potential to mentor or partner with a local or Ann Arbor-based church which may be struggling for growth and economic viability in their area. Such a relationship may prove less costly from a setup perspective but would require much the same staffing and operational support as a satellite until it can self-sustain. Again, this is more like a church plant and could be deferred to a separate discussion.

4.10 PLANNING FOR COMMUNITY USAGE

A significant tool for “outreach” is to configure the facilities as attractive and inviting for community use. The current facilities already accommodate weddings, funerals, and graduation parties. Future usage might include:

1. Indoor sports (basketball, volleyball, etc.)
2. Recreation ministries
3. Adult sports leagues
4. Non-church meetings by outside groups
5. Possibly certain Dexter events

Not only should the facilities be inviting for community usage, but DUMC’s willingness to make the facilities available would require assertive and sustained promotion and advertising.

Preliminary discussions are currently underway in conjunction with the upcoming Capital Campaign and the refreshing of our 2005 master site plan. See the following artist conceptual drawings of a possible new space that could be constructed on the existing property:



Extensive planning and discussion would be required to configure such a building so as to meet the needs of the community and the church now and long into the future.

4.11 TECHNOLOGY SOLUTIONS: EXISTING AND SATELLITE SITES

A reliance on technology for audio and video will enhance the ability of the church to touch people and support the efforts to win people for Christ. In addition, DUMC has recently installed a new Church Management System (CMS) that will allow pastors to know who is in need and who should be shepherded. Overall communications capabilities have been greatly improved and the ability to monitor the status of the congregation, track all events and to calendar all activities for central and mobile access already exists.

Creation of a new website is underway and will dovetail with the CMS. In addition, each ministry will be able to dynamically adjust the content of their sections on the website, keeping all members up to date with all activities, events and news.

The website will also be the repository of future video recordings, “podcasts”, sermons and other programming the church wishes to make available to its members and others who visit the website or who may not be able to physically attend services. Live streaming of sermons is a possibility that would need further review before investing in the needed technology infrastructure.

Off campus worship sites, whether in an expanded structure on this campus or in a remote facility may require additional audio, video, internet, and WiFi capabilities. Video production and editing needs are a current issue and should be considered in a more robust way when considering future expansion.

4.12 TRANSPARENCY: COMMUNICATION WITH THE CONGREGATION

The planning for any changes to the church environment must incorporate timely and informative communications to the congregation. Transparency is essential to ensure that all concerned have an understanding of the discussions and planning that are underway, and to provide an opportunity for broader participation across the membership. The Capital Campaign will encourage the participation of many members and others in the planning.

Potential alternatives are:

1. Communicate frequently by email, church letter, bulletin inserts and announcements from the pulpit
2. Post a calendar of church meetings on the website.
3. Establish an open meeting policy in order that all church members will feel welcomed at Ad Council meetings when an issue of interest to them is on the agenda.
4. Post minutes from the Ad Council and other church committees on the website.
5. Create a button on the church homepage, an email address, or some other way that members and friends can provide feedback.
6. Open up the lay leadership nominating process so members know about opportunities to serve and can be considered for positions of their expertise or interest.

5 APPENDIX

5.1 Notes submitted by Kim Lim:

I've attached a spreadsheet that summarizes the estimated costs. Please note that the construction costs are estimates based on my conversation with the Village of Pinckney's outside engineer (from Wolverine Engineering). I made the assumption that our connection would not need a pump, but I don't know if there is a sufficient drop in elevation or not. A pump would add significant cost (ie \$100,000). I would round the totals up to \$390,000 without showers, and \$425,000 with showers. I also want to add that I think having showers could bring a whole new level of liability with them...locker rooms are hard enough to monitor, especially with middle school & high school aged children. I personally think showers would be very problematic and not worth the added cost.

I attached Dexter's resolution from their website and their map is at (http://www.dexter.mi.gov/sites/dexter.mi.gov/files/client_files/documents/utilities_map.pdf) . The utility map looks like the point we would connect to is already outside of Village limits. So if they raise the issue of our being outside the Village then we could argue that they have made a precedent of extending services to customers outside the Village limits.

Other things to consider that I have not included in the spreadsheet are engineering costs and usage costs. We would most likely have to pay for the Village's engineers (OHM) to inspect and observe the work. I'm not sure how much that would cost, but it could be about \$20,000. Then we would need to factor in the usage cost into future budgets. Based on Dexter's website (<http://www.dexter.mi.gov/utility-billing>) , they charge a monthly ready-to-serve fee of \$6.91 and usage is calculated at \$8.50/1,000 gallons.

5.2 RESOLUTION FOR THE PURPOSE OF AMENDING "CONNECTION FEES" FOR THE VILLAGE OF DEXTER, COUNTY OF WASHTENAW

Resolution # 19-2006

At a regular meeting of the Village Council of the Village of Dexter, Michigan called to order by President Seta on September 25, 2006 the following resolution was offered:

Moved by: Cousins

Seconded by: Walters

WHEREAS, Village Council has accepted the "Final Analysis and Rate Study" on April 10, 2006, which provides an analysis of "Connection Fees" charged by the Village, and

WHEREAS, the Village received a recommendation from ACI Finance to implement the "Table of Connection Unit Factors, and

WHEREAS, this table closely resembles the current table, with several minor changes, which are highlighted, and

WHEREAS, "connection fees" may be used for debt reduction, repair-replace, and improvement of the water and sewer infrastructure, actual cost of tap-plus administration, and water and sewer contingencies including utility reserves, and

WHEREAS, Village Ordinances require that connection fees be established by Council by Resolution, and

WHEREAS, this Resolution modestly changes the financial impact on commercial development for connection fees from the previous schedule.

NOW THEREFORE BE IT RESOLVED, that the following Table of Connection Unit Factors be adopted and take affect immediately.

| | |
|------------------------|------------------|
| Water "Connection Fee" | \$3,000 per unit |
| Sewer "Connection Fee" | \$5,000 per unit |

Table of Connection Unit Factors

| | <u>Connection Unit Factor</u> |
|---|-------------------------------|
| Auto Dealers | .30 per Msqft |
| Auto/truck Repair or Service | .25 per Msqft |
| Athletic/Sport Facility -Health Club | .25 per Msqft |
| Shower Facility | 1.5 per Msqft |
| Barber/Beauty/Personal Care with wet services | 1.0 per Msqft |
| Without wet services | .03 per Msqft |
| Banks | .40 per Msqft |
| Bakery | .75 per Msqft |
| Bars/Restaurants | 2.00 per Msqft* |
| Boarding Facility | .35 per bed |
| Bowling Alleys | .15 per lane |
| Car Wash - Mechanical | 8.0 per lane |
| Car Wash - Self Serve | 1.00 per stall |
| Churches | .15 per Msqft* |
| Day Care - Residential | 2.00 per residence |
| Day Care - Commercial | 1.00 per classroom |

| | |
|--|----------------------|
| Duplex | 2.00 combined |
| Food Service - Take Out (Fast Food/Quick Service, Snack Bars, Pizza, Carry outs) | 1.00 per Msqft* |
| Fraternal Organizations / Banquet Halls | .20 per Msqft |
| Funeral Home | .75 per Msqft |
| Hospital/Medical Care/Extended Care | .75 per bed |
| Hotels/Motels/Cabins | .25 per unit |
| Industrial -Light | .50 per Msqft* |
| Laundromat | .30 per washer |
| Mobile Homes | 1.00 per unit |
| Multiple Family Residence/Apartments | 1.00 per unit |
| Office - General | .40 per Msqft* |
| Office - Medical/Dental/Vet/Clinic/etc. | .85 per Msqft* |
| Schools | 1.00 per classroom |
| Gas Stations | .15 per service area |
| Store/Retail/Grocery | .30 per Msqft* |
| Single Family Residence | 1.00 per residence |
| Swimming Pool - Non Residential | 1.50 per Msqft |
| Theater | .01 per seat |
| Warehouse | .10 per Msqft |

*As determined at time of application by the Superintendent of Public Services.

For other uses not listed, or for unusual conditions, charges shall be computed by the DPS Supervisor and may be reviewed by Village Council, upon request, for final determination.

Msqft = 1,000 square feet and may be based on outside measurement of structure.

The "connection fees" in this schedule are based on estimates of the effect various users will have on the Village's water and sewer system, taking into account estimated volumetric flows as well as flow patterns, peaking, waste characteristics and other factors. Connection fees assessed hereunder are not subject to adjustment or reduction at any time for any reason. Including but not limited to claims by users that actual use of the system is below that estimated or expected.

Exception: However, where an existing structure is enlarged or the uses altered so as to increase the Connection Units assigned to such premises, the owner shall pay additional base sewer and water connection fees for the incremental increase in Connection Units. There shall be no refund of any connection fee previously paid to the Village on account of any change in use or structure which reduces the connection fee assigned to such structure. Connection Units may not be assigned, transferred or conveyed between or among parcels regardless of common ownership. However, on application the Village may allow Connection Units to be combined in cases where the applicant is consolidating multiple parcels.

When primary uses contain other secondary uses, the total connection unit factor shall be the summation of all applicable separate factors (e.g., Hotel factor + Restaurant Factor + Pool Factor = Total Factor). More than one category may be applied to an individual premise.

No connected facility will be assigned less than 1.00 Unit.

Ayes: Cousins, Walters, Semifero, Keough, Fisher, and Carson
Nays: Seta

THIS RESOLUTION WAS ADOPTED ON SEPTEMBER 25, 2006 AND IS EFFECTIVE IMMEDIATELY.

David F. Boyle, Village Clerk

Date

Sewer Cost Estimate

Estimated costs to connect to sewer

Assuming 8" gravity fed pipe can be used – distance approx. 2200 feet
(need 11 feet of fall or will need pump)

| | | | |
|---|--------------|-----------|----------------|
| Cost of laying pipe | 2200 ft | \$50/ft | 110,000 |
| Go thru driveways between church & connection | 11 driveways | \$2000 ea | 22,000 |
| Bore under Mast Rd | | | 25,000 |
| Manholes needed | 8 manholes | \$2500 ea | 20,000 |
| Restoration | | | <u>20,000</u> |
| Sub Total | | | <u>197,000</u> |

Connection fees per Dexter's resolution # 19-2006 (A)

| | Rate/1000sf | <u>est. sq. ft.</u> | Cost/Unit \$ 5,000 | |
|---------------------------|-------------|---------------------|--------------------------|-------------------------|
| Church | 0.15 | 18,154 | | |
| Office | 0.4 | 12,125 | | |
| Athletic facility | 0.25 | 16,875 | | |
| Total Units | <u>0.8</u> | <u>47,154</u> | | <u>188,616</u> |
| EST. COST WITHOUT SHOWERS | | | | <u>\$385,616</u> |
| Showers | 1.5/Msqft | 5,000 | \$5000/unit | <u>37,500</u> |
| EST. COST WITH SHOWERS | | | | <u>\$423,116</u> |

*Msqft = 1,000 square feet

(A) Per resolution, when primary uses contain other secondary uses, the total unit factor is the sum of all applicable separate factors