

## **CHARTER TOWNSHIP OF YPSILANTI MINUTES FOR THE APRIL 4, 2017 WORK SESSION**

Supervisor Stumbo called the meeting to order at approximately 5:00 p.m. in the Ypsilanti Township Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township.

**Members Present:** Supervisor Brenda L. Stumbo, Clerk Karen Lovejoy Roe, Treasurer Larry Doe, Trustees: Stan Eldridge, Heather Jarrell Roe, Jimmie Wilson Jr., Monica Ross-Williams

**Members Absent:** None

**Legal Counsel:** Wm. Douglas Winters

### **Manors at Creekside Village Update**

Greg Windingland of Lombardo Homes gave an overview of the Lombardo Company and an update for the Manors at Creekside Village. Attending with Mr. Windingland was David Hensel, Project Manager on Land Development Team and Will Freeman, Construction Manager for Ypsilanti Township.

Mr. Windingland stated that Lombardo Homes was a second generation builder and the second largest builder in Michigan. He said they are present in seven of nine counties in Michigan and are set up to build approximately four hundred homes per year. Mr. Windingland also detailed some of Lombardo's charitable endeavors.

Mr. Windingland stated that in Ypsilanti Township Lombardo has completed Creekside Village East and Creekside Village South and they also have built homes in Tremont Park. He said they are also currently working on a site plan for Creekside North. He shared that Lombardo has a purchase agreement for land on Bunton Rd. they plan to develop and are also currently building in the Majestic Lakes development.

Mr. Windingland stated that the majority of site improvements are completed at the Manors at Creekside Village and there are letters of credit or cash deposits on file for two items not yet complete.

**CHARTER TOWNSHIP OF YPSILANTI**  
**MINUTES OF THE APRIL 4, 2017 WORK SESSION**  
**PAGE 2**

Mr. Windingland indicated that per the Development Agreement, Lombardo Homes will only be building ranch style homes in this development, with two styles available, the Brooke and the Franklin. He said these style homes are both currently being built in Creekside South and as of April 4, 2017, there are eleven home sites sold in Manors with a maximum sales price of \$254,000.00.

Supervisor Stumbo stated this development is slated to be ranch style homes for empty nesters. She stated she encouraged Lombardo homes to build this type of development because the Township felt there was a market for it in our area.

Supervisor Stumbo asked if Lombardo Homes would promote being bee friendly and using non-phosphorous outdoor fertilizers and such. Mr. Windingland indicated they would do so.

Trustee Wilson wanted to give kudos to Will Freeman. He stated he and his family had recently moved into the Tremont Subdivision and Will had been very helpful and they were very happy.

Attorney Winters stated he would like to thank Mike Radzik and his staff, as well as the Township planning consultants Carlisle Wortman for their work on this project. He also stated he would like to thank Greg Windingland and Lombardo Homes for coming into the Township and staying through the housing crisis.

Attorney Winters spoke briefly about the development agreement and specifically about one portion for maintenance of the sidewalks. Attorney Winters stated that due to past problems with sidewalk maintenance, they had added sidewalk language to subsequent development agreements stating that once developments have been completed it is up to the Homeowner's Association to repair and maintain the sidewalks, with protection language incorporated to ensure this happens.

**AGENDA REVIEW**

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE APRIL 4, 2017 WORK SESSION  
PAGE 3**

**PUBLIC COMMENTS**

None

**CONSENT AGENDA**

**A. MINUTES OF THE MARCH 21, 2017 WORK SESSION AND REGULAR MEETING**

**B. STATEMENTS AND CHECKS**

- 1. STATEMENTS AND CHECKS FOR APRIL 4, 2017 IN THE AMOUNT OF \$546,800.52**

**ATTORNEY REPORT**

**A. GENERAL LEGAL UPDATE**

Attorney Winters stated that he did not have anything to add at this time.

**NEW BUSINESS**

**1. BUDGET AMENDMENT #5**

Clerk Lovejoy Roe reviewed the proposed budget amendment. Supervisor Stumbo spoke about the Tyler Pond Fund and stated this money was being transferred out to cover the Tyler Rd. Project, which has not been bid yet. She said funds to pay for this project will also be coming from the ACM project negotiations. Attorney Winters stated the Township should be receiving the remaining \$300,000.00 for the lowering of Tyler Pond very soon.

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE APRIL 4, 2017 WORK SESSION  
PAGE 4**

**2. REQUEST APPROVAL OF THE PLANNED DEVELOPMENT AGREEMENT FOR  
THE MANORS AT CREEKSIDE VILLAGE**

Supervisor Stumbo stated this was discussed earlier in work session. Trustee Ross Williams asked if lights were included in the Planned Development Agreement. Supervisor Stumbo stated this was normally included, but in this case the infrastructure was already in place from when Pulte developed the land.

**3. REQUEST FOR AUTHORIZATION TO PROCEED WITH ISSUING A REQUEST  
FOR QUALIFICATIONS FOR A MASTER DEVELOPER FOR THE SEAVER FARMS  
PARCEL**

Supervisor Stumbo stated that this was presented to the Board at the March 21, 2017 work session. She asked Dick Carlisle of Carlisle Wortman to review the timeline. Mr. Carlisle stated the RFQ would be finalized and then reviewed by the Township attorney. He said there is a list of developers they are planning to send the RFQ to, as well as planning to advertise the RFQ with a press release. He said there will be a mandatory pre-proposal meeting, followed by at least a thirty day time period before proposals would be due. He also said that once proposals are received, each would be vetted and a short list created that would be presented to the Board. Mr. Carlisle stated this is a process that will take some time.

Trustee Eldridge asked if the Board could receive a list of all developers who submitted proposals. Mr. Carlisle stated that would not be a problem.

Supervisor Stumbo spoke about a process she was aware of used by the Ypsilanti Area Visitors and Convention Bureau. They had recently conducted a professional services RFQ, and when the top four were presented, they were done so without including who the proposals were from so that the choice was made based on merit alone. Supervisor Stumbo asked could this be done with this RFQ, and Mr. Carlisle stated that could definitely be discussed as a possibility.

Trustee Ross Williams asked if it could be included in the master agreement that a certain portion of firms used in the development be from the Township and if we

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE APRIL 4, 2017 WORK SESSION  
PAGE 5**

could stipulate that a certain portion be minorities. Mr. Carlisle stated that would be possible, but cautioned the Board on making the requirements too restrictive and making the parcel unmarketable. He stated that he would work with Attorney Winters on the best way to incorporate this request.

Attorney Winters stated there would be individual contracts with each firm doing work on the development and that may be where these topics are addressed.

Supervisor Stumbo asked if purchase prices would be a consideration in choosing a master developer. Mr. Carlisle stated this would be a very important component, along with what the developer is proposing, and does that fall in line with the Township's vision.

**4. REQUEST OF JEFF ALLEN, RESIDENTIAL SERVICES DIRECTOR FOR APPROVAL OF A CONTRACT WITH OHM TO OVERSEE CONSTRUCTION OF THE GREEN OAKS GOLF CART PATH IMPROVEMENTS IN THE AMOUNT OF \$11,456.50 BUDGETED IN LINE ITEM #584-584-000-701-000**

Jeff Allen stated this is to oversee the construction on the Green Oaks cart paths, if that is approved later in the agenda.

Supervisor Stumbo asked if the cart paths improvements were bid out and Mr. Allen confirmed this was correct. Mr. Allen detailed the work that will take place.

Supervisor Stumbo stated this project is part of the capital improvement plan and will remove safety hazards at the course.

Trustee Ross Williams stated she was very glad to see this project was being done.

Supervisor Stumbo asked if Attorney Winters had reviewed the contract and Mr. Allen stated he would make sure that it was reviewed by our Attorney.

Clerk Lovejoy Roe stated that since there was no contract yet with Best Asphalt, the motion would need to be updated to state contingent upon the development of the contract and attorney review of the contract.

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE APRIL 4, 2017 WORK SESSION  
PAGE 6**

**5. REQUEST OF JEFF ALLEN, RESIDENTIAL SERVICES DIRECTOR TO RETAIN ARCHITECTURAL PROFESSIONAL SERVICES WITH HOBBS AND BLACK TO DESIGN COURT SECURITY SYSTEM FOR 14B DISTRICT COURT, DEVELOP BID DOCUMENTS AND ADMINISTER BID PROCESS AND OVERSEE CONSTRUCTION IN AN AMOUNT NOT TO EXCEED \$20,000.00 BUDGETED IN LINE ITEM #236-136-000-974-025**

Jeff Allen spoke about a meeting with the three full time officials about working with an architect to set up a security screening service for 14B Court. He stated that they had obtained three quotes for this service, but those quotes were for a set up that had people entering through the main door to the Civic Center. Mr. Allen stated they would like to hire Hobbs and Black because it was the opinion that they would be able to most effectively review the needs of the court and implement those needs.

Mark Nelson, 14B District Court Magistrate stated that meetings on this topic had been conducted as early as two years ago. He stated what they are looking for is screenings at the entrance to the court to ensure people are not bringing weapons or other contraband into the court.

Supervisor Stumbo asked if the recommendation would be brought back to the Board and Mark Nelson stated that it would.

Supervisor Stumbo asked about a safety audit that was conducted by Michigan Supreme Court that stated these safety upgrades were needed. Mark Nelson confirmed these security upgrades were recommended in that audit.

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE APRIL 4, 2017 WORK SESSION  
PAGE 7**

**6. REQUEST FOR APPROVAL OF A COMMUNITY TOURISM ACTION PLAN (CTAP) GRANT APPLICATION FOR ROSIE THE RIVETER GUINNESS WORLD RECORD EVENT IN THE AMOUNT OF \$10,000.00 AND FOR A MATCHING FUND CONTRIBUTION OF \$1,000.00 BUDGETED IN LINE ITEM #230-751-000-880-000**

Supervisor Stumbo stated we have received this grant in the past. She said this would be for the Rosie World Record event on October 14, 2017 at the EMU Convocation Center. She also stated planning had already started for this event and everyone would be kept updated.

**OTHER BUSINESS**

There was no other business discussed.

**AUTHORIZATIONS AND BIDS**

**1. REQUEST OF JEFF ALLEN, RESIDENTIAL SERVICES DIRECTOR TO AWARD THE LOW BID FOR THE GREEN OAKS GOLF CART PATH IMPROVEMENTS TO BEST ASPHALT IN THE AMOUNT OF \$257,837.00 WITH A CONTINGENCY AMOUNT OF \$15,000.00 FOR A TOTAL OF \$272,837.00 BUDGETED IN LINE ITEM #584-584-000-971-000**

Jeff Allen stated that there was a contingent amount of \$15,000.00 being recommended by OHM. Mr. Allen stated that he felt it was important to keep the contingent amount in case of any problems. Treasurer Doe asked why there was no contingency in the bid. Mr. Allen stated it was hard to determine the low bidder when the contingency amounts being bid could be all different.

Treasurer Doe stated that construction was scheduled from 7am to 7pm and asked if OHM would be present during this entire time. Mr. Allen responded that he asked OHM to not do full supervision on the project and focus on measurable items, such as placement of the asphalt.

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE APRIL 4, 2017 WORK SESSION  
PAGE 8**

Trustee Eldridge asked if the other bid prices could be provided. Mr. Allen stated they could. Mr. Allen pointed out that the bids were in the packet and Trustee Eldridge indicated this information was sufficient for his question.

Trustee Ross Williams asked about the Davis Bacon Act and what the prevailing wages were. Attorney Winters stated there is a publication from the Washtenaw County Clerk's office that details this information with the different classifications of laborers.

Supervisor Stumbo stated that Matt Park's from OHM had estimated the project at \$250,000.00 and the low bid was very close. She stated the bids were better this time due to the time of the bids and the project.

Matt Parks, OHM arrived at the work session. He stated that he set the contract up in a not to exceed amount. He felt there would be supervision needed in the morning for approximately an hour and again in the evening. He said that he was assuming four hours per day, if there were any additional questions during the day that OHM staff needed to return to answer.

Treasurer Doe asked about a statement in the contract referencing bidding assistance and hadn't the Township already paid OHM to administer the bid. Mr. Parks stated this was to prepare the execution of the contract for Best Asphalt and the Township to sign if the low bid was awarded by the Board.

Supervisor Stumbo asked if this project was bid requiring prevailing wage and Mr. Park's confirmed that was correct.

Supervisor Stumbo asked when the work was expected to start. Mr. Parks stated he felt they could start within two and a half to three weeks.

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE APRIL 4, 2017 WORK SESSION  
PAGE 9**

- 2. REQUEST OF JEFF ALLEN, RESIDENTIAL SERVICES DIRECTOR TO AWARD THE LOW BID FOR THE COMMUNITY CENTER ROOF REPLACEMENT PROJECT SECTION A TO ROYAL ROOFING IN THE AMOUNT OF \$104,477.00 AND TO APPROVE THE ADDITIONAL WORK OF ADDING SEALER TO A BLOCK WALL ON THE FRONT OF THE COMMUNITY CENTER IN THE AMOUNT OF \$2,322.00 FOR A TOTAL OF \$106,799.00 BUDGETED IN LINE ITEM #212-970-000-976-008**

Jeff Allen stated that Royal Roofing was the low bidder and is the nation's largest roofing company. Mr. Allen stated that a contract would be provided for Attorney Winter's review if the Board awarded the low bid.

Mr. Allen also gave information on a staging area that would need to be used at the Community Center for the work. He also stated that AAATA would be contacted to move the bus stop at the Community Center for approximately two weeks.

Supervisor Stumbo asked who the Garland Company is and Jeff Allen stated they were our roofing consultants.

Treasurer Doe asked about the wall shown in the pictures and if that should be scraped. Mr. Allen stated that was part of the additional work being requested in the motion.

- 3. REQUEST TO WAIVE THE FINANCIAL POLICY AND AWARD THE LOW QUOTE TO SPARTAN DISTRIBUTORS FOR THE PURCHASE OF A TORO GROUNDSMASTER 7200 IN THE AMOUNT OF \$17,927.35 AND A HARPER TURBO VAC TV40 RE IN THE AMOUNT OF \$21,742.00 FOR A TOTAL AMOUNT OF \$39,669.35 BUDGETED IN LINE ITEM #584-584-000-971-000**

Clerk Lovejoy Roe stated that in working with Tim Smith, Golf Course Superintendent they were able to reduce the amount of equipment needed to be purchased because of equipment that is being repaired instead. Clerk Lovejoy Roe stated that Mr. Smith had gotten three quotes for each piece of equipment and that the lowest quotes were also through the National IPA which is a national organization that does bid equipment purchases, but is not yet recognized in the

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE APRIL 4, 2017 WORK SESSION  
PAGE 10**

Township's financial policy. Because of this, she said it is being requested to waive the financial policy.

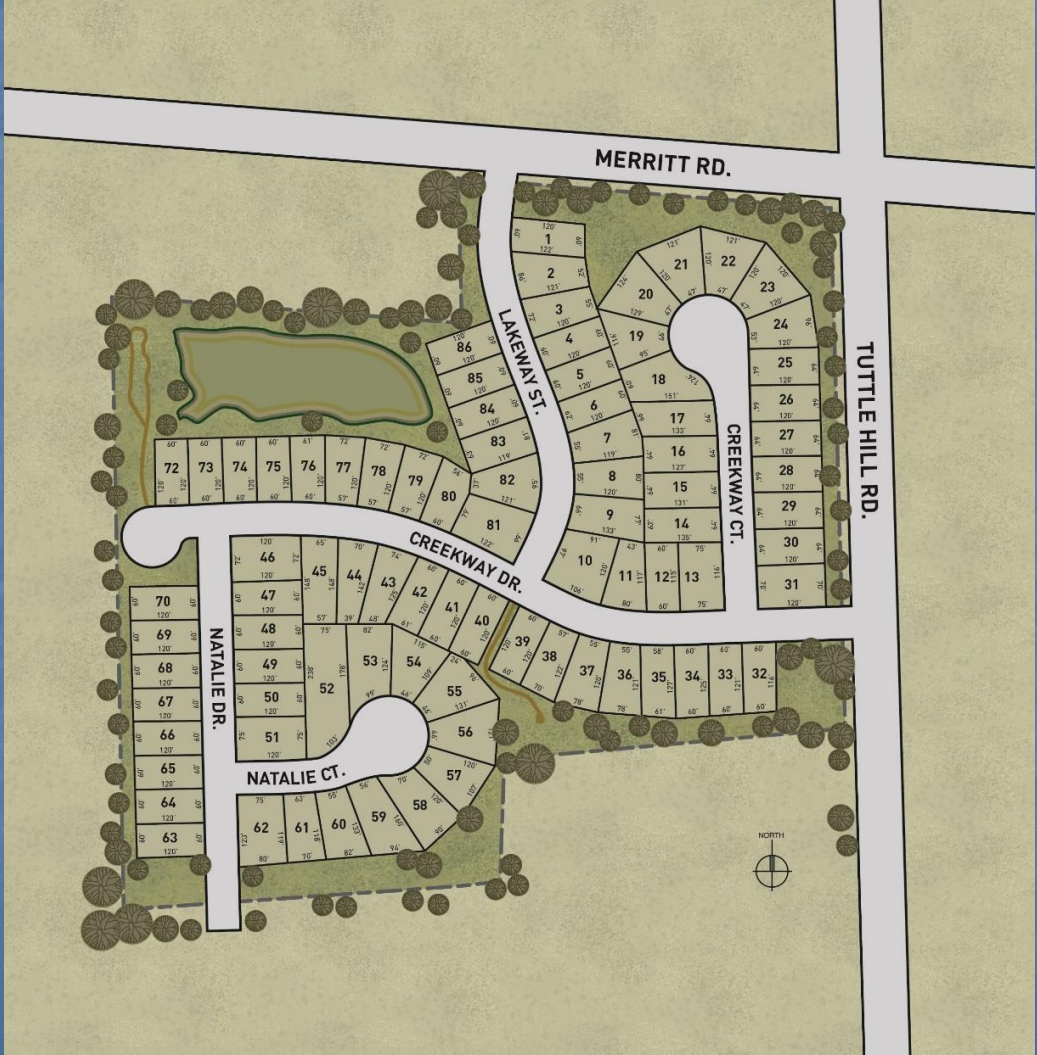
The meeting was adjourned at approximately 6:27p.m.

Respectfully Submitted,

Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti

# Presentation to: Ypsilanti Township Board of Trustees

## Manors at Creekside Village



Tuesday, April 4, 2017



# Agenda

- Introduction to Lombardo Homes
  - Who we are
  - Where we are
  - What we believe
- Manors at Creekside Village
  - Status of Manors
  - Home plans offered
  - Sales updates
    - Manors, Creekside Village South and Majestic Lakes
  - Thank you for release of 5 building permits
  - Request approval of Development Agreement

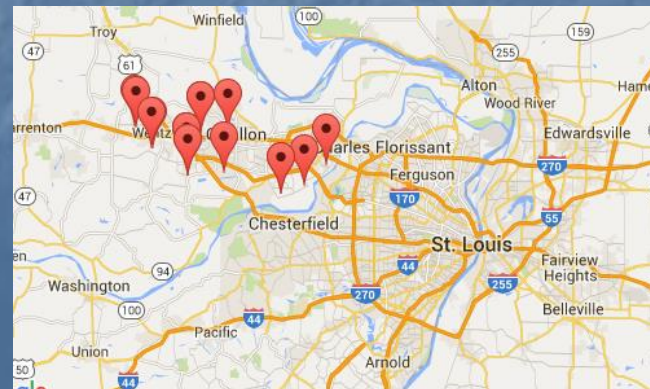
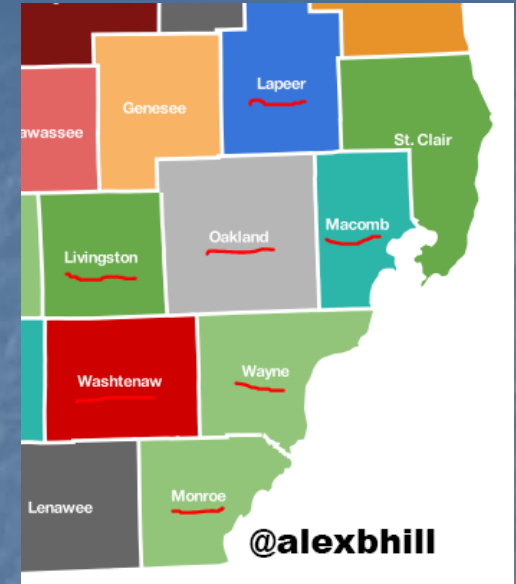
*My objective tonight is to accomplish this in 10 minutes or less...*

- Questions

# Lombardo Homes

## ■ Maybe you knew...maybe you didn't

- Founded in 1961; now 2<sup>nd</sup> generation ownership
- Presence in 7 counties in SE Michigan
- Developed > 15, 000 sf lots
- 2,400 market-rate apartment units
- Current structure for 400 homes per year
- Expanded to St. Louis in 2011
- Cranbrook Custom Homes in 2011



# Lombardo Homes

## What we believe – Our Vision

- *To positively impact the lives we touch*
  - Will Freeman – 2016 Employee of the Year!
  - Pre-submittal meetings with residents
  - Michigan War Dog Memorial
  - St. Baldrick's
  - Even where we sit at public meetings
  - We try to have fun!



**SB** Conquer Childhood Cancers

### Fundraising

Your donation to the St. Baldrick's Foundation will fund lifesaving children's cancer research. Find out more

**\$305,857** \$300,000 GOAL

[Donate](#) By Phone: (888) 899-2253  
[Download Donation Form](#)

### Top Participants

[View All \(445\)](#)

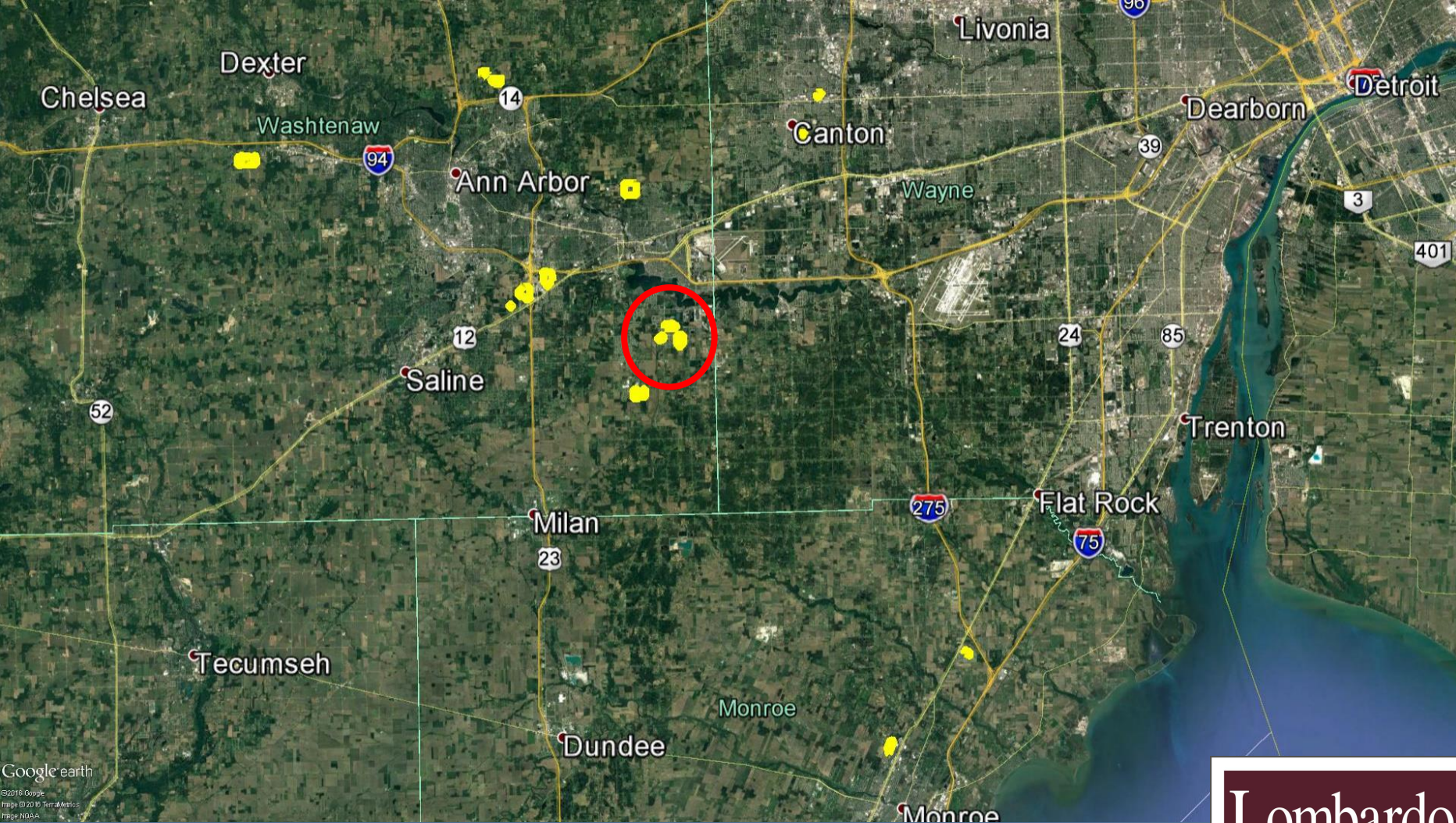
1. Dave Hamilton	\$26,225.00
2. Michael Fiscus	\$10,155.00
3. Justin J.	\$7,651.00

### Top Teams

[View All \(54\)](#)

1. Team Lombardy	\$62,357.00
2. Washington Lions	\$35,665.44
3. Bald Bulldogs	\$15,626.00

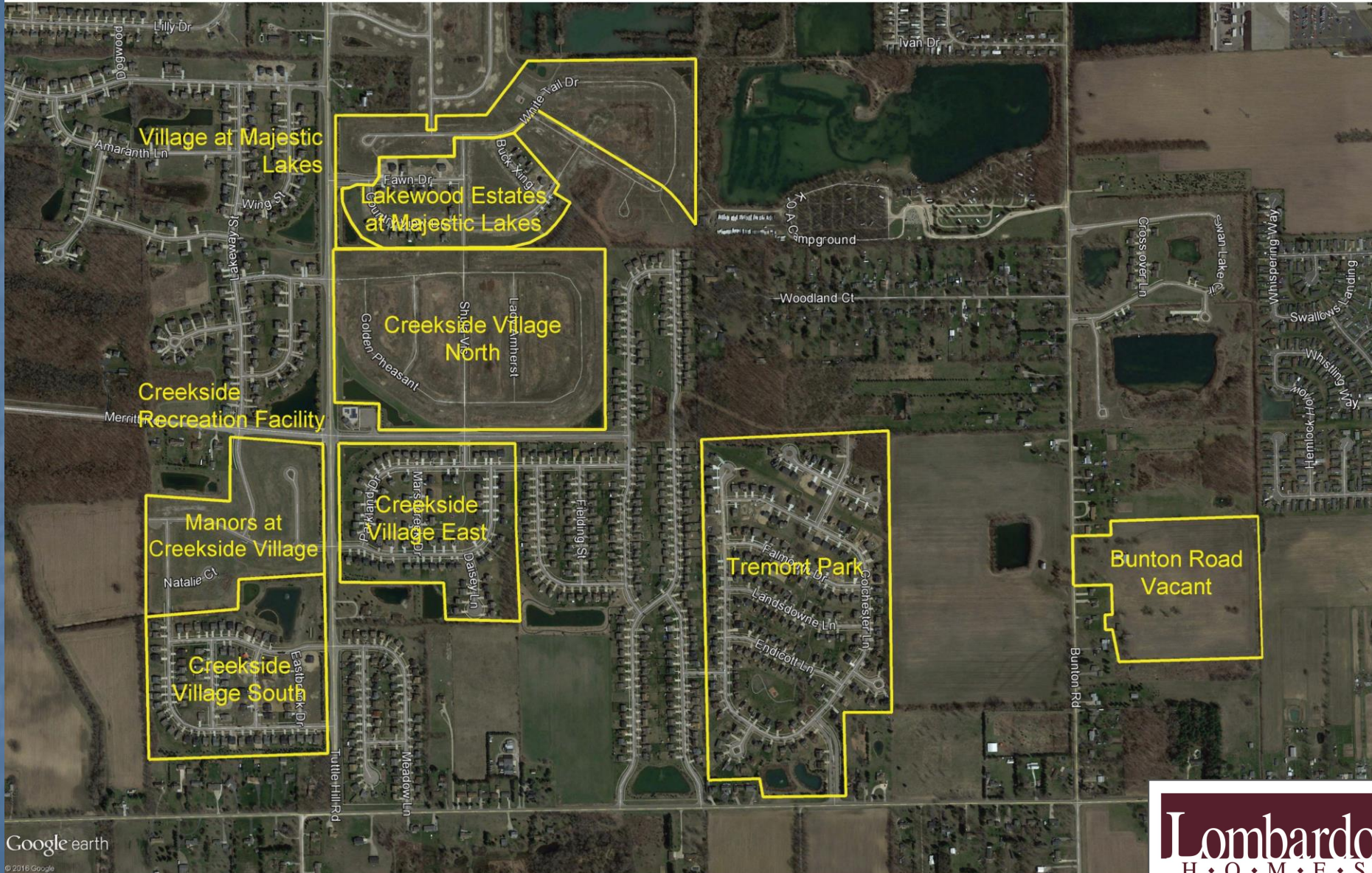
# Lombardo Homes – Regional Presence



Google earth  
©2016 Google  
Image ©2016 TerraMetrics  
Image NOAA

**Lombardo**  
H • O • M • E • S  
Over 50 Years of Excellence

# Lombardo Homes – In Ypsilanti Township



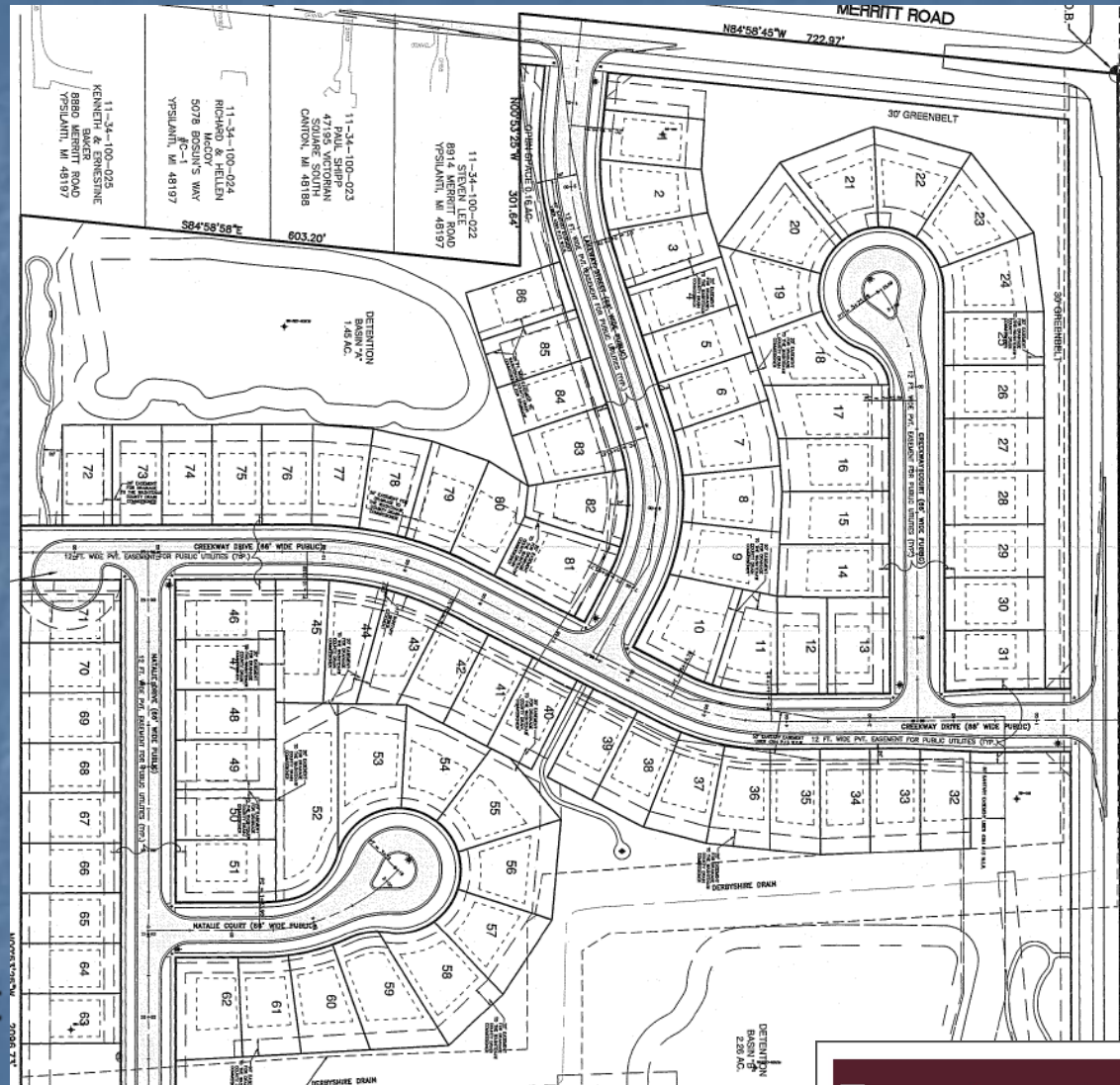
# Lombardo Homes – Status of Improvements

## Completed

- CV South – SOLD OUT!
- Public water (YCUA)
- Public sanitary (YCUA)
- Public streets (WCRC)
- Public storm (WCWRC)
- Storm water basin
- Developer's sidewalk
- Site grading
- ROW vegetation

## Nearly Completed

- Landscaping (LOC)
- Street trees (Cash)
- Development Agreement
  - Draft provide by twp.
  - Requesting approval tonight!**



# Manors at Creekside Village – Plans Offered

Nature Series  
**THE FRANKLIN**

1,376-1,658 Sq. Ft. | 3 Bedrooms | 2 Baths

Lombardo  
H • O • M • E • S



Craftsman



European Romantic



American Traditional



American Classic

Nature Series  
**THE BROOKE**

1,687-2,055 Sq. Ft. | 3 Bedrooms | 2 Baths

Lombardo  
H • O • M • E • S



European Romantic



Early American



Craftsman



American Traditional



American Country

Rev. 11/18/16

13001 23 Mile Road, Suite 200 | Shelby Township, MI 48315 | (888) 9-LOMBARDO | LombardoHomes.com



Rev. 9/27/16

13001 23 Mile Road, Suite 200 | Shelby Township, MI 48315 | (888) 9-LOMBARDO

Lombardo  
H • O • M • E • S

Over 50 Years of Excellence

Ranch plans only

# Lombardo Homes

## Manors at Creekside Village

- Sales status
- 11 sold
  - \$225,200 ave. sales price
  - \$253,900 max. (so far!)
- — 4 customer reservations

## Creekside Village South

- SOLD OUT!!!
  - \$209,500 ave. first 5 sold
  - \$224,800 ave. last 5 sold
  - \$251,205 max. sale price

## Majestic Lakes

- 15 sold
  - \$265,000 ave. sales price
  - \$292,100 max. (so far!)
- 1 customer reservation



- = Spec
- = Closed
- = Sold
- = Unreleased
- = Available
- = Customer Reserved

## Manors at Creekside Site Map

STATUS March 15th, 2017




Obtained building permits for  
lots 69, 48, 68, 29 and 30



Rev 3/31/14

This artist's rendering is for illustrative purposes only. All dimensions are approximate. All features and amenities, trees, water bodies, rivers, ponds, ditches, playgrounds, swimming pools, recreational facilities, pathways, sidewalks, manmade, may or may not be built and are not guaranteed by the developer or builder. Please contact the Sales Office for more information on community features and amenities and exact home site dimensions.



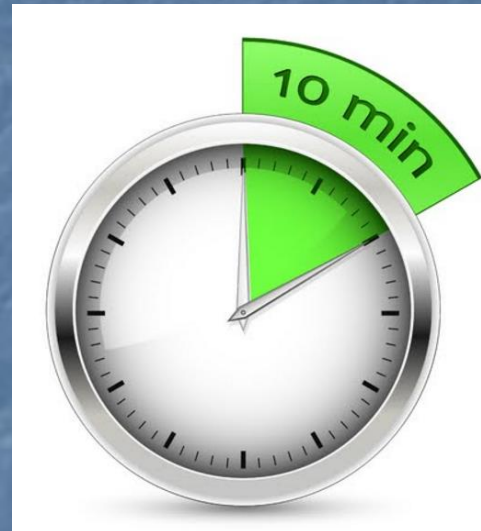
Over 50 Years of Excellence

# Manors at Creekside Village – Fall 2016





THANK YOU



How did we do on time?

**Questions**

# Lombardo Homes

## ■ Notes:

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