

**CHARTER TOWNSHIP OF
YPSILANTI BOARD OF TRUSTEES**

Supervisor

BRENDA L. STUMBO

Clerk

KAREN LOVEJOY ROE

Treasurer

LARRY J. DOE

Trustees

STAN ELDRIDGE

HEATHER JARRELL ROE

MONICA ROSS WILLIAMS

JIMMIE WILSON, JR.

May 15, 2018

Work Session – 5:00 p.m.

Regular Meeting – 7:00 p.m.

**Ypsilanti Township Civic Center
7200 S. Huron River Drive
Ypsilanti, MI 48197**

DEPARTMENTAL REPORTS

14-B District Court

Revenue Report for April 2018

General Account

Account Number
Due to Washtenaw County
(101-000-000-214.222) **\$4,032.17**

Due to State Treasurer

Civil Filing Fee Fund (MCL 600.171): \$16,947.00
State Court Fund (MCL 600.8371): \$1,860.00
Justice System Fund (MCL 600.181): \$25,110.08
Juror Compensation Reimbursement Fund:
 Civil Jury Demand Fee (MCL 600.8371): \$10.00
 Drivers License Clearance Fees (MCL 257.321a): \$2,700.00
Crime Victims Rights Fund (MCL 780.905): \$6,975.00
Judgment Fee (Dept. of Natural Resources): \$0.00
E-File Fee (228.56): \$4,755.00
Due to Secretary of State
(101-000-000-206.136) \$2,700.00

Total: **\$61,057.08**

Due to Ypsilanti Township

Court Costs (101-000-000-602.136): \$46,807.15
Civil Fees (101-000-000-603.136): \$14,258.00
Probation Fees (101-000-000-604.000): \$9,826.40
Ordinance Fines (101-000-000-605.001): \$64,169.07
Bond Forfeitures (101-000-000-605.003): \$5,875.00
Interest Earned (101-000-000-605.004): \$0.00
State Aid-Caseflow Assistance (101-000-602.544): \$0.00
Expense Write-Off: \$0.00
Bank Charges (Expense - 101.136.000.957.000): (\$896.82)

Total: **\$140,038.80**

Total to General Account - (101.000.000.004.136): \$205,128.05

Escrow Account

(101-000-000-205.136)

Court Ordered Escrow: \$5,199.00
Bonds: \$16,364.52
Restitution: \$6,286.06

Total to Escrow Account - (101.000.000.205.136): \$27,849.58

		Year to Date	
	Prior Year Comparison		
Month	Revenue	Revenue	
	2017	2018	
January	\$ 120,611.62	\$ 109,316.31	
February	\$ 155,669.56	\$ 137,035.89	
March	\$ 182,041.34	\$ 143,323.89	
April	\$ 148,443.25	\$ 140,038.80	
May	\$ 162,945.87		
June	\$ 139,612.07		
July	\$ 140,495.57		
August	\$ 161,593.12		
September	\$ 145,006.23		
October	\$ 149,269.12		
November	\$ 126,239.85		
December	\$ 111,592.86		
Grant:	\$ 117,000.00		
Standardization			
Payment:	\$ 45,724.00	\$ 45,724.00	
Year-to Date			
Totals:	\$ 1,906,244.46	\$ 575,438.89	
Expenditure			
Budget:	\$ 1,486,200.32	\$ 1,680,537.00	
Difference:	\$ 420,044.14	\$ (1,105,098.11)	

14-B District Court

Monthly Disbursements

April 2018

Revenue received as a Fine for violation of a State Statute is disbursed to the Washtenaw County Treasurer, for library purposes.

Revenue received as a Fine for violation of a Township Ordinance and all Court Costs are disbursed to the Ypsilanti Township Treasurer. Local revenue also includes Probation oversight fees and Bond Forfeitures.

Revenue received as State Filing Fee, State Court Fund, Justice System Fund, Juror Compensation, Crime Victims Rights Fund and Dept. of Natural Resources Judgment Fee is forwarded to the State Treasurer.

Money received as Garnishment Proceeds, Criminal Bonds, Restitution, and Court Ordered Escrow are deposited in the Escrow Account of the Court.

All other revenues are transferred to the Ypsilanti Township Treasurer.

April 2018 Disbursements:

Washtenaw County:	\$ 4,032.17
State of Michigan:	\$ 61,057.08
Ypsilanti Township Treasurer:	\$140,038.80

TOTAL: \$205,128.05

Supervisor
BRENDA L. STUMBO
Clerk
KAREN LOVEJOY ROE
Treasurer
LARRY J. DOE
Trustees
STAN ELDRIDGE
HEATHER ROE
MONICA ROSS-WILLIAMS
JIMMIE WILSON, JR.



**Charter Township of Ypsilanti
Hydro Station**

**7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 544.3690
Fax: (734) 544.3626**

www.ytown.org

Date: May 2, 2018
To: Clerk's Office
CC:
From: Michael Saranen, Hydro Operation Manager

Subject: Monthly Report (activities in April 2018)

Activities:

Ford Lake Dam

General Operation Summary:

The Hydro Station continues to operate safely and continues to get routine safety inspections and preventive maintenance. Operators had 6 after hour call-ins for the month primarily for adjusting the lake level.

Average precipitation for the month of April is around 2.85", this year it was about 2.60" and production for the month was slightly above average.

Regulatory:

For 2018-

- update DSSMP
- A DSSMR- Submitted to FERC
- Owners Dam Safety Program Review (complete)
- EAP Training (completed)
- Part 12- recommendation plan (almost finished)
- WQ Report (preparing equipment for the season)
- Nuisance Plant Plan Report
- Wildlife Plan Report
- Historical Activity Report
- Gate Certification
- Security Review
- FERC Annual Safety inspection
- EAP annual update and test
- Spillway Assessment (reviewing comments from FERC)
- Annual DEQ lake Operation Monitoring Report (complete)

For 2019-

- EAP Table & Functional Exercise

Projects:

Concrete Maintenance (On Hold until 2019)

Repair small areas concrete damaged from exposure to ice and road salt. Repair exterior stairs and hand railing.

Generator #2 Turbine Bearing

In January 2018, the Board approved staff to gather quotes to replace the turbine bearing. Project has approval from the Board. James Luffel & Company has approved for the project. Scheduled for July 2018. The new bearing is being manufactured and on schedule per JL&C. Currently working on getting the US Ecology contract setup and crews scheduled in early July to clean the rooms.

River Coordination

Van Buren Twp. and French Landing Dam are considering lowering Belleville Lake in the fall of 2019. It will be important to look at the possible effects to the Hydro Station and the operations if Belleville Lake is to be lowered.

Operation Summary

2018	April	YTD	5 yr. Ave.
Precipitation ¹	2.60"	8.28"	31.47"
Days Online	30	119.8	353.3
Gross generation MWH (estimated)	1,434.604	4,834.064	9,201.715
Generation lost MWH (estimated)*	1.284	11.264	403.286
After Hour Call In			
Water levels	5	12	35
Mechanical/Electrical	1	1	4
Other	0	0	4
Totals	6	13	43

Recent History	2013	2014	2015	2016	2017
Precipitation total	40.87"	34.31"	25.27"	29.61"	27.30"
Days Online	345	355	345	359.5	362
Generation MWH (estimated)	8,991.285	9,745.999	7,723.040	8,803.436	10,744.816
Generation lost MWH (estimated)*	454.824*	643.164*	419.050*	229.798*	269.595*
After Hour Call In					
Water levels	44	43	32	31	26
Mechanical/Electrical	1	7	1	4	5
Other	0	15	1	2	3
Totals	45	67	34	37	34

¹Totals from Weather Underground – Ypsilanti Willow Run

*losses related to scheduled & unscheduled maintenance and water quality discharges.

Spilling Summary:

Releasing water from the sluice gates is primary to maintain lake level when flow exceeds the powerhouse. At certain times, we can use the gates to help keep the lake mixing to maintain oxygen levels (effectiveness depends on a number of factors) at the bottom of the lake.

The water quality monitoring begins on June 1st and will end on September 30th; operators monitor the water quality conditions and take readings as outline in the WQ Plan. The hydro discharges from the bottom gates to maintain run of river and/or help with water quality in Ford Lake. The Federal License requires we pass water with a minimum of 5mg/l of dissolved oxygen all the time. Therefore, spilling from the bottom gates in the summer for improving the lake is not always possible.

Sluice Gate Usage Summary:

2018	Current Year Days Spilled	Current Year Lost KWh*	Current Year Lost \$*	Prior Year Lost \$*
January	1.8	0	0	0
February	8.8	0	0	0
March	17.5	0	0	0
April	13.1	0	0	0
May				0
June				8,129
July				862
August				0
September				0
October				0
November				0
December				0
Totals	41.2	0	0	\$ 8,991

*estimated losses from diverting water away from generators for the purpose improving WQ.

Sargent Charles Dam

This dam continues to get routine safety inspections and appropriate maintenance.

The Sargent Charles Dam is due for the 5 year inspection in 2018. It has been requested that the State perform inspection and complete the report on the Twp. behalf. This is at no cost to the Twp.

Other

- Assist Residential Services with special projects
- Discuss confine space rescue with Fire Chief
- Attended Bi-annual HRWC Dam Operator meeting



WASHTENAW COUNTY OFFICE OF THE SHERIFF



JERRY L. CLAYTON
SHERIFF

2201 Hogback Road ♦ Ann Arbor, Michigan 48105-9732 ♦ OFFICE (734) 971-8400 ♦ FAX (734) 973-4624 ♦ EMAIL sheriff@ewashtenaw.org

MARK A. PTASZEK
UNDERSHERIFF

To: Brenda Stumbo, Ypsilanti Township Supervisor
From: Mike Marocco, Police Services Lieutenant
Cc: Mike Radzik, Ypsilanti Township Police Administrator & Ypsilanti Township Board
Keith Flores, WCSO Police Services Commander
Date: May 1, 2018
Re: April 1 2018 Police Services Monthly Report

In April of 2018, there were 3759 calls for service in Ypsilanti Township, which is a .18% increase in calls for service as compared to April of 2017.

OPERATIONS

During April of 2018, Patrol Operations has been efficient in handling calls for service, traffic enforcement and community engagement duties in pursuit of our total policy philosophy. We continue to focus on root cause issues and build on the success we have experienced within the community. As weather has improved we have seen an increase in Burglary and Larceny From Auto complaints. However, the rates in those crime categories are trending toward the lowered rates we have had over the past several years.

From a year to date perspective, comparing 2018 to the same period in 2017, we have several positive comparisons:

Robberies are down 41%
Motor Vehicle Theft is down 31%
Larcenies (all categories) are down 18%
Home Invasion / Burglaries are down 7%

That same period showed that Fraud increased by 13%. There are several different types of Fraud that are represented in the overall increase. However, the major contributor to the increase is a 48.5% increase in reported Identity Theft within Ypsilanti Township this year compared to last. The geography, expertise and time necessary to investigate this type of crime places significant pressure on resources.

YOUTH INITIATIVE

The Sheriff's Office continues to partner with courts, probation and social services to ensure that there is accountability beyond Sheriff's Office contact with the offenders that are consistently involved in crimes. The year to date reductions in burglaries, stolen autos and juvenile mischief complaints is directly related to the Sheriff's Office engagement of our juvenile population and their family structures.

We are currently finalizing the Summer of 2018 project that will focus on Juveniles and Neighborhoods within the community.

COMMUNITY ACTION TEAM

During the month of April, the Sheriff's Office executed narcotics related search warrants within Ypsilanti Township which resulted in seizures of narcotics, weapons and currency.

Our collaboration with the Michigan Department of Correction in reference to parole compliance continues to pay dividends. Fast reaction to tips regarding parolee misconduct as well as regular home visits are expected by the parolees that are living in Ypsilanti Township and surrounding areas.

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT



Month:	April
Year:	2018
Print Option:	Print Both Monthly and YTD
Include Unfounded:	No
Report Offenses:	Include All (1,2,3,4)
Attempted/Completed/NA:	Includes Attempted, Completed
City:	Ypsilanti Twp-YPT

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

For The Month Of April

Classification	Apr/2017	Apr/2018	%Change
09001 MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	1	0	-100%
10001 KIDNAPPING/ABDUCTION	1	0	-100%
11001 SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	2	4	100%
11002 SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	0	0	0%
11003 SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	0	1	0%
11004 SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	1	0	-100%
11005 SEXUAL PENETRATION OBJECT -CSC 1ST DEGREE	0	0	0%
11007 SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	0	1	0%
11008 SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	3	0	-100%
12000 ROBBERY	2	3	50%
13001 NONAGGRAVATED ASSAULT	43	37	-13.9%
13002 AGGRAVATED/FELONIOUS ASSAULT	21	28	33.33%
13003 INTIMIDATION/STALKING	3	4	33.33%
20000 ARSON	0	0	0%
22001 BURGLARY -FORCED ENTRY	11	8	-27.2%
22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	4	3	-25%
23001 LARCENY -POCKETPICKING	0	0	0%
23003 LARCENY -THEFT FROM BUILDING	15	9	-40%
23005 LARCENY -THEFT FROM MOTOR VEHICLE	15	32	113.3%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	6	6	0%
23007 LARCENY -OTHER	7	5	-28.5%
24001 MOTOR VEHICLE THEFT	7	5	-28.5%
24002 MOTOR VEHICLE, AS STOLEN PROPERTY	2	1	-50%
24003 MOTOR VEHICLE FRAUD	0	0	0%
25000 FORGERY/COUNTERFEITING	3	1	-66.6%
26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	14	14	0%
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	7	12	71.42%
26005 FRAUD -WIRE FRAUD	1	0	-100%
26007 FRAUD - IDENTITY THEFT	5	11	120%
27000 EMBEZZLEMENT	3	1	-66.6%
28000 STOLEN PROPERTY	0	2	0%
29000 DAMAGE TO PROPERTY	35	21	-40%
30001 RETAIL FRAUD -MISREPRESENTATION	0	0	0%
30002 RETAIL FRAUD -THEFT	8	8	0%
30003 RETAIL FRAUD -REFUND/EXCHANGE	0	0	0%
35001 VIOLATION OF CONTROLLED SUBSTANCE ACT	16	11	-31.2%
35002 NARCOTIC EQUIPMENT VIOLATIONS	8	6	-25%
36002 SEXUAL PENETRATION NONFORCIBLE -OTHER	0	1	0%
37000 OBSCENITY	2	0	-100%
40002 COMMERCIALIZED SEX -ASSISTING/PROMOTING PROSTITUTION	1	0	-100%
52001 WEAPONS OFFENSE- CONCEALED	3	4	33.33%
52003 WEAPONS OFFENSE -OTHER	1	1	0%
Group A Totals	251	240	-4.38%

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

For The Month Of April

Classification	Apr/2017	Apr/2018	%Change
22003 BURGLARY - UNLAWFUL ENTRY (NO INTENT)	2	1	-50%
26006 FRAUD -BAD CHECKS	0	0	0%
36004 SEX OFFENSE -OTHER	0	1	0%
38001 FAMILY -ABUSE/NEGLECT NONVIOLENT	6	3	-50%
38003 FAMILY -OTHER	0	0	0%
41002 LIQUOR VIOLATIONS -OTHER	2	4	100%
48000 OBSTRUCTING POLICE	6	10	66.66%
49000 ESCAPE/FLIGHT	1	1	0%
50000 OBSTRUCTING JUSTICE	9	11	22.22%
53001 DISORDERLY CONDUCT	4	0	-100%
53002 PUBLIC PEACE -OTHER	1	0	-100%
54001 HIT and RUN MOTOR VEHICLE ACCIDENT	2	3	50%
54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	24	23	-4.16%
55000 HEALTH AND SAFETY	1	4	300%
57001 TRESPASS	0	0	0%
57002 INVASION OF PRIVACY -OTHER	0	0	0%
59000 ELECTION LAWS	0	0	0%
62000 CONSERVATION	1	0	-100%
63000 VAGRANCY	0	0	0%
70000 JUVENILE RUNAWAY	6	8	33.33%
73000 MISCELLANEOUS CRIMINAL OFFENSE	2	7	250%
77000 CONSPIRACY (ALL CRIMES)	0	0	0%
Group B Totals	67	76	13.43%
2800 JUVENILE OFFENSES AND COMPLAINTS	43	35	-18.6%
2900 TRAFFIC OFFENSES	30	19	-36.6%
3000 WARRANTS	62	47	-24.1%
3100 TRAFFIC CRASHES	79	106	34.17%
3200 SICK / INJURY COMPLAINT	114	125	9.649%
3300 MISCELLANEOUS COMPLAINTS	729	802	10.01%
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	0	0	0%
3500 NON-CRIMINAL COMPLAINTS	1143	750	-34.3%
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	776	1135	46.26%
3800 ANIMAL COMPLAINTS	71	59	-16.9%
3900 ALARMS	161	165	2.484%
Group C Totals	3208	3243	1.091%
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	1	12	1100%
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	1	0%
4200 PARKING CITATIONS	1	4	300%
4300 LICENSE / TITLE / REGISTRATION CITATIONS	0	3	0%
4500 MISCELLANEOUS A THROUGH UUUU	3	1	-66.6%
Group D Totals	5	21	320%
5000 FIRE CLASSIFICATIONS	1	0	-100%

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

Group E Totals	1	0	-100%
6000 MISCELLANEOUS ACTIVITIES (6000)	41	30	-26.8%
6100 MISCELLANEOUS ACTIVITIES (6100)	146	120	-17.8%
6300 CANINE ACTIVITIES	10	3	-70%
6500 CRIME PREVENTION ACTIVITIES	13	16	23.07%
6600 COURT / WARRANT ACTIVITIES	0	0	0%
6700 INVESTIGATIVE ACTIVITIES	10	10	0%
Group F Totals	220	179	-18.6%
City : Ypsilanti Twp Totals	3752	3759	0.186%

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

Year To Date Through April

Classification	2017	2018	%Change
Group F Totals	0	0	0%
09001 MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	2	0	-100%
10001 KIDNAPPING/ABDUCTION	2	1	-50%
11001 SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	13	13	0%
11002 SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	3	2	-33.3%
11003 SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	2	1	-50%
11004 SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	1	0	-100%
11005 SEXUAL PENETRATION OBJECT -CSC 1ST DEGREE	1	0	-100%
11007 SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	2	2	0%
11008 SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	8	8	0%
12000 ROBBERY	17	10	-41.1%
13001 NONAGGRAVATED ASSAULT	182	162	-10.9%
13002 AGGRAVATED/FELONIOUS ASSAULT	65	74	13.84%
13003 INTIMIDATION/STALKING	18	15	-16.6%
20000 ARSON	1	1	0%
22001 BURGLARY -FORCED ENTRY	45	41	-8.88%
22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	12	12	0%
23001 LARCENY -POCKETPICKING	1	0	-100%
23003 LARCENY -THEFT FROM BUILDING	55	38	-30.9%
23005 LARCENY -THEFT FROM MOTOR VEHICLE	48	54	12.5%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	16	10	-37.5%
23007 LARCENY -OTHER	26	24	-7.69%
24001 MOTOR VEHICLE THEFT	42	29	-30.9%
24002 MOTOR VEHICLE, AS STOLEN PROPERTY	5	3	-40%
24003 MOTOR VEHICLE FRAUD	1	0	-100%
25000 FORGERY/COUNTERFEITING	7	8	14.28%
26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	35	37	5.714%
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	31	37	19.35%
26005 FRAUD -WIRE FRAUD	3	2	-33.3%
26007 FRAUD - IDENTITY THEFT	35	52	48.57%
27000 EMBEZZLEMENT	4	5	25%
28000 STOLEN PROPERTY	5	7	40%
29000 DAMAGE TO PROPERTY	104	65	-37.5%
30001 RETAIL FRAUD -MISREPRESENTATION	2	4	100%
30002 RETAIL FRAUD -THEFT	38	54	42.10%
30003 RETAIL FRAUD -REFUND/EXCHANGE	1	1	0%
35001 VIOLATION OF CONTROLLED SUBSTANCE ACT	68	53	-22.0%
35002 NARCOTIC EQUIPMENT VIOLATIONS	32	21	-34.3%
36002 SEXUAL PENETRATION NONFORCIBLE -OTHER	0	1	0%
37000 OBSCENITY	3	0	-100%
40002 COMMERCIALIZED SEX -ASSISTING/PROMOTING PROSTITUTION	1	0	-100%
52001 WEAPONS OFFENSE- CONCEALED	12	13	8.333%
52003 WEAPONS OFFENSE -OTHER	3	3	0%

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

Group A Totals	952	863	-9.34%
22003 BURGLARY - UNLAWFUL ENTRY (NO INTENT)	7	5	-28.5%
26006 FRAUD -BAD CHECKS	5	3	-40%
36004 SEX OFFENSE -OTHER	0	2	0%
38001 FAMILY -ABUSE/NEGLECT NONVIOLENT	19	8	-57.8%
38003 FAMILY -OTHER	1	1	0%
41002 LIQUOR VIOLATIONS -OTHER	8	13	62.5%
48000 OBSTRUCTING POLICE	35	40	14.28%
49000 ESCAPE/FLIGHT	4	1	-75%
50000 OBSTRUCTING JUSTICE	48	42	-12.5%
53001 DISORDERLY CONDUCT	16	4	-75%
53002 PUBLIC PEACE -OTHER	2	0	-100%
54001 HIT and RUN MOTOR VEHICLE ACCIDENT	13	19	46.15%
54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	82	79	-3.65%
55000 HEALTH AND SAFETY	10	10	0%
57001 TRESPASS	0	13	0%
57002 INVASION OF PRIVACY -OTHER	1	0	-100%
59000 ELECTION LAWS	1	0	-100%
62000 CONSERVATION	1	0	-100%
63000 VAGRANCY	1	0	-100%
70000 JUVENILE RUNAWAY	25	28	12%
73000 MISCELLANEOUS CRIMINAL OFFENSE	5	9	80%
77000 CONSPIRACY (ALL CRIMES)	1	0	-100%
Group B Totals	285	277	-2.80%
2800 JUVENILE OFFENSES AND COMPLAINTS	123	85	-30.8%
2900 TRAFFIC OFFENSES	120	82	-31.6%
3000 WARRANTS	217	197	-9.21%
3100 TRAFFIC CRASHES	441	509	15.41%
3200 SICK / INJURY COMPLAINT	448	539	20.31%
3300 MISCELLANEOUS COMPLAINTS	2578	2792	8.301%
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	4	1	-75%
3500 NON-CRIMINAL COMPLAINTS	4491	3230	-28.0%
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	3391	3738	10.23%
3800 ANIMAL COMPLAINTS	236	199	-15.6%
3900 ALARMS	715	610	-14.6%
Group C Totals	12764	11982	-6.12%
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	2	41	1950%
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	2	0%
4200 PARKING CITATIONS	4	24	500%
4300 LICENSE / TITLE / REGISTRATION CITATIONS	3	7	133.3%
4500 MISCELLANEOUS A THROUGH UUUU	12	16	33.33%
Group D Totals	21	90	328.5%
5000 FIRE CLASSIFICATIONS	2	0	-100%
Group E Totals	2	0	-100%

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

Year To Date Through April

Classification	2017	2018	%Change
6000 MISCELLANEOUS ACTIVITIES (6000)	137	140	2.189%
6100 MISCELLANEOUS ACTIVITIES (6100)	458	434	-5.24%
6300 CANINE ACTIVITIES	34	20	-41.1%
6500 CRIME PREVENTION ACTIVITIES	89	80	-10.1%
6600 COURT / WARRANT ACTIVITIES	3	0	-100%
6700 INVESTIGATIVE ACTIVITIES	35	41	17.14%
Group F Totals	756	715	-5.42%
City : Ypsilanti Twp Totals	14780	13927	-5.77%



Charter Township of Ypsilanti

7200 S. HURON RIVER DRIVE • YPSILANTI, MI 48197

SUPERVISOR BRENDA STUMBO • CLERK KAREN LOVEJOY ROE • TREASURER LARRY DOE
TRUSTEES: STAN ELDRIDGE • HEATHER JARRELL ROE • MONICA ROSS WILLIAMS •
JIMMIE WILSON, JR.

WORK SESSION AGENDA CHARTER TOWNSHIP OF YPSILANTI TUESDAY, MAY 15, 2018

5:00pm

**CIVIC CENTER
BOARD ROOM
7200 HURON RIVER DRIVE**

1. AGENDA REVIEW..... SUPERVISOR STUMBO
2. OTHER DISCUSSION BOARD MEMBERS

REVIEW AGENDA

- A. SUPERVISOR STUMBO WILL REVIEW BOARD MEETING AGENDA

OTHER DISCUSSION

- A. BOARD MEMBERS HAVE THE OPPORTUNITY TO DISCUSS ANY OTHER PERTINENT ISSUES



Charter Township of Ypsilanti

7200 S. HURON RIVER DRIVE • YPSILANTI, MI 48197

SUPERVISOR BRENDA STUMBO • CLERK KAREN LOVEJOY ROE • TREASURER LARRY DOE
TRUSTEES: STAN ELDRIDGE • HEATHER JARRELL ROE • MONICA ROSS WILLIAMS •
JIMMIE WILSON, JR.

REGULAR MEETING AGENDA

TUESDAY, MAY 15, 2018

7:00 P.M.

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE AND INVOCATION
3. PUBLIC COMMENTS
4. CONSENT AGENDA
 - A. MINUTES OF THE APRIL 17, 2018 WORK SESSION AND REGULAR MEETING, APRIL 24, 2018 SPECIAL MEETING AND CLOSED SESSION, MAY 2, 2018 SPECIAL MEETING AND CLOSED SESSION AND MAY 9, 2018 SPECIAL MEETING AND CLOSED SESSION
 - B. STATEMENTS AND CHECKS
 1. STATEMENTS AND CHECKS FOR MAY 1, 2018 IN THE AMOUNT OF \$533,946.56
 2. STATEMENTS AND CHECKS FOR MAY 15, 2018 IN THE AMOUNT OF \$827,638.06
 3. CLARITY HEALTH CARE DEDUCTIBLE ACH EFT FOR APRIL 2018 IN THE AMOUNT OF \$50,851.60
 4. CLARITY HEALTH CARE ADMIN FEE APRIL 2018 IN THE AMOUNT OF \$1,086.00
 - C. APRIL 2018 TREASURER'S REPORT
5. ATTORNEY REPORT
 - A. GENERAL LEGAL UPDATE

OLD BUSINESS

1. 2ND READING OF RESOLUTION 2018-07, PROPOSED ORDINANCE 2018-477, AN ORDINANCE TO AMEND CHAPTER 22 OF THE YPSILANTI CHARTER TOWNSHIP CODE OF ORDINANCES BY ADDING A NEW ARTICLE REQUIRING REGISTRATION OF COMMERCIAL AND INDUSTRIAL BUSINESSES
(FIRST READING HELD AT THE APRIL 17, 2018 REGULAR MEETING)
2. 2ND READING OF RESOLUTION 2018-11, PROPOSED ORDINANCE 2018-478, AN ORDINANCE AMENDING ORDINANCE NO. 74, TOWNSHIP ZONING ORDINANCE, SO AS TO REZONE 1250 EAST MICHIGAN AVENUE, BEING PARCEL ID# K-11-10-107-011, FROM ITS CURRENT B-3 (GENERAL BUSINESS) DISTRICT ZONING CLASSIFICATION TO IRO (INDUSTRIAL, RESEARCH, OFFICE) DISTRICT ZONING CLASSIFICATION
(FIRST READING HELD AT THE APRIL 17, 2018 REGULAR MEETING)

NEW BUSINESS

1. BUDGET AMENDMENT #9
2. REQUEST FOR LOCAL GOVERNMENT APPROVAL OF A SMALL WINE MAKER LICENSE FOR ROBERT G. JR. AND PAULA SAWITSKI TO BE LOCATED AT 6216 SWALLOW LANE
3. REQUEST APPROVAL OF METRO ACT APPLICATION OF LIGHTSPEED COMMUNICATIONS, LLC PER PUBLIC ACT 48 OF 2002
4. REQUEST APPROVAL OF THE YPSILANTI TOWNSHIP ECONOMIC DEVELOPMENT STRATEGY
5. REQUEST APPROVAL OF THE EAST MICHIGAN AVENUE AND ECORSE ROAD PLACEMAKING PLAN
6. REQUEST APPROVAL OF PROPOSAL WITH OHM FOR CONSTRUCTION SERVICES FOR THE FIRE STATION HQ PARKING LOT IMPROVEMENTS IN AN AMOUNT NOT TO EXCEED \$49,900.00 BUDGETED IN LINE ITEM #206-970-000-976-005
7. AMENDMENT TO ORIGINAL PROFESSIONAL SERVICES AGREEMENT WITH OHM FOR PROFESSIONAL ENGINEERING DESIGN SERVICES FOR ADDITIONAL WORK FOR THE GROVE ROAD PATHWAY EXTENSION IN AN AMOUNT NOT TO EXCEED \$10,680.00 BUDGETED IN LINE ITEM #212-212-000-997-007
8. REQUEST APPROVAL OF AGREEMENT BETWEEN THE CITY OF YPSILANTI, THE CHARTER TOWNSHIP OF YPSILANTI AND THE BOARD OF COUNTY ROAD COMMISSIONERS OF THE COUNTY OF WASHTENAW FOR EMERICK STREET PAVEMENT REMOVAL AND RESURFACING PROJECT BETWEEN GROVE RD. AND THE 1-94 SERVICE DRIVE IN THE AMOUNT OF \$55,000.00 BUDGETED IN LINE ITEM #101-446-000-818-022
9. REQUEST OF MARK NELSON, 14B COURT MAGISTRATE TO RENEW THE RANT SOFTWARE ANNUAL LICENSE FEE IN THE AMOUNT OF \$1,100.00 BUDGETED IN LINE ITEM #236-136-000-819-006
10. REQUEST OF MARK NELSON, 14B COURT MAGISTRATE FOR APPROVAL OF THE SECOND ADDENDUM TO THE MEMORANDUM OF UNDERSTANDING BETWEEN 14B DISTRICT COURT AND COURT INNOVATIONS INCORPORATED TO INCREASE THE MONTHLY FEE BY \$405.00 AND A SET UP FEE OF \$1,500.00 BUDGETED IN LINE ITEM #236-136-000-819-006
11. REQUEST TO WAIVE THE FINANCIAL POLICY AND APPROVE THE PROPOSAL FROM INNOVATIVE ENVIRONMENTAL SOLUTIONS, INC. FOR SOIL TESTING OF FUEL SYSTEM REMOVAL AT THE CIVIC CENTER IN THE AMOUNT OF \$11,950.00 BUDGETED IN LINE ITEM #101-265-000-931-020
12. REQUEST APPROVAL OF 2018 YPSILANTI TOWNSHIP THIRD AGREEMENT WITH THE WASHTENAW COUNTY ROAD COMMISSION FOR IMPROVEMENTS TO LOCAL TOWNSHIP ROADS IN THE AMOUNT OF \$583,561.20 BUDGETED IN LINE ITEM #101-446-000-818-022

13. REQUEST APPROVAL OF EASEMENT AGREEMENT BETWEEN YPSILANTI TOWNSHIP, WILLOW RUN ARSENAL OF DEMOCRACY LANDHOLDINGS LIMITED PARTNERSHIP (WRAD), AND AMERICAN CENTER FOR MOBILITY (ACM)
14. REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR AUTHORIZATION TO SEEK LEGAL ACTION IF NECESSARY TO ABATE PUBLIC NUISANCE FOR PROPERTY LOCATED AT 1138 LEVONA ST., 1252 WOODGLEN AVE., 7058 HOGAN DR., AND 835 GEORGE PLACE/665 NORTH MIAMI AVENUE IN THE AMOUNT OF \$0,000.00 BUDGETED IN LINE ITEM #101-950-000-801-023
15. REQUEST OF MIKE RADZIK, OCS DIRECTOR TO APPROVE TWO CONTRACTS WITH THE WASHTENAW COUNTY SHERIFF'S OFFICE TO FACILITATE COLLABORATIVE SHARING OF SCHOOL RESOURCE DEPUTIES FOR SUMMER MONTHS WITH LINCOLN CONSOLIDATED SCHOOLS AND YPSILANTI COMMUNITY SCHOOLS IN THE AMOUNT OF \$45,701.00 BUDGETED IN LINE ITEM #266-301-000-831-008
16. REQUEST APPROVAL OF AGREEMENT WITH THE WASHTENAW COUNTY ROAD COMMISSION FOR THE FOLEY AVENUE CDBG LOCAL ROAD PROJECT IN THE AMOUNT OF \$211,700.00 WITH A MINIMUM OF \$130,000.00 FROM CDBG FUNDS AND \$81,7000.00 FUNDED BY THE TOWNSHIP BUDGETED IN LINE ITEM #101-446-000-818-022
17. REQUEST APPROVAL OF PURCHASE AGREEMENT WITH DTE FOR THE LED CONVERSION OF ONE HUNDRED AND FIVE (105) LIGHTS AT VARIOUS LOCATIONS THROUGHOUT YPSILANTI TOWNSHIP IN THE AMOUNT OF \$61,079.60 BUDGETED IN LINE ITEM #101-956-000-926-050
18. REQUEST TO SET A PUBLIC HEARING DATE OF TUESDAY, JUNE 19, 2018 AT APPROXIMATELY 7:00PM – CREATION OF STREETLIGHT SPECIAL ASSESSMENT DISTRICT #211 CREEKSIDE VILLAGE WEST-2

AUTHORIZATIONS AND BIDS

1. REQUEST OF TRAVIS MCDUGALD, IS MANAGER FOR APPROVAL TO SEEK REQUESTS FOR PROPOSALS FOR THE INSTALLATION OF A CELLULAR REPEATER SYSTEM FOR THE TOWNSHIP CIVIC CENTER AND 14B COURT
2. REQUEST TO AWARD LOW BID FOR FIRE STATION HQ PARKING LOT IMPROVEMENTS TO DOAN CONSTRUCTION IN THE AMOUNT OF \$360,466.66 WITH A CONTINGENCY AMOUNT OF \$36,000.00 FOR A TOTAL OF \$396,466.66 BUDGETED IN LINE ITEM #206-970-000-976-005
3. REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR AUTHORIZATION TO WAIVE THE FINANCIAL POLICY AND ACCEPT A BID FROM A.R. TOTAL CONSTRUCTION FOR A VARIETY OF MAINTENANCE WORK AT THE POLICE FACILITY LOCATED AT 1405 HOLMES RD. IN AN AMOUNT NOT TO EXCEED \$25,000.00 BUDGETED IN LINE ITEM #266-301-000-931-011

OTHER BUSINESS

PUBLIC COMMENTS

CONSENT AGENDA

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE APRIL 17, 2018 WORK SESSION MEETING**

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 Lovejoy Roe, Treasurer Doe, Trustees: Stan Eldridge, Heather Jarrell Roe, Monica Ross-Williams and Jimmie Wilson, Jr.

Members Absent: none

Legal Counsel: Wm. Douglas Winters

**1. SEMCOG PRESENTATION.....AMY MALMER & GRANT BROOKS
(see attached)**

Grant Brooks, Membership Specialist gave an overview of SEMCOG to the Board. He explained recent planning activities and their efforts for implementing these plans in Ypsilanti Township through a slide-show presentation. Mr. Brooks stated SEMCOG is celebrating their fifty-year anniversary. He said Ypsilanti Townships' delegate for SEMCOG is Trustee Jarrell Roe and the alternate is Treasurer Doe.

Amy Malmer, Membership Manager explained some of the regional plans that SEMCOG had recently worked on. She said they developed the regions' transportation plan, which prioritized spending on the regions roads, transit, walking and biking trails at a cost of just under one billion dollars per year. She said these transportation projects are critical to preserve jobs and the economy and improve delivery of services, goods and freight. Ms. Malmer said they work closely with the County Road Commission and WATS to collect, share and analyze data on traffic counts, pavement conditions, and traffic crashes all of which help to prioritize projects within the county and the larger SEMCOG region. She said the Regional Transportation Plan is implemented through the Transportation Improvement Program (TIP). She said the TIP was a collection of projects that improves the quality and reliability of the transportation system for all users as well as it supports our economic prosperity. She explained that in Ypsilanti Township in 2017 the majority of the funds were spent on roadway safety and operations. Ms.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE APRIL 17, 2018 WORK SESSION MEETING
PAGE 2**

Malmer stated from 2018-2020 another \$1.8 million would be invested for projects in Ypsilanti Township.

Trustee Wilson asked if SEMCOG was involved with any recreation projects. Ms. Malmer stated they just launched a Parks and Recreation task force, which would be guiding SEMCOG's work and looking throughout the region where we have facilities and where there were gaps. She said they would then focus on filling in those gaps. She said Trustee Ross-Williams was serving on the Parks and Recreation Task Force.

Supervisor Stumbo asked if they had discussed regional recycling. Ms. Malmer stated they have served on County Solid Waste Committees and participated with them but did not have their own task force.

Ms. Kaiser, Township Resident asked if they were involved with the regional transit project for the five counties. Ms. Malmer stated they work closely with them but they are a separate organization. Ms. Kaiser stated she was opposed to the regional transit project.

2. AGENDA REVIEW.....BRENDA STUMBO

CONSENT AGENDA

A. MINUTES OF THE APRIL 3, 2018 WORK SESSION AND REGULAR MEETING

B. STATEMENTS AND CHECKS

- 1. STATEMENTS AND CHECKS FOR APRIL 17, 2018 IN THE AMOUNT OF \$1,198.607.84**
- 2. CLARITY HEALTH CARE DEDUCTIBLE ACH EFT FOR MARCH 2018 IN THE AMOUNT OF \$62,059.56**

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE APRIL 17, 2018 WORK SESSION MEETING
PAGE 3**

- 3. CLARITY HEALTH CARE ADMIN FEE MARCH 2018 IN THE AMOUNT OF \$1,077.00**

ATTORNEY REPORT

- 1. GENERAL LEGAL UPDATE – (provided under Other Business)**

OLD BUSINESS

- 1. REQUEST OF BRIAN MCCLEERY, ASSISTANT ASSESSOR FOR AUTHORIZATION TO ENTER INTO NEGOTIATIONS TO SELL YPSILANTI TOWNSHIP OWNED PROPERTY LOCATED AT 138 S. HARRIS RD PARCEL ID K#11-10-180-007 (TABLED AT THE APRIL 3, 2018 REGULAR MEETING)**

Brian McCleery, Assistant Assessor sent a letter requesting this be removed from the agenda.

Trustee Eldridge asked why Mr. McCleery wanted this removed. Supervisor Stumbo stated the church next door had asked to purchase the lot but it turned out a group interested in purchasing the church was interested in the lot.

NEW BUSINESS

- 1. BUDGET AMENDMENT #8**

Trustee Ross-Williams questioned the environmental services fund increase of 680%. Supervisor Stumbo stated we briefly talked about that during Evan Pratts' presentation at the last meeting. She said we take our recycling to a MRF (Materials Recycling Facility) and they separate the materials. She said if there was a market for the recyclables, they sell them and we get money back from the recyclables which we do not currently get revenue from our recyclables. Supervisor Stumbo stated the rate to drop it off at the MRF has increased.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE APRIL 17, 2018 WORK SESSION MEETING
PAGE 4**

- 2. REQUEST OF ERIC COPELAND, FIRE CHIEF FOR APPROVAL OF AUTOMATIC MUTUAL AID AGREEMENT WITH THE VAN BUREN TOWNSHIP FIRE DEPARTMENT (Discussed Later in Meeting)**

- 3. 1ST READING OF RESOLUTION 2018-07, PROPOSED ORDINANCE 2018-477, AN ORDINANCE TO AMEND CHAPTER 22 OF THE YPSILANTI CHARTER TOWNSHIP CODE OF ORDINANCES BY ADDING A NEW ARTICLE REQUIRING REGISTRATION OF COMMERCIAL AND INDUSTRIAL BUSINESSES**

Supervisor Stumbo stated the need for this ordinance had been discussed for about ten years. She said this ordinance requires businesses to register with the OCS Department.

Trustee Ross-Williams asked if there was a registration fee. Supervisor Stumbo stated the registration fee was for all new businesses.

Charlotte Wilson, Planning and Development Coordinator stated the existing businesses could scan the form and email it in and there would be no fee involved.

Trustee Eldridge asked if this included home based businesses. Ms. Wilson stated not at this time.

Trustee Ross-Williams asked if all the businesses would be listed on the website. Ms. Wilson said they all would be on the website.

- 4. RESOLUTION 2018-10, PROFESSIONAL SERVICE FEES FOR TOWNSHIP, ATTORNEY, PLANNER ENGINEER AND FIRE DEPARTMENT**

Charlotte Wilson, Planning and Development Coordinator stated she has the current and new fee schedule if anyone was interested in seeing it. She said the new format was easier to use for developers and staff.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE APRIL 17, 2018 WORK SESSION MEETING
PAGE 5**

- 5. 1ST READING OF RESOLUTION 2018-11, PROPOSED ORDINANCE 2018-478, AN ORDINANCE AMENDING ORDINANCE NO. 74, TOWNSHIP ZONING ORDINANCE, SO AS TO REZONE 1250 EAST MICHIGAN AVENUE, BEING PARCEL ID# K-11-10-107-011, FROM IT'S CURRENT B-3 (GENERAL BUSINESS) DISTRICT ZONING CLASSIFICATION TO IRO (INDUSTRIAL, RESEARCH, OFFICE) DISTRICT ZONING CLASSIFICATION**

Charlotte Wilson, Planning and Development Coordinator explained why the zoning in this area was proposed to be changed.

Carlos Martinez, GM&T Engineering, Inc. owner and Ypsilanti Township resident, petitioned for this zoning change so he could move his business from Plymouth to Ypsilanti. He said NASA certified his business and he planned to bring jobs to Ypsilanti Township.

- 6. RESOLUTION 2018-12, AUTHORIZING THE DIVISION OF A PLATTED LOT IN COUNTRY CLUB PARK SUBDIVISION PARCEL ID# K-11-07-440-016**

Brian McCleery, Assistant Assessor stated the applicant had four lots and wanted to divide this property up into two lots. Mr. McCleery explained how the lots would be divided.

- 7. REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR AUTHORIZATION TO SEEK LEGAL ACTION IF NECESSARY TO ABATE PUBLIC NUISANCE FOR PROPERTY LOCATED AT 669 WOBURN/1490 CONCORD IN THE AMOUNT OF \$10,000.00 BUDGETED IN LINE ITEM #101-950-000-801-023**

Attorney Winters explained the violations. He said the property owners were not fixing the problems with the apartment buildings. Attorney Winters said that its' been 13 months since the problems began with this complex. He said there was water damage to individual apartments and there was a chance for mold to cause health hazards. He said this legal action would be better suited for the Circuit Court instead of the 14B District Court and would be moved to the Circuit Court if the board approves the request.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE APRIL 17, 2018 WORK SESSION MEETING
PAGE 6**

8. AUTHORIZATION TO COMMIT \$81,000.00 IN COST SHARING WITH THE CITY OF YPSILANTI FOR THE PAVING AND IMPROVEMENTS FOR EMERICK ST. BETWEEN GROVE RD, AND THE SERVICE DR. WITH AN AGREEMENT AND BUDGET AMENDMENT TO BE BROUGHT BACK TO THE BOARD OF APPROVAL

Supervisor Stumbo stated the County Road Commission may administer the contract and this cost would be less than proposal in the board packet. She said the City was paying 50% and all the engineering costs. Supervisor stated the maximum amount the township would pay would be \$81,000.00 but if the County Road Commission does the project it would be around \$50,000.00. She said the Road Commission would bring the actual agreement to the Board. She said the City of Ypsilanti wanted to make sure the Township would collaborate on this project.

Clerk Lovejoy Roe stated there would be more road projects brought to the board at the next board meeting.

Attorney Winters stated all parties involved would be carrying liability insurance. He said although the township contributed funds for the project they would not be held liable for anything to do with the construction, engineering, or any potential lawsuits regarding this project.

9. REQUEST TO APPROVE AGREEMENT WITH WASHTENAW COUNTY ROAD COMMISSION FOR 2018 LOCAL ROAD DUST CONTROL IN THE AMOUNT OF \$5,682.60 BUDGETED IN LINE ITEM #212-212-000-818-006

10. REQUEST TO CANCEL MAY 1, 2018 BOARD MEETING DUE TO MAY 8, 2018 SPECIAL ELECTION

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE APRIL 17, 2018 WORK SESSION MEETING
PAGE 7**

AUTHORIZATIONS AND BIDS

- 1. REQUEST AUTHORIZATION TO AWARD THE LOW BID AND DESIGNATE TRENDSET COMMUNICATIONS GROUP AS THE TOWNSHIP PREFERRED NETWORK CABLE INSTALLER UNTIL APRIL 2020**
- 2. REQUEST OF ERIC COPELAND, FIRE CHIEF TO SEEK SEALED BIDS FOR THE REPLACEMENT OF THE ROOF AT FIRE STATION #3 20 S. HEWITT**
- 3. REQUEST OF CARL GIRBACH, RESIDENTIAL SERVICES FOR APPROVAL TO WAIVE THE FINANCIAL POLICY AND AWARD THE LOW QUOTE TO J.W. TURF FOR PURCHASE OF A JOHN DEERE PROGATOR 2020A IN THE AMOUNT OF \$18,827.35 BUDGETED IN LINE ITEM #212-970-000-977-000 AND FOR APPROVAL TO TRADE IN A 1995 GEHL SKID STEER**

Clerk Lovejoy Roe explained that MITN bid this out.

NEW BUSINESS

- 2. REQUEST OF ERIC COPELAND, FIRE CHIEF FOR APPROVAL OF AUTOMATIC MUTUAL AID AGREEMENT WITH THE VAN BUREN TOWNSHIP FIRE DEPARTMENT**

Chief Copeland stated Van Buren Township only has two trucks and if they sent both to assist, they would be left without a truck. He said Van Buren Township responds south of Textile and west to Green Farm subdivision to Hitchingham Road. He said he would bring the agreements with the City of Ypsilanti and Superior Township to the board later.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE APRIL 17, 2018 WORK SESSION MEETING
PAGE 8**

OTHER BUSINESS

ATTORNEY REPORT

3. GENERAL LEGAL UPDATE

Attorney Winters stated he spoke with the Insurance Adjuster regarding the invoice they sent seeking reimbursement of the Fire Truck the Township loaned the City of Ypsilanti for 24 weeks when their truck was damaged in an accident. He said they calculated the value of that was \$48,000.00. Attorney Winters said the Insurance Company stated they would be issuing Ypsilanti Township a check today for \$24,000.00. He said they were going to contact the insurance company that insured the vehicle which crashed into the fire truck for the additional \$24,000.00. Attorney Winters said if we get additional dollars based on the invoice we would be paid in full. He said if we do not get the additional dollars, we could discuss with the City of Ypsilanti to use that amount to put toward the road improvement contract on Emerick.

Attorney Winters stated for the past 14 months we have been trying to work with DTE to release the \$800,000.00 escrow account from the Hydro Station. He said, currently there were no funds going into the escrow account. He said in 2019, we would begin to receive 10% a year for the next 10-years until the contract terminates. He said it is Township money and the Township was not earning any interest on their \$800,000.00. Attorney Winters said if we could get the funds in one lump sum, the Township could use the funds for some of the projects that need done in the Township. Attorney Winters stated they met with DTE last week and they indicated they would research if they could accept a performance bond that would release the \$800,000.00 to the Township. He said there should be a decision by April 30, 2018. Attorney Winters stated that as DTE was examining our contract they discovered they had shorted the Township by about \$215,000.00 over and above the \$800,000.00 they owed us.

Attorney Winters stated they determined what might be the accurate PILOT payment that was owed to the Township from AMC. He said he hoped by the next board meeting they would have a resolution regarding this.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE APRIL 17, 2018 WORK SESSION MEETING
PAGE 9**

Attorney Winters stated regarding the Johnson Street house and there was a five months padlock agreement where the property owner must evict the current tenants. He said moving forward the owner would be proactive with this rental by doing enhanced background checks for future tenants.

Attorney Winters stated this time of year they receive information on foreclosed homes from the county. He said the Township would need to get the list of foreclosures from the county so they could go over it with Habitat deciding which houses Habitat would be interested in refurbishing.

Work session adjourned at 6:20 p.m.

Respectfully Submitted,

Karen Lovejoy Roe, Clerk

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE APRIL 17, 2018 REGULAR MEETING MINUTES**

Supervisor Stumbo called the meeting to order at approximately 7:00 p.m. in the Ypsilanti Township Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township. The Pledge of Allegiance was recited followed by a moment of silent prayer.

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

Members Absent: none

Legal Counsel: Wm. Douglas Winters

PUBLIC COMMENTS

Stephen Hudak, Township Resident stated the reasons he would like a snow ordinance. Mr. Hudak said that many township residents that he had spoken to about snow removal were in favor of an ordinance.

Arloa Kaiser, Township Resident stated she was against a snow ordinance. She said salt put on the snow and ice would contaminate our water.

Richard Bowser, Township Resident stated he was a new resident to the township and loves living here. He said he was disappointed with not having an ordinance for snow removal. He said the condition of the sidewalks in his area need to be repaired, many are slanted and hard to walk on.

CONSENT AGENDA

A. MINUTES OF THE APRIL 3, 2018 WORK SESSION AND REGULAR MEETING

B. STATEMENTS AND CHECKS

- 1. STATEMENTS AND CHECKS FOR APRIL 17, 2018 IN THE AMOUNT OF \$1,198.607.84**
- 2. CLARITY HEALTH CARE DEDUCTIBLE ACH EFT FOR MARCH 2018 IN THE AMOUNT OF \$62,059.56**
- 3. CLARITY HEALTH CARE ADMIN FEE MARCH 2018 IN THE AMOUNT OF \$1,077.00**

C. MARCH 2018 TREASURER'S REPORT

A motion was made by Clerk Lovejoy Roe, supported by Trustee Jarrell Roe to Approve the Consent Agenda.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE APRIL 17, 2018 REGULAR MEETING
PAGE 2**

The motion carried unanimously.

ATTORNEY REPORT

A. GENERAL LEGAL UPDATE – (Provided at the Work Session Meeting)

OLD BUSINESS

- 1. REQUEST OF BRIAN MCCLEERY, ASSISTANT ASSESSOR FOR AUTHORIZATION TO ENTER INTO NEGOTIATIONS TO SELL YPSILANTI TOWNSHIP OWNED PROPERTY LOCATED AT 138 S. HARRIS RD PARCEL ID K#11-10-180-007 (TABLED AT THE APRIL 3, 2018 REGULAR MEETING)**

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to remove from table.

The motion carried unanimously.

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to permanently remove this item from agenda.

The motion carried unanimously.

NEW BUSINESS

- 1. BUDGET AMENDMENT #8.**

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve Budget Amendment #8 (see attached).

The motion carried unanimously.

- 2. REQUEST OF ERIC COPELAND, FIRE CHIEF FOR APPROVAL OF AUTOMATIC MUTUAL AID AGREEMENT WITH THE VAN BUREN TOWNSHIP FIRE DEPARTMENT**

A motion was made by Trustee Wilson, supported by Trustee Jarrell Roe to Approve the Request of Eric Copeland, Fire Chief for Approval of Automatic Mutual Aid Agreement with the Van Buren Township Fire Department (see attached).

The motion carried unanimously.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE APRIL 17, 2018 REGULAR MEETING
PAGE 3**

**3. 1ST READING OF RESOLUTION 2018-07, PROPOSED ORDINANCE 2018-477,
AN ORDINANCE TO AMEND CHAPTER 22 OF THE YPSILANTI CHARTER
TOWNSHIP CODE OF ORDINANCES BY ADDING A NEW ARTICLE REQUIRING
REGISTRATION OF COMMERCIAL AND INDUSTRIAL BUSINESSES**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to Approve 1st Reading of Resolution 2018-07, Proposed Ordinance 2018-477, an Ordinance to Amend Chapter 22 of the Ypsilanti Charter Township Code of Ordinances by Adding a New Article Requiring Registration of Commercial and Industrial Businesses (see attached).

Jarrell Roe:	Yes	Eldridge:	Yes	Ross-Williams:	Yes
Lovejoy-Roe:	Yes	Stumbo:	Yes	Doe:	Yes
Wilson:	Yes				

The motion carried unanimously.

**4. RESOLUTION 2018-10, PROFESSIONAL SERVICE FEES FOR TOWNSHIP,
ATTORNEY, PLANNER ENGINEER AND FIRE DEPARTMENT**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to Approve Resolution 2018-10, Professional Service Fees for Township, Attorney, Planner Engineer and Fire Department (see attached).

The motion carried unanimously.

**5. 1ST READING OF RESOLUTION 2018-11, PROPOSED ORDINANCE 2018-
478, AN ORDINANCE AMENDING ORDINANCE NO. 74, TOWNSHIP
ZONING ORDINANCE, SO AS TO REZONE 1250 EAST MICHIGAN AVENUE,
BEING PARCEL ID# K-11-10-107-011, FROM IT'S CURRENT B-3 (GENERAL
BUSINESS) DISTRICT ZONING CLASSIFICATION TO IRO (INDUSTRIAL,
RESEARCH, OFFICE) DISTRICT ZONING CLASSIFICATION**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Jarrell Roe to Approve 1st Reading of Resolution 2018-11, Proposed Ordinance 2018-478, an Ordinance Amending Ordinance No. 74, Township Zoning Ordinance, so as to Rezone 1250 East Michigan Avenue, Being Parcel ID# K-11-10-107-011, From it's Current B-3 (General Business) District Zoning Classification to IRO (Industrial, Research, Office) District Zoning Classification (see attached).

Jarrell Roe:	Yes	Eldridge:	Yes	Ross-Williams:	Yes
Lovejoy-Roe:	Yes	Stumbo:	Yes	Doe:	Yes
Wilson:	Yes				

The motion carried unanimously.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE APRIL 17, 2018 REGULAR MEETING
PAGE 4**

6. RESOLUTION 2018-12, AUTHORIZING THE DIVISION OF A PLATTED LOT IN COUNTRY CLUB PARK SUBDIVISION PARCEL ID# K-11-07-440-016

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve Resolution 2018-12, Authorizing the Division of a Platted Lot in Country Club Park Subdivision Parcel ID #K-11-07-440-016 (see attached).

The motion carried unanimously.

7. REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR AUTHORIZATION TO SEEK LEGAL ACTION IF NECESSARY TO ABATE PUBLIC NUISANCE FOR PROPERTY LOCATED AT 669 WOBURN/1490 CONCORD IN THE AMOUNT OF \$10,000.00 BUDGETED IN LINE ITEM #101-950-000-801-023

A motion was made by Trustee Jarrell Roe, supported by Trustee Ross-Williams to Approve the Request of Mike Radzik, OCS Director for Authorization to Seek Legal Action if Necessary to Abate Public Nuisance for Property Located at 669 Woburn/1490 Concord in the Amount of \$10,000.00 Budgeted in Line Item #101-950-000-801-023.

The motion carried unanimously.

8. AUTHORIZATION TO COMMIT \$81,000.00 IN COST SHARING WITH THE CITY OF YPSILANTI FOR THE PAVING AND IMPROVEMENTS FOR EMERICK ST. BETWEEN GROVE RD, AND THE SERVICE DR. WITH AN AGREEMENT AND BUDGET AMENDMENT TO BE BROUGHT BACK TO THE BOARD FOR APPROVAL

A motion was made by Clerk Lovejoy Roe, supported by Trustee Ross-Williams to Approve Authorization to Commit \$81,000.00 in Cost Sharing with the City of Ypsilanti for the Paving and Improvements for Emerick St. between Grove Rd, and the Service Dr. with an Agreement and Budget Amendment to be Brought Back to the Board for Approval.

The motion carried unanimously.

9. REQUEST TO APPROVE AGREEMENT WITH WASHTENAW COUNTY ROAD COMMISSION FOR 2018 LOCAL ROAD DUST CONTROL IN THE AMOUNT OF \$5,682.60 BUDGETED IN LINE ITEM #212-212-000-818-006

A motion was made by Treasurer Doe, supported by Trustee Wilson to Approve Request Agreement with Washtenaw County Road Commission for 2018 Local Road Dust Control in the Amount of \$5,682.60 Budgeted in Line Item #212-212-000-818-006 (see attached).

The motion carried unanimously.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE APRIL 17, 2018 REGULAR MEETING
PAGE 5**

**10. REQUEST TO CANCEL MAY 1, 2018 BOARD MEETING DUE TO MAY 8, 2018
SPECIAL ELECTION**

A motion was made by Trustee Ross-Williams, supported by Trustee Wilson to Approve Request to Cancel May 1, 2018 Board Meeting Due to May 8, 2018 Special Election

The motion carried unanimously.

AUTHORIZATIONS AND BIDS

**1. REQUEST AUTHORIZATION TO AWARD THE LOW BID AND DESIGNATE
TRENDSET COMMUNICATIONS GROUP AS THE TOWNSHIP PREFERRED
NETWORK CABLE INSTALLER UNTIL APRIL 2020**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Ross-Williams to Approve the Request for Authorization to Award the Low Bid and Designate Trendset Communications Group as the Township Preferred Network Cable Installer until April 2020.

The motion carried unanimously.

**2. REQUEST OF ERIC COPELAND, FIRE CHIEF TO SEEK SEALED BIDS FOR THE
REPLACEMENT OF THE ROOF AT FIRE STATION #3 20 S. HEWITT**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Jarrell Roe to Approve the Request of Eric Copeland, Fire Chief to Seek Sealed Bids for the Replacement of the Roof at Fire Station #3 20 S. Hewitt.

The motion carried unanimously.

**3. REQUEST OF CARL GIRBACH, RESIDENTIAL SERVICES FOR APPROVAL TO
WAIVE THE FINANCIAL POLICY AND AWARD THE LOW QUOTE TO J.W. TURF
FOR PURCHASE OF A JOHN DEERE PROGATOR 2020A IN THE AMOUNT OF
\$18,827.35 BUDGETED IN LINE ITEM #212-970-000-977-000 AND FOR
APPROVAL TO TRADE IN A 1995 GEHL SKID STEER**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Jarrell Roe to Approve the Request of Carl Girbach, Residential Services for Approval to Waive the Financial Policy and Award the Low Quote to J.W. Turf for Purchase of a John Deere Progator 2020A in the Amount of \$18,827.35 Budgeted in Line Item #212-970-000-977-000 and for Approval to Trade in a 1995 GEHL Skid Steer.

The motion carried unanimously.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE APRIL 17, 2018 REGULAR MEETING
PAGE 6**

OTHER BUSINESS

Attorney Winters stated they had a meeting with Ypsilanti Community Schools (YCS) and the Township has a written confirmation that YCS would proceed with the demolition of Kettering and Thurston Schools. He stated after the demolition was completed they would meet with the School officials to help identify the best repurposing of those properties. He said they were zoned residential which would be ideal to develop but the property was owned by the school district so ultimately it would be their choice in what they would want done with it. He said the school district stated they were planning to repurpose Kaiser School.

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Adjourn.

The meeting was adjourned at 7:20 p.m.

Respectfully Submitted,

Brenda L. Stumbo, Supervisor
Charter Township of Ypsilanti

Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

**CHARTER TOWNSHIP OF YPSILANTI
2018 BUDGET AMENDMENT #8**

April 17, 2018

AMOUNTS ROUNDED TO THE NEAREST DOLLAR

101 - GENERAL OPERATIONS FUND

Total Increase \$3,708.00

Request to increase budget for PTO payout request over the budgeted 32 hours, an additional 80 hours to be paid at 75%. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$1,755.00
		Net Revenues	<u><u>\$1,755.00</u></u>
Expenditures:	Salary-Pay Out	101-227-000-708.004	\$1,630.00
	FICA&Medicare	101-227-000-715.000	\$125.00
		Net Expenditures	<u><u>\$1,755.00</u></u>

Request to increase budget for PTO payout request over the budgeted 32 hours, an additional 80 hours to be paid at 75%. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$1,785.00
		Net Revenues	<u><u>\$1,785.00</u></u>
Expenditures:	Salary-Pay Out	101-253-000-708.004	\$1,658.00
	FICA&Medicare	101-253-000-715.000	\$127.00
		Net Expenditures	<u><u>\$1,785.00</u></u>

Request to increase budget for PTO payout request over the budgeted 32 hours, an additional 9 hours to be paid at 75%. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$168.00
		Net Revenues	<u><u>\$168.00</u></u>
Expenditures:	Salary-Pay Out	101-265-000-708.004	\$168.00
		Net Expenditures	<u><u>\$168.00</u></u>

**CHARTER TOWNSHIP OF YPSILANTI
2018 BUDGET AMENDMENT #8**

April 17, 2018

212 - BIKE, SIDEWALK, REC, ROADS GENERAL FUND (BSRII)	Total Increase	<u><u>\$18,828.00</u></u>
--	-----------------------	----------------------------------

Request to purchase a ProGator 2020A for parks system and grounds. The cost of the ProGator is \$23,827.35 less a trade in value of an old skid steer for \$5,000 for a total cost of \$18,827.35. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	212-000-000-699.000	\$18,828.00
		Net Revenues	<u><u>\$18,828.00</u></u>
Expenditures:	Equipment	212-970-000-977.000	\$18,828.00
		Net Expenditures	<u><u>\$18,828.00</u></u>

226 - ENVIRONMENTAL SERVICES FUND	Total Increase	<u><u>\$35,000.00</u></u>
--	-----------------------	----------------------------------

Request to increase budget for Waste Management recycle drop off fees at the New Boston Recycle Center owned by Republic Services. The fees per ton have increased from an average of \$10 to \$78. Our average monthly tonnage is 120 tons at \$10 per ton = \$ 1,200 and at \$78 per ton = \$9,360. While we did increase the budget for 2018 to \$95,000, we did not estimate an increase of 680%. This will be funded by an Appropriation for Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	226-000-000-699.000	\$35,000.00
		Net Revenues	<u><u>\$35,000.00</u></u>
Expenditures:	Curbside Recycling Disposal	226-226-000-804.008	\$35,000.00
		Net Expenditures	<u><u>\$35,000.00</u></u>

584 - GOLF COURSE FUND	Total Increase	<u><u>\$4,300.00</u></u>
-------------------------------	-----------------------	---------------------------------

Request to increase the budget for insurance reimbursement for stolen golf cart. This is funded by receipt of insurance check.

Revenues:	Misc Revenue - Insurance Reimbursed	584-000-000-694.004	\$4,300.00
		Net Revenues	<u><u>\$4,300.00</u></u>
Expenditures:	Operating Supplies - Cart Rental	584-584-000-757.003	\$4,300.00
		Net Expenditures	<u><u>\$4,300.00</u></u>

Motion to Amend the 2018 Budget (#8):

Move to increase the General Fund budget by \$3,708 to \$9,035,218 and approve the department line item changes as outlined.

Move to increase the Bike, Sidewalk, Rec, Roads, General (BSRII) Fund budget by \$18,828 to \$1,797,991 and approve the department line item changes as outlined.

Move to increase the Environmental Services Fund by \$35,000 to \$2,801,876 and approve the department line item changes as outlined.

Move to increase the Golf Course Fund by \$4,300 to \$748,801 and approve the department line item changes as outlined.



Washtenaw Area Mutual Aid Association

Ypsilanti Township and Van Buren Township Fire Automatic Mutual Aid Program

Purpose:

This activity will be conducted under the auspices of the existing interlocal agreement as developed by the Washtenaw Area Mutual Aid Association (WAMAA). It will enhance the existing agreement by sharing resources to make available more firefighters and resources on the scene of a structure fire in the participating communities, while maintaining local control of resources. This enhanced response will afford greater safety for firefighters, improved efficiency and effectiveness in fire ground operations and enhance daily cooperative efforts so that in the event of a major, multi-jurisdictional incident, fire department command staff members from both agencies, as well as firefighters, would be accustomed to working together closely. This concept falls directly in line with federal, state, and local ideologies of regional cooperative efforts and, therefore, may enhance future funding opportunities for the participating communities.

Scope:

Participants in this agreement will include the Charter Township of Van Buren, Wayne County, Michigan, and the Charter Township of Ypsilanti in Washtenaw County, Michigan.

Procedure:

Upon dispatching the jurisdictional fire department to a reported "working" structure fire, meeting the below criteria, the jurisdictional dispatch center shall immediately contact the dispatch center for the other participating agency and request a response for "Automatic Mutual Aid" as per the agreement.

Ypsilanti Township: Ypsilanti Township agrees to send two Fire Engines, a large fire suppression vehicle containing minimally 750 gallons of water, to Van Buren Township when a "working" (i.e. flames visible, heavy smoke visible, or an explosion was detected) structure fires reported in the southwestern six (6) mile section (located within the Ryznar Drive / Elwell Road, South Service Drive, Rawsonville Road, and Bemis Road area) and northwestern two (2) sections (located within the Beck Road, Ecorse Road, Rawsonville/ Michigan Bypass, and Mott Road area) of Van Buren Township .See attached Van Buren Township Map and refer to sections 5, 6, 19, 20, 29, 30, 31, and 32.

Van Buren Township: Van Buren Township agrees to send one (1) Fire Engine, as described above, to Ypsilanti Township when a "working" structure fire is reported in the southwestern eight (8) mile section of Ypsilanti Township) located within the Hitchingham Road, Textile Road, Rawsonville Road, and Bemis Road area). See attached Ypsilanti Township Map and refer to sections 25, 26,27, 28,33, 34,35, and 36.

When dispatched to the scene of a working structure fire it is understood, unless otherwise directed by the scene's incident commander, that the agency providing the resource under this agreement will respond emergent (i.e.: lights and siren) with a minimum manpower of two firefighters.

It is also understood that the incident commander will maintain full command authority over all responding resources. All participating departments shall utilize an accepted National Fire Academy Incident Command System (or similar).

Efforts will be made to clear the Automatic Aid resources as quickly as possible after the fire is brought under control.

Due to the dynamics of the fluctuating availability of resources and manpower it is understood that participating communities may not always be able to commit resources under this program. In those instances, the host community is to be notified as soon as possible so that they can request additional assistance from other departments. The intent of this automatic mutual aid agreement is for working structure fires under the conditions listed above. Its intent is to supplement resources & manpower but not to reduce fire department staffing by reliance on automatic aid.

Agreement:

We, as the authorized representatives of the below listed fire departments, agree to participate in the WAMAA Ypsilanti Township and Van Buren Township Fire Automatic Aid Program, contingent upon subsequent approval by the chief administrative officials and/or governing bodies of our respective municipalities. This program operates as an enhancement of, and in accordance with, the existing mutual aid interlocal agreement.

This agreement will remain effective 30 days from the signature date below until terminated by either municipality's governing board of trustees/ city council.

Kevin McNamara
Van Buren Township Supervisor

Date: _____

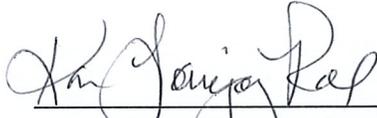


Brenda Stumbo
Ypsilanti Township Supervisor

Date: April 18, 2018

Leon Wright
Van Buren Township Clerk

Date: _____



Karen Lovejoy-Roe
Ypsilanti Township Clerk

Date: April 18, 2018

CHARTER TOWNSHIP OF YPSILANTI

RESOLUTION 2018-07 (In Reference to Ordinance 2018-477)

Commercial and Industrial Business Registration

Whereas, the Township's Office of Community Standards has recommend that the Ypsilanti Township Board adopt an Ordinance requiring commercial and industrial businesses in Ypsilanti Township to register with the Office of Community Standards; and

Whereas, adoption of Business Registration Ordinance 2018-477 will enable the Office of Community Standards to advise prospective commercial and industrial businesses, before their operations begin, of applicable zoning and code requirements; and

Whereas, the information required in the proposed Ordinance includes an afterhours emergency contact number that may be used in case of a police or fire emergency; and

Whereas, the information required in the proposed Ordinance includes whether there are hazardous materials or substances within commercial or industrial business premises; and

Whereas, knowledge that hazardous materials and substances are present in commercial and industrial buildings is important for firefighters, law enforcement and

other emergency first responders in the event of an emergency;

Whereas, the Ordinance provides that all existing commercial and industrial businesses will have 120 days from the effective date of the Ordinance to register their businesses with the Office of Community Standards;

Now Therefore,

Be it resolved, that Ordinance No. 2018- 477 is hereby adopted by reference.

CHARTER TOWNSHIP OF YPSILANTI

Ordinance No. 2018-477

An Ordinance to Amend Chapter 22 of the Ypsilanti Charter Township Code of Ordinances by Adding a New Article Requiring Registration of Commercial and Industrial Businesses

The Charter Township of Ypsilanti *ordains* that the Charter Township Code of Ordinances is amended as follows:

Section 1. Purpose

The purpose of this article concerning the registration of commercial and industrial businesses within the Township is to protect the health, safety, and welfare of persons in the Township by providing the Township with the information necessary to ensure compliance with safety, structure and fire laws; identify business activities and establishments which concern zoning, occupancy, density of occupancy; the presence, storage and handling of hazardous materials; the physical condition of places where persons are employed or carry on trade, and the enforcement of the law, including local, state and federal laws, and regulations, applying to business establishments located within Ypsilanti Township.

Section 2. Definitions.

The following terms when used in this article, shall have the meaning ascribed to them in this section.

Business establishment means any lot, building or structure, or a part thereof, including without limitation, leased or occupied space in a mall, store or building, permanently located within Ypsilanti Township, from which: 1) a person(s) engages in or causes to be engaged in any act or acts of buying, selling, leasing, renting, or otherwise disposing of, performing or marketing, any goods, services, merchandise or commodities of any kind or description for commercial profit; 2) a person(s) engages in industrial production of merchandise or commodities of any kind or description for commercial profit.

Section 3. Business Registration Certificate required.

No person, firm partnership or corporation shall, directly or indirectly, operate, conduct, maintain or manage any business establishment within Ypsilanti Township without first obtaining a business registration certificate issued pursuant to this article.

Section 4. Business Registration Certificate required to be Posted.

The business registration certificate shall be posted in a conspicuous place at or near the entrance the business so that it may be read at any time.

Section 5. State license or permit not a substitute.

The fact that a license or permit has been granted to any person, firm, partnership or corporation by the state to engage in the operation, conduct, maintenance, or management of any business establishment shall not

constitute an exemption from the necessity of procuring a business registration certificate as required by this article.

Section 6. *Application; form; contents.*

Each person, firm, partnership or corporation required to procure a business registration certificate from the township shall make application for such certificate to the Office of Community Standards in the form and manner prescribed by that Office and shall state, under oath, such facts as may be prescribed for, or applicable to, the granting of such certificate, including the following:

- (a) The full name, business address, residence address, email address and telephone number of the owner or their agent.
- (b) The full name, email address and 24 hour emergency telephone number of the person to contact in the event of an emergency during non-business hours.
- (c) The address where the business will be located.
- (d) The nature and character of goods, wares, merchandise to be sold or offered for sale or services to be provided by the applicant.
- (e) The nature and kind of business establishment which the applicant proposes to conduct.
- (f) Whether any hazardous materials will be stored, kept or used at the business establishment premises. Hazardous materials are those chemicals or substances defined as such in the International Fire Code adopted by reference in Chapter 30, Section 26 (30-26) of the Township Code of Ordinances.

Section 7. *Term.*

A business registration certificate granted under this article shall be valid until the business establishment is transferred or sold to a new owner or if the business expands its use to include uses not listed in the original application.

Section 8. *Separate premises.*

If a business registration certificate holder intends to locate a business establishment at a new address in the jurisdiction, a business registration certificate issued for the new address is required before business is conducted at the new address.

Section 9. *Transferability.*

A certificate of registration issued under this article is not transferable. If a business establishment is transferred or sold to a new owner or if the business establishment use expands or changes to include uses not listed in the original application, a new business registration application and certificate is required before business is conducted by the new owner or the new use is added to the business establishment.

Section 10. Requirements for Certificate of Compliance; compliance with state law and township ordinances.

- (a) No certificate required by this article shall be issued to any applicant who is required to procure a license or permit from a state or federal agency until such applicant shall submit evidence that the required state or federal license or permit has been issued and that all applicable fees have been paid.
- (b) No certificate shall be granted to any applicant until such applicant has complied with all the provisions of this article and other ordinances of the township pertaining to businesses for which an application for a certificate is made. No certificate shall be granted, if the approval of any officer of the township is required, until such approval is made. Approval in each instance shall mean written approval by the designated officer upon the face of the application for a certificate, subscribed by such officer, and the date of approval.

Section 11. Certificate fees.

Business registration certificate fees shall be set from time to time by resolution of the township board for the cost of administering this ordinance including but not limited to zoning verification, building code compliance, and fire safety code compliance for any change of use or change of occupancy of commercial and industrial spaces as applicable, except that no fee shall be collected for initial registration of businesses in existence at the time of publication in a newspaper of general circulation as required by law.

Section 12. Fees; exemptions.

No registration fee shall be required from any applicant exempt from payment of the fee by state or federal law.

Section 13. Denial, revocation and suspension. Right to Appeal. Hearing.

Business registration certificates issued under this article may be revoked or suspended by the Director of Community Standards, at any time, for any of the following reasons:

- (a) Fraud, misrepresentation or any false statement made in the application for certificate;
- (b) Fraud, misrepresentation or any false statement made in the operation of the business establishment.
- (c) Conducting a business establishment in an unlawful manner or in such a manner as to constitute a threat to the health, safety or welfare of the public.

Section 14. Revocation/ suspension/denial of certificate; notice required.

Written notification of suspension/ revocation/denial of certificate, stating the causes for said action, shall be delivered to the certificate holder personally or mailed to his business address as shown on the application for license.

Section 15. Right to Appeal. Hearing. Standard of Review.

- (a) A certificate holder has the right to appeal such suspension/revocation to the Township Board, provided a written request to appeal is filed with the Township Clerk within 10 days after the notice of suspension/revocation/denial of certificate is sent to the certificate holder at its business address as shown on the application for business registration certificate.
- (b) At the hearing before the Township Board, the certificate holder/applicant shall have the right to hear the evidence relied upon by the Director of Community Standards in determining to suspended/revoke/deny the certificate; and the right to present evidence and witnesses on his/her own behalf.
- (c) Following the hearing, the Township Board shall determine whether the decision to suspend/revoke/deny the certificate was supported by competent, material and substantial evidence. A written statement of the Township Board's findings and determination shall be made within 21 days after the conclusion of the hearing.

Section 16. Penalty.

- (a) Persons, firms, partnerships or corporations who violate any section of this article shall be responsible for a municipal civil infraction as provided in Chapter 40, Article II, of this Code of Ordinances for the Charter Township of Ypsilanti.
- (b) The imposition of a fine shall not relieve the business establishment from responsibility to correct the violation. All such persons, firms, partnerships or corporations shall be required to correct or remedy such situation or defects within a reasonable time and each act or violation and every day upon which said violation should occur shall constitute a separate offense.
- (c) The application of the penalty of this section shall not be held to prevent the enforcement removal of prohibited conditions by injunctive or other relief in a court of competent jurisdiction.

Section 17. Severability.

Should any section, subdivision, sentence, clause or phrase of this Ordinance be declared by the Courts to be invalid, the same shall not affect the validity of the Ordinance as a whole or any part thereof other than the part as invalidated.

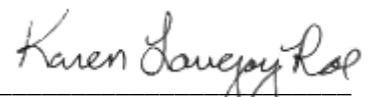
Section 18. Publication Clause.

This Ordinance shall be published in a newspaper of general circulation as required by law.

Section 19. Effective Date.

This Ordinance shall be effective 120 days after publication in a newspaper of general circulation as required by law.

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify approval of the first reading of Proposed Ordinance No. 2017-477 by the Charter Township of Ypsilanti Board of Trustees assembled at a regular meeting held on April 17, 2018. The second reading is scheduled to be heard on May 15, 2018.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

Charter Township of Ypsilanti

Resolution No. 2018-10

Professional Service Fees for Township,
Attorney, Planner, Engineer and Fire Department

WHEREAS, on December 16, 2014 the Charter Township of Ypsilanti adopted Resolution No. 2014-36 Professional Service Fees for Township, Attorney, Planner, Engineer and Fire Department, which fee schedule has from time to time been amended; and

WHEREAS, the Charter Township of Ypsilanti wishes to amend Resolution No. 2014-36, Professional Service Fees for Township, Attorney, Planner, Engineer and Fire Department inclusive of all subsequent fee resolution amendments approved since adoption of Resolution No. 2014-36; and

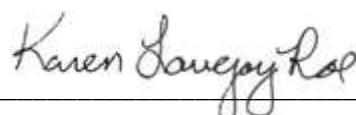
WHEREAS, the attached Professional Services Fees for Township, Attorney, Planner, Engineer and Fire Department incorporate all of these changes.

NOW THEREFORE BE IT RESOLVED that the Charter Township of Ypsilanti specifically adopts and incorporates by reference the attached Professional Services Fees for Township, Attorney, Planner, Engineer and Fire Department with hourly rate exhibits in its entirety.

BE IT FURTHER RESOLVED that any previous Professional Service Fees not in conformity with those contained in the attached fee schedule shall be repealed.

BE IT FURTHER RESOLVED that the Professional Service Fees for Township, Attorney, Planner, Engineer and Fire Department shall become effective immediately.

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify the above resolution is a true and exact copy of Resolution No. 2018-10 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on April 17, 2018.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

Professional Services Fees for Township, Attorney, Planner, Engineer and Fire Department

Effective April 17, 2018

- Fee Schedule	1-6
- Hourly Rate Schedules	
• Carlisle Wortman Associates	7
• OHM Advisors	8
• Stantec Consulting	9
• Township Staff / Attorney	10

Pre-Application Meeting			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Pre-Application Meeting	\$650	N/A	\$150	\$125	\$300	\$75

Rezoning			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Rezoning	\$1,500	\$1,500	\$1,500	Hourly	Hourly (If applicable)	Hourly

Preliminary Site Plan Review			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Full	\$500	less than one (1) acre: \$3,000 one (1) acre to five (5) acres: \$4,000 over five (5) acres to ten (10) acres: \$5,500 greater than ten (10) acres: \$5,500 + \$50 per acre over ten (10) acres	Township	Planner	Engineer	Fire
			\$500	Hourly	Hourly	Hourly
Sketch	\$500	less than one (1) acre: \$1,500 one (1) acre to five (5) acres: \$2,000 over five (5) acres to ten (10) acres: \$2,500 greater than ten (10) acres: \$2,500 + \$50 per acre over ten (10) acres	Township	Planner	Engineer	Fire
			\$500	Hourly	Hourly	Hourly
Administrative	\$100	less than one (1) acre: \$1,000 one (1) acre to five (5) acres: \$1,200 over five (5) acres to ten (10) acres: \$1,500 greater than ten (10) acres: \$1,500 + \$50 per acre over ten (10) acres	Township	Planner	Engineer	Fire
			\$100	Hourly	Hourly	Hourly
Planned Development Stage I and Rezoning	\$1,500 + \$20 per acre	less than one (1) acre: \$3,000 one (1) acre to five (5) acres: \$4,000 over five (5) acres to ten (10) acres: \$5,500 greater than ten (10) acres: \$5,500 + \$50 per acre over ten (10) acres	Township	Planner	Engineer	Fire
			\$1,500 + \$20 per acre	Hourly	Hourly	Hourly

Special Land Use/Uses Subject to Special Conditions			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Special Land Use/Uses Subject to Special Conditions (other than group day care home)	\$1,000	\$1,000	\$1,000	Hourly	N/A	N/A
Group day care home	\$100	N/A	\$100	N/A	N/A	N/A

Zoning Board of Appeals Application			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Residential	\$125	N/A	\$125	N/A	N/A	N/A
Non-Residential	\$500	N/A	\$500	N/A	N/A	N/A

Zoning Board of Appeals Meeting			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Regular Meeting	N/A	N/A	N/A	N/A	N/A	N/A
Special Meeting	\$1,100	N/A	\$1,100	N/A	N/A	N/A

Planning Commission Meeting			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Regular Meeting	N/A	N/A	N/A	N/A	N/A	N/A
Special Meeting	\$1,100	N/A	\$1,100	N/A	N/A	N/A

Detailed Engineering Review*			Fee Breakdown			
*Fees cover two (2) detailed engineering reviews. A mandatory meeting will be scheduled to review design specifics after the 2nd detailed engineering review (if not approved) before submittal of a 3rd detailed engineering review. Township engineer, Township staff representative(s), developer, and project engineer must be in attendance for the mandatory meeting.						
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Full	\$500	1.5% of cost for infrastructure improvements including water, sanitary, storm, retention/detention basins, grading, earth balance and paving (minimum \$2,000). With costs over \$2,000,000 the engineer may reduce the rate through estimated hourly review cost. A mandatory meeting shall be scheduled after the 2nd review (if not approved) before submittal of 3rd review.	\$500	N/A	Hourly	Hourly
Sketch	\$500	1.5% of cost for infrastructure improvements including water, sanitary, storm, retention/detention basins, grading, earth balance and paving (minimum \$2,000). With costs over \$2,000,000 the engineer may reduce the rate through estimated hourly review cost. A mandatory meeting shall be scheduled after the 2nd review (if not approved) before submittal of 3rd review.	\$500	N/A	Hourly	Hourly
Administrative	\$100	1.5% of cost for infrastructure improvements including water, sanitary, storm, retention/detention basins, grading, earth balance and paving (minimum \$2,000). With costs over \$2,000,000 the engineer may reduce the rate through estimated hourly review cost. A mandatory meeting shall be scheduled after the 2nd review (if not approved) before submittal of 3rd review.	\$500	N/A	Hourly	Hourly
Planned Development	\$500	1.5% of cost for infrastructure improvements including water, sanitary, storm, retention/detention basins, grading, earth balance and paving (minimum \$2,000). With costs over \$2,000,000 the engineer may reduce the rate through estimated hourly review cost. A mandatory meeting shall be scheduled after the 2nd review (if not approved) before submittal of 3rd review.	\$500	N/A	Hourly	Hourly

Soil Erosion and Sedimentation Control Review and Inspections			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Soil Erosion and Sedimentation Control Review	\$100	less than two (2) acres: \$1,000 two (2) acre to ten (10) acres: \$1,500 over ten (10) acres to forty (40) acres: \$2,500 over forty (40) acres to 100 acres: \$3,500 greater than 100 acres: \$3,500 + \$30 per acre over 100 acres	\$100	N/A	Hourly	N/A
Soil Erosion and Sedimentation Control Inspections	N/A	less than two (2) acres: \$2,000 two (2) acre to ten (10) acres: \$2,500 over ten (10) acres to forty (40) acres: \$3,500 over forty (40) acres to 100 acres: \$5,000 greater than 100 acres: \$5,000 + \$30 per acre over 100 acres	Hourly	N/A	Hourly	N/A

Final Site Plan Review			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Full	\$500	less than one (1) acre: \$3,000 one (1) acre to five (5) acres: \$4,000 over five (5) acres to ten (10) acres: \$5,500 greater than ten (10) acres: \$5,500 + \$50 per acre over ten (10) acres	\$500	Hourly	N/A	Hourly
Sketch	\$500	less than one (1) acre: \$1,500 one (1) acre to five (5) acres: \$2,000 over five (5) acres to ten (10) acres: \$2,500 greater than ten (10) acres: \$2,500 + \$50 per acre over ten (10) acres	\$500	Hourly	N/A	Hourly
Administrative	\$100	less than one (1) acre: \$1,000 one (1) acre to five (5) acres: \$1,200 over five (5) acres to ten (10) acres: \$1,500 greater than ten (10) acres: \$1,500 + \$50 per acre over ten (10) acres	\$500	Hourly	N/A	Hourly
Planned Development Stage II	\$1,000 + \$20 per acre	less than one (1) acre: \$3,000 one (1) acre to five (5) acres: \$4,000 over five (5) acres to ten (10) acres: \$5,500 greater than ten (10) acres: \$5,500 + \$50 per acre over ten (10) acres	\$500	Hourly	N/A	Hourly

Development Agreement			Fee Breakdown		
	Non-Refundable Fee	Refundable Deposit	Attorney	Planner	Engineer
Full	N/A	\$2,500	Hourly	Hourly	Hourly
Sketch	N/A	\$2,500	Hourly	Hourly	Hourly
Administrative	N/A	\$2,500	Hourly	Hourly	Hourly
Planned Development	N/A	\$2,500	Hourly	Hourly	Hourly

Pre-Construction Requirements and Meeting			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Pre-Construction Meeting	\$575	\$500	\$575	N/A	Hourly	Hourly

Earth Balancing and Excavation			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Earth Balancing and Excavation	\$300 + \$20 per acre	\$500	\$300 + \$20 per acre	N/A	Hourly	N/A

Private Road			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Private Road Review	\$500	\$2,000	\$500	Hourly	Hourly	Hourly
Private Road Inspection	N/A	\$1,000	N/A	N/A	Hourly	N/A

Future Land Use Map/Master Plan Amendment			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Future Land Use Map/Master Plan Amendment	\$1,500	\$1,500	\$1,500	Hourly	Hourly (If applicable)	N/A

Miscellaneous Administrative Review			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Miscellaneous Administrative Review	\$100	\$1,000	\$100	Hourly	Hourly (If applicable)	N/A
Miscellaneous Engineering Review (Structural/Traffic/ect.)			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Miscellaneous Engineering Review	\$100	\$1,000	\$100	N/A	Hourly	N/A
Landscape, Bike Path/Sidewalk, Open Space Site Inspections			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Landscape, Bike Path/Sidewalk, Open Space Site Inspections	\$150 per inspection	N/A	\$150 per inspection	N/A	N/A	N/A
Miscellaneous Inspection			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Miscellaneous Inspection	\$50 per inspection	N/A	\$50 per inspection	N/A	N/A	N/A
Zoning Verification Letter			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Residential	\$50	N/A	\$50	N/A	N/A	N/A
Non-Residential	\$100	N/A	\$100	N/A	N/A	N/A
Zoning Permit			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Zoning Permit	\$50	N/A	\$50	N/A	N/A	N/A
Sign Permit			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Sign Permit	\$25 + \$50 per sign face	N/A	\$25 + \$50 per sign face	N/A	N/A	N/A
Woodlands			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Woodlands	\$100	\$1,000	\$100	N/A	Hourly	N/A
Wetlands			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Wetlands	\$100	\$1,000	\$100	N/A	Hourly	N/A

Addressing			Fee Breakdown
	Non-Refundable Fee	Refundable Deposit	Assessing
Single Address	\$50 per lot (1 or 2 addresses)	N/A	\$50 per lot (1 or 2 addresses)
Residential Development	\$25 per lot (3 or more addresses)	N/A	\$25 per lot (3 or more addresses)
Re-Addressing Development	\$475 + \$25 per lot	N/A	\$475 + \$25 per lot

Land Division, Combination, and/or Boundary Change			Fee Breakdown
	Non-Refundable Fee	Refundable Deposit	Assessing
Land Division, Combination, and/or Boundary Change	\$25 per lot	N/A	\$25 per lot

Collection Box Permit			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Collection Box Application Fee	\$200	N/A	\$200	N/A	N/A	N/A
Cash Surety	\$250	N/A	\$250	N/A	N/A	N/A
Annual Permit Renewal Fee	\$50	N/A	\$50	N/A	N/A	N/A
Code Violation Response Fee	\$75	N/A	\$75	N/A	N/A	N/A

Junk Yard Permit			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Junk Yard License Application Fee	\$150	N/A	\$150	N/A	N/A	N/A
Junk Yard Annual Inspections	\$150	N/A	\$150	N/A	N/A	N/A
Junk Yard Re-Inspections	\$50 per inspection	N/A	\$50 per inspection	N/A	N/A	\$50 per inspection

Liquor License Inspection			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Liquor Annual Inspections	\$150	N/A	\$150	N/A	N/A	N/A
Liquor Re-Inspections	\$50 per inspection	N/A	\$50 per inspection	N/A	N/A	\$50 per inspection

Smoking Lounge Permit			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Smoking Lounge Application Fee	\$200	N/A	\$200	N/A	N/A	N/A
Smoking Lounge Annual Inspections	\$150	N/A	\$150	N/A	N/A	N/A
Smoking Lounge Re-Inspections	\$50 per inspection	N/A	\$50 per inspection	N/A	N/A	\$50 per inspection
Smoking Lounge Zoning Compliance	N/A	\$180	Hourly	N/A	N/A	N/A

Business License			Fee Breakdown			
	Non-Refundable Fee	Refundable Deposit	Township	Planner	Engineer	Fire
Business License Fee	\$200	N/A	\$75 (\$25 Admin & \$50 Building)	\$75	N/A	\$50

Notes:

Fees shall be paid prior to processing applications and/or permits.

Outstanding fees, bills, and deposits shall be paid prior to advancing project in the development review process

Site plan review fees paid are for one (1) review by Township, Planning, Engineering and Fire unless otherwise noted.

Effective Date: 2-24-92 Amended:3-21-95; 6-30-95; 2-1-97; 2-4-97; 2-28-97; 6-17-97; 9-15-98; 7-22-99; 5-18-00; 12-18-01; 12-12-02; 3-10-04; 5-1-05; 12-8-05; 12-20-05; 4-4-06; 01-08; 1-5-09; 2-14-14; 1-5-15; 9-1-16; 04-17-18



Carlisle | Wortman
ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

RATE SCHEDULE A MUNICIPAL CONSULTATION

<u>Personnel</u>	<u>Hourly Rate</u>
Principal	\$135.00
Senior Associate	\$120.00
Associate	\$110.00
Community Planner/Landscape Architect	\$100.00
Graphics (GIS) Technician	\$85.00
Support Staff	\$70.00
<u>Expenses</u>	<u>Rate</u>
AutoCAD Operation	\$30/hr
Mileage	52¢/mi.
Supplies, Prints, Mailing	cost + 20%

Schedule A Effective: 1-1-2018



OHM ADVISORS 2018 HOURLY RATE SCHEDULE

Professional Engineer IV/Architect IV	\$170.00
Professional Engineer III/Architect III	\$155.00
Professional Engineer II/Architect II	\$140.00
Professional Engineer I/Architect I	\$130.00
Graduate Engineer IV	\$135.00
Graduate Engineer III	\$125.00
Graduate Engineer II	\$120.00
Graduate Engineer I	\$110.00
Graduate Architect III/Landscape Architect III	\$120.00
Graduate Architect II/Landscape Architect II	\$100.00
Graduate Architect I/Landscape Architect I	\$90.00
Technician IV	\$130.00
Technician III	\$115.00
Technician II	\$100.00
Technician I	\$78.00
Engineering/Architectural Aide	\$60.00
Professional Surveyor III	\$155.00
Professional Surveyor II	\$140.00
Professional Surveyor I	\$130.00
Graduate Surveyor	\$110.00
Surveyor III	\$107.00
Surveyor II	\$100.00
Surveyor I	\$80.00
Surveyor Aide	\$60.00
Planner IV	\$155.00
Planner III	\$135.00
Planner II	\$120.00
Planner I	\$80.00
Planner Aide	\$60.00
Graphic Designer	\$105.00
Data Base Developer	\$185.00
Administrative Support	\$65.00
Clerical Aide	\$50.00
Principal	\$195.00
Sr. Associate	\$185.00
Associate	\$175.00

Rates as reflected subject to review and adjustment on an annual basis.

2018 Public Rates 17-1120

Stantec Consulting / 2018 Fee Schedule

Title	Hourly Rate	Description
Construction Technician CAD Technician	\$80 - \$95	<ul style="list-style-type: none"> • Junior-level position • Independently carries out assignments of limited scope using standard procedures, methods, and techniques • Assists senior staff in carrying out more advanced procedures • Completed work is reviewed for feasibility and soundness of judgment • Graduate from an appropriate post-secondary program or equivalent • Generally, four years' work experience
Engineering Assistant Engineer-In-Training Construction Technician	\$102 - \$115	<ul style="list-style-type: none"> • Fully qualified professional position • Carries out assignments requiring general familiarity within a broad field of the respective profession • Makes decisions by using a combination of standard methods and techniques • Actively participates in planning to ensure the achievement of objectives • Works independently to interpret information and resolve difficulties • Graduate from an appropriate post-secondary program, with credentials or equivalent • Generally, six years experience
CAD Manager Designer Process Designer Project Engineer Senior Project Engineer Survey Manager Construction Technician Senior Civil Engineer Environmental Engineer Survey Crew Chief	\$121- \$137	<ul style="list-style-type: none"> • First level supervisor of first complete level of specialization • Provides applied professional knowledge and initiative in planning and coordinating work programs • Adapts established guidelines as necessary to address unusual issues • Decisions accepted as technically accurate, however may on occasion be reviewed for soundness of judgment • Graduate from an appropriate post-secondary program, with credentials or equivalent • Generally, nine years' experience
Associate Senior Associate Project Manager Field Services Manager Landscape Architect	\$144 - \$180	<ul style="list-style-type: none"> • Highly-specialized technical professional or supervisor of groups of professionals • Provides multidiscipline knowledge to deliver innovative solutions in related field of expertise • Participates in short and long range planning to ensure the achievement of objectives • Makes responsible decisions on all matters, including policy recommendations, work methods, and financial controls associated with large expenditures • Reviews and evaluates technical work • Graduate from an appropriate post-secondary program, with credentials or equivalent • Generally, ten years' experience with extensive, broad experience
Principal	\$180 - \$210	<ul style="list-style-type: none"> • Senior level consultant or management function • Recognized as an authority in a specific field with qualifications of significant value • Provides multidiscipline knowledge to deliver innovative solutions in related field of expertise • Independently conceives programs and problems for investigation • Participates in discussions to ensure the achievement of program and/or project objectives • Makes responsible decisions on expenditures, including large sums or implementation of major programs and/or projects • Graduate from an appropriate post-secondary program, with credentials or equivalent • Generally, fifteen years' experience with extensive professional and management experience
Survey Crew	\$150 \$220	1 person crew 2 person crew

2018

YPSILANTI TOWNSHIP

HOURLY COST RECOVERY RATES

Township Attorney	\$200
Fire Marshal	\$58
Planning & Development Coordinator	\$40
Clerical Support	\$25
Ordinance Officer	\$26
Building Inspector	\$42
Community Standards Director	\$55

CHARTER TOWNSHIP OF YPSILANTI

RESOLUTION 2018-11 (In Reference to Ordinance 2018-478)

Rezoning of 1250 East Michigan

Whereas, at its regularly scheduled meeting held **March 27, 2018**, the Charter Township of Ypsilanti (Township) Planning Commission (Commission) recommended that the Township Board approve a rezoning request for a certain parcel of property comprising 1.424 acres, commonly identified as 1250 East Michigan Avenue, Parcel ID K-11-10-107-011, from the B-3 (General Business) zoning district to the IRO (Industrial, Research, Office) zoning district; and

Whereas, proposed Ordinance No. 2018-478 rezones 1250 East Michigan Avenue, Parcel ID K-11-10-107-011, from B-3 District to IRO District zoning classification; and

Whereas, the Township Board of Trustees agrees that the rezoning is appropriate.

Now Therefore,

Be it resolved that the Charter Township of Ypsilanti hereby adopts and incorporates by reference Ordinance No. 2018-478 attached hereto, by reference, in its entirety.

CHARTER TOWNSHIP OF YPSILANTI

PROPOSED ORDINANCE 2018-478

***An Ordinance Amending Ordinance No. 74,
Township Zoning Ordinance, So As To Rezone
1250 East Michigan Avenue, being Parcel ID K-11-10-107-011,
From Its Current B-3 (General Business) District Zoning Classification
To IRO (Industrial, Research, Office) District Zoning Classification***

The Charter Township of Ypsilanti hereby ordains that

Ordinance No. 74, adopted May 18, 1994, shall be amended as follows:

Real Property consisting of 1.424 acres of land located at 1250 East Michigan Avenue, also known as Parcel ID K-11-10-107-011, and more particularly described as follows:

See attached legal description labeled "Attachment A"

shall be rezoned from its current B-3 (General Business) District zoning classification to the IRO (Industrial, Research, Office) District zoning classification.

The Zoning Map, as incorporated by reference, in the Charter Township of Ypsilanti Zoning Ordinance is hereby amended by the rezoning of the afore-described parcel of property from its B-3 District zoning classification to the IRO District zoning classification.

Severability

In the event that any one or more sections, provisions, phrases or words of this ordinance shall be found to be invalid by a Court of competent jurisdiction, such holding shall not affect the validity nor the enforceability of the remaining sections, provisions, phrases or words of this Ordinance unless expressly so determined by a Court of competent jurisdiction.

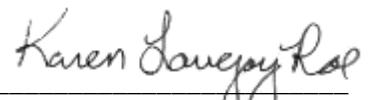
Publication

This Ordinance shall be published in a newspaper of general circulation as required by law.

Effective date

This Ordinance shall become effective upon publication in a newspaper of general circulation as required by law.

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify approval of the first reading of Proposed Ordinance No. 2017-478 by the Charter Township of Ypsilanti Board of Trustees assembled at a regular meeting held on April 17, 2018. The second reading is scheduled to be heard on May 15, 2018.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

Legal:

Being Part Of Lot 9 And The Wly 78.16 Ftof Lot 8 Supervisors Plat #5, Section 10, T3s, R7e, Ypsilanti Twp, Wash Co, Mi, Desc As: Beg At The Ne Cor Sd Lot 9, Th S 01-07-12 E 305.37 Ft On E/L Said Lot 9 To N R/W For Mich Central Rr, Th S 69-58-33 W 116.31 F T On Sd N R/W Ln, Th Cont On Sd R/W For Following Two Courses, S 00-58-48 E 32.03 Ft, Th S 70-21-58 W 78.16 Ft, Th N 03-19-33 W 345.22 Ft To Sd Sly Ln Mich Ave, Th N 73-20-07 E 205 Ft To Pob. Cont 1.42 Ac +/- Subj To Esmts, Restrictions, Reservations, Row, Leases & Agreements Of Record, If Any. Split On 07/23/2001 From K -11-10-107-010K -11-10-107-009;

Attachment A

CHARTER TOWNSHIP OF YPSILANTI

Resolution No. 2018-12

RESOLUTION REGARDING THE DIVISION OF A PLATTED LOT

Resolution authorizing the division of platted lots in Country Club Park Subdivision

WHEREAS, the owner of a Lots 116, 117, 118 and 119 of Country Club Park Subdivision has made a request to change lot boundaries as previously approved and recorded; and

WHEREAS, Township ordinance no. 2000-243, Article IX, Section 11.01 states that "Upon the filing of a petition, by the owner or owners of all interest therein, with the Township Board, the platted lots, outlot, or parcels of land in existing recorded plats may be partitioned or divided upon resolution of the Township Board into not more than four (4) parts, each of which shall, in regard to width, depth and area, conform to the terms and provisions of the Charter Township of Ypsilanti Zoning Ordinance, as amended; and

WHEREAS, the Township Planning and Development Coordinator has reviewed the division and confirmed that the resulting parcels meet the minimum requirements for lot size and road frontage as set forth by Section 2000 of the Township Zoning Ordinance.

THEREFORE, BE IT RESOLVED, that the revised property descriptions are approved as follows:

LEGAL DESCRIPTIONS:

PARCEL 1:

ALL OF LOTS 116 AND 117 AND THE WEST HALF OF LOT 118

OTHERWISE DESCRIBED AS:

COMMENCING AT THE NW CORNER OF LOT 115 OF "COUNTRY CLUB PARK SUB", AS RECORDED IN LIBER 5 OF PLATS, PAGE 14 WASHTENAW COUNTY RECORDS, YPSILANTI TOWNSHIP, WAHTENAW COUNTY, MICHIGAN, THENCE S 89°05'00" E 70.07 FEET ALONG THE NORTH LINE OF SAID LOT 115 AND THE SOUTH LINE OF HARDING AVE (50.00 FEET WIDE) TO THE POINT OF BEGINNING,

THENCE CONTINUING S 89°05'00" E 150.00 FEET; THENCE S 00°50'42" W 119.84 FEET; THENCE N 89° 09' 51" W 149.84 FEET ALONG THE SOUTH LINE OF THE W ½ OF LOT 118 AND THE SOUTH LINE OF LOTS 116 & 117 OF SAID "COUNTRY CLUB PARK SUBDIVISION"; THENCE N 00°46'15" E 120.05 FEET ALONG THE WEST LINE OF SAID LOT 116 TO THE POINT OF BEGINNING. BEING A PART OF SECTION 7, T3S, R7E, YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN AND CONTAINING 0.41 ACRES OF LAND, MORE OR LESS. BEING SUBJECT TO EASMENTS AND RESTRICTIONS OF RECORD, IF ANY.

PARCEL 2:

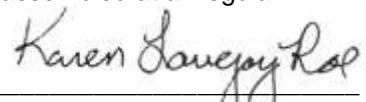
THE EAST HALF OF LOT 118 AND ALL OF LOT 119

OTHERWISE DESCRIBED AS:

COMMENCING AT THE NW CORNER OF LOT 115 OF "COUNTRY CLUB PARK SUB", AS RECORDED IN LIBER 5 OF PLATS, PAGE 14, WASHTENAW COUNTY RECORDS, YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN, THENCE S 89°05'00' E 220.07 FEET ALONG THE NORTH LINE OF SAID LOT 115 AND THE SOUTH LINE OF HARDING AVE (50.00 FEET WIDE) TO THE POINT OF BEGINNING,

THENCE CONTINUING S 89°05'00' E 90.00 FEET; THENCE S 00°50'42' W 119.71 FEET; THENCE N 89°09'51' W 90.00 FEET ALONG THE SOUTH LINE OF LOT 119 AND THE E ½ OF LOT 118 OF SAID "COUNTRY CLUB PARK SUB"; THENCE N 00°50'42' E 119.84 FEET TO THE POINT OF BEGINNING. BEING A PART OF SECTION 7, T3S, R7E, YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN AND CONTAINING 0.25 ACRES OF LAND, MORE OR LESS. BEING SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD, IF ANY.

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify the above resolution is a true and exact copy of Resolution No. 2018-12 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on April 17, 2018.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

2018 YPSILANTI TOWNSHIP SECOND AGREEMENT

THIS AGREEMENT, made and entered into this 18th day of April, 2018, by and between the Township Board of Ypsilanti Township, Washtenaw County, parties of the first part and the Board of Washtenaw County Road Commissioners, parties of the second part.

WHEREAS, the parties of the first part desire that certain improvements be made upon the local roads in the Township of Ypsilanti, and

WHEREAS, proper authority is provided to the parties of the agreement under the provisions in Act 51 of Public Acts of 1951 as amended,

IT IS NOW THEREFORE AGREED, the parties of the second part will accomplish the improvements as specified herein, all in accordance with the standards of the parties of the second part.

It is further understood that the Charter Township of Ypsilanti will be a named insured on the Washtenaw County Road Commission's coverages for liability for the activities described above. The Road Commission will submit a certificate of insurance evidencing such coverages to the Township Clerk prior to implementation of services under the contract. Each party to this contract shall be responsible for the acts and omissions of its employees and agents.

1. **Local Road Dust Control (497-11-108):**

Work to include placement of three (3) solid applications of contract brine on all certified local gravel/limestone roads within the township. Estimated 68,880 gallons @ \$0.1650 per gallon.

Estimated cost of contract brine: \$ 11,365.20

AGREEMENT SUMMARY

2018 LOCAL ROAD PROGRAM

Local Road Dust Control	\$ 11,365.20
Less 2018 Conventional Matching Funds:	5,682.60

ESTIMATED AMOUNT TO BE PAID BY YPSILANTI TOWNSHIP
UNDER THIS AGREEMENT DURING 2018:

\$ 5,682.60

FOR YPSILANTI TOWNSHIP:

Brenda L. Stumbo
Brenda L. Stumbo, Supervisor
April 18, 2018

Karen Lovejoy Roe
Karen Lovejoy Roe, Clerk
April 18, 2018

Lisa R. Stanfield
Witness

Lisa R. Stanfield
Witness

FOR WASHTENAW COUNTY ROAD COMMISSION:

Douglas E. Fuller
Douglas E. Fuller, Chair

Witness

Roy D. Townsend
Roy D. Townsend, Managing Director

Witness

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE APRIL 24, 2018 SPECIAL MEETING**

Supervisor Stumbo called the meeting to order at approximately 8:30am in the Ypsilanti Township Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township.

Members Present: Supervisor Brenda L. Stumbo, Clerk Lovejoy Roe, Treasurer Doe, Trustees: Stan Eldridge and Heather Jarrell Roe

Members Absent: Trustees Monica Ross-Williams and Jimmie Wilson, Jr.

Legal Counsel: Wm. Douglas Winters

AGENDA

A Special Meeting of the Charter Township of Ypsilanti Board of Trustees has been called by Supervisor Brenda Stumbo for the following items:

1. REQUEST TO ENTER INTO CLOSED SESSION PURSUANT TO MCL 15.268 SECTION 8 SUBPARAGRAPH (C) "FOR STRATEGY AND NEGOTIATION SESSIONS CONNECTED WITH THE NEGOTIATION OF THE TEAMSTERS COLLECTIVE BARGAINING AGREEMENT IF EITHER NEGOTIATION PARTY REQUESTS A CLOSED HEARING"

A motion was made by Treasurer Doe, seconded by Trustee Jarrell Roe to enter closed session pursuant to MCL 15.268 Section 8 Subparagraph (C) "For strategy and negotiation sessions connected with the negotiation of the Teamsters Collective Bargaining Agreement if either negotiation party requests a closed hearing".

Jarrell Roe:	Yes	Eldridge:	Yes
Lovejoy-Roe:	Yes	Stumbo:	Yes
Doe:	Yes		

The motion carried unanimously.

The Board went into closed session at approximately 8:32am.

The Board came out of closed session at approximately 11:25am

2. REQUEST AUTHORIZATION OF TEAMSTERS BARGAINING CONTRACT FOR YEARS 2018-2021

A motion was made by Clerk Lovejoy Roe, seconded by Trustee Eldridge to proceed as directed during the Closed Session.

The motion carried unanimously.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE APRIL 24, 2018 SPECIAL MEETING
PAGE 2**

The meeting was adjourned at approximately 11:30am.

Respectfully Submitted,

Brenda L. Stumbo, Supervisor
Charter Township of Ypsilanti

Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

Closed Session Minutes

- A. The April 24, 2018 Closed Session Minutes will be distributed to Board Members prior to the meeting.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE MAY 2, 2018 SPECIAL MEETING**

Supervisor Stumbo called the meeting to order at approximately 8:30am in the Ypsilanti Township Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township.

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

Members Absent: None

Legal Counsel: Wm. Douglas Winters

AGENDA

A Special Meeting of the Charter Township of Ypsilanti Board of Trustees has been called by Supervisor Brenda Stumbo for the following items:

1. **REQUEST TO ENTER INTO CLOSED SESSION PURSUANT TO MCL 15.268 SECTION 8 SUBPARAGRAPH (C) "FOR STRATEGY AND NEGOTIATION SESSIONS CONNECTED WITH THE NEGOTIATION OF THE TEAMSTERS COLLECTIVE BARGAINING AGREEMENT IF EITHER NEGOTIATION PARTY REQUESTS A CLOSED HEARING"**

A motion was made by Treasurer Doe, seconded by Trustee Eldridge to enter closed session pursuant to MCL 15.268 Section 8 Subparagraph (C) "For strategy and negotiation sessions connected with the negotiation of the Teamsters Collective Bargaining Agreement if either negotiation party requests a closed hearing".

Eldridge:	Yes	Ross Williams:	Yes
Lovejoy-Roe:	Yes	Stumbo:	Yes
Doe:	Yes	Wilson:	Yes

The motion carried unanimously.

The Board went into closed session at approximately 8:32am.

The Board exited closed session at approximately 9:56am.

2. **REQUEST AUTHORIZATION OF TEAMSTERS BARGAINING CONTRACT FOR YEARS 2018-2021**

A motion was made by Treasurer Doe, seconded by Trustee Wilson to authorize the Teamsters Bargaining Contract for Years 2018-2021.

The motion carried unanimously.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE MAY 2, 2018 SPECIAL MEETING
PAGE 2**

A motion was made by Trustee Wilson, supported by Treasurer Doe to Adjourn.

The meeting was adjourned at 9:57am.

Respectfully Submitted,

Brenda L. Stumbo, Supervisor
Charter Township of Ypsilanti

Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

Closed Session Minutes

- A. The May 2, 2018 Closed Session Minutes will be distributed to Board Members prior to the meeting.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE MAY 9, 2018 SPECIAL MEETING**

Supervisor Stumbo called the meeting to order at approximately 8:30am in the Ypsilanti Township Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township.

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

Members Absent: None

Legal Counsel: Wm. Douglas Winters

AGENDA

A Special Meeting of the Charter Township of Ypsilanti Board of Trustees has been called by Supervisor Brenda Stumbo for the following items:

1. **REQUEST TO ENTER INTO CLOSED SESSION PURSUANT TO MCL 15.268 SECTION 8 SUBPARAGRAPH (C) "FOR STRATEGY AND NEGOTIATION SESSIONS CONNECTED WITH THE NEGOTIATION OF THE AFSCME COLLECTIVE BARGAINING AGREEMENT IF EITHER NEGOTIATION PARTY REQUESTS A CLOSED HEARING"**

A motion was made by Treasurer Doe, seconded by Trustee Jarrell Roe to enter closed session pursuant to MCL 15.268 Section 8 Subparagraph (C) "For strategy and negotiation sessions connected with the negotiation of the Teamsters Collective Bargaining Agreement if either negotiation party requests a closed hearing".

Eldridge:	Yes	Ross Williams:	Yes	Jarrell Roe:	Yes
Lovejoy-Roe:	Yes	Stumbo:	Yes		
Doe:	Yes	Wilson:	Yes		

The motion carried unanimously.

The Board went into closed session at approximately 8:38am.

The Board exited closed session at approximately 12:05pm

Respectfully Submitted,

Brenda L. Stumbo, Supervisor
Charter Township of Ypsilanti

Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

Closed Session Minutes

- A. The May 9, 2018 Closed Session Minutes will be distributed to Board Members prior to the meeting.

Supervisor
BRENDA L. STUMBO
Clerk
KAREN LOVEJOY ROE
Treasurer
LARRY J. DOE
Trustees
STAN ELDRIDGE
HEATHER ROE
MONICA ROSS-WILLIAMS
JIMMIE WILSON



ACCOUNTING DEPT

7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 484-3702
Fax: (734) 484-5154

Charter Township of Ypsilanti

STATEMENTS AND CHECKS

MAY 1, 2018 BOARD MEETING

ACCOUNTS PAYABLE CHECKS -	\$	136,402.34
HAND CHECKS -	\$	397,544.22
CREDIT CARDS PURCHASES -	\$	0.00
GRAND TOTAL -	\$	533,946.56

Check Date	Check	Vendor Name	Amount
<i>HAND checks</i>			
Bank AP AP			
04/17/2018	178301	DTE ENERGY	10,165.88
04/18/2018	178302	AMY KUEHN	14.00
04/18/2018	178303	BENJAMIN KOCSIS	14.00
04/18/2018	178304	CARLA HENDERSHOT	14.00
04/18/2018	178305	CHRISTA DOLAN	14.00
04/18/2018	178306	CHRISTOPHER MCMAHON	14.00
04/18/2018	178307	CHRISTOPHER RIZZO	14.00
04/18/2018	178308	DAICIA SMITH	14.00
04/18/2018	178309	DANIELLE SIMS	14.00
04/18/2018	178310	DAVID CLIFFORD	14.00
04/18/2018	178311	DEBRA HAMILTON	14.00
04/18/2018	178312	DONIA PERIN	14.00
04/18/2018	178313	DONNA HORVATH	14.00
04/18/2018	178314	ELIZABETH HELMBOLD	14.00
04/18/2018	178315	FLORA MONCRIEF	14.00
04/18/2018	178316	GERALD SIMON III	14.00
04/18/2018	178317	JANET ALFORD	14.00
04/18/2018	178318	JOHN DACKO	14.00
04/18/2018	178319	JULIANNE YOUNG	14.00
04/18/2018	178320	KATHRYN WOOD	14.00
04/18/2018	178321	LARRY LAVIGNE	14.00
04/18/2018	178322	MUSHTAQ AHMED	14.00
04/18/2018	178323	NICHOLAS HICKS	14.00
04/18/2018	178324	NOVELLA MILLER	14.00
04/18/2018	178325	PETER WILLIAMSON	14.00
04/18/2018	178326	RENEE CUNNINGHAM	14.00
04/18/2018	178327	ROBERTA BROWN	14.00
04/18/2018	178328	RODNEY MALLORY II	14.00
04/18/2018	178329	RONALD CHAMBERS	14.00
04/18/2018	178330	SEOK BARNETT	14.00
04/18/2018	178331	SUZETTE PALYKA	14.00
04/18/2018	178332	TAMBRA DUNN	14.00
04/18/2018	178333	ALLISON KIERSEY	14.00
04/18/2018	178334	ANDREW TOMLINSON	14.00
04/18/2018	178335	CHANTEL WEATHERLY	14.00
04/18/2018	178336	CHARLEEN CLARK	14.00
04/18/2018	178337	CHRISTOPHER COOPER	14.00
04/18/2018	178338	DANIEL BONDALAPATI	14.00
04/18/2018	178339	DEVON ROBINSON	14.00
04/18/2018	178340	DOYLE MONTGOMERY	14.00
04/18/2018	178341	EDUARDO ENRIQUEZ	14.00
04/18/2018	178342	EVAN CAVE	14.00
04/18/2018	178343	FLORICA BUDARU	14.00
04/18/2018	178344	GAGE SMITH	14.00
04/18/2018	178345	GARY JASBECK	14.00
04/18/2018	178346	GILBERT ROYSTER	14.00
04/18/2018	178347	JEFFERY ALDRIDGE	14.00
04/18/2018	178348	JILL JOHNSON	14.00
04/18/2018	178349	JOHN ANGYAN	14.00
04/18/2018	178350	KATHY BAPTIST	14.00
04/18/2018	178351	LAYTON PRICE	14.00
04/18/2018	178352	MARY SMALLISH	14.00
04/18/2018	178353	MARY STEELE	14.00
04/18/2018	178354	MELISSA LAWSON	14.00
04/18/2018	178355	PAULA CURTIS	14.00
04/18/2018	178356	SHELLA PRICE	14.00
04/18/2018	178357	SHONDA BREWER	14.00
04/18/2018	178358	SUZANNE LAFRANCE	14.00
04/20/2018	178359	COMCAST CABLE	114.85
04/25/2018	178360	BLUE CROSS BLUE SHIELD OF MI	141,188.16
04/25/2018	178361	BLUE CROSS BLUE SHIELD OF MI	35,837.76
04/25/2018	178362	COMCAST CABLE	94.85
04/25/2018	178363	COMCAST CABLE	144.85
04/25/2018	178364	DELTA DENTAL PLAN OF MICHIGAN	12,960.84
04/25/2018	178365	GUARDIAN ALARM	1,856.07
04/25/2018	178366	GUARDIAN ALARM	163.11
04/25/2018	178367	PNC EQUIPMENT FINANCE, LLC	7,022.07
04/25/2018	178368	VISION SERVICE PLAN	2,737.32
04/25/2018	178369	WASTE MANAGEMENT	1,267.76
04/25/2018	178370	WASTE MANAGEMENT	242.17
04/25/2018	178371	WASTE MANAGEMENT	710.18
04/25/2018	178372	WASTE MANAGEMENT	104,741.44
04/25/2018	178373	WASTE MANAGEMENT	30,497.31
04/25/2018	178374	WASTE MANAGEMENT	40,070.14
04/25/2018	178375	WASTE MANAGEMENT	1,253.17
04/25/2018	178376	WASTE MANAGEMENT	1,300.00
04/25/2018	178377	WEX BANK	2,453.63
04/25/2018	178378	WINDSTREAM	425.22

04/30/2018 01:16 PM
User: mharris
DB: Ypsilanti-Twp

CHECK REGISTER FOR CHARTER TOWNSHIP OF YPSILANTI Page: 2/2
CHECK NUMBERS 178301 - 178380

Check Date	Check	Vendor Name	Amount
04/26/2018	178379	GLYNN COFFIE	465.00
04/27/2018	178380	MESSENGER PRINTING	1,034.44

AP TOTALS:

Total of 80 Checks:	397,544.22
Less 0 Void Checks:	0.00
Total of 80 Disbursements:	<u>397,544.22</u>

Check Date	Check	Vendor Name	Amount
Bank AP AP			
05/01/2018	178381	A & R TOTAL CONSTRUCTION, INC.	110.28
05/01/2018	178382	A.F. SMITH ELECTRIC	2,438.36
05/01/2018	178383	ACCUSHRED LLC	65.00
05/01/2018	178384	ALLEGRA PRINTING AND IMAGING	418.00
05/01/2018	178385	AMAZON CAPITAL SERVICES	246.44
05/01/2018	178386	ANN ARBOR CLEANING SUPPLY	474.46
05/01/2018	178387	ANN ARBOR WELDING SUPPLY CO	119.97
05/01/2018	178388	ANNETTE GONTARSKI	156.96
05/01/2018	178389	ARIYAH BENNETT	50.00
05/01/2018	178390	ASAP DRUG SCREENS	40.00
05/01/2018	178391	ATLANTIC WELDING SUPPLY	301.00
05/01/2018	178392	AUTO VALUE YPSILANTI	601.24
05/01/2018	178393	BOULLION SALES	681.64
05/01/2018	178394	CALLAWAY GOLF SALES COMPANY	1,592.73
05/01/2018	178395	CARL MUELLER	12,262.00
05/01/2018	178396	CARLISLE/WORTMAN ASSOCIATES	21,368.40
05/01/2018	178397	CARTER LUMBER COMPANY	332.00
05/01/2018	178398	CHELSEA BRODFUEHRER	1,475.10
05/01/2018	178399	CINCINNATI TIME SYSTEMS	693.30
05/01/2018	178400	CONGDON'S	172.83
05/01/2018	178401	CONTI	1,387.66
05/01/2018	178402	COURT INNOVATIONS INC	135.00
05/01/2018	178403	CRYSTAL FLASH, INC.	4,370.43
05/01/2018	178404	DENNEY CONSTRUCTION SERVICES	9,715.15
05/01/2018	178405	DINGES FIRE COMPANY	413.92
05/01/2018	178406	EASTERN OIL COMPANY	462.00
05/01/2018	178407	EMERGENCY VEHICLE SERVICES	13,214.11
05/01/2018	178408	FASTENAL	527.98
05/01/2018	178409	FEDERAL EXPRESS CORPORATION	174.60
05/01/2018	178410	FIBER LINK	530.50
05/01/2018	178411	FONDRIEST ENVIRONMENTAL, INC	9,285.20
05/01/2018	178412	GMIS INTERNATIONAL HEADQUARTERS	200.00
05/01/2018	178413	GRAINGER	1,246.70
05/01/2018	178414	GRIFFIN PEST SOLUTIONS	62.00
05/01/2018	178415	GROSS ELECTRIC	58.37
05/01/2018	178416	HOME DEPOT	714.75
05/01/2018	178417	HORNUNG'S	124.55
05/01/2018	178418	J & R FARM TRACTOR	196.29
05/01/2018	178419	KAREN LOVEJOY ROE	103.00
05/01/2018	178420	LANGUAGE LINE SERVICES	62.44
05/01/2018	178421	LB OFFICE PRODUCTS	1,082.95
05/01/2018	178422	LEAH DIEBEL	285.00
05/01/2018	178423	LOWE'S	65.88
05/01/2018	178424	LSQ FUNDING GROUP, L.C.	727.49
05/01/2018	178425	LUBRICATION ENGINEERS	1,087.20
05/01/2018	178426	MARK HAMILTON	1,500.00
05/01/2018	178427	MCMASTER-CARR	52.50
05/01/2018	178428	MENARDS, INC.	399.00
05/01/2018	178429	MICHAEL HOUGHTON	558.73
05/01/2018	178430	MICHIGAN LINEN SERVICE, INC.	1,088.87
05/01/2018	178431	MICHIGAN MUNICIPAL LEAGUE	164.20
05/01/2018	178432	MICHIGAN URGENT CARE ANN ARBOR	455.00
05/01/2018	178433	NAPA AUTO PARTS	319.64
05/01/2018	178434	NETWORKFLEET, INC	587.45
05/01/2018	178435	OAKLAND COUNTY	1,863.25
05/01/2018	178436	OFFICE EXPRESS	2,764.44
05/01/2018	178437	PARK ATHLETIC SUPPLY	384.00
05/01/2018	178438	PARKWAY SERVICES, INC.	375.00
05/01/2018	178439	PREMIER SAFETY & SERVICE	132.46
05/01/2018	178440	PRINTING SYSTEMS	2,520.78
05/01/2018	178441	PRIORITY ONE EMERGENCY	403.87
05/01/2018	178442	RENT A WRECK	89.25
05/01/2018	178443	RESIDEX, LLC	1,757.86
05/01/2018	178444	RUBBER STAMPS UNLIMITED INC	33.50
05/01/2018	178445	SAF PLAY SERVICES, INC.	4,120.00
05/01/2018	178446	SAM'S CLUB DIRECT	744.08
05/01/2018	178447	SHANE FITNESS	277.20
05/01/2018	178448	SOUTHEASTERN EQUIPMENT CO.	3,975.10
05/01/2018	178449	SOUTHERN COMPUTER WAREHOUSE	157.65
05/01/2018	178450	SPARTAN DISTRIBUTORS	128.24
05/01/2018	178451	SPEARS FIRE & SAFETY SERVICE	140.00
05/01/2018	178452	TARGET INFORMATION	112.25
05/01/2018	178453	TASK FORCE TIPS	259.74
05/01/2018	178454	TERMINIX PROCESSING CENTER	54.00
05/01/2018	178455	TINA HOTCHKISS	747.00
05/01/2018	178456	TODD BARBER	2,100.00
05/01/2018	178457	TRACTOR SUPPLY COMPANY	123.98
05/01/2018	178458	UNITED STATES POSTAL SERVICE	10,000.00

A/P checks

User: mharris

CHECK NUMBERS 178381 - 178470

DB: Ypsilanti-Twp

Check Date	Check	Vendor Name	Amount
05/01/2018	178459	UNIVERSITY TRANSLATORS	260.04
05/01/2018	178460	VALERIE BASS	300.00
05/01/2018	178461	VANTAGE APPAREL	62.79
05/01/2018	178462	VICTORY LANE	33.53
05/01/2018	178463	VOLHA YERMALENKA	180.00
05/01/2018	178464	W.J. O'NEIL COMPANY	2,949.00
05/01/2018	178465	WASHTENAW COUNTY LEGAL NEWS	70.00
05/01/2018	178466	WASHTENAW COUNTY SHERIFF'S OFFICE	1,929.00
05/01/2018	178467	WOLVERINE CRANE	140.00
05/01/2018	178468	YPSILANTI COMMUNITY	1,221.06
05/01/2018	178469	YPSILANTI TOWNSHIP PETTY CASH	900.00
05/01/2018	178470	YSHELU JOHNSON	135.00

AP TOTALS:

Total of 90 Checks:	136,402.34
Less 0 Void Checks:	0.00
Total of 90 Disbursements:	136,402.34

Supervisor
BRENDA L. STUMBO
Clerk
KAREN LOVEJOY ROE
Treasurer
LARRY J. DOE
Trustees
STAN ELDRIDGE
HEATHER ROE
MONICA ROSS-WILLIAMS
JIMMIE WILSON



ACCOUNTING DEPT

7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 484-3702
Fax: (734) 484-5154

Charter Township of Ypsilanti

STATEMENTS AND CHECKS

MAY 15, 2018 BOARD MEETING

ACCOUNTS PAYABLE CHECKS -	\$	715,266.57
HAND CHECKS -	\$	111,128.30
CREDIT CARD PURCHASES-	\$	<u>1,243.19</u>
GRAND TOTAL -	\$	827,638.06

Clarity Health Care Deductible – APRIL 2018

ACH EFT -	\$	50,851.60
ADMIN FEE -	\$	1,086.00

Bank CARDS COMERICA COMMERCIAL CARD

Check Date	Check	Vendor Name	Description	Amount
05/10/2018	31 (E)	COMERICA BANK	COMCAST CAMERA SAD 850 GATES ST	124.85
			LAWN LEAF BAGS, BROWN JERSEY GLOVES	129.65
			TRAINING CD - "KEEP NEGATIVITY FROM INFE	29.66
			CORAL WINDVD	84.78
			USB TO IRDA ADAPTER	113.00
			LODGING FOR WILLIAM BALMES FOR IAEI CONF	243.50
			ULTRAMON SOFTWARE	40.27
			PHONE SOFTWARE RENEWAL	477.48
				<u>1,243.19</u>

CREDIT CARDS

CARDS TOTALS:
 Total of 1 Checks:
 Less 0 Void Checks:
 Total of 1 Disbursements:

1,243.19
 0.00
 1,243.19

User: mharris

CHECK NUMBERS 178471 - 178494

DB: Ypsilanti-Twp

Check Date	Check	Vendor Name	Amount
Bank AP AP			
05/01/2018	178471	AT & T	133.49
05/01/2018	178472	AT & T	33.73
05/01/2018	178473	CLEAR RATE COMMUNICATIONS, INC	848.62
05/01/2018	178474	COMCAST BUSINESS	1,239.00
05/01/2018	178475	COMCAST CABLE	182.00
05/01/2018	178476	COMCAST CABLE	97.60
05/01/2018	178477	COMCAST CABLE	104.85
05/01/2018	178478	COMCAST CABLE	214.90
05/01/2018	178479	COMCAST CABLE	114.85
05/01/2018	178480	COMCAST CABLE	114.85
05/01/2018	178481	COMCAST CABLE	244.85
05/01/2018	178482	COMCAST CABLE	114.85
05/01/2018	178483	COMCAST CABLE	126.91
05/01/2018	178484	J.F. MOORE & ASSOCIATES, LLC	1,125.00
05/01/2018	178485	ROLYAN BUOYS	249.00
05/01/2018	178486	STANDARD INSURANCE COMPANY	4,823.55
05/01/2018	178487	YPSILANTI COMMUNITY	4,972.27
05/07/2018	178488	COMCAST CABLE	40.19
05/07/2018	178489	COMCAST CABLE	114.85
05/07/2018	178490	DTE ENERGY**	74,947.48
05/07/2018	178491	GUARDIAN ALARM	2,370.00
05/07/2018	178492	VERIZON WIRELESS	428.20
05/07/2018	178493	DTE ENERGY	11,840.44
05/08/2018	178494	COMCAST CABLE	6,646.82

AP TOTALS:

Total of 24 Checks:	111,128.30
Less 0 Void Checks:	0.00
Total of 24 Disbursements:	111,128.30

User: mharris

CHECK NUMBERS 178495 - 178596

DB: Ypsilanti-Twp

Check Date	Check	Vendor Name	Amount
Bank AP AP			
05/15/2018	178495	ACCUSHRED LLC	65.00
05/15/2018	178496	ACUSHNET COMPANY	457.56
05/15/2018	178497	ALL PRO EXERCISE	717.50
05/15/2018	178498	AMAZON CAPITAL SERVICES	528.72
05/15/2018	178499	AMERIGAS - YPSILANTI	605.35
05/15/2018	178500	ANN ARBOR CLEANING SUPPLY	363.99
05/15/2018	178501	ANN ARBOR WELDING SUPPLY CO	235.60
05/15/2018	178502	AUTO VALUE YPSILANTI	142.60
05/15/2018	178503	AUTOMATED CONFIRMATIONS, LLC	43.25
05/15/2018	178504	BEST BUY BUS. ADVANTAGE ACCT.	19.99
05/15/2018	178505	BONNER ADVISORY GROUP	125.00
05/15/2018	178506	CALLAWAY GOLF SALES COMPANY	78.18
05/15/2018	178507	CARA QUANN	80.00
05/15/2018	178508	CAROLYN WEINS	199.50
05/15/2018	178509	CARTER LUMBER COMPANY	292.83
05/15/2018	178510	CHARTER TOWNSHIP OF SUPERIOR	38.51
05/15/2018	178511	CHARTER TOWNSHIP OF YPSILANTI	115.00
05/15/2018	178512	CHELSEA BRODFUEHRER	1,410.75
05/15/2018	178513	COLD CUT KRUISE	99.00
05/15/2018	178514	COMPLETE BATTERY SOURCE	110.18
05/15/2018	178515	CONGDON'S	251.88
05/15/2018	178516	CRYSTAL FLASH, INC.	3,045.36
05/15/2018	178517	DAN KIMBALL	28.49
05/15/2018	178518	DANA BILBEISI	20.00
05/15/2018	178519	DEVIN WADLEY	20.00
05/15/2018	178520	EMALINE HICKS	20.00
05/15/2018	178521	EMERGENCY VEHICLE SERVICES	4,120.68
05/15/2018	178522	EPOCH EYEWEAR	192.00
05/15/2018	178523	FARMER & UNDERWOOD TRUCKING	1,371.17
05/15/2018	178524	FASTENAL	140.80
05/15/2018	178525	FRANCES MCMULLAN	100.00
05/15/2018	178526	FRED ANSTEAD	1,097.24
05/15/2018	178527	GOLF COURSE SUPERINTENDENTS	380.00
05/15/2018	178528	GOOSEWORKS, LLC	1,000.00
05/15/2018	178529	GORDON FOOD SERVICE INC.	358.66
05/15/2018	178530	GRAINGER	337.49
05/15/2018	178531	GREAT LAKES TREE SERVICE	425.00
05/15/2018	178532	GREAT WOLF LODGE - TRAVERSE CITY	932.32
05/15/2018	178533	HOME DEPOT	100.20
05/15/2018	178534	JEFFREY ROSEMAN	30.00
05/15/2018	178535	JEREMY SWANSON	25.00
05/15/2018	178536	JUMP-A-RAMA	672.00
05/15/2018	178537	KADEN KUMPELIS	40.00
05/15/2018	178538	KAREN LOVEJOY ROE	131.35
05/15/2018	178539	LANSING SANITARY SUPPLY, INC	47.41
05/15/2018	178540	LILLIAN JONES	50.00
05/15/2018	178541	LOWE'S	5.12
05/15/2018	178542	LOWER HURON SUPPLY	129.54
05/15/2018	178543	MARGARET SMITH	140.00
05/15/2018	178544	MASA	591.00
05/15/2018	178545	MCLAIN AND WINTERS	121,975.49
05/15/2018	178546	MIA SORRELL	20.00
05/15/2018	178547	MICHIGAN CHAPTER - I.A.A.I.	1,430.00
05/15/2018	178548	MICHIGAN CHAPTER I.A.E.I.	210.00
05/15/2018	178549	MICHIGAN LINEN SERVICE, INC.	672.11
05/15/2018	178550	MLIVE MEDIA GROUP	4,019.35
05/15/2018	178551	NAPA AUTO PARTS	43.38
05/15/2018	178552	NEOPOST	195.00
05/15/2018	178553	OFFICE EXPRESS	13,106.87
05/15/2018	178554	OLYVIA DEAN	80.00
05/15/2018	178555	ORCHARD, HILTZ & MCCLIMENT INC	7,526.50
05/15/2018	178556	PARK ATHLETIC SUPPLY	594.00
05/15/2018	178557	PARKER ALLEN	40.00
05/15/2018	178558	PARKWAY SERVICES, INC.	500.00
05/15/2018	178559	PEPSI BEVERAGES COMPANY	264.24
05/15/2018	178560	PM TECHNOLOGIES, LLC	465.22
05/15/2018	178561	PRIORITY ONE EMERGENCY	55.99
05/15/2018	178562	RANDAZZO HEATING & COOLING	93.75
05/15/2018	178563	RENT A WRECK	238.00
05/15/2018	178564	RICOH USA, INC.	2,007.27
05/15/2018	178565	ROBERT THOMASON	30.00
05/15/2018	178566	ROCCO LEONE	40.00
05/15/2018	178567	RUBBER STAMPS UNLIMITED INC	30.15
05/15/2018	178568	SAM'S CLUB DIRECT	299.92
05/15/2018	178569	SETH SORRELL	20.00
05/15/2018	178570	SGI HEATING & COOLING	108.75
05/15/2018	178571	SHANE FITNESS	163.80
05/15/2018	178572	SITONE LANDSCAPE SUPPLY, LLC	964.28

User: mharris

CHECK NUMBERS 178495 - 178596

DB: Ypsilanti-Twp

Check Date	Check	Vendor Name	Amount
05/15/2018	178573	SOUTHERN COMPUTER WAREHOUSE	1,309.80
05/15/2018	178574	STANTEC	27,503.37
05/15/2018	178575	STATE OF MICHIGAN	415.55
05/15/2018	178576	STERICYCLE INC	202.15
05/15/2018	178577	TERRY CONDIT	90.00
05/15/2018	178578	THERESE FOOTE	312.90
05/15/2018	178579	TINA HOTCHKISS	428.00
05/15/2018	178580	TODD BARBER	1,950.00
05/15/2018	178581	TRAVIS ERBY	129.00
05/15/2018	178582	UNIVERSITY TRANSLATORS	185.26
05/15/2018	178583	VALERIE BASS	300.00
05/15/2018	178584	VAN BUREN STEEL & FABRICATING	630.00
05/15/2018	178585	VERMEER OF MICHIGAN, INC.	1,657.30
05/15/2018	178586	VICTORY LANE	133.95
05/15/2018	178587	VISHNU PATCHEAK	10.00
05/15/2018	178588	W.J. O'NEIL COMPANY	2,082.89
05/15/2018	178589	WAMAA	1,000.00
05/15/2018	178590	WASHTENAW COUNTY LEGAL NEWS	420.00
05/15/2018	178591	WASHTENAW COUNTY TREASURER#	496,476.50
05/15/2018	178592	WEINGARTZ	313.95
05/15/2018	178593	WILLIAM SWEENEY	70.00
05/15/2018	178594	WOLVERINE FREIGHTLINER	2,475.38
05/15/2018	178595	YPSILANTI TOWNSHIP PETTY CASH	179.03
05/15/2018	178596	YSHELU JOHNSON	266.25

AP TOTALS:

Total of 102 Checks:	715,266.57
Less 0 Void Checks:	0.00
Total of 102 Disbursements:	<u>715,266.57</u>

OFFICE OF THE TREASURER
LARRY J. DOE



MONTHLY TREASURER'S REPORT
APRIL 1, 2018 THROUGH APRIL 30, 2018

<u>Account Name</u>	<u>Beginning Balance</u>	<u>Cash Receipts</u>	<u>Cash Disbursements</u>	<u>Ending Balance</u>
101 - General Fund	3,878,159.60	4,881,165.04	2,315,125.57	6,444,199.07
101 - Payroll	129,246.96	607,742.11	592,788.34	144,200.73
101 - Willow Run Escrow	143,168.04	47.07	0.00	143,215.11
206 - Fire Department	41,337.83	4,888,898.09	512,386.54	4,417,849.38
208 - Parks Fund	25,118.60	21.18	308.24	24,831.54
212 - Roads/Bike Path/Rec/General Fund	198,347.03	1,135,148.79	1,018.98	1,332,476.84
226 - Environmental Services	971,951.44	2,430,217.74	194,611.04	3,207,558.14
230 - Recreation	105,375.65	33,655.75	50,553.58	88,477.82
236 - 14-B District Court	263,673.09	155,003.12	101,840.82	316,835.39
244 - Economic Development	67,965.90	57.91	0.00	68,023.81
248 - Rental Inspections	94,985.47	35,566.53	19,539.09	111,012.91
249 - Building Department Fund	1,036,623.41	94,978.48	40,885.10	1,090,716.79
250 - LDFA Tax	19,461.11	119,451.58	0.00	138,912.69
252 - Hydro Station Fund	554,254.86	56,691.18	13,219.99	597,726.05
266 - Law Enforcement Fund	350,194.04	6,708,099.55	519,928.22	6,538,365.37
397 - Series "B" Cap. Cost of Funds	45,642.27	38.91	0.00	45,681.18
398 - LDFA 2006 Bonds	333,248.16	283.99	0.00	333,532.15
584 - Green Oaks Golf Course	89,684.33	44,770.10	59,060.62	75,393.81
590 - Compost Site	717,206.99	18,964.32	110,905.57	625,265.74
595 - Motor Pool	252,246.42	198.46	42,885.54	209,559.34
701 - General Tax Collection	107,906.58	7,209.47	26,702.51	88,413.54
703 - Current Tax Collections	19,512,218.78	53,538.53	19,495,848.88	69,908.43
707 - Bonds & Escrow/GreenTop	1,638,135.03	68,843.48	68,458.33	1,638,520.18
708 - Fire Withholding Bonds	74,413.73	24.46	0.00	74,438.19
893 - Nuisance Abatement Fund	61,841.72	11,278.60	2,056.30	71,064.02
ABN AMRO Series "B" Debt Red. Cap.Int.	0.00	0.00	0.00	0.00
GRAND TOTAL	<u>30,712,407.04</u>	<u>21,351,894.44</u>	<u>24,168,123.26</u>	<u>27,896,178.22</u>

ATTORNEY REPORT

GENERAL LEGAL UPDATE

OLD BUSINESS

CHARTER TOWNSHIP OF YPSILANTI

RESOLUTION 2018-07 (In Reference to Ordinance 2018-477)

Commercial and Industrial Business Registration

Whereas, the Township's Office of Community Standards has recommend that the Ypsilanti Township Board adopt an Ordinance requiring commercial and industrial businesses in Ypsilanti Township to register with the Office of Community Standards; and

Whereas, adoption of Business Registration Ordinance 2018-477 will enable the Office of Community Standards to advise prospective commercial and industrial businesses, before their operations begin, of applicable zoning and code requirements; and

Whereas, the information required in the proposed Ordinance includes an afterhours emergency contact number that may be used in case of a police or fire emergency; and

Whereas, the information required in the proposed Ordinance includes whether there are hazardous materials or substances within commercial or industrial business premises; and

Whereas, knowledge that hazardous materials and substances are present in commercial and industrial buildings is important for firefighters, law enforcement and

other emergency first responders in the event of an emergency;

Whereas, the Ordinance provides that all existing commercial and industrial businesses will have 120 days from the effective date of the Ordinance to register their businesses with the Office of Community Standards;

Now Therefore,

Be it resolved, that Ordinance No. 2018- 477 is hereby adopted by reference.

CHARTER TOWNSHIP OF YPSILANTI

Ordinance No. 2018-477

An Ordinance to Amend Chapter 22 of the Ypsilanti Charter Township Code of Ordinances by Adding a New Article Requiring Registration of Commercial and Industrial Businesses

The Charter Township of Ypsilanti *ordains* that the Charter Township Code of Ordinances is amended as follows:

Section 1. Purpose

The purpose of this article concerning the registration of commercial and industrial businesses within the Township is to protect the health, safety, and welfare of persons in the Township by providing the Township with the information necessary to ensure compliance with safety, structure and fire laws; identify business activities and establishments which concern zoning, occupancy, density of occupancy; the presence, storage and handling of hazardous materials; the physical condition of places where persons are employed or carry on trade, and the enforcement of the law, including local, state and federal laws, and regulations, applying to business establishments located within Ypsilanti Township.

Section 2. Definitions.

The following terms when used in this article, shall have the meaning ascribed to them in this section.

Business establishment means any lot, building or structure, or a part thereof, including without limitation, leased or occupied space in a mall, store or building, permanently located within Ypsilanti Township, from which: 1) a person(s) engages in or causes to be engaged in any act or acts of buying, selling, leasing, renting, or otherwise disposing of, performing or marketing, any goods, services, merchandise or commodities of any kind or description for commercial profit; 2) a person(s) engages in industrial production of merchandise or commodities of any kind or description for commercial profit.

Section 3. Business Registration Certificate required.

No person, firm partnership or corporation shall, directly or indirectly, operate, conduct, maintain or manage any business establishment within Ypsilanti Township without first obtaining a business registration certificate issued pursuant to this article.

Section 4. Business Registration Certificate required to be Posted.

The business registration certificate shall be posted in a conspicuous place at or near the entrance the business so that it may be read at any time.

Section 5. State license or permit not a substitute.

The fact that a license or permit has been granted to any person, firm, partnership or corporation by the state to engage in the operation, conduct, maintenance, or management of any business establishment shall not

constitute an exemption from the necessity of procuring a business registration certificate as required by this article.

Section 6. Application; form; contents.

Each person, firm, partnership or corporation required to procure a business registration certificate from the township shall make application for such certificate to the Office of Community Standards in the form and manner prescribed by that Office and shall state, under oath, such facts as may be prescribed for, or applicable to, the granting of such certificate, including the following:

- (a) The full name, business address, residence address, email address and telephone number of the owner or their agent.
- (b) The full name, email address and 24 hour emergency telephone number of the person to contact in the event of an emergency during non-business hours.
- (c) The address where the business will be located.
- (d) The nature and character of goods, wares, merchandise to be sold or offered for sale or services to be provided by the applicant.
- (e) The nature and kind of business establishment which the applicant proposes to conduct.
- (f) Whether any hazardous materials will be stored, kept or used at the business establishment premises. Hazardous materials are those chemicals or substances defined as such in the International Fire Code adopted by reference in Chapter 30, Section 26 (30-26) of the Township Code of Ordinances.

Section 7. Term.

A business registration certificate granted under this article shall be valid until the business establishment is transferred or sold to a new owner or if the business expands its use to include uses not listed in the original application.

Section 8. Separate premises.

If a business registration certificate holder intends to locate a business establishment at a new address in the jurisdiction, a business registration certificate issued for the new address is required before business is conducted at the new address.

Section 9. Transferability.

A certificate of registration issued under this article is not transferable. If a business establishment is transferred or sold to a new owner or if the business establishment use expands or changes to include uses not listed in the original application, a new business registration application and certificate is required before business is conducted by the new owner or the new use is added to the business establishment.

Section 10. Requirements for Certificate of Compliance; compliance with state law and township ordinances.

- (a) No certificate required by this article shall be issued to any applicant who is required to procure a license or permit from a state or federal agency until such applicant shall submit evidence that the required state or federal license or permit has been issued and that all applicable fees have been paid.
- (b) No certificate shall be granted to any applicant until such applicant has complied with all the provisions of this article and other ordinances of the township pertaining to businesses for which an application for a certificate is made. No certificate shall be granted, if the approval of any officer of the township is required, until such approval is made. Approval in each instance shall mean written approval by the designated officer upon the face of the application for a certificate, subscribed by such officer, and the date of approval.

Section 11. Certificate fees.

Business registration certificate fees shall be set from time to time by resolution of the township board for the cost of administering this ordinance including but not limited to zoning verification, building code compliance, and fire safety code compliance for any change of use or change of occupancy of commercial and industrial spaces as applicable, except that no fee shall be collected for initial registration of businesses in existence at the time of publication in a newspaper of general circulation as required by law.

Section 12. Fees; exemptions.

No registration fee shall be required from any applicant exempt from payment of the fee by state or federal law.

Section 13. Denial, revocation and suspension. Right to Appeal. Hearing.

Business registration certificates issued under this article may be revoked or suspended by the Director of Community Standards, at any time, for any of the following reasons:

- (a) Fraud, misrepresentation or any false statement made in the application for certificate;
- (b) Fraud, misrepresentation or any false statement made in the operation of the business establishment.
- (c) Conducting a business establishment in an unlawful manner or in such a manner as to constitute a threat to the health, safety or welfare of the public.

Section 14. Revocation/ suspension/denial of certificate; notice required.

Written notification of suspension/ revocation/denial of certificate, stating the causes for said action, shall be delivered to the certificate holder personally or mailed to his business address as shown on the application for license.

Section 15. Right to Appeal. Hearing. Standard of Review.

- (a) A certificate holder has the right to appeal such suspension/revocation to the Township Board, provided a written request to appeal is filed with the Township Clerk within 10 days after the notice of suspension/revocation/denial of certificate is sent to the certificate holder at its business address as shown on the application for business registration certificate.
- (b) At the hearing before the Township Board, the certificate holder/applicant shall have the right to hear the evidence relied upon by the Director of Community Standards in determining to suspended/revoke/deny the certificate; and the right to present evidence and witnesses on his/her own behalf.
- (c) Following the hearing, the Township Board shall determine whether the decision to suspend/revoke/deny the certificate was supported by competent, material and substantial evidence. A written statement of the Township Board's findings and determination shall be made within 21 days after the conclusion of the hearing.

Section 16. Penalty.

- (a) Persons, firms, partnerships or corporations who violate any section of this article shall be responsible for a municipal civil infraction as provided in Chapter 40, Article II, of this Code of Ordinances for the Charter Township of Ypsilanti.
- (b) The imposition of a fine shall not relieve the business establishment from responsibility to correct the violation. All such persons, firms, partnerships or corporations shall be required to correct or remedy such situation or defects within a reasonable time and each act or violation and every day upon which said violation should occur shall constitute a separate offense.
- (c) The application of the penalty of this section shall not be held to prevent the enforcement removal of prohibited conditions by injunctive or other relief in a court of competent jurisdiction.

Section 17. Severability.

Should any section, subdivision, sentence, clause or phrase of this Ordinance be declared by the Courts to be invalid, the same shall not affect the validity of the Ordinance as a whole or any part thereof other than the part as invalidated.

Section 18. Publication Clause.

This Ordinance shall be published in a newspaper of general circulation as required by law.

Section 19. *Effective Date.*

This Ordinance shall be effective 120 days after publication in a newspaper of general circulation as required by law.

CHARTER TOWNSHIP OF YPSILANTI

OFFICE OF COMMUNITY STANDARDS

Building Safety • Planning & Zoning • Ordinance Enforcement • Police Services

To: Karen Lovejoy Roe, Clerk
From: Michael Radzik, OCS Director
Re: **Procedure for administration of the Business Registration ordinance**
Copy: McLain & Winters, Township Attorneys
Date: April 3, 2018

The Board of Trustees is considering a Business Registration ordinance that will require commercial and industrial businesses to register with the Office of Community Standards (OCS). This memorandum outlines the procedure to be used to administer the ordinance.

Registration

All commercial and industrial businesses are required to register using an application form provided by OCS. A copy of the form is enclosed for reference. The form requires reporting of information in accordance with provisions of the ordinance.

Existing Businesses at Time of Ordinance Publication

Businesses in existence on the date of publication of the adopted ordinance shall register with OCS by submitting a completed application form. Qualifying existing businesses shall be exempt from fees and will not be inspected unless zoning or building code violations are reported or become known to exist.

An existing business previously registered will be required to submit a new registration form and will be subject to zoning verification and building code inspection pursuant to approved fees for any of the following reasons:

1. Change of ownership
2. Relocation to a different physical space
3. Expansion or significant change of the use originally reported

New Businesses

New businesses shall submit a completed application form and pay the required fees. New business applications shall be subject to the following action steps:

1. Be reviewed by the Planning Dept to verify compliance with zoning regulations;
2. Be inspected to verify compliance with building and property maintenance codes;
3. Be inspected to verify compliance with the fire safety code.

CHARTER TOWNSHIP OF YPSILANTI

If zoning compliance cannot be verified, the business registration application shall be denied with reasons for the denial provided. A statement explaining appeal provisions of the ordinance shall be included with the denial document.

If building, fire, or property maintenance code violations are observed, the violations shall be corrected prior to approval of the application. Applicable building permits shall be obtained and receive final approval.

Upon successful completion of the review process, a new Certificate of Occupancy shall be issued for the business premises.

Record Keeping

Upon receipt of a new application form, a Business Registration Certificate shall be created in the BS&A Permitting software system. Components of the review process shall be tracked to completion within the new certificate record.

Required information including emergency contact information and a list of hazardous materials stored on the premises shall be inputted into the software system so as to allow data to be reported and shared with public safety agencies.

A Business Registry shall be maintained on the Township's public website as a reference guide for residents and as a means to promote local businesses.

CHARTER TOWNSHIP OF YPSILANTI

OFFICE OF COMMUNITY STANDARDS

Building Safety • Planning & Zoning • Ordinance Enforcement • Police Services

BUSINESS REGISTRATION APPLICATION

Non-Refundable Registration Fee - \$200.00

A business registration certificate granted under this article shall be valid until the business establishment is transferred or sold to a new owner or if the business expands its use to include uses not listed in the original application.

NAME OF BUSINESS

BUSINESS ADDRESS

OWNER /AGENT INFORMATION

OWNER / AGENT FULL NAME (PRINTED)

OWNER / AGENT BUSINESS ADDRESS

CITY

STATE

ZIP

OWNER / AGENT RESIDENCE ADDRESS

CITY

STATE

ZIP

PHONE

EMAIL ADDRESS

24-HOUR EMERGENCY CONTACT

EMERGENCY CONTACT FULL NAME (PRINTED)

PHONE

EMAIL ADDRESS

1. Explain the nature and kind of business establishment to be conducted: _____

2. List the nature and character of goods, wares and merchandise to be sold, offered for sale or services to be provided:

3. Will any hazardous materials will be stored, kept or used at the business establishment premises? Hazardous materials are those chemicals or substances defined as such in the International Fire Code adopted by reference in Section 30-26 of the Township Code of Ordinances.

_____ No _____ Yes If yes, list all hazardous materials: _____

SIGNATURE OF APPLICANT

PRINTED NAME OF APPLICANT

DATE



ZONING COORDINATOR

___ APPROVED ___ DENIED

DATE

COMMENTS: _____

BUILDING OFFICIAL

___ APPROVED ___ DENIED

DATE

COMMENTS: _____

FIRE MARSHAL

___ APPROVED ___ DENIED

DATE

COMMENTS: _____

CHARTER TOWNSHIP OF YPSILANTI

RESOLUTION 2018-11 (In Reference to Ordinance 2018-478)

Rezoning of 1250 East Michigan

Whereas, at its regularly scheduled meeting held **March 27, 2018**, the Charter Township of Ypsilanti (Township) Planning Commission (Commission) recommended that the Township Board approve a rezoning request for a certain parcel of property comprising 1.424 acres, commonly identified as 1250 East Michigan Avenue, Parcel ID K-11-10-107-011, from the B-3 (General Business) zoning district to the IRO (Industrial, Research, Office) zoning district; and

Whereas, proposed Ordinance No. 2018-478 rezones 1250 East Michigan Avenue, Parcel ID K-11-10-107-011, from B-3 District to IRO District zoning classification; and

Whereas, the Township Board of Trustees agrees that the rezoning is appropriate.

Now Therefore,

Be it resolved that the Charter Township of Ypsilanti hereby adopts and incorporates by reference Ordinance No. 2018-478 attached hereto, by reference, in its entirety.

CHARTER TOWNSHIP OF YPSILANTI

ORDINANCE 2018-478

***An Ordinance Amending Ordinance No. 74,
Township Zoning Ordinance, So As To Rezone
1250 East Michigan Avenue, being Parcel ID K-11-10-107-011,
From Its Current B-3 (General Business) District Zoning Classification
To IRO (Industrial, Research, Office) District Zoning Classification***

The Charter Township of Ypsilanti hereby ordains that

Ordinance No. 74, adopted May 18, 1994, shall be amended as follows:

Real Property consisting of 1.424 acres of land located at 1250 East Michigan Avenue, also known as Parcel ID K-11-10-107-011, and more particularly described as follows:

See attached legal description labeled "Attachment A"

shall be rezoned from its current B-3 (General Business) District zoning classification to the IRO (Industrial, Research, Office) District zoning classification.

The Zoning Map, as incorporated by reference, in the Charter Township of Ypsilanti Zoning Ordinance is hereby amended by the rezoning of the afore-described parcel of property from its B-3 District zoning classification to the IRO District zoning classification.

Severability

In the event that any one or more sections, provisions, phrases or words of this ordinance shall be found to be invalid by a Court of competent jurisdiction, such holding shall not affect the validity nor the enforceability of the remaining sections, provisions, phrases or words of this Ordinance unless expressly so determined by a Court of competent jurisdiction.

Publication

This Ordinance shall be published in a newspaper of general circulation as required by law.

Effective date

This Ordinance shall become effective upon publication in a newspaper of general circulation as required by law.

Legal:

Being Part Of Lot 9 And The Wly 78.16 Ftof Lot 8 Supervisors Plat #5, Section 10, T3s, R7e, Ypsilanti Twp, Wash Co, Mi, Desc As: Beg At The Ne Cor Sd Lot 9, Th S 01-07-12 E 305.37 Ft On E/L Said Lot 9 To N R/W For Mich Central Rr, Th S 69-58-33 W 116.31 F T On Sd N R/W Ln, Th Cont On Sd R/W For Following Two Courses, S 00-58-48 E 32.03 Ft, Th S 70-21-58 W 78.16 Ft, Th N 03-19-33 W 345.22 Ft To Sd Sly Ln Mich Ave, Th N 73-20-07 E 205 Ft To Pob. Cont 1.42 Ac +/- Subj To Esmts, Restrictions, Reservations, Row, Leases & Agreements Of Record, If Any. Split On 07/23/2001 From K -11-10-107-010K -11-10-107-009;

Attachment A

CHARTER TOWNSHIP OF YPSILANTI

OFFICE OF COMMUNITY STANDARDS

Building Safety • Planning & Zoning • Ordinance Enforcement • Police Services

To: Karen Lovejoy Roe, Clerk
From: Charlotte Wilson, Planning and Development Coordinator
Re: **Request to rezone a 1.424 acre parcel from B-3 (General Business) to IRO (Industrial Research Office) located at 1250 East Michigan Avenue, parcel K-11-10-107-011.**
Copy: McLain & Winters, Township Attorneys
Date: April 9th, 2018

Please be advised that the Planning Commission recommended approval of the request to rezone the 1.424 acre parcel from B-3 (General Business) to IRO (Industrial Research Office) located at 1250 East Michigan Avenue, parcel K-11-10-107-011. The enclosed packet includes the following components:

1. Planning Commission meeting minutes and recommendation 03/27/2018
2. Planning Commission staff report 03/27/2018
3. Rezoning application 03/05/2018
4. Zoning verification letter 11/03/18
5. Article XIII. IRO Industrial Research Office District 04/09/2018

Please be further advised that the Planning Commission made the following recommendation to the Township Board:

Motion by Eldridge – “I move to recommend approval to the Township Board of Trustees the request to rezone the 1.424 acre parcel from B-3 (General Business) to IRO (Industrial Research Office) located at 1250 East Michigan Avenue, parcel K-11-10-107-011 as the request is consistent with the criteria established in the Township zoning ordinance section 2704: Criteria for amendments to the zoning map and is consistent with the finding that circumstances have significantly changed since 2014, specifically the creation of the American Center for mobility and the elimination of the B-4 and other districts.”

Support: Krieg

Motion Carries - All

I respectfully request that you place this information packet and recommendation for approval on the April 17, 2018 Board of Trustees meeting agenda for its consideration. Please contact me with questions or concerns.

**CHARTER TOWNSHIP OF YPSILANTI
PLANNING COMMISSION
MINUTES OF THE MARCH 27, 2018 REGULAR MEETING**

Commissioner Richie called the regular meeting to order at 6:30 p.m. in the Ypsilanti Township Civic Center Board Room 7200 S. Huron River Drive, Ypsilanti Township.

Commissioners Present: Commissioners Sally Richie, Stan Eldridge, Laurence Krieg, Bill Sinkule and Gloria Peterson

Commissioners Absent: Chair Jason Iacoangeli and Commissioner Muddasar Tawakkul

Others in Attendance: Denny McLain, Township Attorney; Megan Masson-Minock, Carlisle/Wortman Associates; Michael Radzik, Office of Community Standards Director

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF THE TUESDAY, MARCH 13, 2018 REGULAR MEETING MINUTES

A motion was made by Commissioner Krieg supported by Commissioner Peterson to approve the minutes of the March 13, 2018 Regular Meeting. The motion carried unanimously.

4. APPROVAL OF AGENDA

A motion was made by Commissioner Krieg supported by Commissioner Eldridge to approve the agenda. The motion carried unanimously.

5. PUBLIC HEARINGS AND PLAN REVIEW

A. PRELIMINARY SITE PLAN – KALITTA AIR, BRAKE AND TIRE ADDITION – 10990 BLACKMORE AVENUE – TO CONSIDER THE PRELIMINARY SITE PLAN FOR A 12,000 SQUARE FOOT ADDITION TO AN EXISTING 12,000 SQUARE FOOT BUILDING LOCATED AT 10990 BLACKMORE AVENUE, PARCEL K-11-25-100-028.

Megan Masson-Minock, Carlisle Wortman Associates, said the addition is proposed to be located on a paved area of the existing site within a fenced area. The existing storage shed in this area would be moved to a grassy area adjacent to the northwest corner of the existing parking lot. The property is zoned I-2, general industrial and the building operates as a warehouse and repair facility. The parcel is 4.25 acres and the surrounding parcels are zoned I-2. Ms. Masson-Minock stated planning consultants reviewed the preliminary site plan and recommended approval. OHM, engineers recommended approval in a March 15, 2018 review letter with a few comments that can be resolved during detailed engineering. Ypsilanti Community Utilities Authority approved the plans in a letter dated March 7, 2018 with comments that can be addressed during detailed engineering. Ypsilanti Township Fire Department approved conditionally with comments and requirements in a letter dated March 14, 2018.

Ms. Masson-Minock stated per the Master Plan this use is consistent and the proposed building would be located on an existing paved area. She said the building would comply with all area height, bulk, density and area and everything in the zoning ordinance. The two (2) existing access points off of Blackmore Avenue would remain and the Fire Marshall commented in regards to fire access. Parking complies with the zoning ordinance with twenty-two (22) spaces and one (1) barrier-free space. Ms. Masson-Minock stated the applicant proposed adding ten (10) LED lights in the addition which complies with the zoning ordinance. The applicant proposed adding six (6) five (5) foot tall Colorado blue spruce trees to screen the storage yard from Blackmore Avenue and an eight (8) foot wide strip of river rock surrounding the building as an

infiltration trench for roof drainage. Ms. Masson-Minock said that in Carlisle Wortman's letter to the applicant they said the river rock needed to be replaced with appropriate landscape material. The applicant proposed to maintain the existing six (6) foot tall barbed-wire on chain-link fence. Ms. Masson-Minock stated barbed-wire is prohibited except where for the purpose of protecting public safety, the Planning Commission can approve. Ms. Masson-Minock said the applicant brought a colored version of the building elevations to the meeting since one was missing from the packet. The primary building materials would match the existing building materials and it meets the zoning requirements.

Ms. Masson-Minock stated Carlisle Wortman's recommendations are for the Commission to make a decision about the barbed-wire fence and based on that decision they recommend the preliminary site plan be approved conditionally on receiving colored building elevations and that the following items be resubmitted as part of the final site plan approval: show striped barrier-free parking space, replace river rock with appropriate landscaping, provide fixture cut sheets for lighting, clarify trash storage and pick up and if an exterior dumpster is proposed it needs to be screened behind a wall and either removing or allowing the barbed-wire on chain-linked fence.

Michael Pole, general contractor for B&B General Contracting provided the colored elevation to the Planning Commission. He stated the color sample provided is part of the pre-engineered steel building in medium gray. The color is similar to the storage building that is being relocated and the existing building's siding will be color-matched to the gray.

Commissioner Krieg requested clarification on the floor plan sheet A2.01 and the room labeled Blast Room.

Christopher Barz, Kalitta Air stated the Blast Room is where paint finish is removed for the wheel assemblies of aircraft.

A motion was made by Commissioner Eldridge, supported by Commissioner Sinkule to recommend preliminary site plan approval for construction of a 12,000 square foot addition to an existing 12,000 square foot building located at 10990 Blackmore Avenue, Parcel K-11-25-100-028 with the following conditions:

The applicant must obtain all necessary permits from the Office of Community Standards.

Show the striped barrier-free parking space

Replace river rock with appropriate landscaping

Provide fixture cut sheets

Clarify trash storage and pick up and if an exterior dumpster is proposed the dumpster shall be screen with a masonry wall that will match the building

Continued use of barbed-wire fence as-is.

At this point Mr. Barz stated they would remove the barbed-wire fence and screen the dumpster in front of the building but would like to keep the river rock as it is uniform with the rest of their buildings.

Ms. Masson-Minock said there is nothing in the zoning ordinance that says a building has to be landscaped in that way. She said it does not create a problem with precedence.

Commissioner Eldridge, supported by Commissioner Sinkule made the following changes to the above conditions:

Leave river rock as in currently in place

Remove barbed-wire on chain-linked fence

The motion carried as follows:

Richie: Yes Krieg: Yes Eldridge: Yes Sinkule: Yes Peterson: Yes

B. REZONING – B-3 TO IRO – 1250 EAST MICHIGAN AVENUE – TO CONSIDER RECOMMENDING TO THE TOWNSHIP BOARD OF TRUSTEES TO REZONE THE 1.424 ACRE PARCEL FROM B-3 (GENERAL BUSINESS) TO IRO (INDUSTRIAL RESEARCH OFFICE) LOCATED AT 1250 EAST MICHIGAN AVENUE, PARCEL K-11-10-107-011.

Ms. Megan-Minock stated the Master Plan designates the site for Urban Commercial Corridor which generally corresponds to P-1, RM-4, B-4, B-5 and B-6. She said B-4 through B-6 are not zoning options anymore and were removed beginning March 1, 2018. The parcel is currently a vacant commercial building and was previously an automotive parts shop. The proposed use is for professional engineering offices that validate electronic components such as airbag sensors. Ms. Masson-Minock stressed to the Commission that the decision would impact all other businesses zoned IRO. She said the surrounding parcels were zoned B-3 and multi-family residential.

Ms. Masson-Minock stated section 2704 in the zoning ordinance provides the criteria for the amendment of the zoning map and discussed the criteria. She said the request for rezoning is not consistent with the future land use map. The site is already developed and does not pose a risk to the environment. The applicant has a very specific business and identified the building as one they could reuse immediately. Ms. Masson-Minock said Carlisle Wortman does not believe surrounding businesses would be negatively impacted by rezoning as all business would be conducted inside the building.

Ms. Masson-Minock read the intent of the IRO district and asked the Commission to keep it in mind when making their decision.

Ms. Masson-Minock said Carlisle Wortman believed the utilities and streets were sufficient for the proposed business. She said the American Center for Mobility has increased the demand for supporting industries in the area and research facilities of the size that the applicant needs are limited. The building is 6, 871 square feet with an elevated loading dock and is suited for automotive research. She said most of the vacant buildings in the industrial district were set up for large scale manufacturing work and were 100,000 square feet or more.

Ms. Masson-Minock said the property meets the dimensional regulations for IRO with the exception of a twenty (20) foot side yard setback. She said no variance would be needed because it is an existing building built in a conforming way even if the zoning changes.

Denny McLain, Township Attorney confirmed that no variance would be needed.

Ms. Masson-Minock said that IRO would be the most appropriate zoning district if this parcel were to be rezoned and with changing circumstances and the Township's future vision it makes the most sense.

Ms. Masson-Minock stated Carlisle Wortman's recommendation is that the Commission make a finding that circumstances have changed and the Urban Commercial Corridor is outdated as well as recommend approval to the Township Board. She said there were two (2) suggested motions: to approve or deny.

The applicant stated his current office is in Plymouth, Michigan and he would like his office to be in Ypsilanti because he also lives here.

Commissioner Eldridge asked Mr. McLain if it would be a spot zoning.

**Charter Township Of Ypsilanti
Planning Commission Regular Meeting Minutes
March 27, 2018
Page 4**

Mr. McLain said that based on research he believed the Township could defend any challenge that it was being spot zoned.

Commissioner Eldridge asked what could happen if the Planning Commission approved this request but then rejected the next applicant requesting re-zoning to IRO.

Mr. McLain replied that every case rested on its own basis.

Commissioner Krieg stated he was okay with the change and creating a zone for the American Center for Mobility. He believed it important to look at the context and be clear why the Commission made the decision. He brought up two (2) issues, the first regarding the type of activity that would take place inside the building. Commissioner Krieg said the applicant believed his business would not be allowed in a commercial zoned building. He asked the difference between testing sensors and other computer use and why it would not fit.

The applicant said he believed IRO better reflected the nature of their business and would allow continuous growth of activities. He said IRO specifically mentioned testing and lab and that is what his company does. He stated he wants to follow the zoning code and believed that the company would if zoned IRO and wanted to avoid future misinterpretation. The applicant said that the activities include engineering and physical, mechanical, environmental and electrical testing. He said it would be difficult to forecast what the testing would look like in five (5) years but believed IRO would cover what they did.

Commissioner Krieg said his other issue is the time-frame for rezoning the East Michigan/Ecorse areas and what the impact would be on this particular case.

Ms. Masson-Minock replied currently the Township is going through a corridor planning process that needs to be complete by end of May 2018 and put in place summer 2018. Zoning changes would occur afterwards and with the Master Plan update in 2019 she said the process could begin this year. She stated the applicant's business would fit based on what has been discussed and if it succeeds it could act as a pilot project for future zoning applications.

Commissioner Eldridge asked what the Plymouth property is zoned.

The applicant stated he does not know.

Commissioner Eldridge asked if the fire code would change in the rezoned building in the Township based on what the applicant would be doing.

Ms. Masson-Minock stated she did not believe so but it would be up to the Fire Department. In order to occupy the building the applicant would need to file a change of use and at that time the Fire Department would assess.

The applicant clarified the types of testing and stated environmental testing referred to the use of a refrigerator where the part would be cooled down and an oven to heat it up. He stated the appliances were the same types found in any residential kitchen.

Commissioner Eldridge asked why there was no report from Carlisle Wortman.

Ms. Masson-Minock replied that there has not been a rezoning request since Charlotte Wilson was hired at the Township. She said Ms. Wilson did send a letter to her for review but due to their schedules there was not enough time to compile a report.

Michael Radzik, OCS Director addressed the building code issues. He stated at the time a change of use application was filed the Building Department's inspectors would tour the building. Any changes or violations would be required to be completed prior to occupancy.

Commissioner Sinkule asked the applicant how long his company has been in Plymouth.

The applicant replied since 2005.

Commissioner Sinkule asked how the business has fared.

The applicant replied very well but he wants to be near the American Center for Mobility.

Commissioner Sinkule asked the applicant if he leased the building in Plymouth.

The applicant confirmed.

A motion was made by Commissioner Eldridge to recommend approval to the Township Board of Trustees the request to rezone the 1.424 acre parcel from B-3 (General Business) to IRO (Industrial Research Office) located at 1250 East Michigan Avenue, Parcel K-11-10-107-011 as the request is consistent with the criteria established in the Township zoning ordinance section 2704: Criteria for Amendments to the Zoning Map; and is also consistent with the changing Master Plan.

Ms. Masson-Minock suggested an amendment: Criteria for Amendments to the Zoning Map and is consistent with the finding that circumstances have significantly changed since 2014, specifically the opening of the American Center for Mobility and the proposed changes in zoning districts.

Commissioner Eldridge repeated the amendment and added: and the elimination of the B-4 and other districts.

Commissioner Krieg supported as amended.

The motion passed unanimously.

6. OLD BUSINESS

None

6. NEW BUSINESS

None

7. OPEN DISCUSSION FOR ISSUES NOT ON THE AGENDA

A. CORRESPONDENCE RECEIVED

Ms. Masson-Minock said the Commissioners have the latest publication from Michigan Association of Planning on their desks.

B. PLANNING COMMISSION MEMBERS

None

C. MEMBERS OF THE AUDIENCE

None

8. TOWNSHIP BOARD REPRESENTATIVE REPORT

There was no report.

9. ZONING BOARD OF APPEALS REPRESENTATIVE REPORT

There was no report.

10. TOWNSHIP ATTORNEY REPORT

There was no attorney report.

11. PLANNING DEPARTMENT REPORT

Mr. Radzik updated current projects. He said Restaurant Depot is having a pre-construction meeting on Tuesday April 3, 2017 and may have begun site clearing.

Fairfield Inn is close to receiving their Certificate of Occupancy and should open spring 2018.

Hampton Inn is in the second round of preliminary site plan review. It will be across the street from Fairfield Inn.

Mr. Radzik said he is expecting another preliminary site plan for a third hotel at 800 South Hewitt Road in the upcoming weeks.

Mr. Radzik said the Township has had numerous inquiries on vacant land for single-family and multi-family construction.

12. OTHER BUSINESS

There was no other business.

A motion was made by a Commissioner Peterson, supported by Commissioner Krieg to adjourn the meeting. The motion carried unanimously.

The meeting was adjourned at approximately 7:20 p.m.

Respectfully submitted,

Laura Gough
OCS Clerk

Recommended for approval as edited
Laurence Krieg, Secretary
Planning Commission

CHARTER TOWNSHIP OF YPSILANTI

OFFICE OF COMMUNITY STANDARDS

Building Safety • Planning & Zoning • Ordinance Enforcement • Police Services

Staff Report
Petition to Rezone Real Property
1250 East Michigan Avenue

March 27, 2018

CASE LOCATION AND SUMMARY

A petition has been filed with the Office of Community Standards requesting to consider recommending to the Township Board of Trustees to rezone the 1.424 acre parcel from B-3 (General Business) to IRO (Industrial Research Office) located at 1250 East Michigan Avenue, parcel K-11-10-107-011.

APPLICANT

Carlos Gutierrez Martinez
775 Davis Street, Suite #4
Plymouth, MI 48170

CROSS REFERENCES

Zoning Ordinance citations:

- Article XXVII; Section 2701 – Changes and Amendments
- Article XIII; Section 1300 – IRO Industrial, Research and Office District

SUBJECT SITE USE, ZONING AND COMPREHENSIVE PLAN

The Comprehensive Plan designates this site for Urban Commercial Corridor which corresponds to the following zoning districts: P-1, RM-5, B-4, B-5, and B-6. The subject property is currently zoned B-3, general business. The parcel is currently a vacant commercial building, previously an automotive parts shop.

The proposed use is for professional engineering offices validating electrical components (airbag sensors, radios, ect.). Equipment for testing is used in an office environment, generally within cubicles.

On November 3rd, 2017, a zoning verification letter was written stating that the proposed use is permitted if the principal use remained office space for the engineering firm. The applicant was concerned that their business would be primarily data collection of automotive parts with office space as an accessory use.

**1250 East Michigan Avenue Rezoning
March 27th, 2018**

Aerial – 1250 East Michigan Avenue



Google Maps – 1250 East Michigan Avenue



ADJACENT USES, ZONING AND COMPREHENSIVE PLAN

Direction	Use	Zoning	Master Plan
North	Commercial	B-3	Urban Commercial Corridor
South	Railroad / Multiple-Family Residential	N/A / RM-2	N/A / MFR-2
East	Commercial	B-3	Urban Commercial Corridor
West	Commercial	B-3	Urban Commercial Corridor

ANALYSIS

Section 2704 of the Zoning Ordinance provides criteria for amendment of the zoning map. This review is based on those rezoning criteria and the most recent Master Plan update.

a. *Consistency with the goals, policies and future land use map of the Charter Township of Ypsilanti Master Plan, including any sub-area or corridor plans. If conditions have changed since the master plan was adopted, the rezoning may be found to be consistent with recent development trends in the area.*

- The requested rezoning is not consistent with the Future Land Use Map of the Township Master Plan which recommends “Urban Commercial Corridor” uses for the subject properties. However, the zoning districts which correspond with Urban Commercial Corridor (B-4, B-5, B-6) were removed from the zoning ordinance in March 2018. Conditions have changed since the Master Plan was updated in 2014. The American Center for Mobility is changing the economic landscape of the Township, attracting supporting research businesses that are vital for its success. This rezoning request is consistent with the goals stated in the Plan.
- With a grant from the University of Michigan, Carlisle/Wortman Associates is undergoing a corridor study of East Michigan Avenue (along with Ecorse Road). While this is in the public discussion phases, there has been general agreement and no direct opposition to date.
- Excerpt from 2014 Master Plan Update: Urban Commercial Corridor: Michigan Avenue. This corridor is the primary eastern gateway into and out of the City of Ypsilanti. This corridor contains more intense commercial activity and uses, but is developed in a typical suburban style with large setbacks and lot areas. Adjacent uses are more intense than Ecorse, including larger industrial development (especially toward the east), in addition to single-family and multi-family housing. There has been more recent development along this corridor, so by leveraging this development into a unified corridor typology, the Township can increase density, activity and promote the area as a major gateway.

b. *Compatibility of the site's physical, geological, hydrological and other environmental features with all uses permitted in the proposed zoning district compared to uses permitted under current zoning.*

- There is no evidence indicating that the site contains any environmental features that would restrict development under either the current or proposed zoning designations.
- c. *Evidence the applicant cannot receive a reasonable return on investment through developing the property with at least one of the uses permitted under the current zoning.*
- The current facility located in Plymouth is looking for a more suitable location for their business. The applicant will likely receive a reasonable return on investment with a commercial use but this is not central to the business. The principal research aspects of the proposed use would not be allowed without the requested zoning amendment.
- d. *The compatibility of all uses permitted in the proposed zoning district with surrounding uses and zoning in terms of land suitability, impacts on the environment, density, nature of use, traffic impacts, aesthetics, infrastructure and potential influence on property values compared to uses permitted under current zoning.*
- As the proposed IRO zoning designation prohibits the outdoor storage of goods or materials, the impact to any neighboring property will be limited. The properties to the east, west, and north are commercial properties and would not be affected by the rezoning. The property immediately to the south is railroad, followed by multiple family residential. All IRO use activity must be within an enclosed building and the uses would have minimal impact on surrounding properties.
- e. *The capacity of township utilities and services are sufficient to accommodate all the uses permitted in the requested district without compromising the health, safety and welfare of the township.*
- Public water and sewer and other necessary utilities are available in this area to serve the site.
- f. *The capacity of the street system to safely and efficiently accommodate the expected traffic generated by uses permitted in the requested zoning district. A traffic impact study in accordance with the requirements of the township traffic impact study ordinance shall be provided if the proposed rezoning district permits uses that could generate 100 or more directional trips during the peak hour, or at least 1,000 more trips per day than the majority of the uses that could be developed under the current zoning, as determined by the community and economic development department.*
- A traffic impact study was not required for this proposal due to a negligible change in traffic which is far less than the 100 peak hour trips noted by the ordinance to require a traffic impact study.
- g. *The apparent demand for the types of uses permitted in the requested zoning district in the township, and surrounding area, in relation to the amount of land in the township, and surrounding area, currently zoned and available to accommodate the demand.*

- The American Center for Mobility is increasing demand for supporting industries in the surrounding area. Existing facilities of this size for office research operations are limited. The existing 6,871 square foot building with an elevated loading dock is suited for re-use to an automotive research use. Most vacant buildings in the industrial zoning districts are set up for larger scale manufacturing work. An automotive research site of the nature proposed does not need 100,000 square feet or more of space.
 - The B-3 zoning designation also would not permit the existing use by a matter of right or special land use. The proposed rezoning would resolve this issue.
- h. The boundaries of the requested zoning district are sufficient to meet the dimensional regulations for the zoning district listed in Article XX Schedule of Regulations.*
- The property meets the dimensional requirements as noted within the schedule of regulations, except for the west side setback. IRO requires a setback of 20 feet. The current facility has a west side setback of 10 feet.
- i. If a rezoning is appropriate, the requested zoning district shall be more appropriate from the township's perspective than another zoning district.*
- The proposed IRO zoning is more appropriate than other zoning districts which would allow the same use, such as I-1. The intent of the IRO district is to be the least intense of industrial zoning districts. No outdoor storage is permitted and all activities must remain within enclosed buildings. The IRO zoning district ensures the compatibility between the operations and activities of businesses and character of the neighborhood in which the center is located
- j. The requested rezoning will not create an isolated and unplanned spot zone.*
- The requested IRO zoning on this site would be consistent with surrounding land uses. The land uses permitted in IRO are harmonious with B-3 uses and Master Plan description of the Urban Commercial Corridor.
- k. The request has not previously been submitted within the past one year, unless conditions have changed or new information has been provided.*
- A rezoning request has not been considered on this site within the past year.

RECOMMENDATION

The recent changes to the zoning ordinance and economic landscape of the Township deem the Urban Commercial Corridor future land use category as outdated. After reviewing the uses permitted by right and special use in IRO and B-3, the uses in IRO ensure the compatibility between the operations and activities of businesses and character of the neighborhood in which the center is located. The intent of the B-3 general business district is designed to provide sites for more diversified business types which would often be incompatible with the pedestrian movement in the local business district or the community business district.

This request requires the Planning Commission to make a recommendation to the Township Board. Therefore, it is the recommendation of staff that the Planning Commission approve a motion to recommend approval to the Township Board.

***Suggested Motions:** The following suggested motions are intended to assist the Commission in making the desired motion of their choice. The Commission may utilize, add or reject any motion and/or conditions suggested herein as they deem appropriate.*

Motion to approve:

“I move to recommend approval to the Township Board of Trustees the request to rezone the 1.424 acre parcel from B-3 (General Business) to IRO (Industrial Research Office) located at 1250 East Michigan Avenue, parcel K-11-10-107-011 as the request is consistent with the criteria established in the Township Zoning Ordinance Section 2704, criteria for amendments to the zoning map.”

Motion to deny:

“I move to recommend denial to the Township Board of Trustees the request to rezone the 1.424 acre parcel from B-3 (General Business) to IRO (Industrial Research Office) located at 1250 East Michigan Avenue, parcel K-11-10-107-011 as the request is inconsistent with the criteria established in the Township Zoning Ordinance Section 2704, criteria for amendments to the zoning map:

1. _____
2. _____
3. _____”

Respectfully submitted,

Charlotte Wilson

Charlotte Wilson
Planning and Development Coordinator

CHARTER TOWNSHIP OF YPSILANTI

OFFICE OF COMMUNITY STANDARDS

MAR 05 2018

Building Safety • Planning & Zoning • Ordinance Enforcement • Police Services

YPSILANTI TOWNSHIP
OCS

REZONING APPLICATION

Article 27, Ypsilanti Township Zoning Ordinance (Changes & Amendments)

Petitioner: Carlos Gutierrez Martinez Contact Number: (734) 679-8340

Mailing Address: 775 Davis St. Ste #4 Plymouth, Michigan 48170

Are you the property owner: Yes: No:

1. State your interest in the property (land contract, purchase agreement, etc.):
Purchase Agreement. (See attached Letter of Intent)

2. State proposed zoning amendment or change: Proposed to ROI or LI. Based on the attached information this rezoning application satisfies the requirements identified in section 2703 in order to initiate this process.

3. State reason(s) for zoning amendment or change: To better reflect the nature of GM&T Engineering, Inc's current business and to allow for future and consistent growth of our engineering and testing activities.

4. Provide description of property being considered and the general location: The address of the Site is 1250 East Michigan Avenue, Ypsilanti Township, Michigan @ Washtenaw County. According to the Ypsilanti Township Assessor, the assessor's parcel number of the Site is K-11-10-107-011. The full legal description is attached

5. List the proposed use and/or structures to be place on property being considered for rezoning: Testing, Engineering of Electrical/Electronics components 240-480V 3Phase

6. Attach legal property description and sketch plan of area involved showing adjoining streets: Attached: YES

7. Applicant shall submit or attach any other information requested or may include additional information he/she believes will assist in reaching an equitable decision.

[Signature]
Applicant Signature

3/2/18
Date

Planning Signature

Date

Fee: \$ _____	<u>Fee Breakdown:</u>
	Township:\$750 (249.000.000.607.001)
	Planner:.....\$540 + 16 per acre (249.000.000.204.065)
	Engineer:.....Hourly Rate (249.000.000.204.061)



VEREIT, Inc.
2325 E. CAMELBACK ROAD, SUITE 1100, PHOENIX, AZ 85016
T: (602) 778-6000
WWW.VEREIT.COM

VIA EMAIL:

November 30, 2017

Jim Berkemeier
Principal
Advocate Commercial Real Estate Advisors of Michigan, LLC

Re: Property Sale Letter of Interest
1250 E. Michigan Ave., Ypsilanti, MI 48198

Dear Jim:

This Letter of Interest (this "Letter") outlines the basic terms under which ARCP AAYLNMI001, LLC, a Delaware Limited Liability Company ("Seller"), would consider a sale of the property referenced above (the "Property"). This Letter contains only a brief summary of certain basic terms and conditions proposed for the purchase and sale of the Property. Neither Buyer nor Seller will have any obligation to each other regarding this transaction unless and until a definitive Purchase and Sale Agreement ("Purchase Agreement") has been executed and delivered by both parties.

1. **Buyer:** TBD or its Seller-approved affiliated assignee.
2. **Property Description:** Seller's fee simple interest in the Property, subject to existing lease(s) and all matters of record.
3. **Purchase Agreement:** Seller will prepare the Purchase Agreement and provide it to Buyer after the parties have executed this Letter. The Purchase Agreement will be based upon the terms and conditions summarized in this Letter and contain such other terms and conditions as may be acceptable to Buyer and Seller in their sole discretion.
4. **Purchase Price:** The Purchase Price will be the sum of Three Hundred Sixty Thousand (\$360,000) Dollars payable in cash at Closing.
5. **Earnest Money Deposit:** Within two (2) business days after Buyer's execution of the Purchase Agreement, Buyer will deposit cash in the amount of \$8,000 (the "Deposit") with Escrow Agent. The initial Deposit will be fully refundable to Buyer during the Inspection Period described below. If Buyer elects to proceed with the purchase, the Deposit will be increased by Buyer to a total of \$2,000 upon the expiration of the Inspection Period, which amount will be non-refundable to Buyer but will be applied to

13. **Confidentiality:** Buyer agrees to keep the terms of this Letter confidential and shall not disclose the terms of the proposed transaction (other than to Buyer's employees, agents and representatives who are involved with the transaction) without the prior written consent of Seller. Buyer acknowledges that such confidentiality is a material inducement for Seller to provide this Letter to Buyer.
14. **Deadline for Reply:** The proposal outlined in this Letter is valid for discussion only until 5:00 pm MST on 11/9/2017. If Buyer desires to consider the Property for purchase, Buyer must execute and return a copy of this Letter to Seller prior to such time.

This Letter shall serve solely as an expression of the parties' preliminary interest and discussions regarding the proposed sale of the Property and shall not be construed as a binding document, except for the matters set forth in Paragraphs 11 (Brokers) and 13 (Confidentiality) above. Buyer and Seller agree that neither party will be bound in any manner with respect to the sale or purchase of the Property unless and until a formal Purchase Agreement, in form and content satisfactory to both parties in their sole discretion, has been executed and delivered by both parties. Buyer acknowledges that Seller may be marketing the Property for sale to other potential purchasers. Seller shall have no obligation for any property investigation costs or other due diligence or transaction costs incurred by Buyer. Each party shall bear its own costs and expenses incurred in connection with the negotiation, preparation and execution of the Purchase Agreement.

If the above is in accordance with your understanding, please sign and date this Letter of Interest where indicated below and return a copy to Seller.

Sincerely,

Patrick Gaffney, Manager, Dispositions
VEREIT, Inc.

Accepted and Agreed this 30 day of November, 2017:

BUYER:

(Please indicate entity type (e.g., Corp/LLC/Other) and state of formation, as applicable)

By:  _____

Print Name: CARLOS GUTIERREZ

Title: PRESIDENT



First American

Rezoning requested for IRO or LI
Requester: Carlos Gutierrez Martinez /
GM&T Engineering, Inc
(734) 679-8340

myFirstAm® Property Profile

1250 E Michigan Ave, Ypsilanti, MI 48198

Property Information

Owner(s):	Arcp Aaylnm1001 Llc / Veriet	Mailing Address:	Po Box 460369, Houston, TX 77056
Owner Phone:	Unknown	Property Address:	1250 E Michigan Ave, Ypsilanti, MI 48198
Vesting Type:	N/A	Alt. APN:	K01110107011
County:	Washtenaw	APN:	K-11-10-107-011
Map Coord:	K-11;4492-D4	Census Tract:	411900
Lot#:	9	Block:	107
Subdivision:	Supervisors 05	Tract:	
Legal:	Being Part Of Lot 9 And The Wly 78.16 Ftof Lot 8 Supervisors Plat #5, Section 10, T3s, R7e, Ypsilanti Twp, Wash Co, Mi, Desc As: Beg At The Ne Cor Sd Lot 9, Th S 01-07-12 E 305.37 Ft On E/L Said Lot 9 To N R/W For Mich Central Rr, Th S 69-58-33 W 116.31 F T On Sd N R/W Ln, Th Cont On Sd R/W For Following Two Courses, S 00-58-48 E 32.03 Ft, Th S 70-21-58 W 78.16 Ft, Th N 03-19-33 W 345.22 Ft To Sd Sly Ln Mich Ave, Th N 73-20-07 E 205 Ft To Pob. Cont 1.42 Ac +/- Subj To Esmts, Restrictions, Reservations, Row, Leases & Agreements Of Record, If Any. Split On 07/23/2001 From K -11-10-107-010K -11-10-107-009;		

Property Characteristics

Use:	Misc Commercial Services	Year Built / Eff. :	2002 /	Sq. Ft. :	6871
Zoning:		Lot Size Ac / Sq Ft:	1.42 / 61855	# of Units:	
Stories:		Improvements:		Parking / #:	/
Gross Area:		Garage Area :		Basement Area:	

Sale and Loan Information

Sale / Rec Date:		*\$/Sq. Ft.:		2nd Mtg.:	
Sale Price:		1st Loan:		Prior Sale Amt:	
Doc No.:		Loan Type:		Prior Sale Date:	
Doc Type:		Transfer Date:		Prior Doc No.:	
Seller:		Lender:		Prior Doc Type:	

*\$/Sq.Ft. is a calculation of Sale Price divided by Sq.Feet.

Tax Information

Imp Value:		Exemption Type:	
Land Value:		Tax Year / Area:	2016 / K
Total Value:	\$227,400	Tax Value:	
Total Tax Amt:	\$15,778.22	Improved:	

4.0 SITE RECONNAISSANCE

4.1 General Site Characteristics

The Site consists of a single user 1.42-acre generally rectangular-shaped parcel developed with a single-story retail building containing a total of 6,871 gross square feet. The Site is also improved with asphalt paved driveways and parking areas. The Site was developed with the existing improvements in 2002. On-site parking is provided for approximately 34 vehicles in open surface lots.

The Subject Site is located in a retail and residential area of Ypsilanti Township, Michigan. Adjacent property uses include East Michigan Avenue to the north followed by a church at 1249 East Michigan, a small retail store at 1255 East Michigan, and a residential dwelling at 1269 East Michigan; a small restaurant and residential dwelling at 1292 East Michigan to the east; unimproved land and a railroad line to the south; and Ypsilanti Import Auto Sales at 1200 East Michigan to the west. In general, the Site reconnaissance did not identify obvious evidence of recognized environmental conditions at the surrounding properties.

4.1.1 Solid Waste Disposal

Solid waste on the Site is collected in one (1), 4-cubic yard dumpster situated in a fenced enclosure south of the building. The solid waste is collected by Veolia. The dumpster was noted to contain miscellaneous refuse at the time of the Site reconnaissance and no indication of potentially hazardous material disposal was noted during Nova's reconnaissance.

4.1.2 Surface Water Drainage

Storm water surface drainage on the Site is accomplished via sheet flow throughout the Site in paved areas in various directions away from the Site building to interconnected storm water catch basins, which eventually drain off-site.

4.1.3 Wells and Cisterns

No aboveground evidence of wells or cisterns was observed during the Site reconnaissance.

4.1.4 Wastewater

No indications of industrial wastewater disposal or treatment facilities were observed during the on-Site reconnaissance.

4.1.5 Additional Site Observations

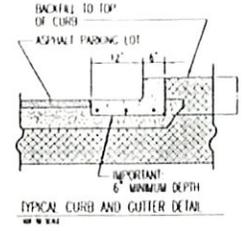
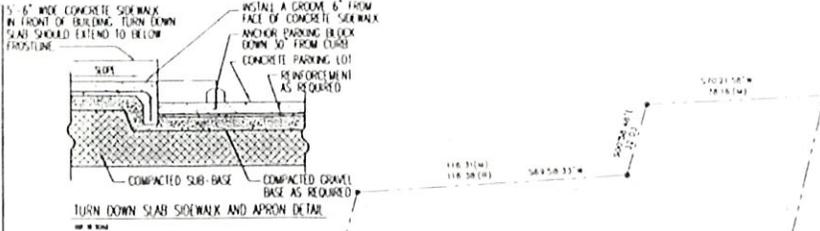
No additional relevant general Site characteristics were observed.

2.6 Current Use of Adjoining Properties

During the vicinity reconnaissance, Nova observed the following land use on properties in the immediate vicinity of the Site.

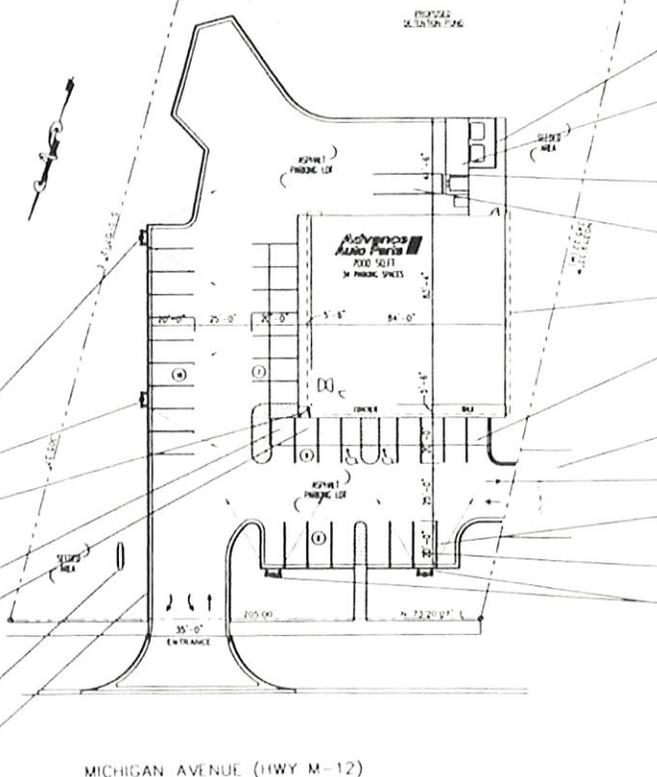
- North:** Areas adjacent to the north include East Michigan Avenue followed by a church at 1249 East Michigan, a small retail store at 1255 East Michigan, and a residential dwelling at 1269 East Michigan. Site reconnaissance did not identify obvious evidence of recognized environmental conditions.
- East:** Areas adjacent to the east include a small restaurant and residential dwelling at 1292 East Michigan. Site reconnaissance did not identify obvious evidence of recognized environmental conditions.
- South:** Areas adjacent to the south include unimproved land and a railroad line. Site reconnaissance did not identify obvious evidence of recognized environmental conditions.
- West:** Areas adjacent to the west include Ypsilanti Import Auto Sales at 1200 East Michigan. Site reconnaissance did not identify obvious evidence of recognized environmental conditions.

LANDSCAPING NOTE:
 CONTRACTOR SHALL COMPLY WITH ALL APPLICABLE ORDINANCES REGARDING LANDSCAPING. GENERAL CONTRACTOR IS TO CLEAN ENTIRE SITE OF ALL CONSTRUCTION DEBRIS AND TO MAKE ENTIRE SITE READY FOR PLANTING. CONTRACTOR SHALL APPLY 2" OF LANDSCAPE ROAD TOP SOIL TO ENTIRE SITE. PLANT GRASS SEED AND APPLY STRAW AND WATER (INCLUDING ANY ADJACENT EASEMENTS OR PROPERTY). IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO ESTABLISH A HEALTHY STAND OF GRASS ON ALL SEEDED AREAS. A HEALTHY STAND OF GRASS CAN NOT BE ESTABLISHED BY STORE OPENING THEN SOIL SHALL BE INSTALLED AND WATERED UNTIL GRASS IS ESTABLISHED. IN THE EVENT OF PLANTING BEDS NO MULCH ARE REQUIRED. THE CONTRACTOR SHALL INSTALL BLACK FABRIC MESH UNDER MULCH TO PREVENT WEED GROWTH. CONTRACTOR SHALL BE RESPONSIBLE FOR THE CARE AND MAINTENANCE OF ALL LANDSCAPED AREAS UNTIL THE LATER OF (1) THIRTY (30) DAYS FOLLOWING THE PLANTING OF THE GRASS AND SHRUBS, OR (2) THE DATE THAT BUSINESS OPENS TO THE PUBLIC.



NOTES TO GENERAL CONTRACTOR:

- PARKING LOT GRADING SHALL NOT EXCEED 1% CROSS SLOPE.
- PARKING SPACES ARE TO BE 10' X 20' UNLESS OTHERWISE NOTED.
- CONTRACTOR IS RESPONSIBLE FOR PROVIDING AND INSTALLING MAILBOX ON SITE. MAILBOX MUST MEET ALL U.S. POST OFFICE REQUIREMENTS.
- CONTRACTOR SHALL ALSO INSTALL 4" VINYL BUILDING ADDRESS IN FRONT WINDOWS AS DIRECTED BY ADVANCE AUTO PARTS CONSTRUCTION ADMINISTRATOR.
- CONTRACTOR IS TO STAKE LOCATION OF PYLON SIGN AND NOTIFY ADVANCE AUTO PARTS CONSTRUCTION ADMINISTRATOR FOR EARLIEST POSSIBLE INSTALLATION.
- CONTRACTOR IS TO PRESSURE WASH THE ENTIRE PARKING LOT SURFACE AND FRONT SIDEWALK THE MORNING PRIOR TO STORE OPENING.
- INSTALL 25' HIGH STEEL LIGHT POLE ON CONCRETE BASE WITH (2) 400 WATT METAL HALIDE FIXTURES. FIXTURES ARE TO BE 18'-10" BY LITHONIA, TFC SERIES, TFC 400M RD 120 AM SPREAD OR MXX-0400H-268-M50-L BY HUBBELL LIGHTING INC. ALL SITE LIGHTS AND SOFFIT LIGHTS ARE TO BE CONTROLLED THRU THE SAME TIME CLOCK WITH (1) SET OF TRIPPERS. HAND RUBBED FINISH ON CONCRETE BASE. SEE DETAIL SHEET FOR LIGHT POLE BASE DIMENSIONS. (TYPICAL OF 4)
- LANDSCAP RAMP TO MEET ALL ADA AND LOCAL REQUIREMENTS.
- 2" OF CONCRETE APRON IS TO BE FULL 4" THICK 4000 PSI CONCRETE WITH WWP STEEL REINFORCEMENT. APPLY (2) COATS OF H&C BLACK ACRYLIC STAIN ACCORDING TO MANUFACTURER'S SPECIFICATIONS TO MATCH THE PARKING LOT BEFORE STRIPING.
- ANCHOR DOWN CONCRETE PARKING BLOCKS 30" FROM FACE OF BUILDING.
- ROAD SIGN FURN & INSTALLED BY ADVANCE. CONTRACTOR'S ELECTRICIAN IS TO PROVIDE SEPERATE UNDERGROUND CIRCUIT TO WIRE THRU DEDICATED TIME CLOCK WITH (2) SETS OF TRIPPERS. CONTRACTOR'S ELECTRICIAN IS TO RETURN AND MAKE ALL NECESSARY CONNECTIONS AFTER ROAD SIGN IS ERECTED. CONTRACTOR'S ELECTRICIAN IS TO INSTALL A WEATHERPROOF ELECTRICAL AT BASE OF POLE.
- 5' HIGH CONCRETE CURB & GUTTER CONTINUED EXISTING SITE BACKFILL TO TOP OF CURB.

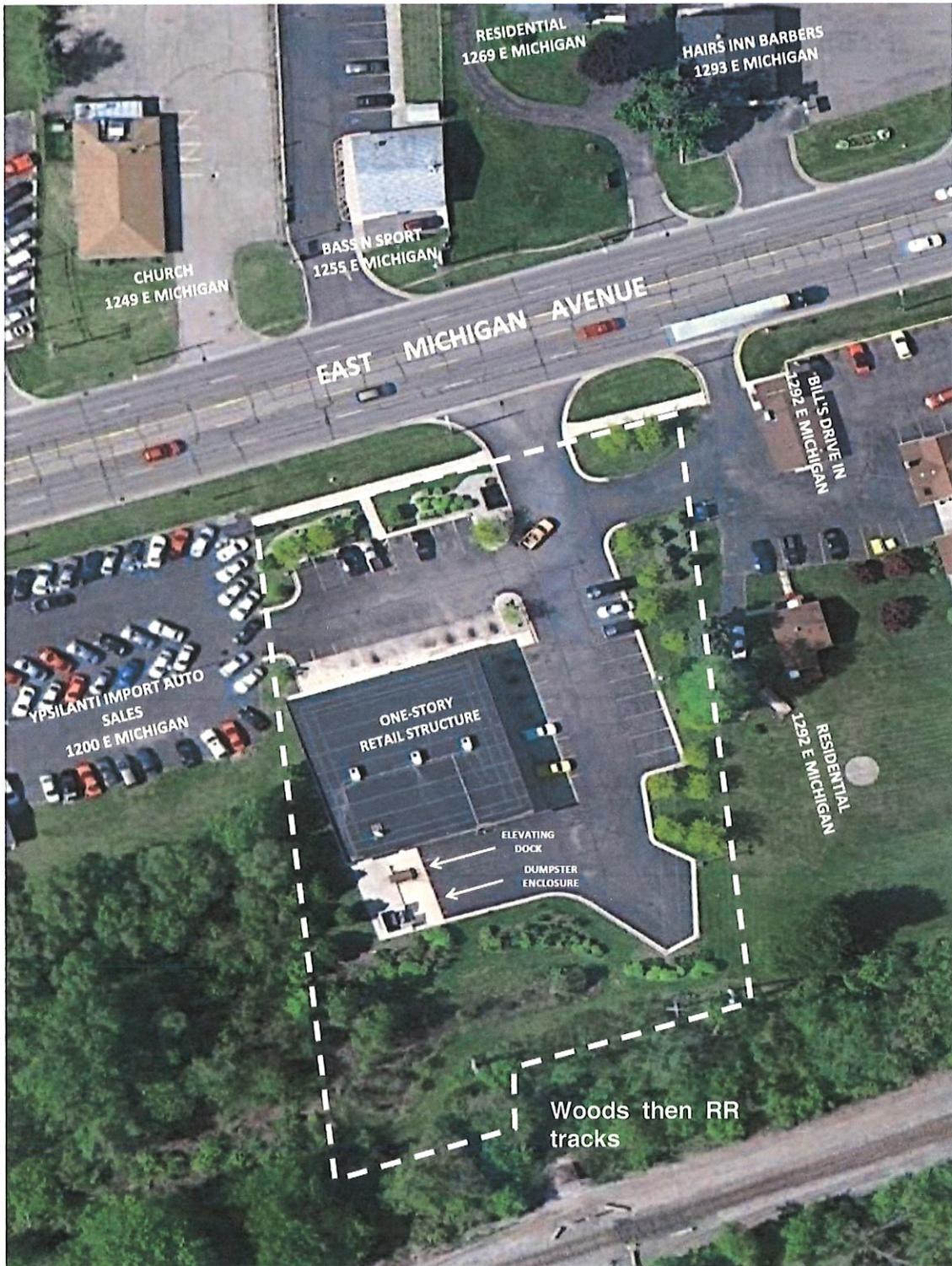


- 6' HIGH TREATED WOOD DUMPSTER SCREEN PRIME AND PAINT TO MATCH THE BUILDING. SEE DETAIL SHEET.
- CONCRETE APRON IS TO BE FULL 4" THICK 4000 PSI CONCRETE WITH WWP STEEL REINFORCEMENT. APPLY (2) COATS OF H&C BLACK ACRYLIC STAIN TO MATCH THE PARKING LOT BEFORE STRIPING.
- PAINT GUIDE LINES ON THE PARKING LOT FOR TRUCKS TO LINE UP WITH TRAILER. SEE DETAIL SHEET.
- SURFACE UNDER TRAILER IS TO BE LEVEL SO THAT THE TRAILER BED WILL LINE UP WITH THE TRAILER.
- DASHED LINE INDICATES FASCIA OVERHANG.
- ANCHOR DOWN CONCRETE PARKING BLOCKS 30" FROM FACE OF CURB.
- 12'-0" CONCRETE APRON IS TO BE FULL 4" THICK 4000 PSI CONCRETE WITH WWP STEEL REINFORCEMENT. APPLY (2) COATS OF H&C BLACK ACRYLIC STAIN ACCORDING TO MANUFACTURER'S SPECIFICATIONS TO MATCH THE PARKING LOT BEFORE STRIPING.
- TIE IN EASEMENT WITH EXISTING ASPHALT.
- PAINT DIRECTIONAL ARROWS AS SHOWN.
- PARKING LINES 4" WIDE PAINTED WHITE (TWO COATS OF SHERWIN WILLIAMS TRAFFIC MARKING PAINT).
- INSTALL PARKING LOT LIGHTS TO ILLUMINATE PARKING SPACES AS SHOWN BY DIRECTIONAL ARROWS.
- INSTALL 25' HIGH STEEL LIGHT POLE ON CONCRETE BASE WITH (2) 400 WATT METAL HALIDE FIXTURES. FIXTURES ARE TO BE 18'-10" BY LITHONIA, TFC SERIES, TFC 400M RD 120 AM SPREAD OR MXX-0400H-268-M50-L BY HUBBELL LIGHTING INC. ALL SITE LIGHTS AND SOFFIT LIGHTS ARE TO BE CONTROLLED THRU THE SAME TIME CLOCK WITH (1) SET OF TRIPPERS. HAND RUBBED FINISH ON CONCRETE BASE. SEE DETAIL SHEET FOR LIGHT POLE BASE DIMENSIONS. (TYPICAL OF 4)

MICHIGAN AVENUE (HWY M-12)

EXHIBIT 10	18 JUNE 01	SHT 2 OF 16
SITE PLAN		
YPSILANTI, MI		
ADVANCE AUTO PARTS		DRAWN BY DAN

SITE PLAN
 1/8" = 1'-0"



SITE PLAN

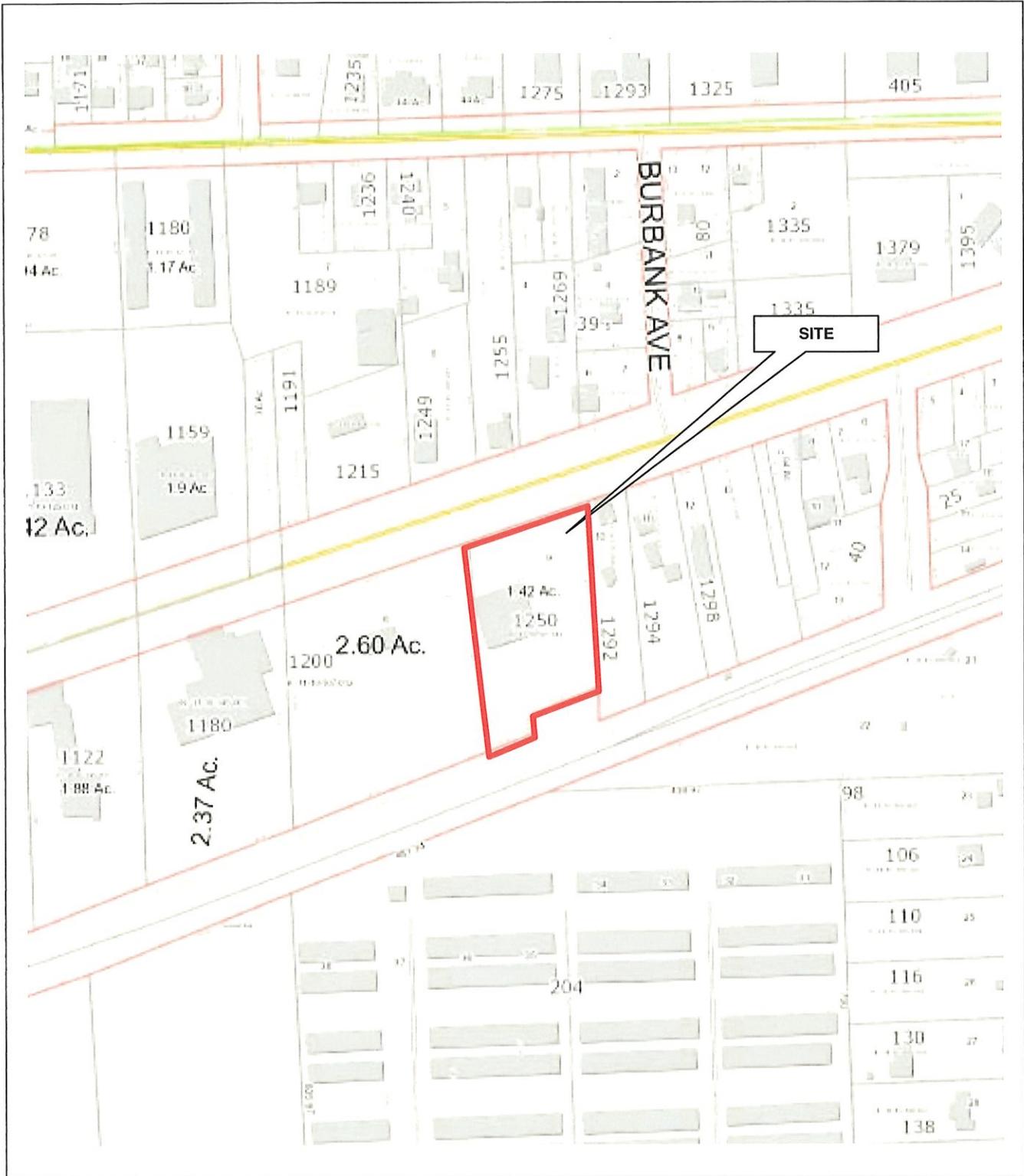
DRAWING NOT TO SCALE



NOVA CONSULTING GROUP, INC.

**Site Name: Advance Auto Parts – Store #6007
1250 East Michigan Avenue
Ypsilanti, Michigan 48198**

Project Number: R11-2708



PLAT MAP	DRAWING NOT TO SCALE N↑
NOVA CONSULTING GROUP, INC.	<p>Site Name: Advance Auto Parts – Store #6007 1250 East Michigan Avenue Ypsilanti, Michigan 48198</p> <p>Project Number: R11-2708</p>

**For Sale
or Lease**



For more information call:
Ben Hubert or Ben Rosenzweig

248 540 1000 www.colliers.com

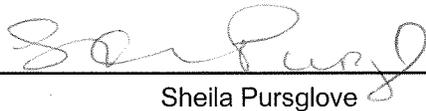
**THIS PROPERTY
PETITIONED FOR
REZONING FROM
B-3 TO IRO**

CHARTER TOWNSHIP OF YPSILANTI NOTICE OF PUBLIC HEARING The Planning Commission invites the public to attend a public hearing on this application to be held on TUESDAY, MARCH 27, 2018 at approximately 6:30 P.M. in the Civic Center Board Room (7200 S. Huron River Drive) to comment on or raise objections, if any, to this petition. The file and map are available for inspection at the Civic Center in the Office of Community Standards or call 734.485.3943 for more information. Please address written comments to: Ypsilanti Township Planning Commission, 7200 S. Huron River Drive, Ypsilanti, MI 48197 or email to cwilson@ytown.org. Legal Description BEING PART OF LOT 9 AND THE WLY 78.16 FTOF LOT 8 SUPERVISORS PLAT #5, SECTION 10, T3S, R7E, YPSILANTI TWP, WASH CO, MI, DESC AS: BEG AT THE NE COR SD LOT 9, TH S 01-07-12 E 305.37 FT ON E/L SAID LOT 9 TO N R/W FOR MICH CENTRAL RR, TH S 69-58-33 W 116.31 FT ON SD N R/W LN, TH CONT ON SD R/W FOR FOLLOWING TWO COURSES, S 00-58-48 E 32.03 FT, TH S 70-21-58 W 78.16 FT, TH N 03-19-33 W 345.22 FT TO SD SLY LN MICH AVE, TH N 73-20-07 E 205 FT TO POB. CONT 1.42 AC +/- . SUBJ TO ESMTS, RESTRICTIONS, RESERVATIONS, ROW, LEASES & AGREEMENTS OF RECORD, IF ANY. SPLIT ON 07/23/2001 FROM K -11-10-107-010K -11-10-107-009 PUBLISHED: Monday, March 12th, 2018 /18 3/12

(Affidavit of Publisher)

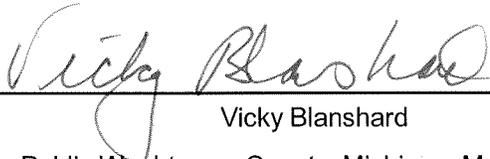
STATE OF MICHIGAN,
ss.
COUNTY OF WASHTENAW

The undersigned, an employee of the publisher of Washtenaw County Legal News, having knowledge of the facts, being duly sworn deposes and says that a notice, a true copy of which is annexed hereto, was published in Washtenaw County Legal News a newspaper circulated in Washtenaw County on March 12, 2018 A.D.



Sheila Pursglove

Subscribed and sworn before me on this 12th day of March 2018 A.D.



Vicky Blanshard

Notary Public Washtenaw County, Michigan. My commission expires: August 9, 2020 Acting in Washtenaw County, Michigan.

Attorney: Ypsilanti Twp. - Ypsilanti Twp.
 AttorneyFile#:
 Notice#: 1344635

Washtenaw County Legal News

P.O. Box 1367

Ann Arbor, Michigan 48106

Phone: (734) 477-0201

Fax: (734) 477-0345

Ypsilanti Township
Attn: Deborah Graham
7200 S. Huron River Drive
Ypsilanti, MI 48197

Date: March 12, 2018

1. Notices/Affidavits

Thank you for placing your notices in the Washtenaw County Legal News!

CHARTER TOWNSHIP OF YPSILANTI

OFFICE OF COMMUNITY STANDARDS

Building Safety • Planning & Zoning • Ordinance Enforcement

TO: James F. Berkemeier and Carlos Gutierrez
FROM: Charlotte Wilson, Planning and Development Coordinator
DATE: November 3, 2017
SUBJECT: 1250 East Michigan Avenue

The property at 1250 East Michigan Avenue, parcel K-11-10-107-011, is zoned B-3, General Business.

The proposed use is for professional engineering offices validating electrical components (airbag sensors, radios, ect.). Equipment for testing is used in an office environment, generally within cubicles. Offices for professional occupations are a principal permitted use of B-3 in Section 801.1 of the zoning ordinance.

Sincerely,

Charlotte Wilson

Charlotte Wilson
Planning and Development Coordinator

ARTICLE XIII. - IRO INDUSTRIAL RESEARCH OFFICE DISTRICT

Sec. 1300. - Intent:

The IRO industrial research office districts is so designed as to provide for a "community of office, research and industrial facilities." The IRO industrial research office districts are designed to ensure the compatibility between the operations therein and the activities and character of the neighborhood in which the center is located. The district is established to encourage uses which have a high value per acre of land that will supplement the township's tax base.

Sec. 1301. - Principal uses permitted:

In an IRO industrial research office district, no building or land shall be used and no building shall be erected except for one or more of the following specified uses unless otherwise provided in this ordinance:

1. Any use charged with the principal function of basic research, design and pilot or experimental product development.
2. Office buildings for any of the following occupations: executive, administrative, professional, accounting, writing, clerical, stenographic, drafting and sales.
3. Data processing and computer centers, including service and maintenance of electronic data processing equipment.
4. Banks, credit unions, savings and loan associations.
5. Hospitals, clinics and medical offices; medical laboratories.
6. Motels or hotels.
7. Assembly halls, display halls, convention center or similar places of assembly when conducted completely within enclosed buildings.
8. Post offices.
9. State-licensed residential child and adult care facilities as provided for in section 2122.
10. Other uses similar to the above uses.
11. Municipal buildings and uses.
12. Accessory structures and uses customarily incident to the above permitted uses.

(Ord. No. 99-205, 3-16-99)

Sec. 1302. - Uses permitted subject to special conditions:

The following uses may be permitted upon the granting of a permit for such use by the planning commission subject to the conditions hereinafter imposed for each use, and subject further to such other conditions which, in the opinion of the commission, are necessary to provide adequate protection to the neighborhood and to abutting properties and subject further to a public hearing held in accord with sec. 2309 and further shall be reviewed as provided in sec. 2119:

1. Any of the following industrial uses when conducted wholly within a completely enclosed building:
 - a. The manufacture, compounding, processing, packaging or treatment of such products as: bakery goods, candy, cosmetics, pharmaceuticals, toiletries, food products, hardware and cutlery; tool, die, gauge and machine shops.
 - b. The manufacture, compounding, assembling or treatment of articles or merchandise from the following previously prepared materials: bone, canvas, cellophane, cloth, cork, feathers, felt, fiber, fur, glass, hair, horn, leather, paper, plastics, precious or semiprecious metals or stones, sheetmetal (excluding large stamping such as: automobile fenders or bodies), shell, textiles, tobacco, wax, wire, wood (excluding saw and planing mills) and yarns.
 - c. The manufacture of pottery and figurines or other similar ceramic products using only previously pulverized clay, and kilns fired only by electricity or gas.
 - d. Manufacture of musical instruments, toys, novelties and metal or rubber stamps, or other small molded rubber products.
 - e. Manufacture or assembly of electrical appliances, electronic instruments and devices, radios and phonographs.
 - f. Laboratories, experimental, film or testing.
2. Retail and service uses may be permitted in buildings which exceed one story in height as secondary uses to the principal permitted office uses included in paragraphs 1 through 5 of sec. 1301 above:
 - a. Retail businesses or service establishments.
 - b. Personal service establishments, such as but not limited to: repair shops (watches, radio, television, shoe, etc.), tailor shops, beauty parlors or barbershops, laundries or dry cleaners, printing or photographic reproduction, photographic, art or interior decorating studios.
 - c. Theaters, bowling alleys, billiard halls, health salons or similar forms of indoor recreation.
 - d. Restaurants or other places serving food and beverages, but not including drive-in, fast-food, carry-out or drive-through restaurants and subject further to the following conditions:
 - (1) Such uses shall be located within an office structure or motel building or shall be located in a freestanding building within the IRO district so as to be adjacent to a use designated as being allowed in sec. 1301, paragraphs 2, 3, 4, 5, 6, or 7.
 - (2) Such use shall be planned as a part of an overall plan for development of not less than 30 acres and shall be part of a service establishment complex for such development.

- (3) Such uses shall comprise not more than 20 percent of the land area of an overall development.
- (4) The location of such uses shall be established at the time of site plan review and approval for the total development complex.

Sec. 1303. - Required conditions:

1. The outdoor storage of goods or materials shall be prohibited.
2. Any use established in the IRO district shall be operated so as to comply with the performance standards set forth hereinafter in sec. 2120.
3. All uses shall receive site plan review and approval by the planning commission prior to the issuance of any building permit.
4. Off-street loading shall be provided in accordance with the following schedule:
 - a. For office buildings of less than 100,000 square feet in gross floor area, at least one loading space, separate from off-street parking, shall be provided in the rear or side yard only.
 - b. For office buildings of 100,000 square feet in gross floor area or more, at least one loading space with a dimension of at least ten by 50 feet or 500 square feet in area, with clearance of at least 14 feet in height, in the rear or side yard only.
 - c. For principal uses permitted subject to special conditions, one separate space, in addition to spaces required for offices, shall be provided for each service entrance to the secondary uses in the rear or side yard only.
 - d. For industrial buildings, off-street loading shall be provided in accordance with sec. 2106.
 - e. All loading and unloading shall be provided off street in the rear yard or in an interior side yard, and in no instance shall be permitted in a front yard. All loading and unloading areas shall be screened from public view.
5. All buildings shall be provided with finished materials on all sides exposed to public view. Pole barn types of structures shall not be permitted.
6. Marginal access roads may be required in accord with sec. 2115.5.d.
7. Any facility providing drive-through service shall provide a bypass land [lane] for vehicles not utilizing drive-through facilities.

Sec. 1304. - Area and bulk requirements:

See article XX, "Schedule of Regulations" limiting the height and bulk of buildings, the minimum size of lot by permitted land use and providing minimum yard setback requirements.

NEW BUSINESS

**CHARTER TOWNSHIP OF YPSILANTI
2018 BUDGET AMENDMENT #9**

May 15, 2018

AMOUNTS ROUNDED TO THE NEAREST DOLLAR

101 - GENERAL OPERATIONS FUND

Total Increase \$870,555.00

Request to increase budget for PTO payout request over the budgeted 32 hours, an additional 40 hours for one employee and 80 hours for another employee to be paid out at 75%. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$2,264.00
		Net Revenues	<u><u>\$2,264.00</u></u>
Expenditures:	Salary-Pay Out	101-201-000-708.004	\$2,103.00
	FICA&Medicare	101-201-000-715.000	\$161.00
		Net Expenditures	<u><u>\$2,264.00</u></u>

Request to increase the budget for a WCRC (Washtenaw County Road Commission) CDBG Project for road improvement on Foley Avenue. The total project is estimated at \$211,700 with the CDBG grant reimbursing the Township for \$130,000 making the total expense to the Township at \$81,700. This will be funded by grant reimbursement of \$130,000 and an Appropriation of Prior Year Fund Balance.

Revenues:	Federal Grant	101-000-000-529.000	\$130,000.00
	Prior Year Fund Balance	101-000-000-699.000	\$81,700.00
		Net Revenues	<u><u>\$211,700.00</u></u>
Expenditures:	Highway & ST-Road Construction	101-446-000-818.022	\$211,700.00
		Net Expenditures	<u><u>\$211,700.00</u></u>

Request to increase the budget for a WCRC project for road improvement on Lakecrest Drive, Lakecrest Court, Hawthorne Avenue, Park Avenue, Gates Avenue, Tyler Road, and The Pines Subdivision. The total road improvement project is \$988,500 with outside matching funds of \$404,939 and the estimated Township expense of \$583,561. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$583,561.00
		Net Revenues	<u><u>\$583,561.00</u></u>
Expenditures:	Highway & ST-Road Construction	101-446-000-818.022	\$583,561.00
		Net Expenditures	<u><u>\$583,561.00</u></u>

Request to increase the budget for a DTE project for the conversion of 105 Street Lights to LED throughout the Township. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$61,080.00
		Net Revenues	<u><u>\$61,080.00</u></u>
Expenditures:	Street Light - Construction	101-956-000-926.050	\$61,080.00
		Net Expenditures	<u><u>\$61,080.00</u></u>

**CHARTER TOWNSHIP OF YPSILANTI
2018 BUDGET AMENDMENT #9**

May 15, 2018

101 - GENERAL OPERATIONS FUND - CONTINUED

Request to increase the budget for soil testing of fuel system removal at Civic Center by Innovative Environmental Solutions. This is for the initial testing. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$11,950.00
		Net Revenues	\$11,950.00
Expenditures:	Non Reoccurring R&M Civic Center	101-265-000-931.020	\$11,950.00
		Net Expenditures	\$11,950.00

206 - FIRE FUND

Total Increase \$400,615.00

Request to increase the budget for complete reconstruction project of the lot paving, sidewalks, and curbs at the Fire Station on Ford Blvd. for \$396,467 and the professional engineering services of OHM at \$49,900. The total project would be \$446,367. There currently is \$69,752 budgeted so the amount of \$376,615 will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	206-000-000-699.000	\$376,615.00
		Net Revenues	\$376,615.00
Expenditures:	Capital Outlay - Fire Station	206-970-000-976.005	\$376,615.00
		Net Expenditures	\$376,615.00

Request to increase the budget for the purchase of an SUV for the Fire Chief. The Fire Chief already has a budget of \$35,000 but needs an additional \$14,000 for the lights and decals. The Fire Department has received a check in the amount of \$24,000 from the City of Ypsilanti for the use of one of our fire trucks while theirs was out of commission. We will use \$10,000 of the check to increase the budget for the maintenance of vehicles and \$14,000 to increase the capital outlay for the SUV. This will be funded by the funds received from the City of Ypsilanti for use of our fire truck.

Revenues:	Misc. Revenue - Insurance Reimburse	206-000-000-694.004	\$24,000.00
		Net Revenues	\$24,000.00
Expenditures:	Auto & Truck Main Station	206-206-000-863.001	\$10,000.00
	Capital Outlay Fire Apparatus	206-970-000-979.000	\$14,000.00
		Net Expenditures	\$24,000.00

**CHARTER TOWNSHIP OF YPSILANTI
2018 BUDGET AMENDMENT #9**

May 15, 2018

212 - BIKE, SIDEWALK, REC, ROADS GENERAL FUND (BSRII)	Total Increase	<u><u>\$10,680.00</u></u>
--	-----------------------	----------------------------------

Request to increase the budget for an additional \$10,680 for the Grove St Pathway Extension for professional engineering services of OHM. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	212-000-000-699.000	\$10,680.00
		Net Revenues	<u><u>\$10,680.00</u></u>
Expenditures:	Capital Outlay - Pathway	212-212-000-997.007	\$10,680.00
		Net Expenditures	<u><u>\$10,680.00</u></u>

236 - 14B DISTRICT COURT FUND	Total Increase	<u><u>\$5,030.00</u></u>
--------------------------------------	-----------------------	---------------------------------

Request to increase the budget to renew and approve a fees addendum to Memorandum of Agreement between Court Innovations Inc. and State Court Administrative Office. Payment of additional monthly subscription cost of \$405.00 and set up fee of \$1,500 for a total of \$3,390 for the balance of 2018. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	236-000-000-699.000	\$3,930.00
		Net Revenues	<u><u>\$3,930.00</u></u>
Expenditures:	Computer Programs	236-136-000-819.006	\$3,930.00
		Net Expenditures	<u><u>\$3,930.00</u></u>

Request to increase the budget to renew 1 year RANT software annual license fee. This is an assessment tool used by the Court's probation department and the adult drug court grant program. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	236-000-000-699.000	\$1,100.00
		Net Revenues	<u><u>\$1,100.00</u></u>
Expenditures:	Computer Programs	236-136-000-819.006	\$1,100.00
		Net Expenditures	<u><u>\$1,100.00</u></u>

Motion to Amend the 2018 Budget (#9):

Move to increase the General Fund budget by \$870,555 to \$9,905,773 and approve the department line item changes as outlined.

Move to increase the Fire Fund budget by \$400,615 to \$5,583,867 and approve the department line item changes as outlined.

Move to increase the Bike, Sidewalk, Rec, Roads, General (BSRII) Fund budget by \$10,680 to \$1,808,671 and approve the department line item changes as outlined.

Move to increase the 14B District Court Fund by \$5,030 to \$1,984,930 and approve the department line item changes as outlined.

CHARTER TOWNSHIP OF YPSILANTI

OFFICE OF COMMUNITY STANDARDS

Building Safety • Planning & Zoning • Ordinance Enforcement

TO: Karen Lovejoy Roe, Ypsilanti Township Clerk

FROM: Charlotte Wilson, Planning and Development Coordinator

DATE: May 8th, 2018

SUBJECT: Small Winemaker License request from Robert G. Jr. and Paula Sawitski at 6216 Swallow Lane

Robert G. Jr. and Paula Sawitski at 6216 Swallow Lane are requesting local government approval for a local government approval in pursuit of a Small Winemaker's License from the State of Michigan Department of Licensing and Regulatory Affairs Liquor Control Commission (MLCC).

For the past couple of months, Mr. Robert Sawitski has been in regular contact with the Office of Community Standards. On Friday, April 20, 2017 we met and had a discussion of the process, procedures and requirements set forth by Ypsilanti Township zoning ordinance regarding 6216 Swallow Lane and another property, 7185 Stony Creek Road.

We determined that the location at 7185 Stony Creek Road, zoned R-2, is allowed to operate as a vineyard, but due to zoning may not operate as a tasting room location. Their homestead at 6216 Swallow Lane, zoned R-2, currently has some vineyards and Robert G. Jr. and Paula Sawitski would like to produce wine on their property to sell online or at local farmer's markets. The winemaking use would be accessory to their home and farm. No retail nor tasting room would be conducted on the premise. We believe this venture will not affect the surrounding properties and their character and is in accordance with the Ypsilanti Township Zoning Ordinance.

Finally, a Small Winemaker License does not count against the Township's allotted quota of on premise retail licenses.

If you have any questions, please feel free to contact me.

Sincerely,

Charlotte Wilson

Charlotte Wilson
Planning and Development Coordinator

Zimbra**Istanfield@ytown.org**

Township committee mtg (May 15) - Small wine makers license

From : Robert G Sawitski
<robert_g_sawitski@huntsman.com>

Thu, May 10, 2018 12:17 PM

Subject : Township committee mtg (May 15) -
Small wine makers license

To : Istanfield@ytown.org

Cc : rpsawitski@yahoo.com

Hi Lisa,

Per our conversation yesterday, I have drafted a short summary for the committee to review regarding our request for the township's approval for our small wine maker license. Hopefully this addresses your needs. Paula and I will be there to answer any questions. At this point, we will not be planning to make a presentation (due to the full agenda). If you decide it may be appropriate, please let me know and we'll come prepared.

Background to request for township approval to continue pursuing a small wine makers licence:

In December, 2014, my wife and I purchased the 11.2 acre property located at 6216 Swallow Lane in Ypsilanti Township. Being wine lovers and the new owners of a farm, we decided to plant 500 cold-climate grape vines on the property in the spring of 2015. The soil in our area is ideal for growing grapes that can survive our cold Michigan winters. The small vineyard produces four different varieties of white grapes and six different varieties of red grapes, all of which are ideal for making sweet and dry Michigan wines.

Grape vines typically take two to three years to develop to the point they can support the growth of fruit. So the first harvest from our vineyard occurred in the fall of 2017. The wines made from this first harvest are developing into some very high quality wines based on feedback from two local commercial wine makers in Tecumseh (both of them are mentoring my wife and I in grape growing and wine making).

The wines that we made last fall are for personal consumption, not for commercial sale. We made less than the federally allowed 200 gallons of wine per year for personal consumption.

Our hope is that we will be able to make wine commercially from the grapes we harvest this fall. If we are successful in keeping the birds at bay this growing season, our small vineyard should produce about 500 gallons of wine. This would be more than federally allowed without a small wine makers license. Receiving approval from the township is the first step in obtaining our small wine makers license. If we get your approval, we can submit our application to the state and federal departments.

As a licensed small wine maker, we will produce wine at 6216 Swallow Lane and sell it at local farm markets. Selling at farm markets is allowed by the state provided we obtain a farm market permit, which can only be granted after the small wine maker license is granted. We will not be selling wine from our home at 6216 Swallow Lane.

Please feel free to ask any questions. My wife (Paula) and I will be present for the working session on May 15 as well as the vote. Thanks for your consideration of our request.

Best Regards,

Bob Sawitski
Account manager
Huntsman
+1 (734) 250-5290 (cell)



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll Free: 866-813-0011 • www.michigan.gov/lcc

Business ID: _____

Request ID: _____

(For MLCC use only)

Local Government Approval
(Authorized by MCL 436.1501)

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

Instructions for Local Legislative Body:

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a _____ meeting of the _____ council/board
(regular or special) (township, city, village)
called to order by _____ on _____ at _____
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from _____
(name of applicant - if a corporation or limited liability company, please state the company name)

for the following license(s): _____
(list specific licenses requested)

to be located at: _____

and the following permit, if applied for:

Banquet Facility Permit Address of Banquet Facility: _____

It is the consensus of this body that it _____ this application be considered for
(recommends/does not recommend)

approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the _____
council/board at a _____ meeting held on _____ (township, city, village)
(regular or special) (date)

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:
Michigan Liquor Control Commission
Mailing address: P.O. Box 30005, Lansing, MI 48909
Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933
Fax to: 517-763-0059

ORIGINAL

**METRO Act Permit Application Form
Revised 12/06/02**

Ypsilanti Charter Township

**APPLICATION FOR
ACCESS TO AND ONGOING USE OF PUBLIC WAYS BY
TELECOMMUNICATIONS PROVIDERS
UNDER
METROPOLITAN EXTENSION TELECOMMUNICATIONS
RIGHTS-OF-WAY OVERSIGHT ACT
2002 PA 48
MCLA SECTIONS 484.3101 TO 484.3120**

BY

**LightSpeed Communications, LLC
("APPLICANT")**

Unfamiliar with METRO Act?--Assistance: Municipalities unfamiliar with Michigan Metropolitan Extension Telecommunications Rights-of-Way Oversight Act ("METRO Act") permits for telecommunications providers should seek assistance, such as by contacting the Telecommunications Division of the Michigan Public Service Commission at 517-241-6200 or via its web site at http://www.michigan.gov/mpsc/0,1607,7-159-16372_22707---,00.html.

45 Days to Act—Fines for Failure to Act: The METRO Act states that "A municipality shall approve or deny access under this section within 45 days from the date a provider files an application for a permit for access to a public right-of-way." MCLA 484.3115(3). The Michigan Public Service Commission can impose fines of up to \$40,000 per day for violations of the METRO Act. It has imposed fines under the Michigan Telecommunications Act where it found providers or municipalities violated the statute.

Where to File: Applicants should file copies as follows:

-- Three (3) copies (one of which shall be marked and designated as the master copy) with the Clerk at:

Ypsilanti Charter Township
7200 S Huron River Dr
Ypsilanti, MI 48197

Ypsilanti Charter Township

**APPLICATION FOR
ACCESS TO AND ONGOING USE OF PUBLIC WAYS BY
TELECOMMUNICATIONS PROVIDERS**

**By
LightSpeed Communications, LLC
("APPLICANT")**

This is an application pursuant to Sections 5 and 6 of the Metropolitan Extension Telecommunications Rights-of-Way Oversight Act, 2002 PA 48 (the "METRO Act") for access to and ongoing usage of the public right-of-way, including public roadways, highways, streets, alleys, easements, and waterways ("Public Ways") in the Municipality for a telecommunications system. The METRO Act states that "A municipality shall approve or deny access under this section within 45 days from the date a provider files an application for a permit for access to a public right-of-way." MCLA 484.3115(3).

This application must be accompanied by a one-time application fee of \$500, unless the applicant is exempt from this requirement under Section 5(3) of the METRO Act, MCLA 484.3105(3).

1 GENERAL INFORMATION:

1.1 Date: April 24, 2018

1.2 Applicant's legal name: LightSpeed Communications, LLC
Mailing Address: 4942 Dawn Ave
East Lansing, MI 48823

Telephone Number: 517-492-9000

Fax Number: 517-492-1398

Corporate website: www.golightspeed.com

Name and title of Applicant's local manager (and if different) contact person regarding this application:

Tim Lebel

Mailing Address:
4942 Dawn Ave

East Lansing, MI 48823

Telephone Number: **517-252-4341**

Fax Number: **517-492-1398**

E-mail Address: **tim@golightspeed.com**

1.3 Type of Entity: (Check one of the following)

- Corporation
- General Partnership
- Limited Partnership
- Limited Liability Company
- Individual
- Other, please describe: _____

1.4 Assumed name for doing business, if any: _____

1.5 Description of Entity:

1.5.1 Jurisdiction of incorporation/formation;

Michigan

1.5.2 Date of incorporation/formation;

May 29, 2014

1.5.3 If a subsidiary, name of ultimate parent company;

N/A

1.5.4 Chairperson, President/CEO, Secretary and Treasurer (and equivalent officials for non-corporate entities).

Jason Schreiber

1.6 Attach copies of Applicant's most recent annual report (with state ID number) filed with the Michigan Department of Consumer and Industry Services and certificate of good standing with the State of Michigan. For entities in existence for less than one year and for non-corporate entities, provide equivalent information.

The annual report and certificate of good standing is attached

1.7 Is Applicant aware of any present or potential conflicts of interest between Applicant and Municipality? If yes, describe: **None**

1.8 In the past three (3) years, has Applicant had a permit to install telecommunications facilities in the public right of way revoked by any Michigan municipality?

Circle: Yes No

If "yes," please describe the circumstances.

1.9 In the past three (3) years, has an adverse finding been made or an adverse final action been taken by any Michigan court or administrative body against Applicant under any law or regulation related to the following:

1.9.1 A felony; or

1.9.2 A revocation or suspension of any authorization (including cable franchises) to provide telecommunications or video programming services?

Circle: Yes No

If "yes," please attach a full description of the parties and matters involved, including an identification of the court or administrative body and any proceedings (by dates and file numbers, if applicable), and the disposition of such proceedings.

1.10 [If Applicant has been granted and currently holds a license to provide basic local exchange service, no financial information needs to be supplied.] If publicly held, provide Applicant's most recent financial statements. If financial statements of a parent company of Applicant (or other affiliate of Applicant) are provided in lieu of those of Applicant, please explain.

1.10.1 If privately held, and if Municipality requests the information within 10 days of the date of this Application, the Applicant and the Municipality should make arrangements for the Municipality to review the financial statements.

If no financial statements are provided, please explain and provide particulars.

LightSpeed Communications is not publicly held and is a registered broadband - fiber provider in the State of Michigan ITSP database.

2 DESCRIPTION OF PROJECT:

2.1 Provide a copy of authorizations, if applicable, Applicant holds to provide telecommunications services in Municipality. If no authorizations are applicable, please explain.

Applicant provides Broadband Internet Access and Transport Services only, which does not require any further authorizations. However, applicant has registered with the MPSC ITSP registry.

2.2 Describe in plain English how Municipality should describe to the public the telecommunications services to be provided by Applicant and the telecommunications facilities to be installed by Applicant in the Public Ways.

LightSpeed Communications will provide 1 Gig and 10 Gig Internet, dark fiber, lit fiber and private line services to businesses and residents in Ypsilanti Charter Township. Service will be delivered by:

- **Installing fiber-optic cables in the public rights of way; through use of existing conduit systems where available or through construction of new conduit systems when necessary;**
- **Attaching fiber-optic cables to utility poles.**

2.3 Attach route maps showing the location (including whether overhead or underground) of Applicant's existing and proposed facilities in the public right-of-way. To the extent known, please identify the side of the street on which the facilities will be located. (If construction approval is sought at this time, provide engineering drawings, if available, showing location and depth, if applicable, of facilities to be installed in the public right-of-way).

See attached map with proposed Phase 1 routes.

2.4 Please provide an anticipated or actual construction schedule.

We anticipate beginning construction in the 2nd quarter of 2018 with most construction of Phase 1 to be completed by the 3rd quarter of 2018.

2.5 Please list all organizations and entities which will have any ownership interest in the facilities proposed to be installed in the Public Ways.

Only LightSpeed Communications will have an ownership interest in the proposed facilities.

2.6 Who will be responsible for maintaining the facilities Applicant places in the Public Ways and how are they to be promptly contacted?

LightSpeed Communications will be responsible for maintaining the facilities. Our Network Operations Center can be reached at 517-492-9000.

2.7 If Applicant's facilities are to be installed on or in existing facilities in the Public Ways of existing public utilities or incumbent telecommunications providers, describe the facilities to be used, and provide verification of their consent to such usage by Applicant.

LightSpeed Communications will install facilities primarily by attaching to existing utility poles, exiting utility conduit and by placing underground conduit in the public right of way.

3 TELECOMMUNICATION PROVIDER ADMINISTRATIVE MATTERS:

Please provide the following or attach an appropriate exhibit.

3.1 Address of Applicant's nearest local office;

**4942 Dawn Ave
East Lansing, MI 48823**

3.2 Location of all records and engineering drawings, if not at local office;

**4942 Dawn Ave
East Lansing, MI 48823**

3.3 Names, titles, addresses, e-mail addresses and telephone numbers of contact person(s) for Applicant's engineer or engineers and their responsibilities for the telecommunications system;

**Tim Lebel
Vice President
4942 Dawn Ave
East Lansing, MI 48823
tim@golightspeed.com
517-252-4341
Responsible for administrative aspects of network**

**Tyler Lober
Technical Manager
4942 Dawn Ave
East Lansing, MI 48823
help@golightspeed.com
517-492-9000
Responsible for technical aspects of network**

3.4 Provide evidence of self-insurance or a certificate of insurance showing Applicant's insurance coverage, carrier and limits of liability for the following:

3.4.1 Worker's compensation;

3.4.2 Commercial general liability, including at least:

3.4.2.1 Combined overall limits;

3.4.2.2 Combined single limit for each occurrence of bodily injury;

3.4.2.3 Personal injury;

3.4.2.4 Property damage;

3.4.2.5 Blanket contractual liability for written contracts, products, and completed operations;

3.4.2.6 Independent contractor liability;

3.4.2.7 For any non-aerial installations, coverage for property damage from perils of explosives, collapse, or damage to underground utilities (known as XCU coverage);

3.4.2.8 Environmental contamination;

3.4.3 Automobile liability covering all owned, hired, and non-owned vehicles used by Applicant, its employee, or agents.

3.5 Names of all anticipated contractors and subcontractors involved in the construction, maintenance and operation of Applicant's facilities in the Public Ways.

All American Communications

4 CERTIFICATION:

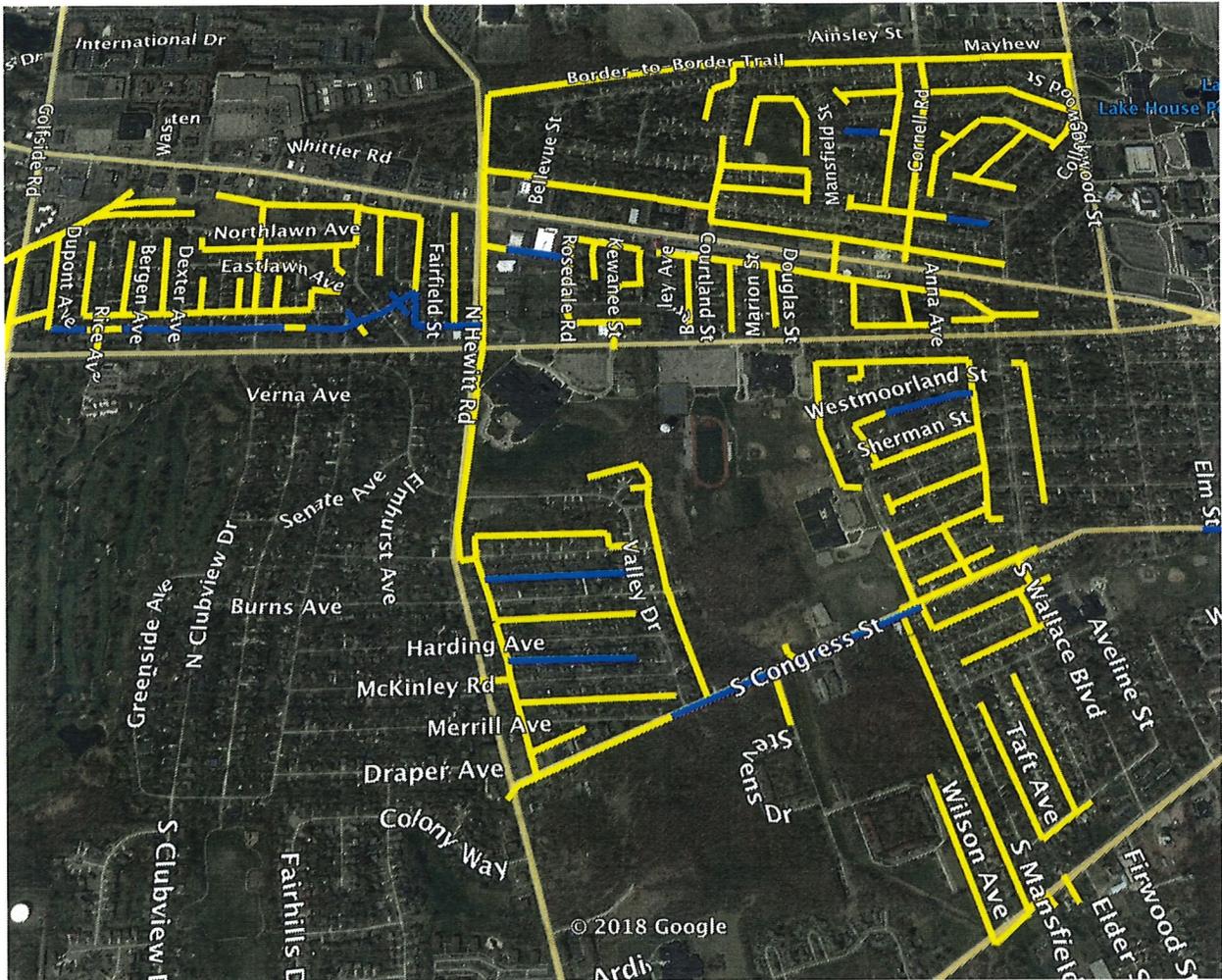
All the statements made in the application and attached exhibits are true and correct to the best of my knowledge and belief.

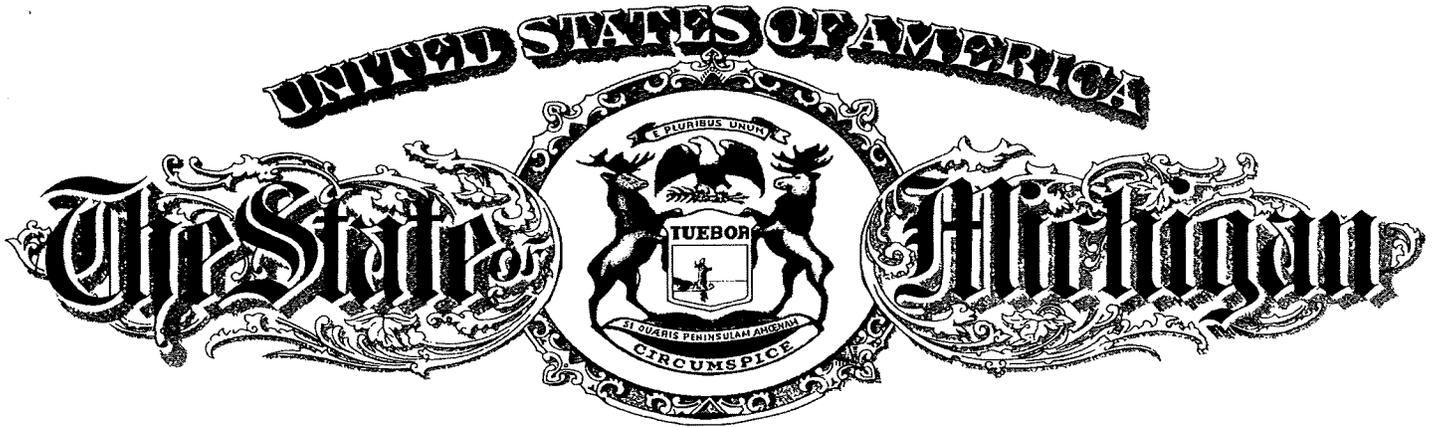
LightSpeed Communications, LLC
("APPLICANT")

4/24/18
Date

By: [Signature]
Type or Print Name: Timothy C Lebel
Vice President
Title

Proposed Phase 1 Routes





Department of Licensing and Regulatory Affairs

Lansing, Michigan

This is to Certify That

LIGHTSPEED COMMUNICATIONS, LLC

was validly authorized on May 29 , 2014 , as a Michigan DOMESTIC LIMITED LIABILITY COMPANY.
and said limited liability company is validly in existence under the laws of this state and has satisfied its
annual filing obligations.

This certificate is issued pursuant to the provisions of 1993 PA 23 to attest to the fact that the company is
in good standing in Michigan as of this date.

This certificate is in due form, made by me as the proper officer, and is entitled to have full faith and credit
given it in every court and office within the United States.



*In testimony whereof, I have hereunto set my hand,
in the City of Lansing, this 19th day of April , 2018.*

Julia Dale, Director

Corporations, Securities & Commercial Licensing Bureau

Sent by electronic transmission

Certificate Number: 18044690930

Verify this certificate at: URL to eCertificate Verification Search <http://www.michigan.gov/corpverifycertificate>.

MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
FILING ENDORSEMENT

This is to Certify that the 2018 ANNUAL STATEMENT

for

LIGHTSPEED COMMUNICATIONS, LLC

ID Number: 801768612

received by electronic transmission on April 23, 2018 **, is hereby endorsed.**

Filed on April 23, 2018 **, by the Administrator.**

The document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.



In testimony whereof, I have hereunto set my hand and affixed the Seal of the Department, in the City of Lansing, this 23rd day of April, 2018.

Julia Dale, Director

Corporations, Securities & Commercial Licensing Bureau



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/20/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Ackley-Peters-Haubert Ins Serv 125 South Main Street P O Box 129 Eaton Rapids, MI 48827-0129 Rick A. Acker	CONTACT NAME: Ryan Scott PHONE (A/C, No, Ext): 517-663-2651 E-MAIL ADDRESS: rscott@aph-insurance.com	FAX (A/C, No): 517-663-8181
	INSURER(S) AFFORDING COVERAGE	
INSURED Lightspeed 4942 Dawn Ave East Lansing, MI 48823	INSURER A: Auto Owners Insurance Co.	NAIC # 18988
	INSURER B: Home-Owners Insurance Co	NAIC # 26638
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual Liabi GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER	X	06161725	05/02/2017	05/02/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS		4916172500	05/02/2017	05/02/2018	COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ 1,000,000 BODILY INJURY (Per accident) \$ 1,000,000 PROPERTY DAMAGE (Per accident) \$ 1,000,000
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$		4916172501	05/02/2017	05/02/2018	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y N/A	06152156	05/02/2017	05/02/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Jason Schreiber is excluded from workers compensation insurance

Certificate holder is an additional insured for general liability.

CERTIFICATE HOLDER

CANCELLATION

YPSILAN Ypsilanti Twp 7200 S Huron River Dr Ypsilanti, MI 48197	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Rick A. Acker
---	--

© 1988-2014 ACORD CORPORATION. All rights reserved.

**CERTIFICATE OF LIABILITY INSURANCE**DATE (MM/DD/YYYY)
04/23/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Ackley-Peters-Haubert Ins Serv 125 South Main Street P O Box 129 Eaton Rapids, MI 48827-0129 Rick A. Acker	CONTACT NAME: Ryan Scott
	PHONE (A/C, No, Ext): 517-663-2651 FAX (A/C, No): 517-663-8181
	E-MAIL ADDRESS: rscott@aph-insurance.com
	INSURER(S) AFFORDING COVERAGE
	INSURER A: Auto Owners Insurance Co. NAIC # 18988
	INSURER B: Home-Owners Insurance Co 26638
	INSURER C:
	INSURER D:
	INSURER E:
	INSURER F:

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual Liabi GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			06161725	05/02/2018	05/02/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			4916172500	05/02/2018	05/02/2019	COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ 1,000,000 BODILY INJURY (Per accident) \$ 1,000,000 PROPERTY DAMAGE (Per accident) \$ 1,000,000 \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			4916172501	05/02/2018	05/02/2019	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	Y	06152156	05/02/2018	05/02/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Jason Schreiber is excluded from workers compensation insurance

Certificate holder is an additional insured for general liability.

CERTIFICATE HOLDER

YPSILAN

Ypsilanti Twp
7200 S Huron River Dr
Ypsilanti, MI 48197

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Rick A. Acker



Carlisle | Wortman
ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

May 1, 2018

Brenda Stumbo, Supervisor
Karen Lovejoy Roe, Clerk
Larry Doe, Treasurer
Charter Township of Ypsilanti
7200 S. Huron River Drive
Ypsilanti, MI 48197

Re: Ypsilanti Township Economic Development Strategy –
Request for Township Board Adoption

Dear Township Board Members:

I am pleased to report that we have completed the Economic Development Strategy report. This letter outlines the work that has been completed and the action which is requested.

Deliverables

Work product has been prepared in three forms: Economic Development Strategy (full report), Technical Bulletins and Technical Reports.

The Economic Development Strategy (full report) consists of an Executive Summary and five chapters:

- Chapter 1 – Creating an Environment for Investment
- Chapter 2 – Ypsilanti Township Assets
- Chapter 3 – Ypsilanti Township Business Climate
- Chapter 4 – Vision, Principles and Strategies
- Chapter 5 – Implementation, Strategy and Responsibilities

The Technical Bulletins are shorter and provide a summarized version of data and key subject matter. Technical Reports are more lengthy, presenting data and information in a more detailed matter.

The following Technical Bulletins have been prepared:

Richard K. Carlisle, *President* Douglas J. Lewan, *Executive Vice President* John L. Enos, *Principal*
David Scurto, *Principal* Benjamin R. Carlisle, *Principal* Sally M. Elmiger, *Principal* Craig Strong, *Principal* R. Donald Wortman, *Principal*
Laura K. Kreps, *Associate* Paul Montagno, *Associate*

- Bulletin 1 – Creating an Environment for Investment
- Bulletin 2 – Small Business is a REALLY Big Deal
- Bulletin 3 – Environment for Retail Investment
- Bulletin 4 – Environment for Industrial/Research Office Investment
- Bulletin 5 – What it Means to Be Development Ready
- Bulletin 6 – Community Engagement

The following Technical Reports have been prepared:

- Technical Report 1 – Retail Market Analysis
- Technical Report 2 – Industrial Market Analysis
- Technical Report 3 – Asset Inventory Report
- Technical Report 4 – Township Owned Property
- Technical Report 5 – Vacant Commercial and Industrial Properties

Community Engagement

Community engagement was an important component of the planning process and consisted of meeting with the Steering Committee, conducting a survey of business owners/managers, conducting stakeholder interviews, and holding the highly successful Real Estate Forum.

Next Step

The Steering Committee reviewed the final draft of the Economic Development Strategy at two separate meetings. Between the two Steering Committee meetings, we made a presentation before the Township Board in a working session.

We are now asking for Township Board approval of the final report. We believe both the Economic Development Strategy along with associated documents will provide elected and appointed Township Officials, the new Economic Development Director, and Township staff with a clear blueprint for action. Thank you for the opportunity to assist you with this vital and exciting work.

Yours Truly,



CARLISLE/WORTMAN ASSOC., INC.

Richard K. Carlisle, AICP

President

Cc: D. Heidt, Deputy County Administrator

Charter Township of Ypsilanti

Economic Development Strategy

Page left intentionally blank

Executive Summary

Ypsilanti Township finds itself in a regional and national, if not world-wide, competition to retain and attract business as well as workers. In an economy where driving forces are changing from industry and manufacturing to technology and the management of information, traditional economic development strategies of financial incentives are no longer sufficient. Communities must also create an environment for investment through attractive placemaking and cost-effective place-based investment.

Process

In the fall of 2017, Ypsilanti Township received a grant from the Washtenaw County Office of Community and Economic Development to create an economic development strategy. Working with a consultant, the Township administration formed a steering committee of sixteen local business owners, realtors, property managers, economic development specialists, elected and appointed officials.

The process included:

- Asset inventory;
- Community engagement via a survey, interviews and a real estate forum;
- Analysis of the investment environment for retail, industrial and office businesses;
- Education on the benefits of small businesses; and
- Updates on how a community can become ready for development.

The resulting economic development strategy lays out a path for Ypsilanti Township to be an even better place to live, work and invest.

Assets and Opportunities

The Economic Development Strategy is based on the assets, business mix and emerging opportunities distinct to Ypsilanti Township. The unique features of the Township - its location and quality of life - are important competitive advantages that need to be protected, nurtured, and promoted.

While the top three employers in the Township are manufacturing or distribution companies with hundreds of employees, ninety-six percent of the businesses in Ypsilanti Township are small businesses with less than 50 employees. These small businesses need an environment for investment to flourish.

Meanwhile, the redevelopment of the Willow Run Factory into the Yankee Air Museum, slated to be a world-class destination and conference center, and the American Center for Mobility (ACM), a federally designated testing and product development facility for connected and automated vehicles, has changed the economic landscape for the Township. Both facilities will bring visitors from around the nation. ACM also plans to create a research campus adjacent to the facility.

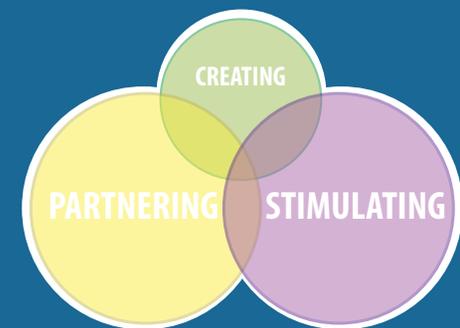
Ypsilanti Township plans to build on these assets, businesses and new investment opportunities.

Market Demand

The strategy is sparked by market demand to support additional retail businesses and industrial enterprises in Ypsilanti Township. Ford Lake and Interstate 94 divide the Township into eastern and western retail trade areas, both of which can support more retail and commercial services businesses.

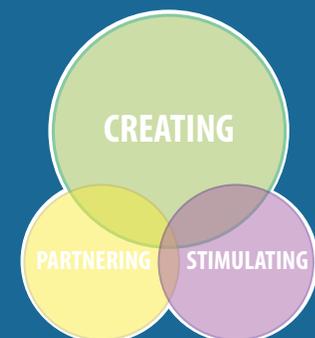
On the industrial side, the vacancy rate of industrial building space in Ypsilanti Township is less than two

Traditional Model of Economic Development



The traditional approach to economic development emphasized stimulating and partnering in the investment environment. This strategy presumes that the only way to foster economic development is through incentives.

New Model of Economic Development



Current thinking is shifting towards creating an environment for investment through placemaking and place-based investment. This approach focuses on improving the community as an attractive place to invest time, talent and money.

percent, consistent with trends in the metropolitan Detroit region. However, the Township has 664 acres of vacant industrially zoned land. With shifting demand from solely factory floor area to a mixture of office, manufacturing and warehousing under a single roof, the available industrial land in the Township will need strategic physical and aesthetic improvements.

Vision, Principles and Strategies

The strategy also addresses structural weaknesses in the Township’s ability to create an investment environment – coordination, communication, and policies. While a wealth of economic development agencies exist in Washtenaw County, the Township has not effectively tapped them. Committing staff to collaborate across the web of resources as well as with neighboring communities is an essential implementation step.

Investing in communications, external and internal, is also a key component of the strategy. Within the Township, the administration will improve communications through newsletters and small business forums. Moreover, with the lack of a community newspaper and a changing digital media landscape, Township leadership recognizes that they need to actively influence the narrative about their community through marketing, branding, and social media.

Finally, the Township has committed to updating its zoning ordinance and land development policies to provide a coherent land development process that protects the quality of life in Ypsilanti Township.

The strategy also recognizes that the success of Township businesses is linked to the success of the three school districts serving Ypsilanti Township. The public education system was noted in every community engagement interaction as a weakness. While the

school districts are using creative solutions to improve, their low test scores have been detriments to attracting housing developers, retail and other businesses.

The Township is committed to supporting its public schools, creating workforce development opportunities, fostering partnerships and celebrating educational accomplishments, such as Washtenaw Intermediate High School, whose students achieved the 2nd highest average SAT scores amongst Michigan high schools in 2016.

The strategy lays out a Vison of Ypsilanti Township as an attractive environment in which to invest by:

- Promoting its unique assets;
- Engaging talented and committed people;
- Creating places which advance quality of life;
- Investing in infrastructure, public streetscapes and cultural amenities;
- Supporting regional collaboration; and
- Forming innovative partnerships between public, private and educational/institutional sectors.

The guiding principles to support the vision are:

- Collaboration
- A diversified economic base
- A skilled and educated workforce
- High quality of life
- A sense of place

Each principle is backed by strategies ranging from policy changes to programs to new hires by the Township.

**Placemaking and Investment
A Model for Success**



Township Board

Brenda Stumbo, Supervisor

Karen Lovejoy Roe, Clerk

Larry Doe, Treasurer

Stan Eldridge, Trustee

Heather Jarrell Roe, Trustee

Monica Ross-Williams, Trustee

Jimmie Wilson Jr., Trustee

Consultant



Carlisle | Wortman

ASSOCIATES, INC.

Steering Committee

Jimmie Wilson, Ypsilanti Township Trustee, UAW

Brenda Stumbo, Ypsilanti Township Supervisor

Rick Davis, Century 21, Real Estate Agent

Billy Salamay, Budget Towing, Owner

Muddasar Tawakkul, Compliance Officer for Ford,
Former Wayne County Assistant Economic Development Director

Scott Martin, Scio Township Utility Director

Jason Iacoangeli, Ypsilanti Township Planning Commission Chair

Mary Kerr, Washtenaw County Convention & Visitors Bureau President

Tom Kmet, Realtor, formerly with YCUA

Mark Salma, Brixmor Property Group

Brenda Meadows, Ypsilanti Community School Board Trustee,
Global Tech Pre-school

Gretchen Kopmanis, Owner of Czech Box Bakery,
University of Michigan IT Department

Hesta Randolph, Zion Temple Church, Ypsilanti Community Schools

Harry S. Grayson, Pastor at Zion Temple Church

Andrea White, Cuppy's Restaurant, Owner

Kat Dickenson, The Red Lion (Apartments)

Page left intentionally blank

Table of Contents

		Page
Chapter 1	Creating an Environment for Investment	1
	• Is Ypsilanti Township Ready?	2
	• Recognizing the Changing Economy	2
	• Traditional Model	2
	• Investment Through Placemaking	2
	• Creating an Investment Environment	3
	• Community Keys for Success	4
	• A New Way Forward	5
Chapter 2	Ypsilanti Township Assets	7
	• Introduction	8
	• Population	8
	• Location	9
	• Transportation	9
	• Cultural and Recreational Assets	10
	• Natural Features	12
	• Willow Run Airport Redevelopment	13
	• Employment	13
	• Economic Development Partners	14
Chapter 3	Ypsilanti Township Business Climate	17
	• Introduction	18
	• Small Business is a Big Deal	18
	• Embracing Entrepreneurs	20
	• Retail Market	20
	• Industrial Market	22
	• Community Engagement	25
Chapter 4	Vision, Principles and Strategies	27
	• Vision	28
	• Guiding Principles	28
	• Strategies	28
Chapter 5	Implementation Strategies and Responsibilities	31
	• Introduction	32
	• Leadership and Organizational Capacity	32
	• Land Development Policies and Processes	33
	• Image and Communications Enhancements	34
	• Ypsilanti Township's Business Climate	35
	• Workforce Development and Education	36
	• Physical Revitalization and Placemaking	37
Appendix		39

Page left intentionally blank

Chapter 1

Creating an Environment for Investment

Is Ypsilanti Township Ready?

The Township finds itself in a national, and even worldwide, competition to attract and retain knowledge economy workers and businesses. In the changing economy, the unique features of the Ypsilanti Township, its location and its quality of life, have become increasingly important competitive advantages that need to be protected, nurtured, and promoted.

Recognizing the Changing Economy

The economy has been undergoing a significant transformation from industry and manufacturing to a knowledge economy based on advanced technology and the management of information. Communication technology, globalization, and the availability and manipulation of information have been evolving since the 1990's.

The key components of a knowledge economy place greater reliance on:

- Attracting and retaining talented people
- Creating great places with a high quality of life
- Attractive physical and cultural amenities
- Regional prosperity through collaboration
- Bold partnerships between the public and private sectors

Traditional Model

Traditional economic development has focused heavily on financial incentives, concluding that business will only be attracted to a place if there is a sufficient financial incentive. Tax abatements have become the single most common tool for local government to attract business. While such indirect investment can

stimulate private investment, the long term benefit is difficult to quantify.

A more aggressive approach is to directly invest public dollars in private activity through partnering. Direct investment puts government in the position of becoming a partner, in one form or another, in a private enterprise. Specific direct investment activities typically include optioning and/or assembling land, providing low-cost loans, installing infrastructure and providing direct grants. While the return on initial investment may be felt sooner, the public partner also assumes a higher degree of risk.

While indirect and direct investment work well in attracting certain types of businesses, there are other methods and strategies that are more effective in creating sustainable business development.

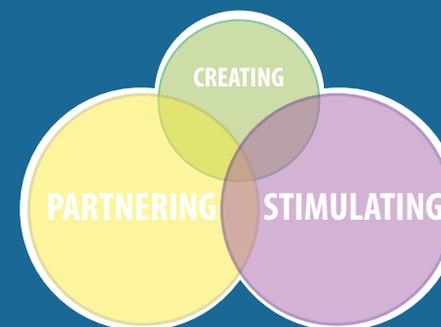
Strategies which focus on attracting talent and making the Township an attractive place in which to invest will result in long-term, more sustainable growth.

Investment Through Placemaking

Placemaking is an economic development tool that recognizes the inseparable relationship between quality places and investment. In light of a knowledge-based economy, placemaking is a logical strategy that centers on improving a community's appeal, desirability, and overall quality to drive economic prosperity.

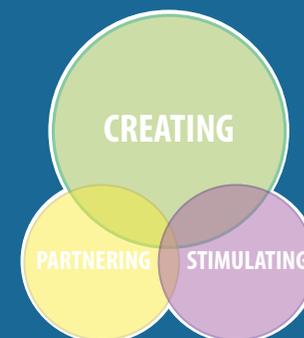
The quality of a place plays a much larger role in today's economic decisions than previously. Quality places retain and attract skilled and talented people, who in turn retain and create jobs. People choose to live, and ultimately invest, in places that offer community amenities, social and professional networks, resources and opportunities.

Traditional Model of Economic Development



The traditional approach to economic development emphasized stimulating and partnering in the investment environment. This strategy presumes that the only way to foster economic development is through incentives.

New Model of Economic Development



Current thinking is shifting towards creating an environment for investment through placemaking and place-based investment. This approach focuses on improving the community as an attractive place to invest time, talent and money.

Placemaking involves coordination between local and state government, businesses, residents, and civic institutions to increase economic opportunity, improve the quality of public amenities, and increase the flow of investment into the community. Significant development always builds from existing assets and points of strength. In order to create and rebuild place, local investment that reconnects the economy and community should be encouraged. Place-based community investment focuses on talent retention and attraction by creating quality communities, amenities and services, and an overall high quality of life.

Creating an Investment Environment

Local economic development is gradually transforming to an approach which better understands the new economy and capitalizes on investment decisions of entrepreneurs. The approach focuses on improving the investment environment.

The decision by businesses to invest in a community is heavily influenced by their perception of the community. Investments are based upon an assessment of the potential return and relative risk. The perception of a favorable investment environment can heavily influence investment decisions.

To create an economic development strategy that best responds to the changing economy, the first step is for the Township to view itself as an environment for investment. Why would someone want to invest in Ypsilanti Township? What assets, services and growth opportunities does Ypsilanti Township provide? An honest assessment and forward-looking strategies can accelerate the Township's transformation into an environment for investment that is attractive, yet with reduced risk, for investors.

Placemaking and Investment *A Model for Success*



The messages communicated by decision-makers also influence investors' perceptions. A strong and positive message of who we are and where we are going can be far more important than any type of incentive that can be offered. A place-based investment strategy signals a stronger commitment to the community and does not reflect policy changes based on political or outside influences. The buffer from influences in turn reflects a stable community, and reduces risk for investors.

Community Keys for Success

Why are some communities more successful than others? A number of important elements need to be in place for the Township to be poised for success.

Compelling Goals

Successful communities set compelling, clear, and accountable goals. These goals provide both a roadmap for action and goal posts for celebrating progress and success. Goals should be evaluated and updated annually.

Opportunity Focused

Successful communities both seek and recognize opportunities that will improve the community. The American Center for Mobility (ACM) is an example of an opportunity upon which the Township can capitalize.

Community Engagement

Successful communities engage the full potential of community talents, skills, and ideas to support community development goals. Effective community engagement requires a commitment of political leaders, staff and funding.



Strong Execution

For community improvement to occur, significant work has to be undertaken. Strong execution of the action plan ensures that, over time, goals are met and the community's vision for a better present and future are realized.

Leadership

Nothing happens without leaders willing to help their community discover opportunities, grow a vision for the future, set goals, and sustain effort over time. Leaders stimulate others to think broadly, communicate a vision, and execute a plan.

Staff Support

Consistent supporting staff accelerates progress. While staff does not replace leaders and volunteers, it can increase effectiveness and efficiency of local economic development. Ypsilanti Township would benefit by having an economic development manager or director.

Funding

Little invested and little accomplished - so goes the saying. Community improvement takes dollars and appropriate funding to support staff, action plan implementation and other costs.

A New Way Forward

The key to the future success in Ypsilanti Township is clear – better, high paying jobs. These jobs are created when existing businesses expand and new businesses are created.

The traditional approach to economic development placed a focus on seeking out and attracting the relocation of large companies. Can Ypsilanti Township risk its limited resources on a strategy that is so highly competitive with other communities?

A more successful approach is to capitalize on the exciting opportunities presented by such enterprises as the American Center for Mobility and Yankee Air Museum, focusing on cultivating and improving the foundation for existing companies that have growth potential, and attracting entrepreneurs who will form new companies. Companies with strong roots in the community will ultimately be the key to sustainably growing the local economy and creating more and higher paying jobs.

Through the adoption of an economic development strategy which focuses on creating an environment for investment, placemaking and place-based investment, Ypsilanti Township has significant opportunities to grow the local economy.

The next chapter gives an overview of the assets of Ypsilanti Township including demographics and recreation assets. A chapter describing the business climate in Ypsilanti follows. The two final chapters of this document describe the Economic Development Strategy - the vision, principles and strategies and then implementation steps and responsibilities.

KEY FINDINGS

The national and global economy has transformed from a manufacturing to knowledge based economy.

Traditional approaches to economic development have relied on financial incentives.

New approaches for economic development focuses on improving the local climate for investment and attracting talent.

Placemaking is an economic development tool that recognizes the relationship between quality places and the attraction of investment.

Effective economic development approaches are focusing more on creating an environment that is attractive to entrepreneurs and businesses.

Better, high paying jobs are the key to future success in Ypsilanti Township

A successful economic development strategy will capitalize on emerging opportunities, improve the foundation for existing companies and attract entrepreneurs.

An effective economic development strategy encourages creative collaborations between public, private, and institutional organizations and individuals.

Page left intentionally blank

Chapter 2

Ypsilanti Township Assets

Introduction

Building better places is one of the strongest incentives for community investment. The Economic Development Strategy for Ypsilanti Township focuses on the community's outstanding assets to support and catalyze economic growth.

Assets are the foundation for building a successful economic development strategy. They may be located inside the municipality's borders or in nearby communities. For example, the proximity of the Township to major educational and health care institutions outside of the Township's borders, like Eastern Michigan University and St. Joseph Mercy Hospital is an asset.

The Asset Inventory Report in the Appendix identifies the social, economic, physical, cultural and natural assets of Ypsilanti Township. This chapter highlights several assets including population, location, cultural and recreational assets, natural features, economic development partners, the redevelopment of Willow Run and the small business base.

Population

Ypsilanti Township is the second most populous community in Washtenaw County, next to Ann Arbor. The Township is highly diverse - 57% of its residents are Caucasian and 33% are African American. Other key characteristics are:

- Township Population: 54,613 persons (2015 American Community Survey)
- Median Age: 33.7 years (2015 American Community Survey)
- Average Household Size: 2.49 persons (2010 Census)
- Household Units (occupied): 22,071 units (2010 Census)

What is a Community Asset?

A community asset (or community resource) is anything that improves the quality of community life.

It can be a person

Residents can be empowered to realize and use their abilities to build and transform the community - the stay-at-home mom or dad who organizes a playgroup, the volunteer neighborhood leader, the firefighter who risks his life to keep the community safe. These are all community assets.

It can be a physical structure or place

A school, hospital, church, library, recreation center, social club are assets. It could be a town landmark or symbol. It might also be an unused building that could house a community hospice, or a second floor room ideal for community meetings. It might be a public place that already belongs to the community -- a park, a wetland, or other open space.

It can be a community service

A service that makes life better for some or all community members - public transportation, early childhood education center, community recycling facilities or cultural organization.

It can be a business

A business provides jobs and supports the local economy.

Everyone in the community are potential community assets.

Everyone has some skills or talents, and everyone can provide knowledge about the community, connections to the people they know, and the kind of support that every effort needs - making phone calls, stuffing envelopes, giving people information, moving equipment or supplies - whatever needs doing. Everyone in the community can be a force for community improvement if only we knew what their assets were, and could put them to use.

Source: Community Tool Box, Center for Community Health and Development, University of Kansas.

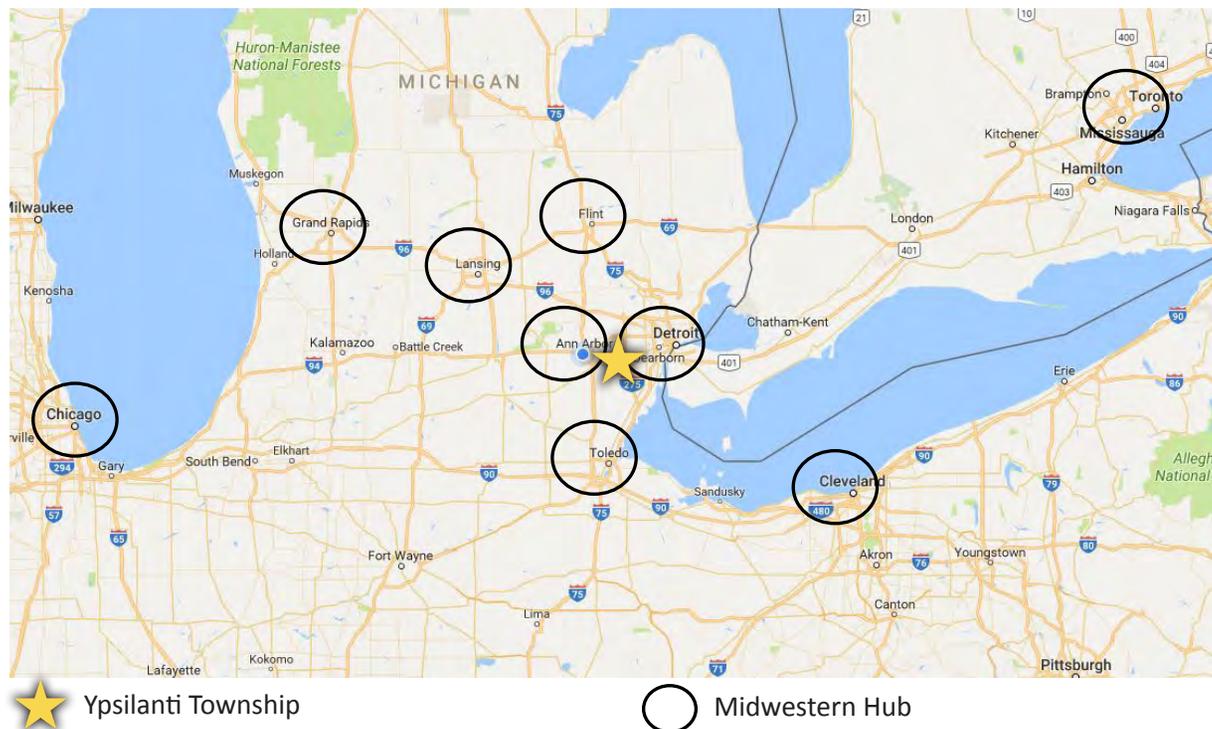
- Educational Attainment Population 25 Years and over (2015 American Community Survey):
 - o 39.5 % bachelor's degree or higher
 - o 9.4 % associate's degree
 - o 19.5 % bachelor's degree
 - o 10.6% professional or graduate degree

Location

Ypsilanti Charter Township is strategically located in eastern Washtenaw County. Thirty-one point eight (31.8) square miles in area, it is approximately 36 miles from downtown Detroit. Interstate-94 traverses the Township in an east/west direction with three interchanges at Michigan Avenue, Huron Street, and Rawsonville Road. Both US-23 and I-275 provide excellent north-south access and are a short drive from all portions of the Township. In close proximity to Ann Arbor, Ypsilanti Township is centrally located within metropolitan Detroit and within a reasonable distance of several Midwestern population and economic hubs, shown on the map on this page:

- Downtown Detroit, Michigan (36 miles)
- Windsor, Ontario (39 miles)
- Flint, Michigan (66 miles)
- Ann Arbor, Michigan (12 miles)
- Toledo, Ohio (48 miles)
- Lansing, Michigan (78 miles)
- Grand Rapids, Michigan (145 miles)
- Cleveland, Ohio (165 miles)
- Toronto, Ontario (265 miles)
- Chicago, Illinois (250 miles)

Ypsilanti Township Location & Midwestern Hubs



Transportation

Ypsilanti Township is connected to the Ypsilanti/Ann Arbor area, the region of southeastern Michigan and an international network of highways and airports. The Township can be easily accessed by bus through the Ann Arbor Area Transportation Authority as well as by Interstate 94 via three highway interchanges. The Township's close proximity to Willow Run Airport and Detroit Metro Airport provides access to worldwide shipping and passenger air transportation. Both the airports are owned by Wayne County and are operated by the Wayne County Airport Authority.

Detroit Metro Airport (DTW)

Located 15 minutes from Ypsilanti Township, the Detroit Metropolitan Airport (DTW) serves over 36

million passengers a year making it the twelfth busiest airport of its kind in the United States and the twentieth busiest in the world. DTW is the largest international hub for Delta Airlines (5th largest airline carrier in the United States), and 2nd largest hub for Spirit Airlines. DTW's 15 passenger airlines, including 6 foreign flag airlines, serve 160 nonstop flight locations throughout the world.

Willow Run Airport

Willow Run Airport is located in both Ypsilanti Township and Van Buren Township. The airport serves freight, corporate and general aviation on its four runways. The airport handles over 200,000,000 pounds of cargo

annually and is one of the nation’s largest airports for air freight flown by exclusively cargo aircraft.

AAATA

The Ann Arbor Area Transportation Authority (TheRide), a not-for-profit unit of government, operates the local public transit system for the greater Ann Arbor-Ypsilanti area. TheRide enables the area’s residents to reach their destinations at reasonable cost, and offers the region efficient, environmentally sound transportation alternatives. The AAATA’s expanded services through 2019 is shown on the Transportation Network Map on this page.

Cultural and Recreational Assets

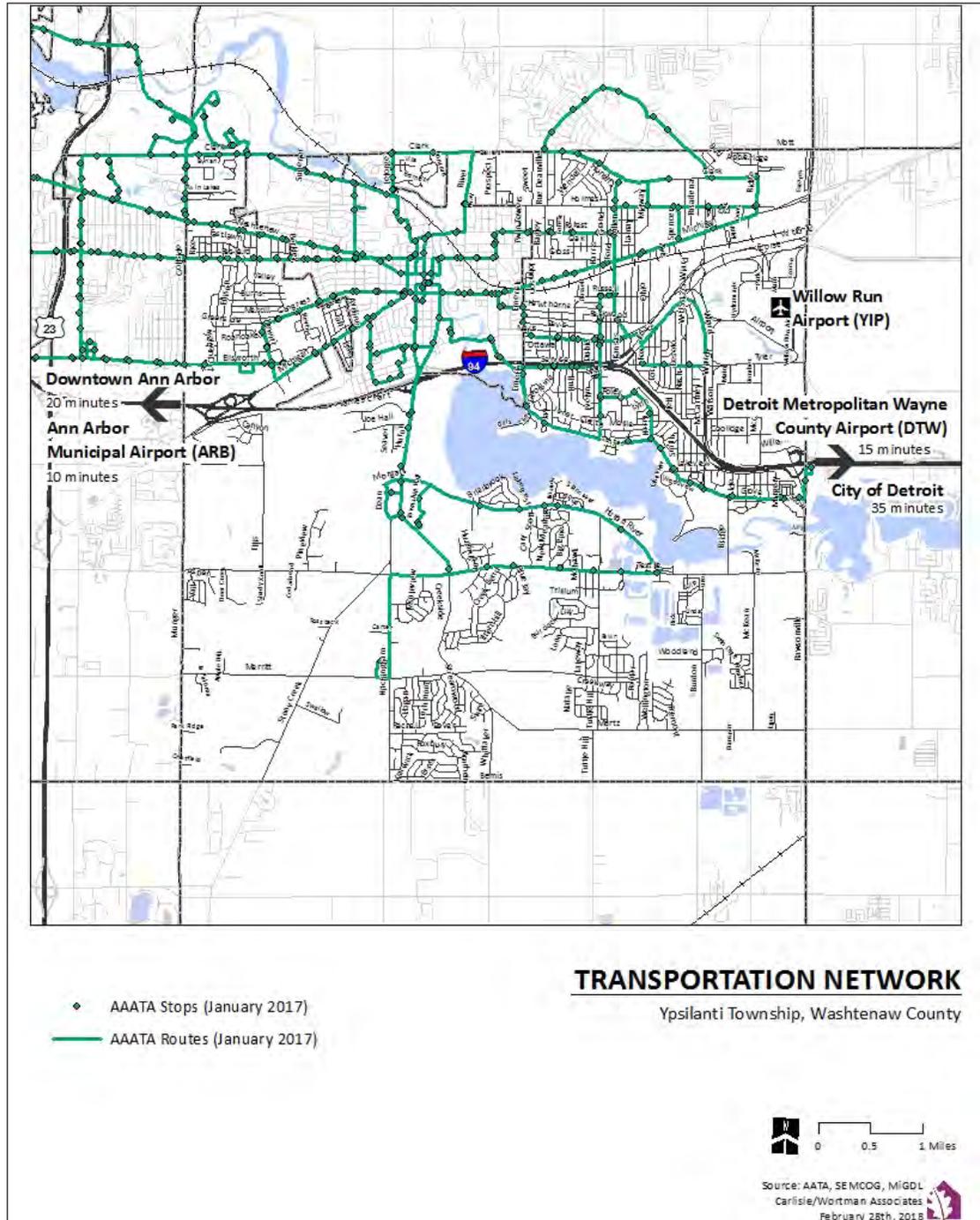
Ypsilanti Township has a wealth of cultural and recreational assets. The Township’s location close to five colleges and universities - Eastern Michigan University, University of Michigan, Concordia University, Cleary University and Washtenaw Community College - offers a wealth of cultural opportunities ranging from lectures to performances by internationally acclaimed artists. The Township also provides within its borders numerous experiences at its library, community center and parks.

Library

The Ypsilanti District Library-Whittaker has 60,000 square feet with over 250,000 titles, and offers numerous programs to the community.

Community Center

Located at 2025 East Clark Road, the Community Center offers youth and adult sports and enrichment programs, pre-school programs, arts and crafts, family events, older adult programs, travel, and health and fitness classes. The facilities include an arts and crafts room, pre-school room, racquetball/wallyball courts,



gymnasium, aerobic and dance studio, meeting/class rooms, and a senior center. There are several rooms available for the general public to rent.

Ypsilanti Township Park System

The Ypsilanti Township Parks System consists of thirty parks and recreation facilities totaling over 900 acres, shown on the Community Assets Map. The parks range in size from 0.3 acres to 190 acres and provide areas for informal play, organized programs, or to simply enjoy nature. The larger community parks provide enhanced facilities including picnic shelters, boardwalks, paved and nature trails, interpretive signage, access to canoeing, kayaking and boating, fishing, and athletic fields/courts.

The four largest parks, Ford Lake, Ford Heritage, Hewen’s Creek, and North Bay, protect large tracts of open space. Ford Lake Park and North Bay Park provide unique waterfront access to Ford Lake.

Rolling Hills County Park

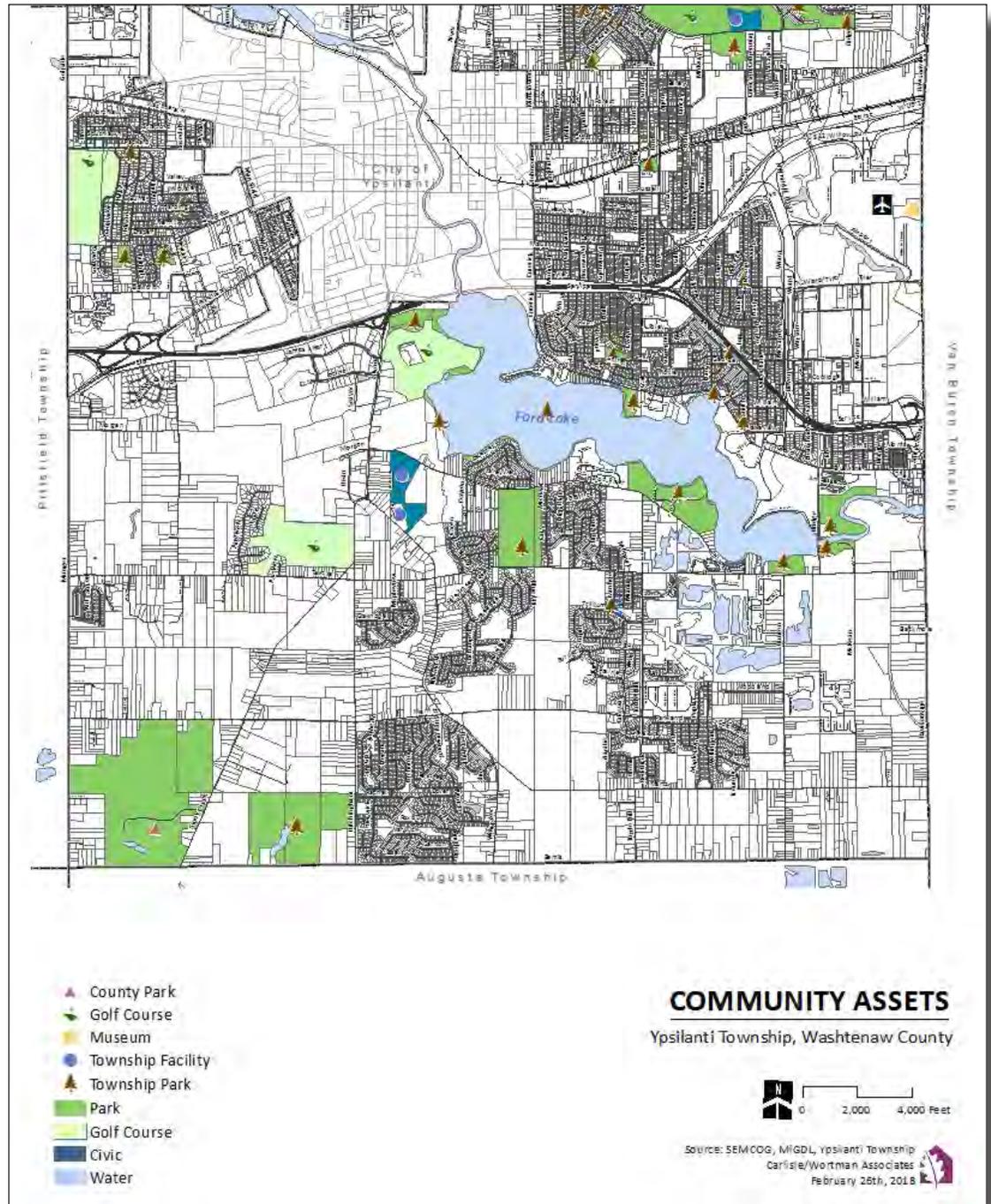
Rolling Hills is one of the most recreationally-diverse destinations in Washtenaw County including a water park, nature trails, fishing, picnics, playgrounds, disc golf, softball, horseshoes, sledding, and cross-country skiing. The 363-acre Washtenaw County Park offers year-round recreation.

Golf Courses

There are four golf courses located within Ypsilanti Township: Eagle Crest, Washtenaw Golf Club, Pine View, and Green Oaks.

Regional Recreational Opportunities

Centrally located in southeast Michigan, Ypsilanti Township residents are able to enjoy many other county and state recreational parks and facilities.



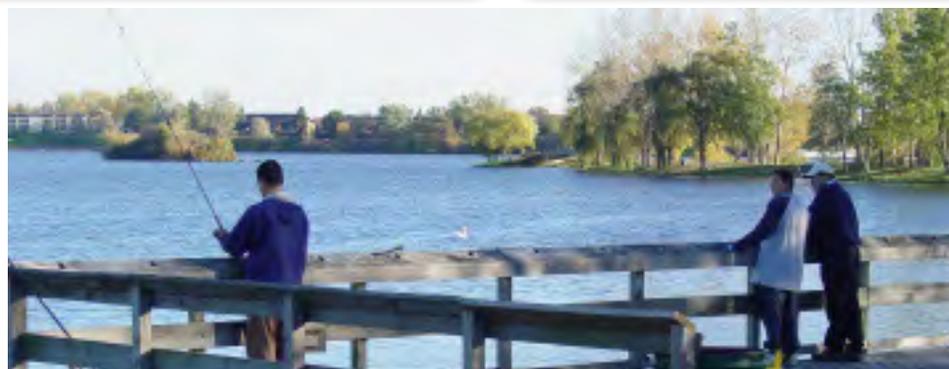
Natural Features

Ypsilanti Township contains significant natural features with an abundance of natural and cultural features including the river, lakes, creeks, wetlands, open fields, hedgerows, and woodlands which make an important contribution to the quality of life for the residents as well as the wildlife in the Township. The Huron River, a major waterway around which the community has developed, flows through the Township. The river provides opportunities for recreation and wildlife habitat, and connects people to significant natural places within the Township.

The Huron River passes through the Township from the northwest to the southeast. The segment of this river in Ypsilanti Township is a vital link in the overall watershed. The historic development of the City of Ypsilanti and Ypsilanti Township was largely based upon the presence and qualities of this waterway.

Lakes are among the Township's most valuable natural resources making up roughly 1,340 acres. Ford Lake is the largest and most significant lake in the Township. Scenic views of Ford Lake are key assets to the Township. These vistas can be seen from all sides of Ford Lake, but are most pronounced from the west end of the lake where the Eastern Michigan University Golf Course is located.

A number of areas in the southern portion of the Township have views characteristic of agricultural community. These include areas with views of farm fields and sections of roads lined by dense woodlands. Roadways that consist of segments lined with woodlands interspersed by open fields provide a sequence of views characteristic of a cultural and rural landscape.



Willow Run Airport Redevelopment

The former Willow Run Bomber Plant, home to the original “Rosie the Riveter”, is now a unique mixture of honoring the past with the future of transportation. A portion of the site will be the future home of the National Museum of Aviation and Technology at Historic Willow Run, known as the Yankee Air Museum. Approximately 144,000 square feet of the original bomber plant be renovated to house the museum’s collection of more than 5,000 artifacts on aviation and space travel. The new location will include a hangar so flyable aircraft, exhibits, restoration and educational programs are available at a single site.

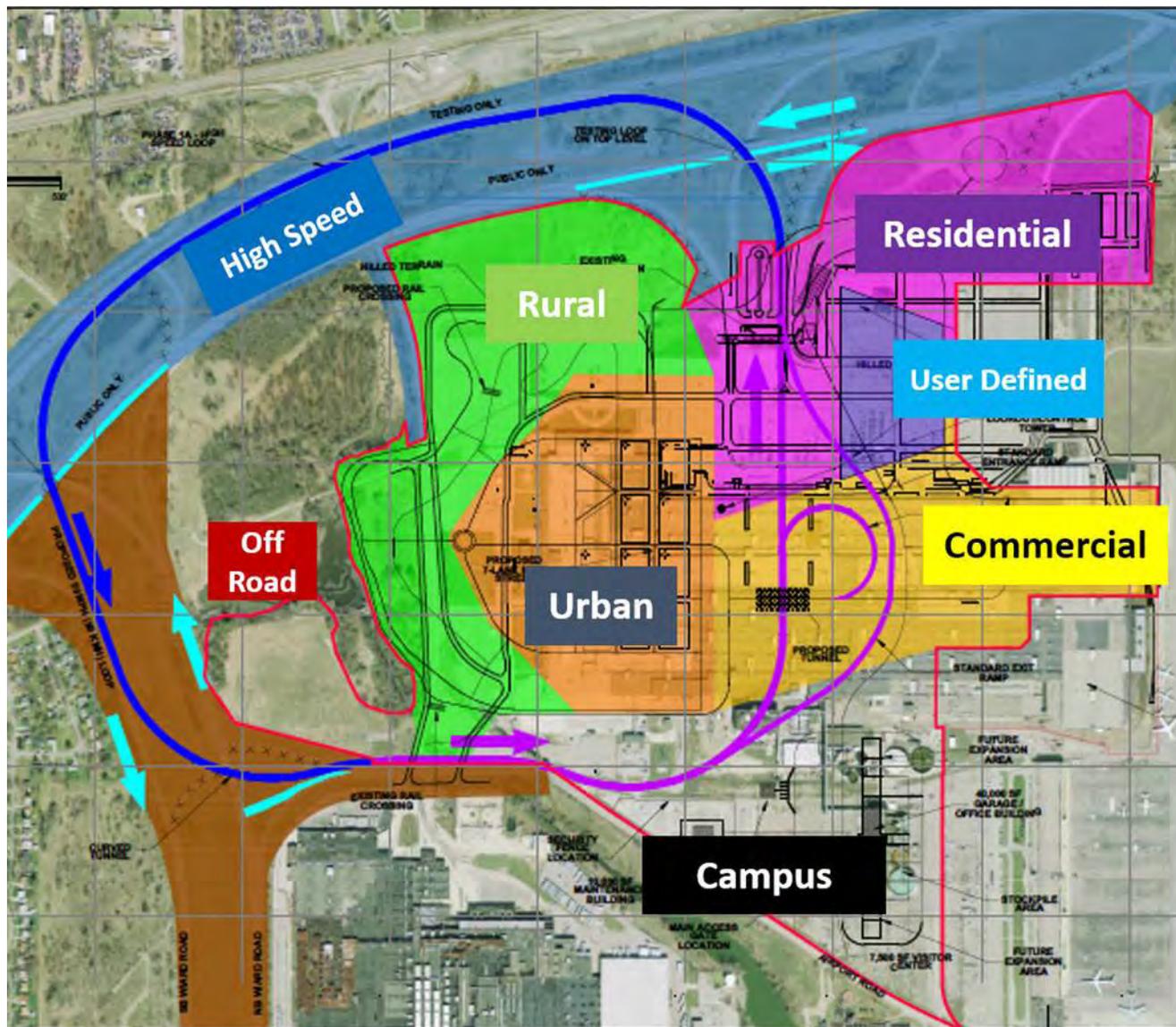
On the remainder of the site, a technology park is developing, including the American Center for Mobility (ACM). On 335 acres in Ypsilanti Township, ACM opened in December 2017 as a Federally-Approved testing and research facility for connected and automated vehicle technology. This non-profit center includes a test track, garages, laboratories and offices for teams testing new technology in transportation. The test track has double overpasses, railroad crossings, highway loops, and a tunnel, as well as urban, suburban and rural environments. A technology park for associated research uses is planned adjacent to the testing facility.

Employment

The education, health care and social services fields are the dominant types of businesses in Ypsilanti Township. Almost thirty-two percent of Ypsilanti Township employees work in education, health care, and social services. The top employers are:

- Eby-Brown Co LLC (Distribution Center)
- General Dynamics Advanced Information (Manufacturing)

American Center for Mobility Concept Plan



- Pollard Banknote, Ltd. (Manufacturing)
- Kroger (Retail)
- Ypsilanti Community Schools (Education)

Ninety-six (96%) percent of the 1,287 Township businesses have fewer than 50 employees. Most (63%) of the small businesses are between 1-4 employees. The high percentage of small businesses in the Township is a positive indicator for future job growth. The SBA reports that small firms accounted for nearly two-thirds of the net new jobs created between 1993 and 2013 and provide nearly half of all private sector employment.

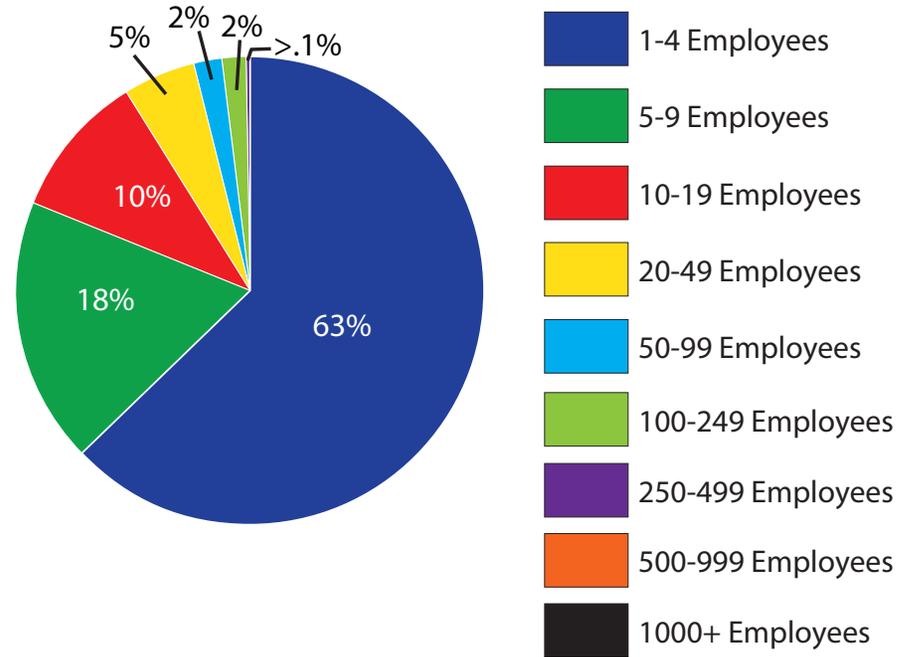
The highest job production by small businesses in Ypsilanti Township are in the following categories:

- Retail Trade (197 businesses/2,211 employees)
- Accomodations and Food Service (118 businesses/1,640 employees)
- Health Care and Social Assistance (108 businesses/1,331 employees)
- Manufacturing (44 businesses/1,289 employees)

Economic Development Partners

Ypsilanti Township has a wide variety of economic development partners. Each group or program described below offers resources to foster an investment environment in the Township. As shown the graphic on the following page, the Township has a web of interrelated assets and partners. However, at this point, no one group or individual is responsible for coordination between resources and cultivation of assets. This lack of coordination is untapped potential for economic development work on behalf of Ypsilanti Township.

Township Businesses by Number of Employees



Employment Category	Total Businesses	%
1-4 Employees	810	62.94
5-9 Employees	235	18.26
10-19 Employees	127	9.87
20-49 Employees	64	4.97
50-99 Employees	28	2.18
100-249 Employees	20	1.55
250-499 Employees	2	0.16
500-999 Employees	0	0.00
1000+ Employees	0	0.00
Total	1,287	100.00

SPARK

SPARK is an organization dedicated to the economic prosperity of the greater Ann Arbor region. SPARK uses their skills and knowledge to attract, develop, strengthen, and invest in larger “driving industries” to help our region thrive. Ann Arbor SPARK is committed to bringing together partners, like the Michigan Economic Development Corporation, Michigan Works, city and municipal partners, academic institutions, and others to support the growth of companies and the creation of jobs.

SPARK offers the Innovate Ypsi incentive program. The program provides grants, loans and other economic assistance to businesses that create jobs and investments in the City of Ypsilanti and Ypsilanti Township. Performance based grants are available to eligible businesses that create jobs or make new investment in the Ypsilanti area. The use of funds is flexible and can be used for a variety of expenses, including marketing, rehabilitation, machinery/equipment and real estate.

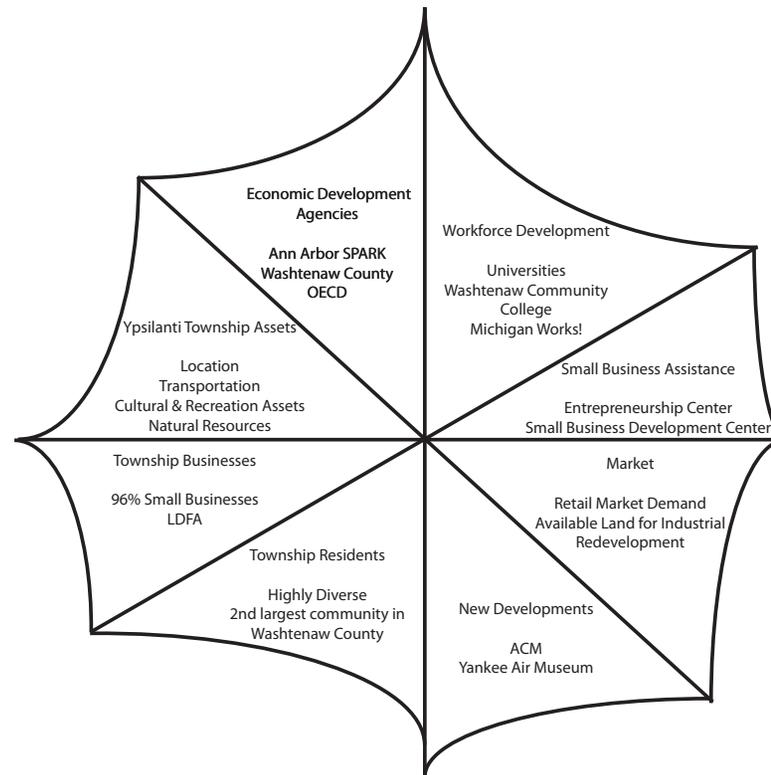
Local Development Finance Authority

The Local Development Finance Authority (LDFA) uses tax increment financing (TIF) to assist industrial development. The LDFA is a public corporate body created primarily to plan and finance the development and redevelopment of the designated facilities, agricultural processing facilities, and high technology activity. The Ypsilanti Township LDFA meets once per year, in December.

Michigan Small Business Development Center

The Michigan Small Business Development Center (SBDC) enhances Michigan’s economic wellbeing by providing counseling, training and research for new ventures, existing small businesses and advanced technology companies.

Web of Township Assests & Partners



The satellite office of the SBDC serving Ypsilanti Township is housed at Washtenaw Community College. The office covers six counties and offers counseling and training to small businesses.

Washtenaw Community College Workforce Development

Washtenaw Community College (WCC) is a 2-year community college located in Ann Arbor with over 12,000 students. WCC offers support services for businesses, working professionals, and job seekers in Washtenaw County. WCC provides numerous classes and certificates to prepare for specific industry work.

The Entrepreneurship Center at WCC

The Entrepreneurship Center at WCC is a resource hub for entrepreneurs open to the public. The Center has meeting space, open co-working space, wi-fi and technology resources. Their staff offer one-on-one appointments and host networking events, workshops, boot camps and pitch competitions.

Washtenaw County

The Washtenaw County Office of Community and Economic Development (OCED) delivers services in the areas of affordable housing, human services, economic development and community

infrastructure. The Township and County have worked closely together on a number of initiatives including Reimagine Washtenaw, Brownfield Redevelopment and this Economic Development Strategy.

VantagePort

VantagePort is a public-private economic development agency supported by nearby communities, the Wayne County Airport Authority, and private sector leaders. VantagePort seeks to expand economic development focused upon the strategic position of Detroit Metropolitan and Willow Run airports.

The next chapter gives an overview of the business climate in Ypsilanti Township and the opportunities to capitalize on the Township's assets.

Chapter 3

Ypsilanti Township Business Climate

Introduction

The Economic Development Strategy for Ypsilanti Township is based on the unique attributes of the business climate within the Township. As highlighted in the previous chapter, a unique asset to the Township is the number of small businesses. This chapter digs further into the unique business climate of small business, the findings from retail and industrial market surveys, and the findings of the community engagement activities - a survey, interviews and Real Estate Forum.

Small Business is a Big Deal

The U.S. Small Business Administration (SBA) defines a small business as having 500 or fewer employees. However, in a practical sense, most small businesses have 50 or fewer employees. In Michigan, the overwhelming majority of businesses (98%) are small businesses. Furthermore, small businesses employ just over 50% Michigan’s work force.

Ypsilanti Township exhibits very similar characteristics as the State. Ninety-six (96%) percent of Township businesses have fewer than 50 employees. Most (63%) of the small businesses in the Township have between 1-4 employees. The high percentage of small businesses in the Township is a positive indicator for future job growth. The SBA reports that small firms accounted for nearly two-thirds of the net new jobs created between 1993 and 2013 and provide nearly half of all private sector employment.

Benefits of Small Business

The benefits of small business to the community can be significant.

- **Sustainability** - According to the SBA, nearly 80% of small businesses started in 2014 are still in business. Businesses that are over 5 years old have over a 60% survival rate. This is one of the highest rates of sustainability in over a decade.
- **Attracting Talent/Employing Locals** - Home-grown businesses attract new talent to a community and also employ people from within the community. Small businesses tend to provide employment to people that often may not be attracted to or will be employed by larger companies.
- **Flexibility** - Small, entrepreneurial businesses are able to adapt to changes in the economic climate more rapidly. Small businesses survive due to a close relationship to their customer base, and therefore are able to adapt to changing customer needs.
- **Community Loyalty** - Small business owners are closely tied to the community where the business is located. Thus, they tend to be involved in and support community activities. Locally owned businesses contribute more to local charities and fundraisers, than do larger national counterparts.
- **Innovation** - Small businesses are the backbone of innovation. Small businesses create 16 times more patents than large businesses. In addition, “one of a kind” businesses create a distinctive character and appeal for the community.

Multiplier Effect

When dollars are spent on local business, local business tends to re-spend locally. The overall level of economic activity is increased, and jobs are created which increases spending in other local businesses. This is called the “multiplier effect”.

SMALL BUSINESS KEY FINDINGS

Ninety-six percent of Township businesses have fewer than 50 employees.

The majority small businesses in the Township have between 1-4 employees.

Small businesses account for over half of new jobs created both nationwide and in Michigan.

Small businesses have a high rate of survival, are able to attract talent, are innovative and contribute to the community.

Small independent businesses invest 48% of their revenues back into the community, compared to 14% for chain retailers

If every existing Township business with less than 50 employees could hire an additional employee, over 1,200 jobs would be created.

The multiplier effect is comprised of three elements--the direct, indirect, and induced impacts:

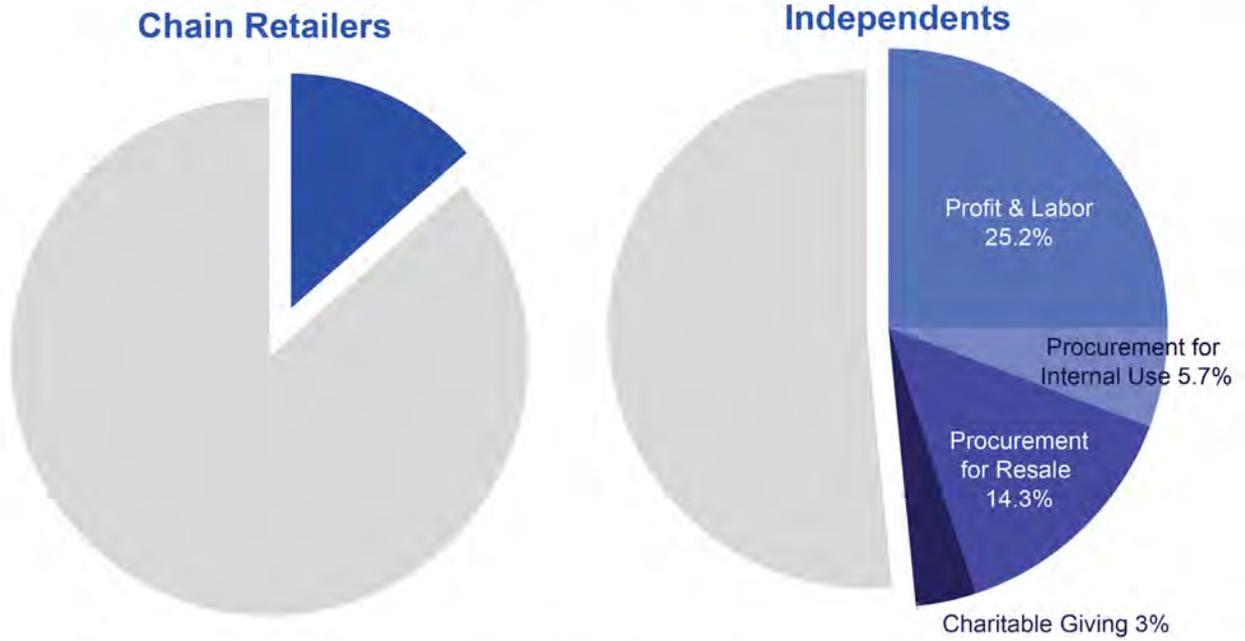
- Direct impact is spending done by a business in the local economy to operate the business, including inventory, utilities, equipment and pay to employees.
- Indirect impact happens as dollars the local businesses spent at other area businesses re-circulate.
- Induced impact refers to the additional consumer spending that happens as employees, business owners and others spend their income in the local economy.

Various studies done throughout the country validate the “multiplier effect”. On average, 48% of each purchase at local independent businesses is re-circulated locally compared to 14% of purchases at chain stores.

Cultivating the Garden

The local economic landscape is a “garden”, which needs to be cultivated and tended. Focusing on creating new and growing existing small business will result in the creation of jobs and new wealth in the Township. Relationships with top-tier employers does not need to be sacrificed by the Township focusing on small business. In fact, top-tier businesses can be instrumental in both advising and nurturing grass roots entrepreneurs.

Local Economic Return of Indies v. Chains



Local Recirculation of Revenue: 13.6%

Local Recirculation of Revenue: 48%

*Compiled results from nine studies by Civic Economics, 2012: www.civiceconomics.com
Graph by American Independent Business Alliance: AMIBA.net

Embracing Entrepreneurs

Communities that embrace and support entrepreneurs have a greater chance of success. There are three kinds of entrepreneurs that are present in every community:

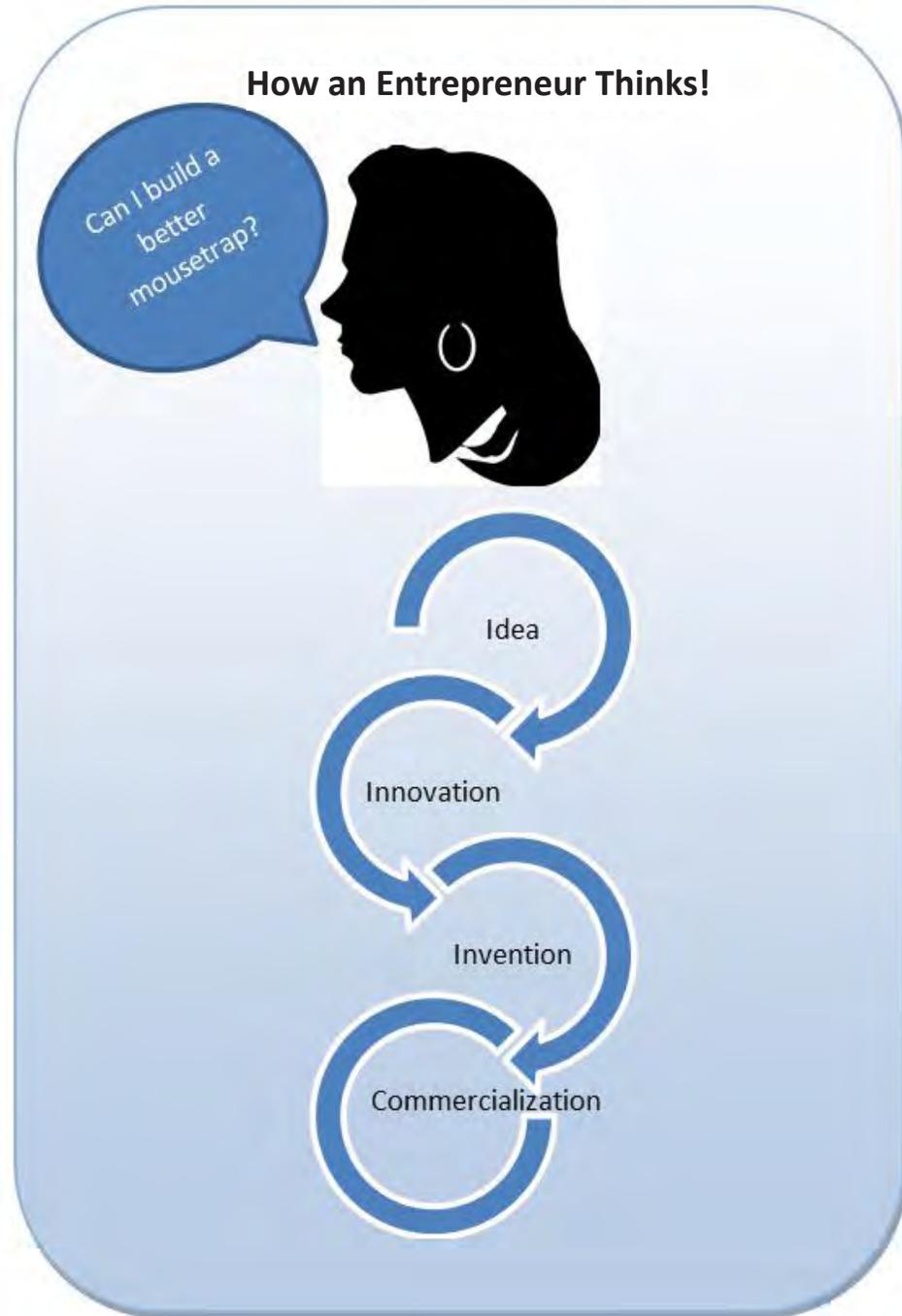
- **Business Entrepreneurs** work in the for-profit world by creating services and products, new investment, jobs and tax base.
- **Civic Entrepreneurs** work for the betterment of their communities by creating and promoting projects and programs that allow a community to shine.
- **Social Entrepreneurs** support community programs and organizations that enrich peoples lives.

Business, civic and social entrepreneurs share these common traits:

- Opportunity Focused
- Visionary
- Build Teams for Success
- Innovative
- Flexible
- Resourceful

Retail Market

Ypsilanti Township, with nearly 54,000 residents, is the second most populous community in Washtenaw County. The large population translates to significant spending power for retail goods and services. Unfortunately, a large amount of those dollars are spent outside the Township. There is significant opportunity to invest in retail “bricks-and-mortar”.



Who are the spenders?

The two largest influences on retail markets are changing demographics and online shopping technology. The spending habits of Millennials, Gen Xers, and Baby Boomers are quite different. Because of available income and more leisure time, Boomers (53-73 years) spend more in retail markets than any other generations.

Social media is also having significant influence on younger shoppers. Generations that have grown up with the internet have constant access to their mobile phones. While not as heavily influenced by social media, even the Baby Boomer generation find Facebook and Pinterest influential in their decisions.

Millenials (18-32 years old) represent 23% of Township population:

- 44% of discretionary spending is dedicated to eating out
- 62% of Millenials don't value strong brands
- Dedicated to health and wellness, devoting time and money to exercising and eating right

Gen Xer's (33-52 years old) represent 28% of Township population:

- Despite smaller size, Gen X spends more than Millenials and Boomers on a per capita basis
- Gen X researches purchase decisions online more than any other age group
- Highest spending on kid's and baby apparel

Baby Boomers (53-73 years old) represent 15% of Township population:

- Boomers spend \$3.2 trillion each year, the largest of any generation
- Higher spending on big ticket items like cars, long vacations and housing

- Spending more on healthcare than any previous generation

How is the retail market changing?

Due to changes in demographic characteristics and greater reliance on online commerce, traditional "bricks and mortar" retail is experiencing radical changes. Most experts agree that there will always be a need for physical locations for retail and service businesses. However, retail operations will have a greater chance of success if they recognize the following:

- Retailers who promote product quality and sustainability will flourish.
- Unique in-store experiences will thrive.
- Smaller stores are in and larger stores are out. Specialty stores, not department stores will have greater chance of success.
- Personal service will be increasingly important to consumers.
- Understanding the customer base and generational trends will be a key to success.

What is the demand for retail?

Carlisle Wortman (CWA) conducted a retail market analysis on behalf of the Township. A retail market analysis determines the "buying power" of the households within a given geographic area, known as a trade area. The complete retail market analysis is found in the appendix of the report with highlights below.

Because of its size and the presence of Ford Lake and I-94, Ypsilanti Township has two distinct trade areas represented by the eastern and western portions of the Township. The eastern portion, focused in proximity to Ford Boulevard and E. Michigan Avenue,

**RETAIL MARKET
KEY FINDINGS**

Spending patterns vary by generation. Boomers are the largest spenders due to the availability of disposable income.

Due to the size and location of Ford Lake and the influence I-94 has on circulation patterns, the Township has two distinct trade areas in the eastern and western portions.

Within both trade areas of the Township, there are a number of retail categories where spendable dollars are being "leaked" to retail areas outside the Township.

Within the western trade area, there are gaps in most retail categories, meaning that needs are not being met from businesses in the Township.

Within the eastern trade area represented by Michigan Ave/Ford Street, a similar pattern exists where most convenience and comparison shopping needs are not being met locally.

The American Center for Mobility, Yankee Air Museum and new activities which result from both of these major developments will generate greater demand for hotels, restaurants, entertainment and retail space.

is more heavily influenced by retail activities occurring in Canton Township. The western portion near Huron Street and Whittaker Road, is pulled towards Pittsfield Township and Ann Arbor. What is common to both areas is that spendable dollars emanating from within the Township are being spent elsewhere.

In almost all retail categories, the market analysis found that the Township could support more retail, commercial and service businesses.

Within the western portion of the Township, there is retail market potential for:

- Building material and supplies
- Lawn and garden supplies
- Groceries / speciality foods
- Beer, wine and liquor
- Shoes, jewelry, luggage and leather goods
- Special food services, bars and taverns

Within the eastern portion of the Township, there is retail market potential for:

- Furniture stores / home furnishings
- Building materials and supplies
- Lawn and garden supplies
- Groceries / speciality foods
- Beer, wine and liquor
- Shoes, jewelry, luggage and leather goods
- Books, periodicals and music
- Department / general merchandise
- Office supplies
- Speciality food service and restaurants

Industrial Market

The Township has a long and proud history of industry that was the cornerstone of the Arsenal of Democracy. The original Willow Run Bomber Plant developed during World War II is located in Ypsilanti Township.

This plant was later owned by General Motors and operated by Powertrain to manufacture transmissions. Willow Run led to other post-war industrial development along the eastern edge of the Township surrounding the airport; which in turn created a demand for residential development to house industry workers.

Today, the Willow Run site has been acquired for the American Center for Mobility as a non-profit testing and product development facility for connected and automated vehicle technology. ACM will be an all-seasons, all conditions testing facility which will be unique among similar facilities in the country.

Zoning

The Township has a significant amount of land zoned for industrial and industrial research office purposes. Most of these areas are located in the eastern portion of the Township.

Building Space

While there is over 3,000,000 square feet of industrial building space in Ypsilanti Township and the immediate surrounding area, there is very little vacant building space. Costar data provided by CORE Partners, LLC reported the following availability of industrial space:

Existing Buildings:	116 buildings
Existing Square Feet:	3,462,021 square feet
Vacant Square Feet:	38,500 square feet
Availability Rate:	1.3%

Analysis of Township Industrial Areas

The map on the following page shows four areas of concentration of Industrial/Research Office land in the Township. Historically, most industrial land has been located in the eastern portion of the Township around Willow Run and Rawsonville Road. More

INDUSTRIAL MARKET KEY FINDINGS

The Township has over 2,400 acres zoned for Industrial or Research Office with 664 acres vacant.

There is less than 2% of vacant industrial building space in the Township, consistent with trends in the metro region.

The demand is shifting towards flex space where office, manufacturing, research and development, and warehousing can be accommodated under one roof.

To meet increasing demand, available land in the Township will need physical and aesthetic improvements.

recent industrial and research office development has occurred along Huron Street and the Washtenaw Business Park.

Market Trends

The vacancy rates exhibited in the Ypsilanti Township market are indicative of the trend in the Detroit metropolitan area where vacancies are between 3-4%. Reversing recession era conditions, over 4 million square feet of new industrial space is under construction in the greater Detroit area. Ypsilanti Township, as shown on the map and table on this page, has vacant industrially zoned land. However, the Township will be at a better advantage to capitalize on opportunities if it tailors properties to the needs of a knowledge economy.

In the current environment, there is high demand for industrial space and little supply. However, the type of space that is needed today is different than the typical industrial space that was prevalent 20 years ago. The economy is changing from industry and manufacturing to the knowledge based economy. Even today's manufacturing is much more reliant on technology.

Businesses in the old economy evaluated the proximity to transportation networks, markets, and costs of doing business; made a decision to locate a facility, and utilized the workforce of the area. This approach was effective when the workforce generally did not require specialized expertise or education.

The knowledge economy has shifted the focus with higher demand for a creative workforce with specialized expertise, education and experiences; therefore, the knowledge economy is driven by human capital, not raw materials.

As the transition to the knowledge economy continues to evolve, it is difficult to predict all of the impacts the transition will have on society, the economy,

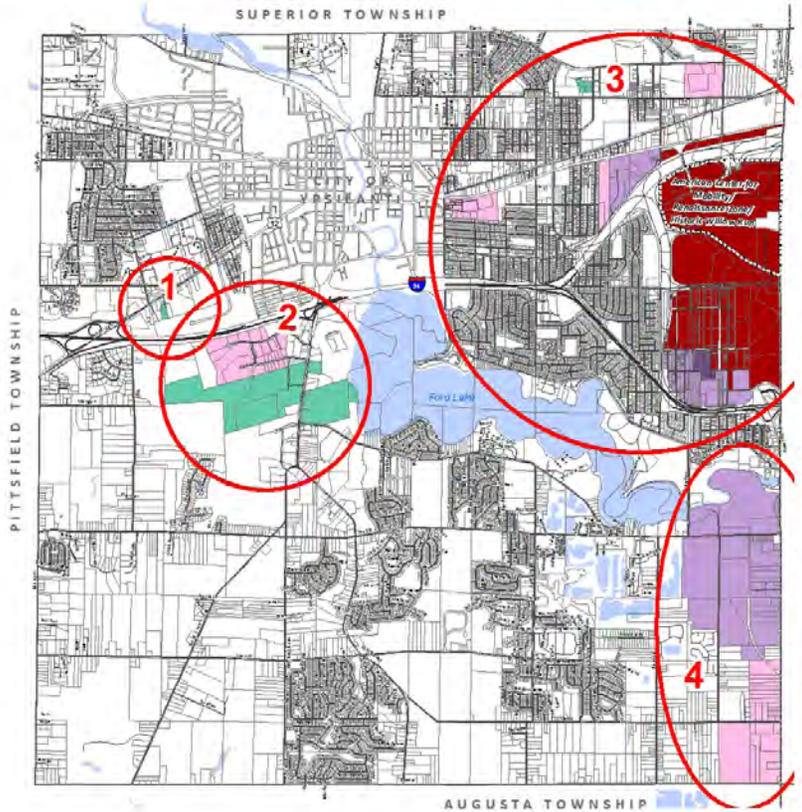


Figure 3

**INDUSTRIAL/
RESEARCH OFFICE
ZONING ANALYSIS**

Ypsilanti Township,
Washtenaw County

Areas

1. West Michigan Avenue
2. Huron Street
3. ACM/ Ecorse/ Michigan Avenue
4. Rawsonville Road

Categories

- IRO Industrial Research Office - 387.1 Acres
- I-1 Light Industrial - 690.8 Acres
- I-2 General Industrial - 859.9 Acres
- I-3 Industrial - 16.9 Acres
- I-C Industrial and Commercial - 456.6 Acres
- Water

Source: Ypsilanti Township, Washtenaw County
Prepared by Carlisle/Wortman Associates, Inc.
February 26th, 2018

**Acres of Industrially Zoned Land in Ypsilanti Township:
Total & Vacant**

Category	Total Acres	Vacant	% Vacant
IRO - Industrial Research Office	387.1	22.0	3.9
I-1 - Light Industrial	690.8	163.3	23.6
I-2 - General Industrial	859.9	363.5	42.2
I-3 - Industrial	16.9	5.8	34.3
IC - Industrial Commercial	456.6	109.7	24.0
Total	2,411.3	664.3	28.0

and community planning. However, based on an examination of trends and changes taking place, the knowledge economy likely will impact community planning in the following ways:

- **Decreasing demand for conventional industrial/manufacturing space.** The demand for industrial/manufacturing space is expected to continue to decline in Michigan due to improved efficiencies from technology, global changes to the auto industry, decline of manufacturing in general, and the movement of manufacturing jobs to areas with lower labor costs.
- **Decreasing demand for conventional office space.** An increase in home-based businesses, telecommuting, alternative work schedules, job sharing, and decentralized corporate organizational structures will lead to a decreased demand for conventional office space.
- **Increasing demand for flexible space that accommodates a variety of uses.** Wholesale and retail enterprises that conduct all, or a majority, of their business via e-commerce have specific building and use needs (office, retail, warehousing & shipping) that may be more compatible with light industrial, non-prime commercial, and/or office complex uses.
- **Increasing demand for research and development space.** A knowledge economy requires creativity and innovation to thrive. Collaboration between academic and private research and development activities will probably be required to sustain and promote it within the local community and region. The partnerships that have been forged to create the American Center for Mobility is an excellent example of collaboration between the private and academic sectors.
- **Increasing demand for broadband access.** Access to broadband is a required infrastructure for businesses and residences.

- **Increasing importance of community amenities and quality of life.** Communities that wish to attract and retain knowledge workers and knowledge-based businesses will find themselves in a national, and even worldwide, competition for these entities. Such workers and businesses are typically more mobile than those of the past, and can theoretically locate in many potential areas. To attract and hold on to these persons and businesses, the unique features of the community and its quality of life become increasingly important competitive advantages that need to be protected, nurtured, and promoted.
- **Increasing regional collaboration.** Local, regional, national, and global economies are merging. The integration of local economies into a larger economic system creates opportunities to attract new, expanding, or relocating businesses. It also may provide wider markets for local enterprises. However, because many knowledge economy and technology based businesses can locate almost anywhere, competition for these businesses will likely stiffen. In order for communities to compete successfully on a global scale, they will need to cooperate as counties or regions.

New Opportunities

Given the demand for industrial/research technology space in the metropolitan region, Ypsilanti Township is well positioned to capitalize. However, many of the vacant sites in the Township will need physical and aesthetic improvements to be attractive for development. Some improvements, such as landscaping or whiteboxing of former factory floor space, would be done by the property owner. Others improvements, such as streetscapes, utility or road improvements, could be initiated by Ypsilanti Township through grants or partnerships. The Township could also offer grants or loans for strategic improvements like the demolition of obsolete buildings or façade improvements.

**COMMUNITY ENGAGEMENT
KEY FINDINGS**

The Township needs a clear vision.

Leadership from both public and private sectors is important.

Quality education and workforce development are needed.

Ypsilanti Township’s identity is often confused with that of the City of Ypsilanti and Ann Arbor.

The Township should become “development-ready”.

Access to business and economic development resources can be improved.

The Township should build on both existing and emerging assets.

The American Center for Mobility will become a magnet for new economic activity.

Collaboration leads to success.

Community Engagement

Community engagement consisted of regular meetings with the Steering Committee, a survey of local business owners/managers, stakeholder interviews, and a Real Estate Forum. A full report on the community engagement process is in the Appendix of this report. A summary is below.

In the survey and interviews, the same topics emerged. These shared insights greatly influenced the Township's Economic Development Strategy:

- **Vision.** Many participants did not have a clear idea of the Township's Vision. They needed to know answers to the following questions: What does Ypsilanti Township want to be? Where is it going? What are key and tangible business goals?
- **Leadership.** Respondents shared how both civic/public and private leadership is important for economic development. Leaders need to talk about Ypsilanti Township and its brighter future. A component of the Economic Development Strategy should address the role of leadership.
- **Better Communications.** In almost every interaction, improved communication was mentioned as a way Ypsilanti Township could better foster economic development. Efforts should concentrate on improving interaction between Ypsilanti Township and citizens, including business people, with regular, informative communication.
- **Education and Workforce Development.** The struggling school districts in Ypsilanti Township were cited as a challenge numerous times. Their improvement is vital to attracting new residents and businesses and creating a qualified workforce. Building on synergy with the school

districts, economic development agencies in Washtenaw County and Ypsilanti Township should be a component of the Economic Development Strategy.

- **Identity.** The difference between the Township and the City of Ypsilanti or the City of Ann Arbor is unclear to people within and outside of the Washtenaw County region.

Real Estate Forum

On November 30, 2017, Ypsilanti Township hosted a Real Estate Forum, where a panel of experts shared their observations and input on Ypsilanti Township assets, opportunities, and challenges. After their presentations, questions were taken from those in attendance. Key themes from the event were:

American Center for Mobility – ACM

- **American Center for Mobility (ACM).** ACM will become a significant “gravity center” for Economic Development, creating new direct and indirect jobs. ACM highlights the need for “new economy” talent and skill development. Also, ACM will generate a need for new bricks and mortar/buildings for technology companies, support companies, training/skill development, and possibly housing and retail/services.
- **Work Force and Talent Development.** For Ypsilanti Township and the entire community to thrive, increased work force skills and training of citizens for current and new/emerging jobs is needed. Ypsilanti Township is in a good position to leverage this situation due its proximity to Eastern Michigan University and Washtenaw Community College's various programs and certifications.



- **Quality of Life.** For current and prospective residents, employers/employees, and Economic Developers/Investors, Quality of Life features - such as a diverse population, educational opportunities, parks and green space, walking trails, and effective connections/transit between parts of the community – are sought out and recognized as valuable factors in professional and personal location decisions.
- **Commercial Corridor Rejuvenation.** Many participants noted the need to revitalize and re-purpose several commercial corridors, specifically, the Michigan Avenue and Ecorse Road corridors. Also, new development should be focused on the Huron/Whittaker corridors.
- **Economic Development Officer.** Participants suggested hiring an Economic Development officer to manage the strategy in all its dimensions.
- **Zoning and Development Processes.** Participants made a strong case for Ypsilanti Township to create clearer zoning rules and to administer these zoning and development rules effectively and in a timely manner.

- **Food Innovation/Agricultural opportunities.** Several participants mentioned the need for and power of enhancing area food growing capacity in Ypsilanti Township, both for the creation of fresh nearby food to support the “farm to table” movement. This effort will also create new jobs and support skill building opportunities for Ypsilanti Township citizens.
- **Collaboration.** Many panel members and participants stressed the need for deeper and more effective collaboration between public, private, and institutional sectors and their leaders in order to maximize community development and real estate opportunities.

The next chapter lays out the vision, goals and strategies of the Economic Development Strategy. The final chapter delves deeper into implementation strategies and responsibilities.

Chapter 4

Vision, Principles and Strategies

Vision

Ypsilanti Township desires and is dedicated to achieving the following vision:

Ypsilanti Township recognizes the key to its future success is through better, high paying employment opportunities created with the expansion of existing businesses and the attraction of new investment in the community. Ypsilanti Township will strive to become an attractive environment in which to invest by:

- Promoting its unique assets
- Engaging talented and committed people
- Creating places which advance quality of life
- Investing in infrastructure, public streetscapes and cultural amenities
- Supporting regional collaboration, and
- Forming innovative partnerships between public, private and educational/institutional sectors.

Guiding Principles

The Township Economic Development Strategy is ambitious but also achievable. The following principles guide the execution of this Strategy:

A diversified economic base is more sustainable

For many years, most employment in Ypsilanti Township came from a manufacturing economy. Enterprises, such as the American Center for Mobility (ACM) offer opportunities for the Township to diversify its economy with more technology-based, retail and service businesses. A diversified economic base tends to be more recession proof and is more effective in attracting, retaining and growing small businesses.

Collaboration is the key

The strategy calls for partnerships with the private sector, educational institutions and other units of government. Regions that are successful rely upon collaboration.

An educated and skilled workforce is essential

Success in attracting and retaining businesses depends on the availability of skilled labor. In turn, a more highly trained workforce is able to fill higher paying jobs.

Economic development must be compatible with the Township's quality of life

Attracting and retaining good-paying jobs and tax-generating capital investments remain the hallmarks of economic development, but not at the expense of the local environment and quality of life. Attraction and retention of jobs and capital investments while protecting the environment and safeguarding and enhancing quality of life are inherent in contemporary economic development thinking and practice.

A sense of place benefits economic development

The character and vitality of the community are important factors in marketing the Township to prospective businesses. Ford Lake, the Huron River, Eagle Crest Golf Course and Resort as well as an outstanding park system are all assets to attracting both new businesses and their employees.

Strategies

Strategies are specific actions and commitments to implement the Vision. Taken together, these strategies form a “Web of Commitment” to improving Ypsilanti Township as a wonderful investment opportunity. The priority of each strategy is determined on a day to day basis.

PLACEMAKING AND INVESTMENT

A Model for Success



A. Leadership and Organizational Capacity:

Strengthen and expand the ability and capacity of Ypsilanti Township to address and manage present and future community development opportunities.

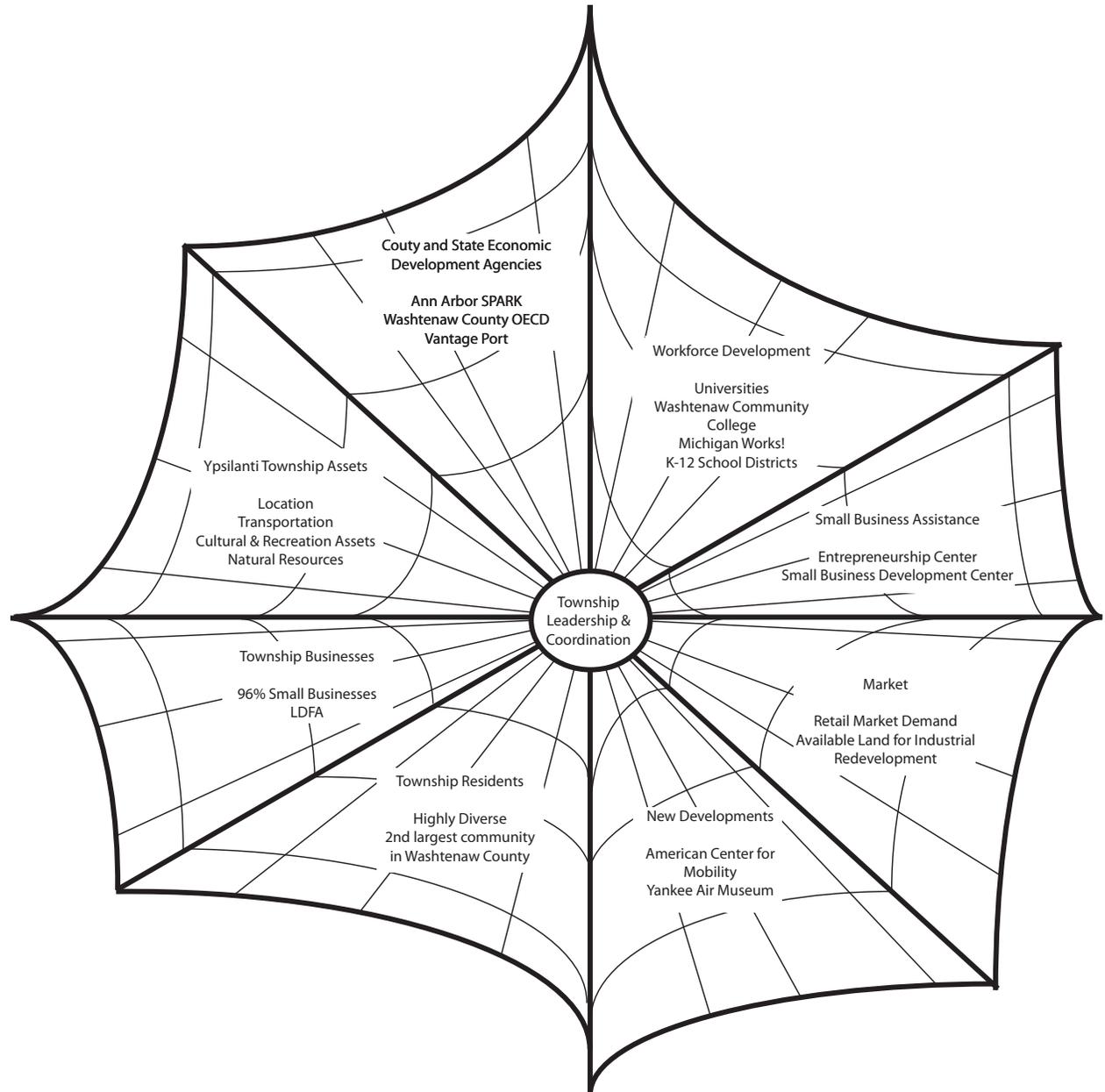
1. Commit fully to higher quality economic development outcomes
2. Provide funding to support capacity improvements
3. Provide training programs for all elected officials and appointed staff members
4. Hire a permanent Economic Development Manager or Director
5. Build and maintain public engagement, feedback, and support mechanisms
6. Convert Steering Committee for Economic Development Strategy to the Township's Economic Development Committee, meeting on a quarterly or monthly basis

B. Land Development Policies and Processes:

Review and reform key policies and processes that drive and improve economic development.

1. Revise the Zoning Ordinance to be more user-friendly and effective in fostering redevelopment of key areas of the Township
2. Review and revise zoning categories for specific properties and areas that are primed for development and/or re-development
3. Clarify and streamline development processes to create built-in predictability for builders and developers
4. Encourage the development of more flex space (office, research and development, warehousing) in Township

**Ypsilanti Township
Coordination of Assets and Resources**



C. Image and Communication Enhancements:

Communicate Ypsilanti Township’s vision and economic development opportunities.

1. Tell Ypsilanti Township’s compelling story – past, present, and future
2. Build authenticity into Ypsilanti Township’s branding efforts
3. Determine the best methods of sharing and communicating the message, such as media partnerships
4. Broaden public participation and engagement in Ypsilanti Township’s future economic development strategies

D. Ypsilanti Township’s Business Climate:

Undertake comprehensive coordinated actions to improve present and prospective business investments.

1. Establish robust business retention practices
2. Support small businesses and aspiring business entrepreneurs
3. Expand access to existing regional business resources (SBA, WCC, Entrepreneurship Center, SPARK, Washtenaw County, etc.)
4. Create organizational/networking opportunities such as sponsoring Annual Small Business Forums and encouraging Corridor-based organizations
5. Create a Township Business to Business marketing program
6. Establish a micro-loan program

E. Workforce Development and Education:

Find effective ways to help Ypsilanti Township citizens and businesses develop their capacity to fully participate in today’s and tomorrow’s economy.

1. Connect people to enhancement programs
2. Compile a resource guide of workforce development opportunities, organizations and programs
3. Create a private fund to support access to training and certification programs for Ypsilanti Township residents
4. Expand partnerships with local schools through support of STEMM (Science, Technology, Engineering, Mathematics and Manufacturing) curriculum
5. Sponsor “job fairs” bringing employers and potential employees together
6. Share education success stories in the community, such as Washtenaw International High School

F. Physical Revitalization and Placemaking:

Make strategic investments in key public infrastructure and gathering places.

1. Improve gateways into Ypsilanti Township
2. Enhance key commercial corridors, specifically Michigan Avenue, Ecorse Street, Huron/Whittaker and Washtenaw Avenue
3. Create new gathering places that are attractive to citizens and visitors
4. Begin beautification campaigns
5. Review excess Ypsilanti Township land parcels for their strategic long-term use or sale

6. Maintain parks and quality open space, including Ford Lake

The next chapter outlines implementation strategies and responsibilities.

Chapter 5

Implementation Strategies and Responsibilities

Introduction

The Economic Development Strategy has six implementation strategies:

- Leadership and organizational capacity
- Land development policies and processes
- Image and communication enhancements
- Enhancing Ypsilanti Township’s business climate
- Workforce development and education
- Physical Revitalization and placemaking

Ypsilanti Township strives to implement these strategies on a daily basis, with measurable gains each year. The following pages lay out actions, timeframes, responsibilities, measures and metrics for each strategy.

Leadership and Organizational Capacity

The Township is committed to maintaining and expanding its leadership and organizational capacity for economic development. The hiring of an Economic Development Director is essential to expanding the Township’s capacity. The responsibilities of that position should include:

- Overall day-to-day leadership of Ypsilanti Township’s Economic Development activities
- Research and information
- Marketing and promotions
- Financing and incentive programs
- Site location services
- Market development
- Ombudsman and community engagement

Strategies and Actions	Timeframe	Responsibility	Initial Actions, Measures & Metrics
Leadership and Organizational Capacity			
Commit to higher quality economic development outcomes	Now, ongoing	Township Board	Township Board discussions and approvals
Provide funding to support economic development improvements	Now, as needed	Township Board	Establish funding, measure results
Provide training programs to Township officials	2018	Township Board, training partner	Develop training programs; survey of those trained
Hire permanent Economic Development Director	Now	Township Board	Define job and hire economic development person; evaluate efforts semi-annually
Build public engagement strategy	2018	Township Board, Township staff	Initiate concepts, plans; survey of Township residents on impact
Convert Steering Committee to ongoing Economic Development Committee	Now	Township Board	Define role, invite participants; add new members as needed

- Technical assistance to businesses
- Strategic and long-range planning
- Workforce training

Land Development Policies and Processes

The highly competitive global economy and changing technology requires the Township to develop a clear strategy to promote economic development. One key component of the strategy is to be prepared when opportunity knocks.

The State of Michigan sponsors the Redevelopment Ready Communities (RRC) program which promotes more effective practices leading to quality community development. RRC communities commit to improving their development readiness by agreeing to undergo a rigorous assessment and take steps to adopt best redevelopment practices.

There are several factors common to communities that are redevelopment ready:

- The presence of social capital (bonding, bridging and linking networks, community norms/trust) that helps the community come together to achieve common goals.
- Leadership is inclusive in its decision-making processes, allowing for the consideration of future generations, expression of new ideas, and support for the development of new leaders.
- A culture that celebrates and supports entrepreneurial enterprise.
- Baseline capacity including physical infrastructure such as roads, sewer and water and community services such as police and fire sufficient to support a community’s vision.

The actions listed in the implementation table on this page will help the Township be prepared for when opportunity knocks.

Strategies and Actions	Timeframe	Responsibility	Initial Actions, Measures & Metrics
Land Development Policies and Processes			
Revise Zoning Ordinance	Now, ongoing	PC, Township Board, staff	Continued effort; complete revision; evaluate improvements
Review, revise zoning on specific properties and/or areas	2018	PC, Township Board, staff	Assemble list, draft changes; track projects on re-zoned lands
Streamline development review process	2018	PC, Township Board, staff	Consider best practices elsewhere, integrate into Township process
Encourage development of flex spaces in Township	Now, ongoing	Township Board, staff	Engage development community; measure results

Image and Communications Enhancements

Throughout the process of developing the Economic Development Strategy, improved communication was cited as a way to better foster and encourage economic development. The actions listed in the implementation table on this page will improve the interaction between Ypsilanti Township and citizens, including business people, with regular, informative communication.

Ypsilanti Township also recognizes that it is part of a larger community and region including the City of Ypsilanti, Ann Arbor, Washtenaw County and southeastern Michigan. With closures and curtailments of local newspapers and media outlets, the Township struggles to shape its identity. The implementation table specifies actions by the Township to improve its communications effectiveness and reputation by taking a more active approach.

Strategies and Actions	Timeframe	Responsibility	Initial Actions, Measures & Metrics
Image and Communications Enhancements			
Tell Township's story - past, present, future	2018	Staff, consultant	Craft scope; hire consultant; produce convincing materials
Build Township's "brand"	2018	Staff, consultant	Use UM-DAG process to initiate branding process
Determine the best way to use and spread the Ypsilanti Township "Brand"	2018	Staff, consultant	Build on UM-DAG process; develop best distribution process
Broaden Township's public engagement on Economic Development Strategy	2018	Township Board, staff, consultant	Engage Economic Development Committee, staff drafting; reach out to community

Ypsilanti Township’s Business Climate

Ypsilanti Township has a unique and strong small business climate with over ninety percent of the Township’s businesses having less than fifty employees. The implementation table on this page lists coordinated actions to improve present and prospective business investments in Ypsilanti Township.

Strategies and Actions	Timeframe	Responsibility	Initial Actions, Measures & Metrics
Ypsilanti Township’s Business Climate			
Establish business retention practices	Later 2018	Economic Development Director	Prioritized company list; visits per quarter to Ypsilanti Township businesses.
Support small businesses & entrepreneurs	Later 2018	Economic Development Director	List of all companies; materials to all Ypsilanti Township businesses.
Expand access to area economic development organizations	Later 2018	Economic Development Director	List of all programs; outreach to all Ypsilanti Township Businesses.
Create economic development networking opportunities	2019	Economic Development Director	Craft overall strategy; begin process and encourage contacts.
Create Township business-to-business marketing	2019	Economic Development Director; Spark	Craft overall strategy; measure connections quarterly and annually.
Establish Township economic development microloan program	2019	Economic Development Director; local partner	Study best practices and partners; measure loan originations, projects, and results.

Workforce Development and Education

Quality workforce training and general education is central to realizing the vision for Ypsilanti Township. The implementation table on this page features effective ways for Township citizens and businesses to fully develop their capacity to participate in today's and tomorrow's economy.

Strategies and Actions	Timeframe	Responsibility	Initial Actions, Measures & Metrics
Workforce Development and Education			
Connect Township persons to enhancement programs	2018-2019	Economic Development Director	Materials to all; number of residents engaged.
Compile resource guide of WF opps, orgs, programs	2018-2019	Economic Development Director	Produce Resource Guide; prepare updates as needed.
Create a private fund to support Township residents	2018-2019	Economic Development Director; local partner	Create and advertise/encourage fund; track originated loans.
Expand partnerships with local schools and WCC, EMU and U of M	2018-2019	Township Board, Economic Development Director; local partner	Establish partnerships; track and measure impacts.
Sponsor job fairs	2018-2019	Economic Development Director	Hold job fairs; measure attendance, and track the number of jobs filled.
Share Township education success stories	2018-2019	Economic Development Director; consultants	Prepare Ypsilanti Township stories; track appearances in local print and electronic media.

Physical Revitalization and Placemaking

In the changing economy, Ypsilanti Township has committed to creating an environment for investment through physical revitalization and placemaking. The actions in the implementation table on this page are strategic investments in key public infrastructure and gathering places to further economic development in the Township.

Strategies and Actions	Timeframe	Responsibility	Initial Actions, Measures & Metrics
Physical Revitalization and Placemaking			
Improve key gateways into Township	2018-2020	Township Staff, consultants	Prepare plans and implementation projects; evaluate completed projects
Enhance commercial corridors within Township	2019-2022	Township Staff, consultants	Prepare plans and implementation projects; evaluate completed projects
Create new gathering places within Township	2018-2022	Township Staff, consultants	Prepare plans and implementation projects; evaluate completed projects
Begin beautification campaigns	2019-2020	Township Staff, consultants	Develop plans and implement plans; evaluate results
Explore incentives to improve appearance of existing business	2019	Economic Development Director, Township Staff	Evaluate best practice incentive programs and select cost effective approach
Review excess Township land parcels for strategic use and/or possible sale	2018-2019	Township Staff, consultants	Evaluate, prioritize, and keep or package/sell properties
Maintain parks and quality open space	Now, ongoing	Township Staff	Survey, evaluate, prioritize, maintain, improve parks and open space

Page left intentionally blank

Appendix

Part 1 - Asset Inventory Report

Part 2 - Retail Market Analysis

Part 3 - Industrial Market Analysis

Part 4 - Community Engagement Summary

Part 5 - Development Ready

Page left intentionally blank

Charter Township of Ypsilanti

Economic Development Strategy

Asset Inventory Report



Carlisle | Wortman
ASSOCIATES, INC.

Introduction

Building better places is one of the strongest incentives for community investment. The Economic Development Strategy for Ypsilanti Township focuses on the community's outstanding assets upon which to capitalize.

Assets are the foundation for building a successful economic development strategy. They may be located inside the municipality's borders or in nearby communities. For example, the proximity of the Township to major educational and health care institutions outside of the Township's borders, like Eastern Michigan University and St. Joseph Mercy Hospital is an asset.

The Asset Inventory Report identifies the social, economic, physical, cultural and natural assets of Ypsilanti Township.

What is a Community Asset?

A community asset (or community resource) is anything that improves the quality of community life.

- *It can be a person - Residents can be empowered to realize and use their abilities to build and transform the community - the stay-at-home mom or dad who organizes a playgroup, the volunteer neighborhood leader, the firefighter who risks his life to keep the community safe. These are all community assets.*
- *It can be a physical structure or place - a school, hospital, church, library, recreation center, social club are assets. It could be a town landmark or symbol. It might also be an unused building that could house a community hospice, or a second floor room ideal for community meetings. It might be a public place that already belongs to the community -- a park, a wetland, or other open space.*
- *It can be a community service that makes life better for some or all community members - public transportation, early childhood education center, community recycling facilities or cultural organization.*
- *It can be a business that provides jobs and supports the local economy.*
- *Everyone in the community are potential community assets. Everyone has some skills or talents, and everyone can provide knowledge about the community, connections to the people they know, and the kind of support that every effort needs - making phone calls, stuffing envelopes, giving people information, moving equipment or supplies - whatever needs doing. Everyone in the community can be a force for community improvement if only we knew what their assets were, and could put them to use.*

Source: Community Tool Box, Center for Community Health and Development, University of Kansas.



A. Location

Ypsilanti Charter Township is strategically located in eastern Washtenaw County. Thirty-one point eight (31.8) square miles in area, it is approximately 36 miles from downtown Detroit. Interstate-94 traverses the Township in an east/west direction with three interchanges at Michigan Avenue, Huron Street, and Rawsonville Road. Both US-23 and I-94 and I-275 provide excellent north-south access and are a short drive from all portions of the Township. In close proximity to Ann Arbor, Ypsilanti Township is centrally located within metropolitan Detroit and within a reasonable distance of several Midwestern population and economic hubs:

- Downtown Detroit, MI (36 miles)
- Windsor, ON (39 miles)
- Flint, MI (66 miles)
- Ann Arbor, MI (12 miles)
- Toledo, OH (48 miles)
- Lansing, MI (78 miles)
- Grand Rapids, MI (145 miles)
- Cleveland, OH (165 miles)
- Toronto, ON (265 miles)
- Chicago, IL (250 miles)

B. Population

Ypsilanti Township the second most populous community in Washtenaw County next to Ann Arbor. The Township is highly diverse - 57% of its residents are Caucasian and 33% are African American. The other key characteristics are:

- Township Population: 54,613 persons (2015 American Community Survey)
- Median Age: 33.7 years (2015 American Community Survey)
- Average Household Size: 2.49 persons (2010 Census)
- Household Units (occupied): 22,071 units (2010 Census)
- Median Household Value (owner-occupied): \$112,700 (2015 American Community Survey)
- Educational Attainment Population 25 Years and over (2015 American Community Survey):
 - o 39.5 % bachelor’s degree or higher
 - o 9.4 % associate’s degree
 - o 19.5 % bachelor’s degree
 - o 10.6% professional or graduate degree

C. Economy

Employment

The education, health care and social services fields are the dominant types of businesses in Ypsilanti Township. Almost thirty-two percent of employed Ypsilanti Township residents work in education, health care, and social services. The next highest category of employment is retail trade, followed by manufacturing.

The top employers are:

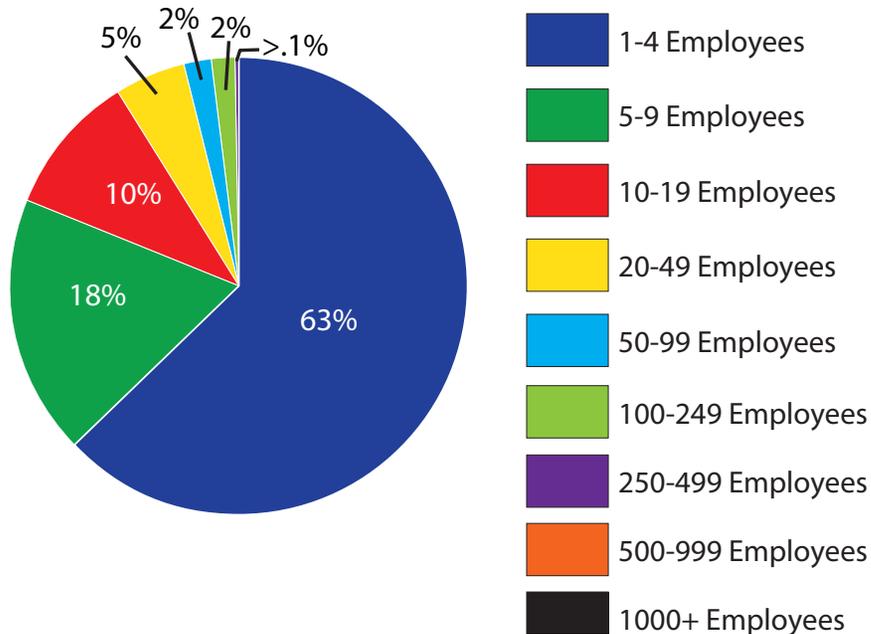
- Eby-Brown Co LLC (Distribution Center)
- General Dynamics Advanced Information (Manufacturing)
- Pollard Banknote, Ltd. (Manufacturing)
- Kroger (Retail)
- Ypsilanti Community Schools (Education)

Ninety-six (96%) percent of the 1,287 Township businesses have fewer than 50 employees. Most (63%) of the small businesses are between 1-4 employees. The high percentage of small businesses in the Township is a positive indicator for future job growth. The SBA reports that small firms accounted for nearly two-thirds of the net new jobs created between 1993 and 2013 and provide nearly half of all private sector employment.

The highest job production by small businesses in Ypsilanti Township are in the following categories:

- Retail Trade (197 businesses/2,211 employees)
- Accomodations and Food Service (118 businesses/1,640 employees)
- Health Care and Social Assistance (108 businesses/1,331 employees)
- Manufacturing (44 businesses/1,289 employees)

Ypsilanti Township Businesses by Number of Employees



Recent Economic Activity

The following significant new development projects were approved in 2017:

- American Center for Mobility (ACM) – ACM is a testing and product development facility for connected and automated vehicles. ACM has attracted over \$100 million in investments including Ford, Toyota and Hyundai as recent major partners. ACM will be a magnet for auto technology based businesses and employment
- VMAX – 30,00 square-foot industrial research and warehousing facility
- Hampton Inn – 88 room, 4-story hotel
- Majestic Lakes Planned Development – Mixed housing development consisting of 233 dwelling units
- Penske Truck Service – 12,000 square foot truck maintenance for Penske private fleet

Property Tax Values

After several years of decline during the period of recession, taxable values are again on the increase. Ypsilanti Township is a top contributor to property tax values in the County:

- 4th largest base of residential tax value in the County
- 5th largest base of industrial tax value in County
- 3rd largest base of commercial tax value in County
- 4th largest base of all total real and personal tax value

Economic Development Partners

SPARK

SPARK is an organization dedicated to the economic prosperity of the greater Ann Arbor region. SPARK uses their skills and knowledge to attract, develop, strengthen, and invest in driving industries to help our region thrive.

Ann Arbor SPARK is committed to bringing together partners, like the Michigan Economic Development Corporation, Michigan Works, city and municipal partners, academic institutions, and others to support the growth of companies and the creation of jobs.

Innovate Ypsi Incentive Program

Offered by SPARK, the Innovate Ypsi incentive program provides grants, loans and other economic assistance to businesses that create jobs and investments in the City of Ypsilanti and Ypsilanti Township. Performance based grants are available to eligible businesses that create jobs or make new investment in the Ypsilanti area. The use of funds is flexible and can be used for a variety of expenses, including marketing, rehabilitation, machinery, and real estate.

Local Development Finance Authority

The Local Development Finance Authority (LDFA) uses tax increment financing (TIF) to assist industrial development. The LDFA is a public corporate body created primarily to plan and finance the development and redevelopment of the designated facilities, agricultural processing facilities, and high technology activity. The Ypsilanti Township LDFA meets once per year, in December.

Michigan Small Business Development Center

The Michigan Small Business Development Center (SBDC) enhances Michigan's economic wellbeing by providing counseling, training and research for new ventures, existing small businesses and advanced technology companies.

The satellite office of the SBDC serving Ypsilanti Township is housed at Washtenaw Community College. The office covers six counties and offers counseling and training to small businesses.

Michigan Works! - Washtenaw County

The Michigan Works! System is a statewide workforce development system with a location in the City of Ypsilanti that services residents in Washtenaw County. Michigan Works! offers counseling services, workshops, and other resources to employers and job seekers, as well as employment training programs for youth.

Washtenaw Community College Workforce Development

Washtenaw Community College (WCC) is a 2-year community college located in Ann Arbor. WCC offers support services for businesses, working professionals, and job seekers in Washtenaw County. WCC provides classes and certificates to prepare for specific industry work.

The Entrepreneurship Center at WCC

The Entrepreneurship Center at WCC is a resource hub for entrepreneurs open to the public. The Center has meeting space, open co-working space, wi-fi and technology resources. Their staff offer one-on-one appointments and host networking events, workshops, boot camps and pitch competitions.

Washtenaw County

The Washtenaw County Office of Community and Economic Development (OCED) delivers services in the areas of affordable housing, human services, economic development and community infrastructure. The Township and County have worked closely together on a number of initiatives including Reimagine Washtenaw, Brownfield Redevelopment and the Economic Development Strategy.

VantagePort

VantagePort is a public-private economic development agency supported by communities, the airport authority, and private sector leaders. VantagePort seeks to expand economic development focused upon the strategic positive of Detroit Metropolitan and Willow Run airports.

D. Cultural & Recreational Assets**Library**

The Ypsilanti District Library-Whittaker is located at 5577 Whittaker Road. The Whittaker Road facility, designed by David Milling and Associates, was opened in January of 2002. The facility has 60,000 square feet with over 250,000 titles.

Park System

The Ypsilanti Township Parks System consists of thirty parks and recreation facilities totaling over 900 acres, shown on the Community Assets Map. The parks range in size from 0.3 acres to 190 acres and provide areas for informal play, organized programs, or to simply enjoy nature. The larger community parks provide enhanced facilities including picnic shelters, boardwalks, paved and nature trails, interpretive signage, access to canoeing, kayaking and boating, fishing, and athletic fields/courts.

Ypsilanti Township has 14 neighborhood parks and playlots. Many of the neighborhood parks have recently been renovated and include new park and play

equipment. Neighborhood parks and playlots are usually connected to neighborhood by sidewalks or bicycle paths.

Eight of the Township parks are located on Ford Lake and are part of the Ford Lake Park System. Those include Big Island Park, Ford Lake Park, Huron River Park, Lakeside Park, Loonfeather Point Park, North Hydro Park, South Hydro Park and North Bay Park.

The four largest parks, Ford Lake, Ford Heritage, Hewen’s Creek, and North Bay, protect large tracts of open space. Ford Lake Park and North Bay Park provide unique waterfront access to Ford Lake.

Rolling Hills

Rolling Hills is one of the most recreationally-diverse destinations in Washtenaw County including a water park, nature trails, fishing, picnics, playgrounds, disc golf, softball, horseshoes, sledding, and cross-country skiing. The 363-acre Washtenaw County Park offers year-round recreation.

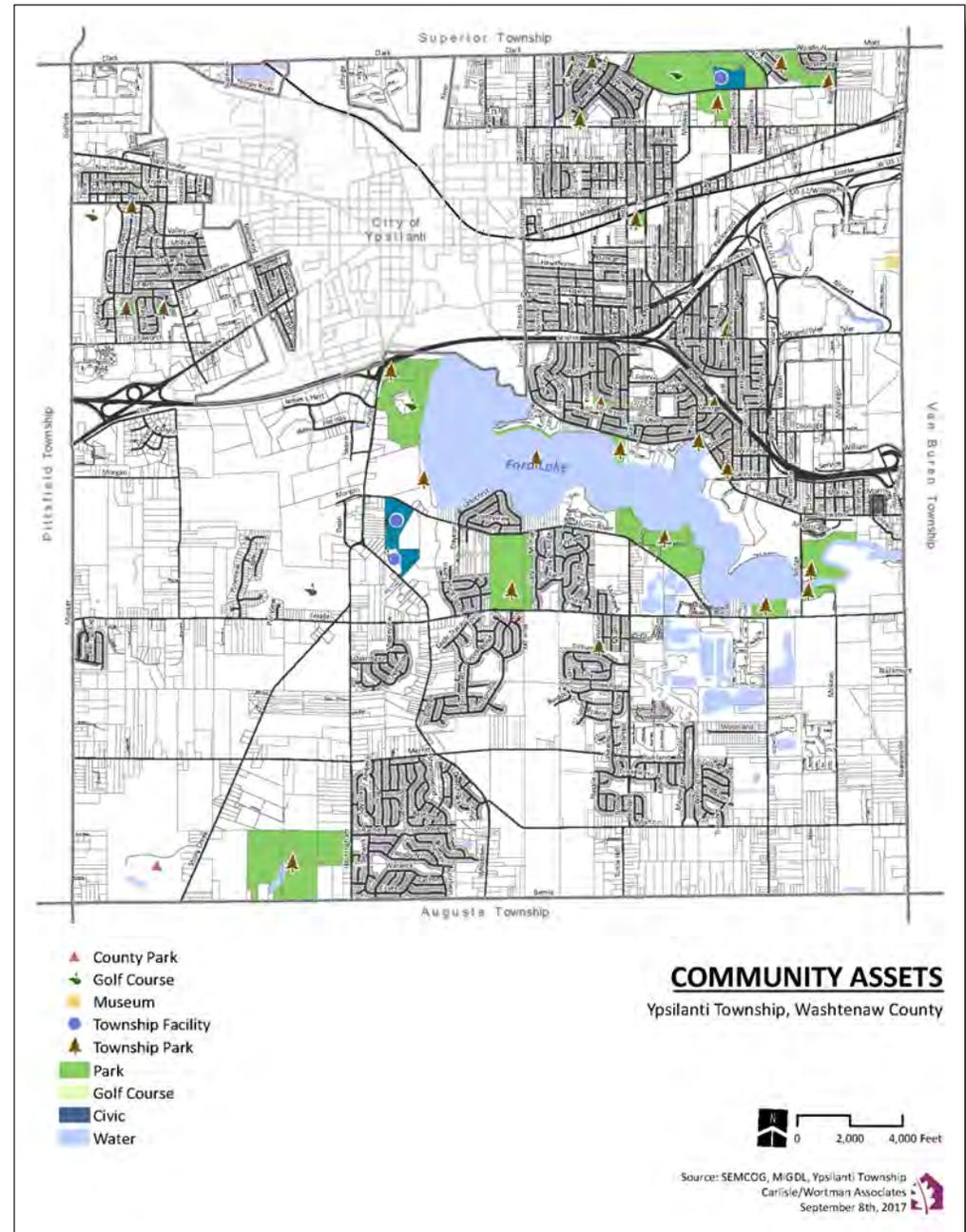
Golf Courses

There are four golf courses located within Ypsilanti Township: Eagle Crest, Washtenaw Golf Club, Pine View, and Green Oaks.

Ypsilanti Township operates Green Oaks, an 18-hole golf course. It is located on the north side of Clark Road across from Community Center Park. The facility is over 30 years old. It offers open golf lessons and hosts outings, tournaments and league rounds.

Washtenaw Golf Club is a traditional country club style course with narrow tree lined fairways and well guarded greens. Opened in 1899, Washtenaw Golf Club is the third oldest golf course in Michigan.

Eagle Crest Golf Club features an 18-hole championship golf course and a three-tiered practice driving range with a view of Ford Lake. Owned by Eastern Michigan University, Eagle Crest is the home course for the Men’s and Women’s Golf Teams and is also open to the public. The course has locker rooms, a golf shop and a PGA Teaching Academy on the property along with its state-of-the-art practice facility and a short game area.



Pine View Golf Course opened in 1989 offers both an 18-hole Championship Course and a 9-hole Executive Course.

Community Center

Located at 2025 East Clark Road, the Community Center offers youth and adult sports and enrichment programs, pre-school programs, arts and crafts, family events, older adult programs, travel, and health and fitness classes. The facilities include an arts and crafts room, pre-school room, racquetball/wallyball courts, gymnasium, aerobic and dance studio, meeting/class rooms, and a senior center. There are several rooms available for the general public to rent.

Regional Recreational Opportunities

Centrally located in southeast Michigan, Ypsilanti Township residents are able to enjoy many county and state recreational parks and facilities.

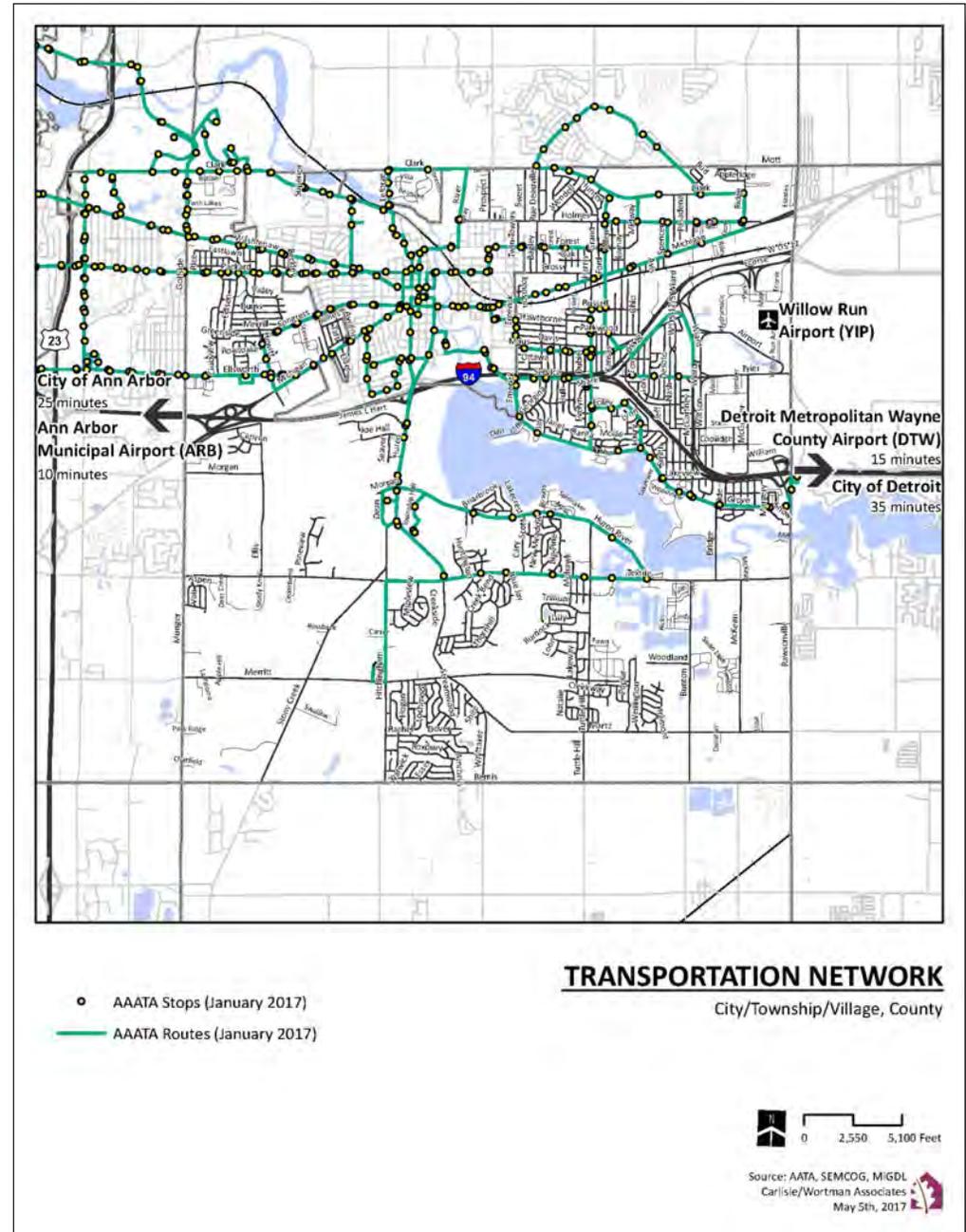
E. Transportation

Ypsilanti Township is connected to the Ypsilanti/Ann Arbor area, the region of southeastern Michigan and an international network of highways and airports. The Township can be easily accessed by bus through the Ann Arbor Area Transportation Authority as well as by Interstate 94 via three highway interchanges. The Township’s close proximity to Willow Run Airport and Detroit Metro Airport provides access to worldwide shipping and passenger air transportation.

AAATA

The Ann Arbor Area Transportation Authority (TheRide), a not-for-profit unit of government, operates the local public transit system for the greater Ann Arbor-Ypsilanti area. TheRide enables the area’s residents to reach their destinations at reasonable cost, and offers the region efficient, environmentally sound transportation alternatives.

On May 6, 2014, Ypsilanti Township voted to increase property taxes by 0.7-mills to pay for new and improved public transit services. The millage for AAATA’s public transportation improvement plan will generate a total of \$4.3 million for new and expanded services annually through 2019. The proposal will fulfill residents’ requests for enhanced services, including expanded Dial-A-Ride services for seniors



and people with disabilities, more direct service through redesigned routes, extended hours on weekdays and nights, extended weekend service on fixed routes (earlier start times, much later end times), improved bus stops, and increased service frequency on many routes.

Detroit Metro Airport (DTW)

Located 15 minutes from Ypsilanti Township, the Detroit Metropolitan Airport (DTW) serves over 36 million passengers a year making it the twelfth busiest airport of its kind in the United States and the twentieth busiest in the world. DTW is the largest international hub for Delta Airlines (5th largest airline carrier in the United States), and 2nd largest hub for Spirit Airlines. DTW's 15 passenger airlines, including 6 foreign flag airlines, serve 160 nonstop flight locations throughout the world.

Willow Run Airport

Willow Run Airport is located in both Ypsilanti Township and Van Buren Township. The airport serves freight, corporate and general aviation on its four runways. The airport is owned by Wayne County and is operated by the Wayne County Airport Authority. The airport handles over 200,000,000 pounds of cargo annually and is one of the nation's largest airports for air freight flown by exclusively cargo aircraft.

F. Public Utilities

A majority of the Township is provided public water and public sanitary sewer services through the Ypsilanti Community Utility Authority (YCUA), while the remaining properties rely upon on-site well and septic systems.

YCUA originated in 1974 from an alliance between the City of Ypsilanti and the Township. YCUA was originally a regional utility to provide wastewater treatment to the two communities and later expanded to include sewer and water distribution systems. Over time, the system has expanded its services to other communities. The Authority is governed by a five-member Commission, comprised of two City of Ypsilanti and three Ypsilanti Township representatives. Day-to-day operations are overseen by the YCUA director, with the Board of Directors responsible for establishing policy and approving bond requests and proposed rate changes.

Water Systems

YCUA is a regional distributor of water for communities in both Washtenaw and Wayne Counties including the City of Ypsilanti, and the Townships of Ypsilanti,

Augusta, Superior, Pittsfield, Canton, York, and Van Buren. The original source of public water within the YCUA district is provided by the Detroit Water and Sewerage Department (DWSD) and is treated at two different plants, the Southwest Water Treatment Plant, located in Detroit, and the Springwells Water Treatment Plant in Dearborn. Water intake occurs at these plants and is treated prior to distribution to the YCUA facility for redistribution to its customers. The water distribution service area covers all of Ypsilanti Township. The service area is divided into three pressure districts to provide adequate minimum and maximum pressures for all areas.

Sanitary Sewer

YCUA provides wastewater services to the entire boundaries of City of Ypsilanti and Ypsilanti Township and to portions of Augusta, Pittsfield, Sumpter and Superior Townships. In addition, YCUA provides service to the Western Townships Utility Authority, or WTUA, which serves Canton, Plymouth, and Northville Townships.

The Township, together with the City of Ypsilanti, contracts with YCUA to handle approximately 50% of the total available capacity (or 14.45 million gallons per day). The system is centered within Ypsilanti Township and includes a series of pump stations, interceptors, and trunk sewers.

The YCUA Wastewater Treatment Facility began operating in 1982 at its site on State Road near Willow Run Airport. The capacity of the wastewater treatment plant allows for 51.3 million gallons of wastewater per day. It is currently operating within its expanded capacity at 22.3 million gallons per day, or 44% of total capacity. The 2006 expansion was for the planned for the future growth of the service areas until 2025. Additional future development will require substantial upgrades including but not limited to extension of service lines, additional capacity and increasing the width size of distribution lines.

Electrical Power

DTE Energy provides electrical power service to Ypsilanti Township and the majority of the metro Detroit region and southeastern Michigan. The Township requires electrical lines in new subdivisions to be placed underground in order to preserve view sheds throughout the Township.

Due to a number of previously documented deficiencies within the electrical distribution network, DTE has taken measures to upgrade the system including the installation of a substation along Whittaker Road.

G. Education

Ypsilanti Township is served by three school districts: Ypsilanti Community Schools, Lincoln Consolidated Schools and Van Buren Public Schools. Ann Arbor Public Schools is a school of choice district, offering seats to students from Ypsilanti Township. The Township is also located in close proximity to four universities and a community college.

Primary and Secondary Schools

Lincoln Consolidated Schools

The Lincoln School District encompasses the majority of the southern portion of the Township, while all of the facilities are located within Augusta Township. The campus includes 4 elementary schools, a middle school and a high school. The district also owns the Bessie Hoffman building located in Sumpter Township.

Ypsilanti Community School District

On July 1, 2013, the Ypsilanti Public School District merged and the Willow Run School District to become the Ypsilanti Community School District. The merger necessary as both districts continued to find themselves with declining student populations and increasing debt. With the merger, the district opened the 2013 school year with an estimated 4,800 students. Ypsilanti Community Schools has based its approach on project-based learning, small learning communities, International Baccalaureate curriculum and a variety of teaching methods.

Van Buren School District

This district is located within the eastern portion of the Township and enrolls just over 5,100 students. The district recently constructed a new high school facility within Van Buren Township.

Consortium, Charter and Private Schools

The Ypsilanti community is also home to Washtenaw International High School (WiHi), a county-wide magnet high school using the International Baccalaureate Diploma Program. Ypsilanti Community Schools and Lincoln Consolidated Schools are

part of the consortium of school districts sponsoring the high school. In 2016, WiHi students had the second highest average SAT scores in the state of Michigan.

Numerous private schools in Washtenaw and Wayne Counties are available to Ypsilanti Township residents. The Township is also served by a number of charter schools.

Higher Education

Eastern Michigan University

Founded in 1849, Eastern Michigan University (EMU) is a comprehensive, co-educational public university. Currently, EMU comprises seven colleges and schools. The university's site is composed of an academic and athletic campus spread across 800 acres, with over 120 buildings. EMU has a total enrollment of more than 23,000 students. EMU is located in the City of Ypsilanti, near its northern border with Ypsilanti Township.

University of Michigan

The University of Michigan is a public research university in Ann Arbor, founded in 1817. The university campus includes more than 584 major buildings with a combined area of more than 780 acres spread out over a Central Campus and North Campus in nearby Ann Arbor, two regional campuses in Flint and Dearborn, and a Center in Detroit.

Concordia University

Concordia University Ann Arbor (CUAA) is a private, liberal arts university in Ann Arbor, Michigan. Affiliated with the Lutheran Church-Missouri Synod (LCMS), CUAA entered into a unique alliance with Concordia University Wisconsin (CUW) in July 2013. CUW broadens its reach into a new geographical area, while CUAA strengthens its enrollment, marketing, and administrative support to continue providing LCMS higher education to students in the Great Lakes region. The 187-acre campus is on the banks of the Huron River, within a 10-minute drive to Ypsilanti Township.

Cleary University

Based in Livingston County, Cleary University also has an education center located in Ann Arbor. Founded in 1883, Cleary's curriculum focuses on business education and offers an MBA degree program.

Washtenaw Community College

Washtenaw Community College offers more than 100 programs and 1,500 credit and non-credit classes providing a wealth of educational opportunities. Currently, WCC has an annual enrollment of 23,000 credit and 8,000 non-credit students. The main campus is located in Superior Township, just across Ypsilanti Township's northern border. WCC is a valuable partner in economic development by providing customized workforce training, SDBC assistance and resources through the Entrepreneurship Center.

H. Healthcare**Saint Joseph**

Saint Joseph Mercy Health System (SJMHS) is a health care organization with seven hospitals serving southeast Michigan. The residency training program in Ypsilanti specializes in obstetrics and gynecology. St. Joseph Mercy Ann Arbor is a 537-bed teaching hospital located on a 340 acre campus in Superior Township, just over the northern border of Ypsilanti Township. St. Joseph Mercy Hospital has been named as a Top 100 Hospital and is at the forefront of many clinical specialty areas.

Michigan Medicine

Michigan Medicine is the wholly owned academic medical center of the University of Michigan in Ann Arbor. It includes the U-M Medical School, with its faculty group practice and many research laboratories; the U-M hospitals and health centers, which include University Hospital, C.S. Mott Children's Hospital, Von Voigtlander Women's Hospital, as well as approximately 40 health centers and home care services across southeast Michigan; the clinical programs of the U-M School of Nursing; and the activities of the Michigan Health Corporation, through which U-M partners with other medical centers and hospitals to provide specialized care throughout Michigan.

I. Public Safety**Police**

Police Services are provided by the Washtenaw County Sheriff's Office under a contract with the Charter Township of Ypsilanti. The Township contracts for 35 Police Service Units (PSU) which consist of 35 sheriff's deputies, 5 sergeants and 1 lieutenant. In addition to uniformed patrol services, the police contract supports a Community Action Team (CAT) that investigates violent crimes, a Neighborhood Enforcement Team focused on neighborhood based issues, a traffic specialist, and a specially trained detective who operates a computer forensics lab provided by Ypsilanti Township at its police facility. The investigation of major crimes also receives support from the Detective Bureau and other collaborative support units.

Fire

The Charter Township of Ypsilanti Fire Department provides service from three stations to approximately 53,000 residents, covering an area of approximately 32 square miles. The department is currently staffed by 27 career personnel including the Fire Chief, Fire Marshal, 3 Captains, 3 Lieutenants, and 19 Fire Fighters. The department responds to fire, emergency medical, hazardous material, and other emergencies. The Fire Chief and Fire Marshal are on call, 24 hours a day, 365 days a year for incident response.

J. Willow Run Redevelopment

The former Willow Run Bomber Plant, home to the original "Rosie the Riveter", is now a unique mixture of honoring the past with the future of transportation. A portion of the site will be the future home of the National Museum of Aviation and Technology at Historic Willow Run, known as the Yankee Air Museum. Approximately 144,000 square feet of the original bomber plant be renovated to house the museum's collection of more than 5,000 artifacts on aviation and space travel. The new location will include a hangar so flyable aircraft, exhibits, restoration and educational programs are on a single site.

On the remainder of the site, a technology park is developing, including the American Center for Mobility (ACM). On 335 acres in Ypsilanti Township, ACM opened in December 2017 as a testing and research facility for connected and automated vehicle technology. This non-profit center includes a test track, garages, laboratories

and offices for teams testing new technology in transportation. The test track has double overpasses, railroad crossings, highway loops, and a tunnel, as well as urban, suburban and rural environments. A technology park for associated research uses is planned adjacent to the testing facility.

K. Natural Features

Ypsilanti Township contains significant natural features with an abundance of natural and cultural features including the river, lakes, creeks, wetlands, open fields, hedgerows, and woodlands which make an important contribution to the quality of human and animal life in the Township. The Huron River, a major waterway around which the community has developed, flows through the Township. The river provides opportunities for recreation and habitat, and connects people and places within the Township.

Huron River

The Huron River passes through the Township from the northwest to the southeast. This river, which has its headwaters in Oakland County, flows through Livingston County, Ann Arbor, then traverses Ypsilanti Township heading eastward through Wayne County to eventually discharge into Lake Erie. The segment of this river in Ypsilanti Township is a vital link in the overall system. The historic development of the City of Ypsilanti and Ypsilanti Township was largely based upon the presence of this waterway.

Lakes

Lakes are among the Township's most valuable natural resources making up roughly 1,340 acres. Ford Lake is the largest and most significant lake in the Township. This man-made lake was formed by the damming of the Huron River by the Ford Motor Company as part of a hydro-electric power facility. Today, Ford Lake provides recreational opportunities such as boating, fishing and swimming.

There are other smaller lakes south of Ford Lake. Many of these are old gravel pits now filled with water. While generally not large enough for boating, the smaller lakes provide other recreational, scenic and ecological benefits.

Key Vistas

Scenic views of Ford Lake are key assets to the Township. Views can be seen from all sides of Ford Lake, but are most pronounced from the west end of the lake where the Eastern Michigan University Golf Course is located. A boardwalk and a series of islands in North Bay Park takes people around the western portion of the lake and a raised platform provides an elevated view of Eastern Michigan University Golf Course and Ford Lake.

There are a number of areas in the southern portion of the Township which have views characteristic of a rural community. These include areas with views of farm fields and sections of roads lined by dense woodlands. Roadways that consist of segments lined with woodlands interspersed by open fields provide a sequence of views characteristic of a cultural and rural landscape.

Page left intentionally blank

Charter Township of Ypsilanti

Economic Development Strategy

Retail Market Analysis



Carlisle | Wortman
ASSOCIATES, INC.

EXECUTIVE SUMMARY

In the formulation of an Economic Development Strategy, a key component of a community's success is the retail market. The purpose of this study is to assess the retail market potential of the Township, especially in light of the latest trends in retailing.

- Determining the potential for new retail space is a function of household spending in a given geographic trade area.
- Within a 15-minute drive time, there is a range of 220,000 – 250,000 people and 87,000 – 100,000 households.
- For many retail product categories, there are significant dollars spent outside the trade area by households living within the trade area. This means there is a significant “leakage” of dollars from the trade area resulting in a retail gap.
- Throughout the Township, there is a strong demand for convenience goods and services (5-minute drive time) particularly in the following categories:
 - o Furniture/home furnishings
 - o Electronics and appliances
 - o Building materials, garden equipment and supply stores
 - o Food and beverage stores
 - o Clothing and accessories
 - o Sporting goods, hobby, books and music
 - o General merchandise
 - o Restaurants
- Within the Township, there is also a demand for comparison shopping (15-minute drive time) for goods such as:
 - o Home furnishings
 - o Building materials, garden equipment and supply stores
 - o Food and beverage stores
 - o Shoes, jewelry, luggage and leather goods stores
 - o Miscellaneous store retailers (i.e. florists, specialty items)
 - o Office supplies, stationary and gift stores
 - o Food services and drinking establishments
- Retail trends indicate that:
 - o Stores with a unique appeal focusing on customer service will be successful
 - o Smaller, rather than large store formats are also a trend
 - o Retailers who understand their customer base and generational trends will have a greater potential of success

INTRODUCTION

Retail market analysis identifies the market potential of a given geographic area. The benefits of conducting a retail market analysis include the following:

- To help existing businesses better understand their trade area, and improve sales.
- To explore business development opportunities; and
- To demonstrate the economic importance of business areas within the Township.

The market analysis starts with the identification of a relevant trade area from which patrons of Township businesses originate. The demographics and business statistics of the trade area are identified and the potential “buying power” of households within the trade area are analyzed. With this information, retail sector “gaps” and “surpluses” are identified for each major business category. A gap is where money from the trade area is not spent in the trade area. In other words, consumers who live within the trade area are spending their dollars outside the trade area. In some cases, there is a surplus of dollars being spent within the trade area. A surplus exists when local businesses are capturing the local market and possibly attracting non-local shoppers as well. Finally, where a gap exists and dollars are being spent elsewhere, there is potential for additional retail space to be supported within the trade area. The supportable square footage is a function of dollars that are “leaked” elsewhere divided by typical sales per square foot data.

TRADE AREA

A trade area is the geographic area from which a community generates the majority of its customers. Factors influencing a trade area include the following:

- **Population Characteristics.** Population and income drive the market.
- **Competing Business Districts.** Typically there is a point within a trade area where customers are drawn to a competing center.
- **Mix of Businesses.** A critical mass of businesses pulls customers from a further distance than a more limited mix of businesses. Success breeds success.
- **Destination Attractions.** A significant destination business or community attraction can expand the trade area – drawing customers from a long distance.
- **Traffic Patterns.** Each area has distinct traffic patterns strongly impacted by its network of streets and highways.

Trade areas are typically stated in terms of “drive-time” to a particular destination. Thus, a trade area will not likely coincide with community boundaries. Trade areas service two types of shopping: convenience trade areas and destination/comparison trade areas. Typically, a shorter drive time of 5 minutes will service a convenience market. A longer drive time of 15 minutes serves a destination/comparison market. These two types of markets are defined as follows:

- A **convenience trade area** is based on the purchase of products and services needed on a regular basis, such as gasoline, groceries, and hair care. Because these purchases are relatively frequent, people usually find it more convenient to buy these products and services from businesses located close to their home or workplace. A grocery store’s trade area can often be used to represent a community’s convenience trade area. Thus, the drive-time is relatively short.
- A **destination/comparison trade area** is based on the purchase of “major” products and services, such as appliances or furniture, or of products and services that are distinctive and unique. A destination/comparison trade area will draw from a greater distance.

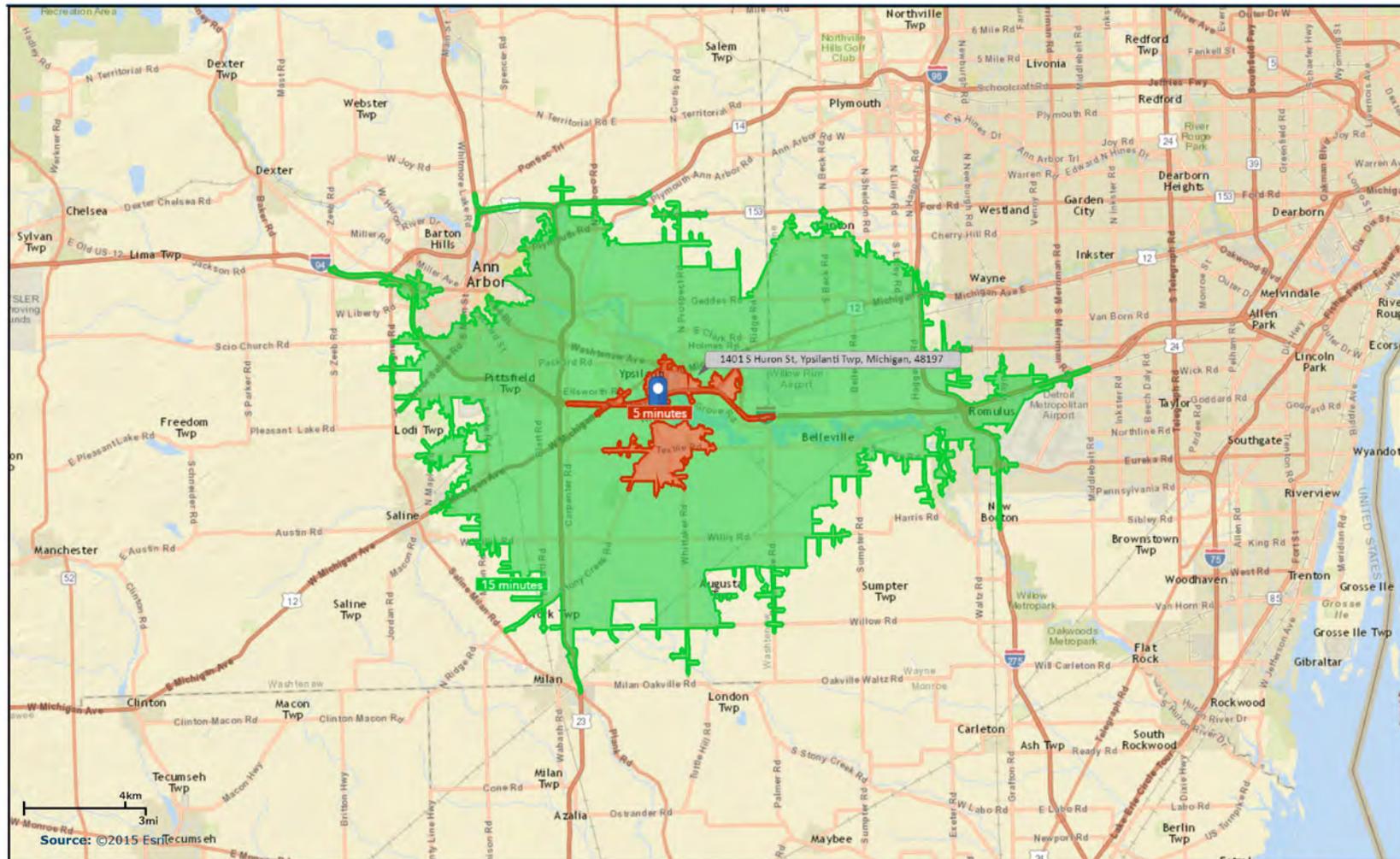
The diverse geography of the Township creates some challenges in a single trade area. Both the location of Ford Lake and I-94 present obstacles to typical drive times. For purposes of this analysis, trade areas are designated for the eastern and western portions of the Township to provide relative comparisons of the market potential within these portions of the Township. Together, they form a more clear picture of the market potential which exists for the Township. Figures 1 and 2 on the following pages illustrate the 5-minute drive time and the 15-minute drive time for each respective trade area.

Figure 1. S. Huron: 5-Minute and 15-Minute Drive Times



S. Huron

5 and 15 Drive Time



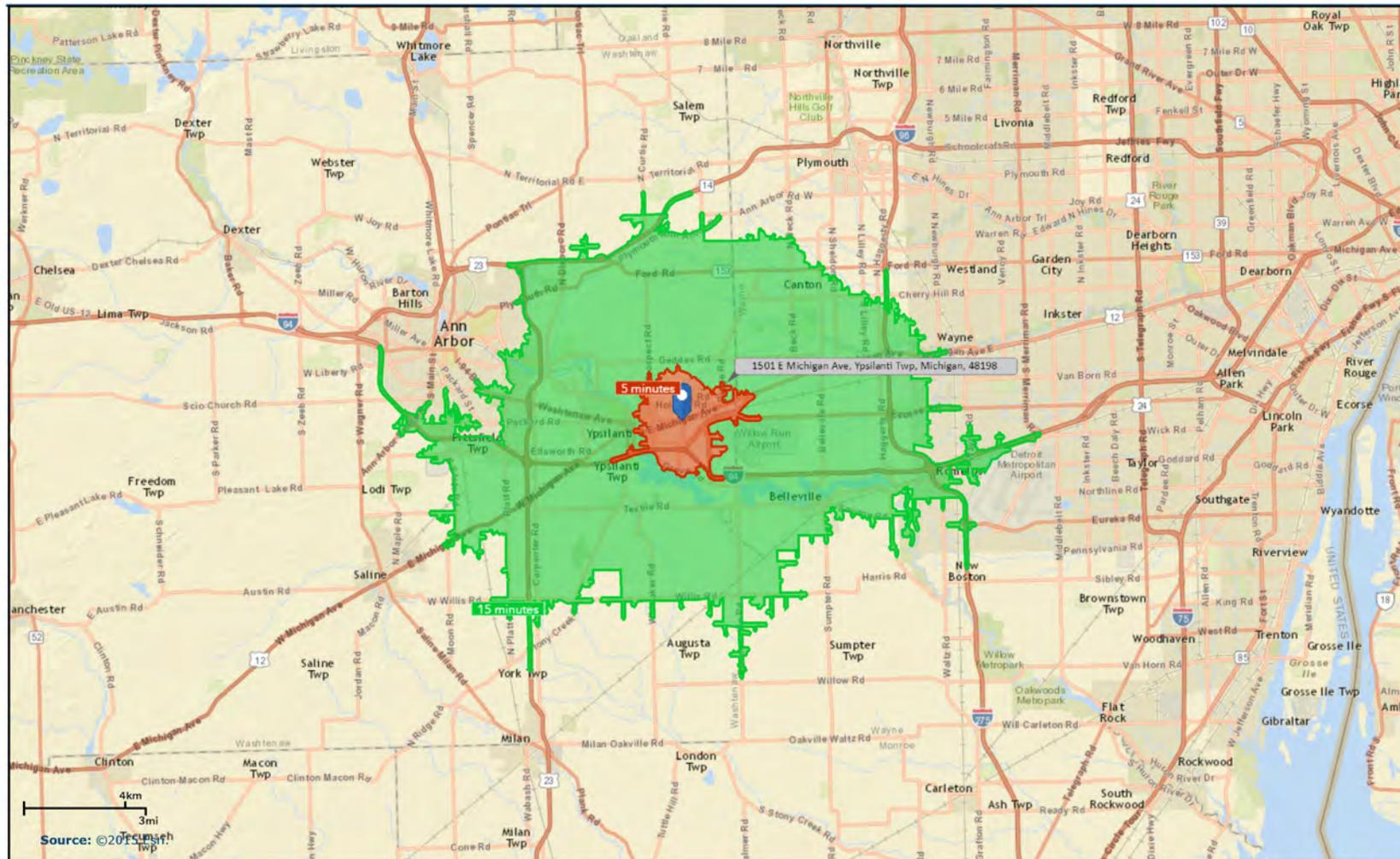
May 12, 2017

Figure 2. Michigan Ave: 5-Minute and 15-Minute Drive Times



Michigan Ave

5 and 15 minute drive time



May 12, 2017

RETAIL MARKET ANALYSIS

Determining the amount and types of businesses which may be supported by a trade area is a function of population and household spending, represented as median disposable household income. Median disposable income is the amount of money households have to spend and save after taxes are paid. In essence, retail market analysis is an exercise to determine the “buying power” of the population in a particular geographic area.

In analyzing Ypsilanti Township, drive-time scenarios of 5 minutes represents a more localized population, whereas 15 minutes represents a significantly greater population, and therefore buying power, than that which exists within just the Township boundaries. For example, within a 15-minute drive-time, the population is 4-5 times the Township population.

In the Township’s case, 5-minute drive times from Huron/Whittaker and Michigan Avenue/Ford St. are distinctly different. However, 15 minute drive times represent similar trade areas. Under a 15-minute drive-time scenarios, median household income levels are higher than within the Township. Higher incomes translate into greater buying power.

Table 1 below illustrates all of the background demographics relevant to retail market analysis. For comparison’s sake, demographic statistics are provided for the entire area within the Township boundaries.

Table 1. Background Demographics (2016 Estimated) per Township, 5-Minute Drive Time, and 15-Minute Drive Time

2016 Est. Data	Township	5-Minute Drive Time	15-Minute Drive Time	5-Minute Drive Time	15-Minute Drive Time
		Huron/Whittaker		Michigan Ave/Ford St.	
Population	53,863	16,261	248,958	26,317	219,590
Number of Households	21,473	6,292	100,555	10,628	87,006
Median Disposable Household Income (\$)	40,652	37,583	46,937	34,067	47,433

Gap/Surplus Analysis

Retail sector gap or “leakage” analysis compares existing levels of retail sales within a defined trade area to the potential retail sales based on the number and demographic characteristics of households within the area. Essentially, it is a measure of local spending power and a determination of where those dollars are spent.

Conducting a gap analysis is a useful indicator of the following:

- Indicating how well the retail needs of local residents are being met
- Uncovering unmet demands and possible opportunities
- Understanding the strengths and weaknesses of the local retail sector
- Measuring the difference between actual and potential retail sales

A retail gap or leakage means that residents are spending more for products than local businesses capture. Retail sales leakage suggests that there may be an unmet demand in the trade area and that the community can support additional store space for that type of business.

In most cases, if consumers are spending more dollars than local businesses capture, it means dollars are being exported to another market area. However, retail leakage does not always translate into opportunity. For example, there could be a strong competitor in a neighboring community that dominates the market for that type of product or store.

A retail surplus means that the community’s trade area is capturing the local market and, in all likelihood, attracting non-local shoppers. A retail surplus does not necessarily mean that the community cannot support additional business. Many communities have developed strong clusters of stores that have broad geographic appeal. Examples of these types of retailers include: sporting goods stores, home furnishing stores, restaurants, and other specialty operations that become destination retailers and draw customers from outside the trade area.

Examining the quantitative aspects (Leakage/Surplus) is only part of the evaluation of community’s retail opportunities. Before any conclusions can be drawn about potential business expansion or recruitment opportunities, however, more qualitative considerations must be analyzed in context of other market factors.

In Ypsilanti Township, there are both gaps or “leakage” and surpluses in the market represented within each trade area. In most cases, there are more retail gaps than there are surpluses, as illustrated in Tables 2 and 3.

Within the western trade area represented by Huron/Whittaker, there are few retail categories where there is a surplus within a 5-minute drive time, meaning that many convenience needs are not being satisfied. A similar pattern exists in a 15-minute drive-time, where there are also significant gaps in the retail market. The retail gaps recognized by the respective drive-times are illustrated in Table 2.

Within the eastern trade area represented by Michigan Ave/Ford Street, a similar pattern exists where most convenience and comparison shopping needs are not being met locally. The following retail gaps are recognized by the respective drive times are listed below and illustrated in Table 3.

The market potential with both trade areas appears to be influenced by retail activities occurring outside the Township; Pittsfield Township and Ann Arbor to the west and Canton Township to the east. Despite the fact that some of the market potential is siphoned off in these directions, there is both existing and future market potential. Among the more significant retail deficiencies in the Huron/Whittaker area are: restaurants and other food services; building materials and garden supply stores; department and general merchandise stores; furniture, home furnishings, electronics and appliances, and clothing, shoes and accessories.

The American Center for Mobility, Yankee Air Museum and new activities which result from both of these major developments will generate greater demand for hotels, restaurants, entertainment and retail space.

Table 2. Gap/Surplus Analysis Summary @ Western Trade Area/Huron & Whittaker

Retail Category	5-Minute Drive Time		15-Minute Drive Time	
	Gap/ Leakage	Surplus	Gap/ Leakage	Surplus
Furniture Stores / Home Furnishings Stores	√			√
Electronics and Appliance Stores	√			√
Building Materials and Supplies Dealers	√		√	
Lawn and Garden Equipment and Supplies Stores	√		√	
Grocery Stores	√		√	
Specialty Food Stores	√		√	
Beer, Wine and Liquor Stores	√		√	
Health and Personal Care Stores		√		√
Clothing Stores	√			√
Shoe Stores	√		√	
Jewelry, Luggage and Leather Goods Stores	√		√	
Book, Periodical and Music Stores	√			√
Department Stores / General Merchandise Stores	√			√
Florists	√		√	
Office Supplies, Stationary and Gift Stores	√			√
Special Food Services		√	√	
Drinking Places (Alcoholic Beverages)		√	√	
Restaurants / Other Eating Places	√			√

Table 3. Gap/Surplus Analysis Summary @ Eastern Trade Area/ Ford & Michigan

Retail Category	5-Minute Drive Time		15-Minute Drive Time	
	Gap/ Leakage	Surplus	Gap/ Leakage	Surplus
Furniture Stores / Home Furnishings Stores	√		√	
Electronics and Appliance Stores	√			√
Building Materials and Supplies Dealers	√		√	
Lawn and Garden Equipment and Supplies Stores	√		√	
Grocery Stores	√		√	
Specialty Food Stores	√		√	
Beer, Wine and Liquor Stores	√		√	
Health and Personal Care Stores		√		√
Clothing Stores	√			√
Shoe Stores	√		√	
Jewelry, Luggage and Leather Goods Stores		√	√	
Book, Periodical and Music Stores	√		√	
Department Stores / General Merchandise Stores	√		√	
Florists	√		√	
Office Supplies, Stationary and Gift Stores	√		√	
Special Food Services		√	√	
Drinking Places (Alcoholic Beverages)	√		√	
Restaurants / Other Eating Places	√		√	

Supportable Floor Area

The gap analysis reveals that there are retail categories which represent opportunities for additional floor area devoted to retail use. The amount of building area which can be supported is a function of typical sales per square foot applied to the total amount of dollars being spent elsewhere. The sales per square foot data used in this analysis comes from both industry data, as well as market studies done for other communities in proximity to the Township.

Within the trade area represented by a 15-minute drive time, the following additional building area devoted to the respective retail categories could potentially be supported. Definitions of each retail group are provided in the Appendix.

Table 4. Supportable Floor Area per Retail Category @ Huron and Whittaker

Retail Category	Retail Gap	Sales per Square Foot	Supportable Floor Area
Home Furnishing	\$2,776,391	\$272	10,207 s.f.
Special Food Services/ Drinking Establishment	\$15,444,603	\$331	46,660 s.f.
Building Materials/Garden Supplies	\$79,537,774	\$255	311,912 s.f.
Food and Beverage Stores, including Grocery Stores	\$129,029,258	\$420	307,212 s.f.
Shoes, Jewelry, Luggage and Leather Goods	\$28,472,965	\$308	92,444 s.f.
Miscellaneous Retail	\$17,822,596	\$272	65,524 s.f.

Table 5. Supportable Floor Area per Retail Category @ Ford and Michigan

Retail Category	Retail Gap	Sales per Square Foot	Supportable Floor Area
Furniture and Home Furnishings	\$20,019,857	\$272	73,602 s.f.
Building Material/Garden Supplies	\$59,621,152	\$255	233,808 s.f.
Food and Beverage Stores, including Grocery Stores	\$123,820,489	\$420	294,810 s.f.
Shoes, Jewelry, Luggage and Leather Goods	\$22,484,025	\$308	73,016 s.f.
Sporting Goods, Hobby, Books and Music Stores	\$9,713,012	\$272	35,709 s.f.
Miscellaneous Retail Stores	\$35,398,945	\$272	130,143 s.f.
Restaurants/Special Food Service	\$26,710,815	\$331	80,697 s.f.

RETAIL TRENDS

If there is anything predictable about retail markets it is that they are in a constant state of change. The dynamic environment in which retail markets must navigate is largely based on two factors: changing demographic characteristics and the empowerment of technology to shop online. Both of these factors have a profound influence on whether retail businesses will be successful in any given community.

Demographic characteristics of various age groups strongly influence both how they shop and their spending priorities. The spending habits of Millennials, Gen-Xers and Baby Boomers have a differing effect on retail spending in the manner summarized in Table 6.

Table 6 Generational Influence on Retailing

		Millennials (18-32 years old)	Gen X (33-52 years old)	Baby Boomers (53-73 years old)
Size	U.S.	92 million (40%)	61 million (27%)	77 million (33%)
	Twp.	12,621 (35%)	15,141 (42%)	8,262 (23%)
Spending Characteristics		<ul style="list-style-type: none"> • 44% of discretionary spending comes from eating out. • 62% of Millennials don't value strong brands. • Dedicated to health and wellness, devoting time and money to exercising and eating right. 	<ul style="list-style-type: none"> • Despite smaller size, Gen X spends more than Millennials and Boomers on a per capita basis. • Gen X researches purchase decisions online more than any other age group. • Highest spending on kid's and baby apparel. 	<ul style="list-style-type: none"> • Boomers spend \$3.2 trillion each year, the largest of any generation. • Higher spending on big ticket items like cars, long vacations and housing. • Spending more on health-care than any previous generation.
<p><i>Source: Kate Coburn, HR&A Advisors, Inc., Presentation at 2017 National Planning Conference.</i></p>				

Based on changes in demographic characteristics and with greater reliance on online shopping, “bricks and mortar” retail is experiencing radical changes. The dynamics of the market place is forcing retailers to adapt. Retail experts agree that bricks and mortar stores will always have a place. Most, if not all, personal services are delivered at a physical location. Even Amazon is building stores to feature products which are difficult to sell online, such as food and appliances. The recent acquisition of Whole Foods amplifies the future relationship between online sales and bricks and mortar stores.

Table 7 Retail Market Trends

Then	Now	Implication
Single-Purpose Shopping Centers	Mixed-Use Development	Reconfiguration of Properties/Partnerships
Department Store Anchors	Key Anchor Closures	Repositioning & Re-tenanting
Suburbs as Shopping Destinations	Urban Main Street Experiences	Changes in Store Sizes & Formats
Homogeneous Demographics	Diverse Demographics	Localized, Targeted Tenants
Brick & Mortar	E-Commerce	Focus on Experiential Retail
Traditional Media Advertising	Social Media	Multimedia Strategy
<i>Source: Kate Coburn, HR&A Advisors Inc., Presentation at 2017 National Planning Conference.</i>		

In summary, while online shopping is convenient, there will be a need for physical locations for many goods and services in the foreseeable future. However, retail operations will be more successful if they recognize the following:

- Retailers who promote product quality and sustainability will flourish.
- Unique in-store experiences will thrive.
- Smaller stores are in and larger stores are out. Specialty stores, not department stores will have greater chance of success.
- Personal service will be increasing important to consumers.
- Understanding the customer base and generational trends will be a key to success.

CONCLUSIONS

The retail gap and supportable floor area analysis reveals a need for stores specializing in furniture/home furnishings and electronics and appliances. There is also a large demand for restaurants/specialty food services, health and personal care and department/general merchandise stores. A much lesser demand is exhibited for specialty food stores, liquor stores, jewelry, luggage and leather goods stores, florists, and office supplies, stationary and gifts.

APPENDIX

DEFINITIONS

Definitions of the retail sectors used in this study are derived from the North American Industry Classification System (NAICS). This system is the standard used by Federal statistical agencies in classifying business establishments for the purpose of collecting, analyzing, and publishing statistical data related to the U.S. business economy.

FURNITURE AND HOME FURNISHINGS STORES

Industries in the Furniture and home Furnishings Stores subsector retail new furniture and home furnishings from fixed point-of-sale locations. Establishments in this subsector usually operate from showrooms and have substantial areas for the presentation of their products. Many offer interior decorating services in addition to the sale of products.

ELECTRONICS AND APPLIANCE STORES

Industries in the Electronics and Appliance Stores subsector retail new electronics and appliances from point-of-sale locations. Establishments in this subsector often operate from locations that have special provisions for floor displays requiring special electrical capacity to accommodate the proper demonstration of the products. The staff includes sales personnel knowledgeable in the characteristics and warranties of the line of goods retailed and may also include trained repair persons to handle the maintenance and repair of the electronic equipment and appliances. The classifications within this subsector are made principally on the type of product and knowledge required to operate each type of store.

BUILDING MATERIAL AND SUPPLIES DEALERS

This industry group comprises establishments primarily engaged in retailing new building materials and supplies.

LAWN AND GARDEN EQUIPMENT AND SUPPLIES STORES

This industry group comprises establishments primarily engaged in retailing new lawn and garden equipment and supplies.

GROCERY STORES

This industry group comprises establishments primarily engaged in retailing a general line of food products.

SPECIALTY FOOD STORES

This industry group comprises establishments primarily engaged in retailing specialized lines of food.

BEER, WINE AND LIQUOR STORES

This industry comprises establishments primarily engaged in retailing packaged alcoholic beverages, such as ale, beer, wine, and liquor.

HEALTH AND PERSONAL CARE STORES

This industry comprises establishments known as pharmacies and drug stores engaged in retailing prescription or nonprescription drugs and medicines.

CLOTHING STORES

This industry group comprises establishments primarily engaged in retailing new clothing.

SHOE STORES

This industry comprises establishments primarily engaged in retailing all types of new footwear (except hosiery and specialty sports footwear, such as golf shoes, bowling shoes, and spiked shoes). Establishments primarily engaged in retailing new tennis shoes or sneakers are included in this industry.

JEWELRY, LUGGAGE AND LEATHER GOOD STORES

This industry group comprises establishments primarily engaged in retailing new jewelry (except costume jewelry); new sterling and plated silverware; new watches and clocks; and new luggage with or without a general line of new leather goods and accessories, such as hats, gloves, handbags, ties, and belts.

BOOK, PERIODICAL AND MUSIC STORES

This industry comprises establishments primarily engaged in retailing new books, newspapers, magazines, and other periodicals. It also comprises establishments primarily engaged in retailing new musical instruments, sheet music, and related supplies; or retailing these new products in combination with musical instrument repair, rental, or music instruction.

DEPARTMENT STORES / GENERAL MERCHANDISE

This industry comprises establishments known as department stores that have separate departments for general lines of new merchandise, such as apparel, jewelry, home furnishings, and toys, with no one merchandise line predominating. Department stores may sell perishable groceries, such as fresh fruits, vegetables, and dairy products, but such sales are insignificant. Department stores may have separate customer checkout areas in each department, central customer checkout areas, or both.

General Merchandise establishments are primarily engaged in retailing new goods in general merchandise stores (except department stores). These establishments retail a general line of new merchandise, such as apparel, automotive parts, dry goods, hardware, groceries, housewares, and home furnishings, with no one merchandise line predominating. Establishments known as warehouse clubs, superstores, or supercenters are included in this industry.

FLORISTS

This industry comprises establishments known as florists primarily engaged in retailing cut flowers, floral arrangements, and potted plants purchased from others. These establishments usually prepare the arrangements they sell.

OFFICE SUPPLIES, STATIONARY AND GIFT STORES

This industry group comprises establishments primarily engaged in retailing new office supplies, stationery, gifts, novelty merchandise, and souvenirs.

USED MERCHANDISE STORES

This industry comprises establishments primarily engaged in retailing used merchandise, antiques, and secondhand goods (except motor vehicles, such as automobiles, RVs, motorcycles, and boats; motor vehicle parts; tires; and mobile homes).

SPECIAL FOOD SERVICES

This industry group comprises establishments primarily engaged in providing food services at one or more of the following locations: (1) the customer's location; (2) a location designated by the customer; or (3) from motorized vehicles or non-motorized carts.

DRINKING PLACES (ALCOHOLIC BEVERAGES)

This industry comprises establishments known as bars, taverns, nightclubs, or drinking places primarily engaged in preparing and serving alcoholic beverages for immediate consumption. These establishments may also provide limited food services.

RESTAURANTS / OTHER EATING PLACES

This industry comprises establishments primarily engaged in one of the following: (1) providing food services to patrons who order and are served while seated (i.e., waiter/waitress service) and pay after eating; (2) providing food services to patrons who generally order or select items (e.g., at a counter, in a buffet line) and pay before eating; or (3) preparing and/or serving a specialty snack (e.g., ice cream, frozen yogurt, cookies) and/or nonalcoholic beverages (e.g., coffee, juices, sodas) for consumption on or near the premises.



Retail MarketPlace Profile

1401 S Huron St, Ypsilanti Twp, Michigan, 48197
 Drive Time: 5 minute radius

Prepared by Esri

LAMBUDE: 42.21997

LONGITUDE: -83.81845

Summary Demographics						
2016 Population						16,261
2016 Households						6,292
2016 Median Disposable Income						\$37,583
2016 Per Capita Income						\$24,518
Industry Summary						
	NAICS	Demand (Retail Potential)	Supply (Retail Sales)	Retail Gap	Leakage/Surplus Factor	Number of Businesses
Total Retail Trade and Food & Drink	44-45,722	\$210,848,207	\$125,969,892	\$84,878,315	25.2	119
Total Retail Trade	44-45	\$190,723,878	\$106,075,150	\$84,648,728	28.5	74
Total Food & Drink	722	\$20,124,329	\$19,894,742	\$229,587	0.6	45
Industry Group						
	NAICS	Demand (Retail Potential)	Supply (Retail Sales)	Retail Gap	Leakage/Surplus Factor	Number of Businesses
Motor Vehicle & Parts Dealers	441	\$43,980,209	\$16,334,110	\$27,646,099	45.8	5
Automobile Dealers	4411	\$36,596,912	\$13,438,425	\$23,158,487	46.3	3
Other Motor Vehicle Dealers	4412	\$3,913,955	\$0	\$3,913,955	100.0	0
Auto Parts, Accessories & Tire Stores	4413	\$3,469,341	\$2,895,685	\$573,656	9.0	2
Furniture & Home Furnishings Stores	442	\$5,844,555	\$1,719,917	\$4,124,638	54.5	3
Furniture Stores	4421	\$3,790,686	\$1,437,582	\$2,353,104	45.0	2
Home Furnishings Stores	4422	\$2,053,869	\$282,335	\$1,771,534	75.8	2
Electronics & Appliance Stores	443	\$9,983,878	\$3,512,027	\$6,471,851	48.0	3
Bldg Materials, Garden Equip. & Supply Stores	444	\$11,033,442	\$2,844,696	\$8,188,746	59.0	3
Bldg Material & Supplies Dealers	4441	\$9,991,718	\$2,844,696	\$7,147,022	55.7	3
Lawn & Garden Equip & Supply Stores	4442	\$1,041,723	\$0	\$1,041,723	100.0	0
Food & Beverage Stores	445	\$35,704,133	\$11,871,664	\$23,832,469	50.1	8
Grocery Stores	4451	\$31,064,168	\$10,490,474	\$20,573,694	49.5	6
Specialty Food Stores	4452	\$2,369,431	\$572,993	\$1,796,438	61.1	1
Beer, Wine & Liquor Stores	4453	\$2,270,534	\$808,197	\$1,462,337	47.5	1
Health & Personal Care Stores	446,4461	\$12,384,006	\$23,468,819	-\$11,084,813	-30.9	8
Gasoline Stations	447,4471	\$13,850,638	\$20,893,449	-\$7,042,811	-20.3	10
Clothing & Clothing Accessories Stores	448	\$9,173,212	\$5,090,956	\$4,082,256	28.6	7
Clothing Stores	4481	\$6,195,472	\$3,272,429	\$2,923,043	30.9	4
Shoe Stores	4482	\$1,260,036	\$1,136,263	\$123,773	5.2	2
Jewelry, Luggage & Leather Goods Stores	4483	\$1,717,704	\$682,264	\$1,035,440	43.1	1
Sporting Goods, Hobby, Book & Music Stores	451	\$4,873,578	\$2,398,036	\$2,475,542	34.0	7
Sporting Goods/Hobby/Musical Instr Stores	4511	\$4,003,816	\$1,588,896	\$2,414,920	43.2	4
Book, Periodical & Music Stores	4512	\$869,762	\$809,140	\$60,622	3.6	2
General Merchandise Stores	452	\$32,388,017	\$9,502,242	\$22,885,775	54.6	5
Department Stores Excluding Leased Depts.	4521	\$23,470,248	\$6,603,992	\$16,866,256	56.1	1
Other General Merchandise Stores	4529	\$8,917,768	\$2,898,250	\$6,019,518	50.9	4
Miscellaneous Store Retailers	453	\$7,714,636	\$6,023,870	\$1,690,766	12.3	11
Florists	4531	\$310,159	\$209,963	\$100,196	19.3	1
Office Supplies, Stationery & Gift Stores	4532	\$1,360,750	\$654,901	\$705,849	35.0	3
Used Merchandise Stores	4533	\$1,050,248	\$1,150,477	-\$100,229	-4.6	5
Other Miscellaneous Store Retailers	4539	\$4,993,479	\$4,008,528	\$984,951	10.9	3
Nonstore Retailers	454	\$3,793,574	\$2,415,364	\$1,378,210	22.2	2
Electronic Shopping & Mail-Order Houses	4541	\$3,010,353	\$2,199,847	\$810,506	15.6	1
Vending Machine Operators	4542	\$242,025	\$63,559	\$178,466	58.4	1
Direct Selling Establishments	4543	\$541,197	\$0	\$541,197	100.0	0
Food Services & Drinking Places	722	\$20,124,329	\$19,894,742	\$229,587	0.6	45
Special Food Services	7223	\$556,170	\$639,030	-\$82,860	-5.9	3
Drinking Places - Alcoholic Beverages	7224	\$1,104,040	\$1,503,695	-\$399,655	-15.3	2
Restaurants/Other Eating Places	7225	\$18,464,119	\$17,752,017	\$712,102	2	41

Data Note: Supply (retail sales) estimates sales to consumers by establishments. Sales to businesses are excluded. Demand (retail potential) estimates the expected amount spent by consumers at retail establishments. Supply and demand estimates are in current dollars. The Leakage/Surplus Factor presents a snapshot of retail opportunity. This is a measure of the relationship between supply and demand that ranges from +100 (total leakage) to -100 (total surplus). A positive value represents 'leakage' of retail opportunity outside the trade area. A negative value represents a surplus of retail sales, a market where customers are drawn in from outside the trade area. The Retail Gap represents the difference between Retail Potential and Retail Sales. Esri uses the North American Industry Classification System (NAICS) to classify businesses by their primary type of economic activity. Retail establishments are classified into 27 industry groups in the Retail Trade sector, as well as four industry groups within the Food Services & Drinking Establishments subsector. For more information on the Retail MarketPlace data, please click the link below to view the Methodology Statement. http://www.esri.com/data/esri_data/methodology-statements

Source: Esri and Infogroup. Retail MarketPlace 2016 Release 2. Copyright 2016 Infogroup, Inc. All rights reserved.

May 02, 2017



Retail MarketPlace Profile

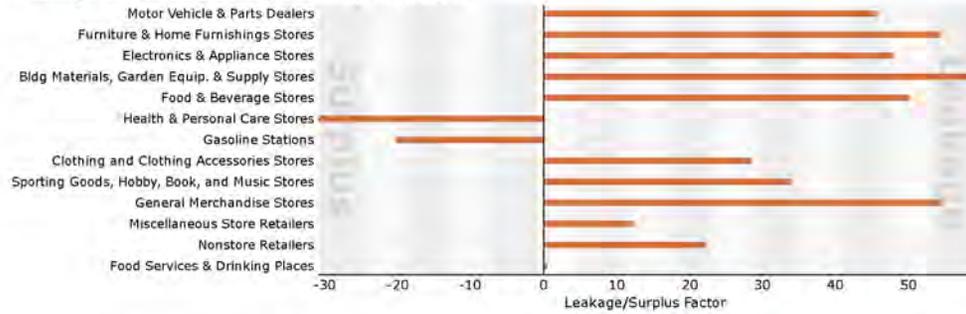
1401 S Huron St, Ypsilanti Twp, Michigan, 48197
 Drive Time: 5 minute radius

Prepared by Esri

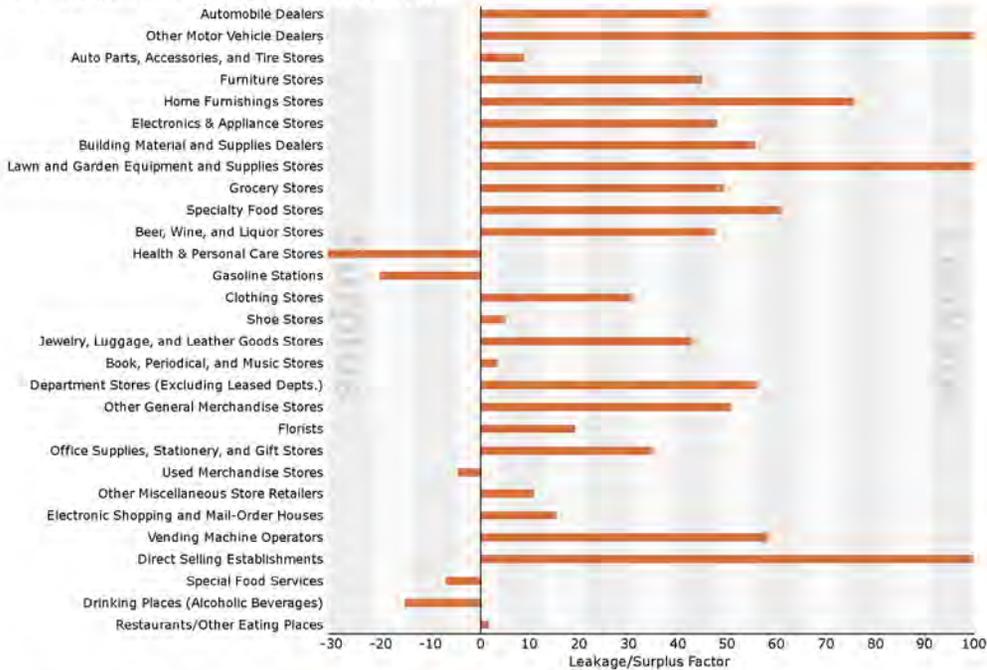
4/24/2017 10:21:07

03.82045

Leakage/Surplus Factor by Industry Subsector



Leakage/Surplus Factor by Industry Group



Source: Esri and Infogroup. Retail MarketPlace 2016 Release 2. Copyright 2016 Infogroup, Inc. All rights reserved.

May 02, 2017



Retail MarketPlace Profile

1401 S Huron St, Ypsilanti Twp, Michigan, 48197
 Drive Time: 15 minute radius

Prepared by Esri

Latitude: 42.21997

Longitude: -83.82645

Summary Demographics						
2016 Population						248,958
2016 Households						100,555
2016 Median Disposable Income						\$46,937
2016 Per Capita Income						\$32,548
Industry Summary						
	NAICS	Demand (Retail Potential)	Supply (Retail Sales)	Retail Gap	Leakage/Surplus Factor	Number of Businesses
Total Retail Trade and Food & Drink	44-45,722	\$4,257,637,596	\$4,113,834,879	\$143,802,717	1.7	1,778
Total Retail Trade	44-45	\$3,849,312,670	\$3,689,721,562	\$159,591,108	2.1	1,210
Total Food & Drink	722	\$408,324,926	\$424,113,317	-\$15,788,391	-1.9	569
Industry Group						
	NAICS	Demand (Retail Potential)	Supply (Retail Sales)	Retail Gap	Leakage/Surplus Factor	Number of Businesses
Motor Vehicle & Parts Dealers	441	\$886,111,384	\$528,178,606	\$357,932,778	25.3	119
Automobile Dealers	4411	\$736,484,827	\$407,040,702	\$329,444,125	28.8	42
Other Motor Vehicle Dealers	4412	\$79,221,328	\$65,563,536	\$13,657,792	9.4	13
Auto Parts, Accessories & Tire Stores	4413	\$70,405,229	\$55,574,368	\$14,830,861	11.8	63
Furniture & Home Furnishings Stores	442	\$118,561,085	\$120,942,075	-\$2,380,990	-1.0	59
Furniture Stores	4421	\$76,390,272	\$81,547,653	-\$5,157,381	-3.3	25
Home Furnishings Stores	4422	\$42,170,813	\$39,394,422	\$2,776,391	3.4	34
Electronics & Appliance Stores	443	\$200,891,561	\$298,988,741	-\$98,097,180	-19.6	126
Bldg Materials, Garden Equip. & Supply Stores	444	\$230,437,361	\$150,899,587	\$79,537,774	20.9	80
Bldg Material & Supplies Dealers	4441	\$208,512,742	\$141,972,923	\$66,539,819	19.0	63
Lawn & Garden Equip & Supply Stores	4442	\$21,924,619	\$8,926,664	\$12,997,955	42.1	17
Food & Beverage Stores	445	\$715,250,155	\$586,220,897	\$129,029,258	9.9	129
Grocery Stores	4451	\$621,748,507	\$526,167,838	\$95,580,669	8.3	69
Specialty Food Stores	4452	\$47,295,297	\$27,082,617	\$20,212,680	27.2	30
Beer, Wine & Liquor Stores	4453	\$46,206,351	\$32,970,442	\$13,235,909	16.7	30
Health & Personal Care Stores	446,4461	\$250,569,797	\$352,519,385	-\$101,949,588	-16.9	135
Gasoline Stations	447,4471	\$275,022,930	\$159,028,793	\$115,994,137	26.7	72
Clothing & Clothing Accessories Stores	448	\$186,848,189	\$200,879,005	-\$14,030,816	-3.6	165
Clothing Stores	4481	\$125,883,580	\$168,387,360	-\$42,503,780	-14.4	123
Shoe Stores	4482	\$25,381,890	\$14,208,446	\$11,173,444	28.2	17
Jewelry, Luggage & Leather Goods Stores	4483	\$35,582,719	\$18,283,198	\$17,299,521	32.1	26
Sporting Goods, Hobby, Book & Music Stores	451	\$98,865,161	\$108,431,292	-\$9,566,131	-4.6	88
Sporting Goods/Hobby/Musical Instr Stores	4511	\$81,378,923	\$89,472,204	-\$8,093,281	-4.7	70
Book, Periodical & Music Stores	4512	\$17,486,238	\$18,959,088	-\$1,472,850	-4.0	19
General Merchandise Stores	452	\$652,607,746	\$1,004,179,075	-\$351,571,329	-21.2	63
Department Stores Excluding Leased Depts.	4521	\$474,129,043	\$582,762,980	-\$108,633,937	-10.3	26
Other General Merchandise Stores	4529	\$178,478,702	\$421,416,094	-\$242,937,392	-40.5	38
Miscellaneous Store Retailers	453	\$155,434,418	\$137,611,822	\$17,822,596	6.1	153
Florists	4531	\$6,444,990	\$2,867,899	\$3,577,091	38.4	15
Office Supplies, Stationery & Gift Stores	4532	\$27,649,812	\$35,634,966	-\$7,985,154	-12.6	49
Used Merchandise Stores	4533	\$21,161,567	\$17,163,756	\$3,997,811	10.4	33
Other Miscellaneous Store Retailers	4539	\$100,178,050	\$81,945,200	\$18,232,850	10.0	56
Nonstore Retailers	454	\$78,712,884	\$41,842,285	\$36,870,599	30.6	20
Electronic Shopping & Mail-Order Houses	4541	\$60,753,486	\$24,090,180	\$36,663,306	43.2	10
Vending Machine Operators	4542	\$4,842,023	\$6,754,717	-\$1,912,694	-16.5	5
Direct Selling Establishments	4543	\$13,117,375	\$10,997,388	\$2,119,987	8.8	5
Food Services & Drinking Places	722	\$408,324,926	\$424,113,317	-\$15,788,391	-1.9	569
Special Food Services	7223	\$11,506,528	\$9,901,016	\$1,605,512	7.5	18
Drinking Places - Alcoholic Beverages	7224	\$23,088,863	\$9,249,772	\$13,839,091	42.8	14
Restaurants/Other Eating Places	7225	\$373,729,534	\$404,962,530	-\$31,232,996	-4	537

Data Note: Supply (retail sales) estimates sales to consumers by establishments. Sales to businesses are excluded. Demand (retail potential) estimates the expected amount spent by consumers at retail establishments. Supply and demand estimates are in current dollars. The Leakage/Surplus Factor presents a snapshot of retail opportunity. This is a measure of the relationship between supply and demand that ranges from +100 (total leakage) to -100 (total surplus). A positive value represents 'leakage' of retail opportunity outside the trade area. A negative value represents a surplus of retail sales, a market where customers are drawn in from outside the trade area. The Retail Gap represents the difference between Retail Potential and Retail Sales. Esri uses the North American Industry Classification System (NAICS) to classify businesses by their primary type of economic activity. Retail establishments are classified into 27 industry groups in the Retail Trade sector, as well as four industry groups within the Food Services & Drinking Establishments subsector. For more information on the Retail MarketPlace data, please click the link below to view the Methodology Statement. http://www.esri.com/data/esri_data/methodology-statements

Source: Esri and Infogroup. Retail MarketPlace 2016 Release 2. Copyright 2016 Infogroup, Inc. All rights reserved.

May 02, 2017

ESRI

Page 2 of 4



Retail MarketPlace Profile

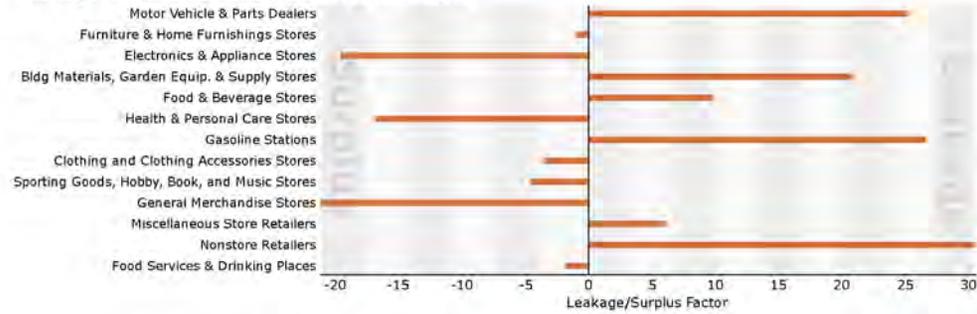
1401 S Huron St, Ypsilanti Twp, Michigan, 48197
 Drive Time: 15 minute radius

Prepared by Esri

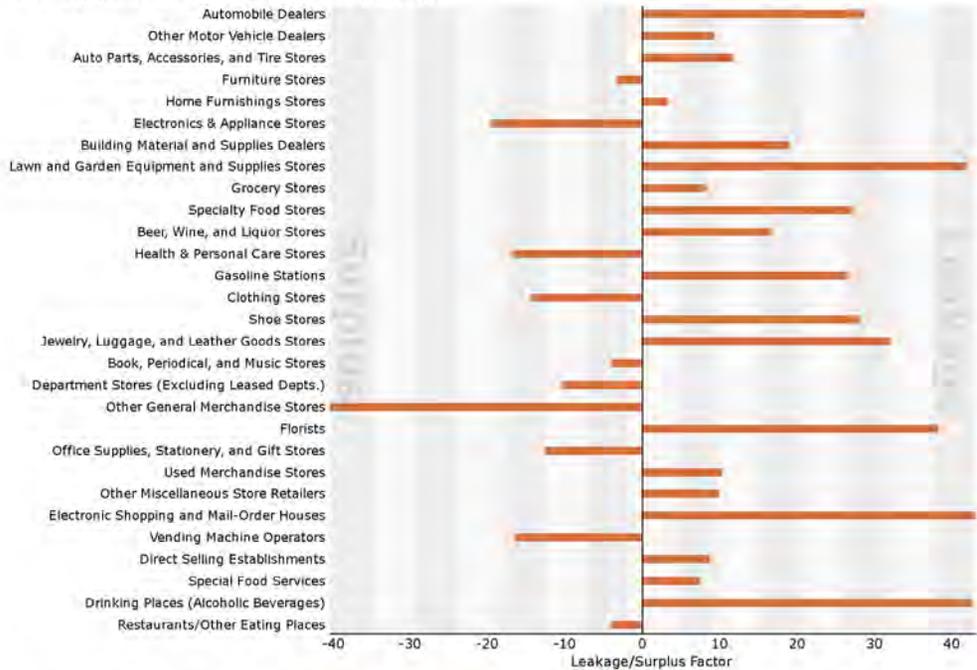
MAPID: 43.21897

DATE: 05.02.17

Leakage/Surplus Factor by Industry Subsector



Leakage/Surplus Factor by Industry Group



Source: Esri and Infogroup. Retail MarketPlace 2016 Release 2. Copyright 2016 Infogroup, Inc. All rights reserved.

May 02, 2017



Retail MarketPlace Profile

1501 E Michigan Ave, Ypsilanti Twp, Michigan, 48198
 Drive Time: 5 minute radius

Prepared by Esri

LAMRUB: 83.24633
 COUNTY: 83.59335

Summary Demographics						
2016 Population						26,317
2016 Households						10,628
2016 Median Disposable Income						\$34,067
2016 Per Capita Income						\$21,174
Industry Summary						
	NAICS	Demand (Retail Potential)	Supply (Retail Sales)	Retail Gap	Leakage/Surplus Factor	Number of Businesses
Total Retail Trade and Food & Drink	44-45,722	\$303,909,236	\$236,507,383	\$67,401,853	12.5	154
Total Retail Trade	44-45	\$275,868,943	\$214,528,623	\$61,340,320	12.5	102
Total Food & Drink	722	\$28,040,292	\$21,978,760	\$6,061,532	12.1	52
Industry Group						
	NAICS	Demand (Retail Potential)	Supply (Retail Sales)	Retail Gap	Leakage/Surplus Factor	Number of Businesses
Motor Vehicle & Parts Dealers	441	\$63,047,296	\$70,793,432	-\$7,746,136	-5.8	24
Automobile Dealers	4411	\$52,606,162	\$61,725,673	-\$9,119,511	-8.0	14
Other Motor Vehicle Dealers	4412	\$5,430,632	\$1,432,350	\$3,998,282	58.3	1
Auto Parts, Accessories & Tire Stores	4413	\$5,010,503	\$7,635,408	-\$2,624,905	-20.8	9
Furniture & Home Furnishings Stores	442	\$8,222,860	\$1,528,827	\$6,694,033	68.6	3
Furniture Stores	4421	\$5,309,860	\$497,650	\$4,812,210	82.9	1
Home Furnishings Stores	4422	\$2,913,000	\$1,031,177	\$1,881,823	47.7	2
Electronics & Appliance Stores	443	\$13,866,726	\$6,741,520	\$7,125,206	34.6	6
Bldg Materials, Garden Equip. & Supply Stores	444	\$16,345,166	\$5,163,710	\$11,181,456	52.0	6
Bldg Material & Supplies Dealers	4441	\$14,753,332	\$5,163,710	\$9,589,622	48.1	6
Lawn & Garden Equip & Supply Stores	4442	\$1,591,835	\$0	\$1,591,835	100.0	0
Food & Beverage Stores	445	\$52,344,085	\$58,570,024	-\$6,225,939	-5.6	9
Grocery Stores	4451	\$45,559,791	\$56,289,263	-\$10,729,472	-10.5	5
Specialty Food Stores	4452	\$3,474,224	\$0	\$3,474,224	100.0	0
Beer, Wine & Liquor Stores	4453	\$3,310,070	\$2,048,300	\$1,261,770	23.5	4
Health & Personal Care Stores	446,4461	\$18,513,191	\$29,293,891	-\$10,780,700	-22.6	9
Gasoline Stations	447,4471	\$20,385,142	\$27,565,720	-\$7,180,578	-15.0	15
Clothing & Clothing Accessories Stores	448	\$12,862,662	\$1,929,086	\$10,933,576	73.9	5
Clothing Stores	4481	\$8,707,287	\$1,566,448	\$7,140,839	69.5	4
Shoe Stores	4482	\$1,761,571	\$0	\$1,761,571	100.0	0
Jewelry, Luggage & Leather Goods Stores	4483	\$2,393,804	\$202,084	\$2,191,720	84.4	1
Sporting Goods, Hobby, Book & Music Stores	451	\$6,892,013	\$2,176,285	\$4,715,728	52.0	5
Sporting Goods/Hobby/Musical Instr Stores	4511	\$5,671,754	\$2,120,200	\$3,551,554	45.6	5
Book, Periodical & Music Stores	4512	\$1,220,259	\$0	\$1,220,259	100.0	0
General Merchandise Stores	452	\$46,419,728	\$4,944,127	\$41,475,601	80.7	6
Department Stores Excluding Leased Depts.	4521	\$33,384,569	\$0	\$33,384,569	100.0	0
Other General Merchandise Stores	4529	\$13,035,159	\$4,944,127	\$8,091,032	45.0	6
Miscellaneous Store Retailers	453	\$11,299,313	\$4,310,866	\$6,988,447	44.8	12
Florists	4531	\$444,960	\$305,141	\$139,819	18.6	1
Office Supplies, Stationery & Gift Stores	4532	\$1,916,409	\$545,206	\$1,371,203	55.7	3
Used Merchandise Stores	4533	\$1,489,443	\$2,650,404	-\$1,160,961	-28.0	6
Other Miscellaneous Store Retailers	4539	\$7,448,501	\$810,116	\$6,638,385	80.4	2
Nonstore Retailers	454	\$5,670,760	\$1,511,135	\$4,159,625	57.9	2
Electronic Shopping & Mail-Order Houses	4541	\$4,298,837	\$1,272,345	\$3,026,492	54.3	1
Vending Machine Operators	4542	\$349,525	\$0	\$349,525	100.0	0
Direct Selling Establishments	4543	\$1,022,398	\$238,790	\$783,608	62.1	1
Food Services & Drinking Places	722	\$28,040,292	\$21,978,760	\$6,061,532	12.1	52
Special Food Services	7223	\$796,912	\$1,260,275	-\$463,363	-22.5	2
Drinking Places - Alcoholic Beverages	7224	\$1,514,992	\$0	\$1,514,992	100.0	0
Restaurants/Other Eating Places	7225	\$25,728,389	\$20,454,991	\$5,273,398	11	49

Data Note: Supply (retail sales) estimates sales to consumers by establishments. Sales to businesses are excluded. Demand (retail potential) estimates the expected amount spent by consumers at retail establishments. Supply and demand estimates are in current dollars. The Leakage/Surplus Factor presents a snapshot of retail opportunity. This is a measure of the relationship between supply and demand that ranges from +100 (total leakage) to -100 (total surplus). A positive value represents 'leakage' of retail opportunity outside the trade area. A negative value represents a surplus of retail sales, a market where customers are drawn in from outside the trade area. The Retail Gap represents the difference between Retail Potential and Retail Sales. Esri uses the North American Industry Classification System (NAICS) to classify businesses by their primary type of economic activity. Retail establishments are classified into 27 industry groups in the Retail Trade sector, as well as four industry groups within the Food Services & Drinking Establishments subsector. For more information on the Retail MarketPlace data, please click the link below to view the Methodology Statement. http://www.esri.com/data/esri_data/methodology-statements

Source: Esri and Infogroup. Retail MarketPlace 2016 Release 2. Copyright 2016 Infogroup, Inc. All rights reserved.

May 02, 2017

ESRI

Page 1 of 1



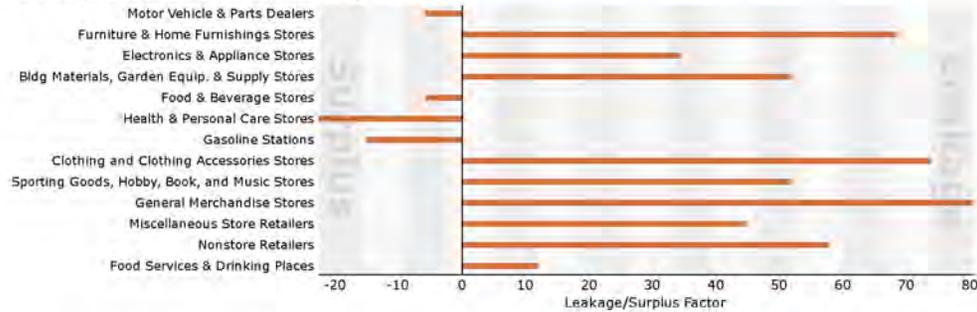
Retail MarketPlace Profile

1501 E Michigan Ave, Ypsilanti Twp, Michigan, 48198
 Drive Time: 5 minute radius

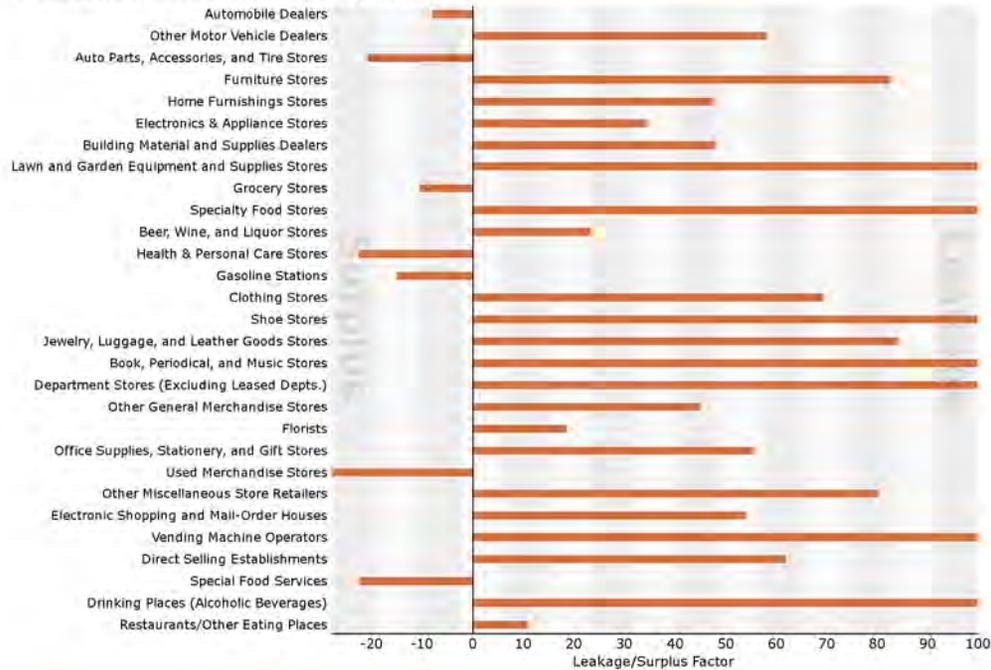
Prepared by Esri

DATE: 05/02/2017
 TIME: 10:53:00 AM

Leakage/Surplus Factor by Industry Subsector



Leakage/Surplus Factor by Industry Group



Source: Esri and Infogroup. Retail MarketPlace 2016 Release 2. Copyright 2016 Infogroup, Inc. All rights reserved.

May 02, 2017



Retail MarketPlace Profile

1501 E Michigan Ave, Ypsilanti Twp, Michigan, 48198
 Drive Time: 15 minute radius

Prepared by Esri

Latitude: 43.24633
 Longitude: -83.55935

Summary Demographics						
2016 Population						219,590
2016 Households						87,006
2016 Median Disposable Income						\$47,433
2016 Per Capita Income						\$31,392
Industry Summary						
	NAICS	Demand (Retail Potential)	Supply (Retail Sales)	Retail Gap	Leakage/Surplus Factor	Number of Businesses
Total Retail Trade and Food & Drink	44-45,722	\$3,624,647,549	\$3,231,140,481	\$393,507,068	5.7	1,469
Total Retail Trade	44-45	\$3,278,065,734	\$2,911,269,481	\$366,796,253	5.9	1,004
Total Food & Drink	722	\$346,581,815	\$319,871,000	\$26,710,815	4.0	465
Industry Group						
	NAICS	Demand (Retail Potential)	Supply (Retail Sales)	Retail Gap	Leakage/Surplus Factor	Number of Businesses
Motor Vehicle & Parts Dealers	441	\$756,680,773	\$441,420,538	\$315,260,235	26.3	109
Automobile Dealers	4411	\$628,705,198	\$350,958,741	\$277,746,457	28.4	42
Other Motor Vehicle Dealers	4412	\$68,065,266	\$39,696,451	\$28,368,815	26.3	11
Auto Parts, Accessories & Tire Stores	4413	\$59,910,309	\$50,765,345	\$9,144,964	8.3	56
Furniture & Home Furnishings Stores	442	\$101,006,575	\$80,986,718	\$20,019,857	11.0	44
Furniture Stores	4421	\$64,910,721	\$52,470,391	\$12,440,330	10.6	19
Home Furnishings Stores	4422	\$36,095,855	\$28,516,327	\$7,579,528	11.7	25
Electronics & Appliance Stores	443	\$170,841,684	\$184,674,374	-\$13,832,690	-3.9	83
Bldg Materials, Garden Equip. & Supply Stores	444	\$197,658,013	\$138,036,861	\$59,621,152	17.8	65
Bldg Material & Supplies Dealers	4441	\$178,847,752	\$129,245,331	\$49,602,421	16.1	53
Lawn & Garden Equip & Supply Stores	4442	\$18,810,261	\$8,791,530	\$10,018,731	36.3	13
Food & Beverage Stores	445	\$607,766,663	\$483,946,174	\$123,820,489	11.3	103
Grocery Stores	4451	\$528,526,180	\$440,607,930	\$87,918,250	9.1	59
Specialty Food Stores	4452	\$40,206,792	\$17,859,989	\$22,346,803	38.5	22
Beer, Wine & Liquor Stores	4453	\$39,033,691	\$25,478,254	\$13,555,437	21.0	21
Health & Personal Care Stores	446,4461	\$213,320,926	\$345,105,197	-\$131,784,271	-23.6	121
Gasoline Stations	447,4471	\$234,893,831	\$139,099,324	\$95,794,507	25.6	68
Clothing & Clothing Accessories Stores	448	\$158,244,195	\$181,098,000	-\$22,853,805	-6.7	148
Clothing Stores	4481	\$106,597,187	\$151,940,017	-\$45,342,830	-17.5	109
Shoe Stores	4482	\$21,553,656	\$12,019,188	\$9,534,468	28.4	15
Jewelry, Luggage & Leather Goods Stores	4483	\$30,093,352	\$17,138,795	\$12,954,557	27.4	24
Sporting Goods, Hobby, Book & Music Stores	451	\$83,927,539	\$74,214,527	\$9,713,012	6.1	66
Sporting Goods/Hobby/Musical Instr Stores	4511	\$69,148,767	\$59,475,561	\$9,673,206	7.5	51
Book, Periodical & Music Stores	4512	\$14,778,772	\$14,738,966	\$39,806	0.1	15
General Merchandise Stores	452	\$554,807,673	\$708,272,914	-\$153,465,241	-12.2	55
Department Stores Excluding Leased Depts.	4521	\$402,893,321	\$527,588,361	-\$124,695,040	-13.4	22
Other General Merchandise Stores	4529	\$151,914,352	\$180,684,553	-\$28,770,201	-8.7	33
Miscellaneous Store Retailers	453	\$132,401,133	\$97,002,184	\$35,398,949	15.4	123
Florists	4531	\$5,531,422	\$3,385,599	\$2,145,823	24.1	13
Office Supplies, Stationery & Gift Stores	4532	\$23,537,392	\$21,557,838	\$1,979,554	4.4	40
Used Merchandise Stores	4533	\$17,965,379	\$11,730,892	\$6,234,487	21.0	25
Other Miscellaneous Store Retailers	4539	\$85,366,940	\$60,327,855	\$25,039,085	17.2	46
Nonstore Retailers	454	\$66,516,729	\$37,412,671	\$29,104,058	28.0	20
Electronic Shopping & Mail-Order Houses	4541	\$51,696,167	\$22,220,624	\$29,475,543	39.9	9
Vending Machine Operators	4542	\$4,115,796	\$6,102,770	-\$1,986,974	-19.4	5
Direct Selling Establishments	4543	\$10,704,766	\$9,089,277	\$1,615,489	8.2	5
Food Services & Drinking Places	722	\$346,581,815	\$319,871,000	\$26,710,815	4.0	465
Special Food Services	7223	\$9,779,571	\$5,167,269	\$4,612,302	30.9	16
Drinking Places - Alcoholic Beverages	7224	\$19,447,274	\$6,980,521	\$12,466,753	47.2	12
Restaurants/Other Eating Places	7225	\$317,354,969	\$307,723,210	\$9,631,759	2	436

Data Note: Supply (retail sales) estimates sales to consumers by establishments. Sales to businesses are excluded. Demand (retail potential) estimates the expected amount spent by consumers at retail establishments. Supply and demand estimates are in current dollars. The Leakage/Surplus Factor presents a snapshot of retail opportunity. This is a measure of the relationship between supply and demand that ranges from +100 (total leakage) to -100 (total surplus). A positive value represents 'leakage' of retail opportunity outside the trade area. A negative value represents a surplus of retail sales, a market where customers are drawn in from outside the trade area. The Retail Gap represents the difference between Retail Potential and Retail Sales. Esri uses the North American Industry Classification System (NAICS) to classify businesses by their primary type of economic activity. Retail establishments are classified into 27 industry groups in the Retail Trade sector, as well as four industry groups within the Food Services & Drinking Establishments subsector. For more information on the Retail MarketPlace data, please click the link below to view the Methodology Statement. http://www.esri.com/data/esri_data/methodology-statements

Source: Esri and Infogroup. Retail MarketPlace 2016 Release 2. Copyright 2016 Infogroup, Inc. All rights reserved.

May 02, 2017

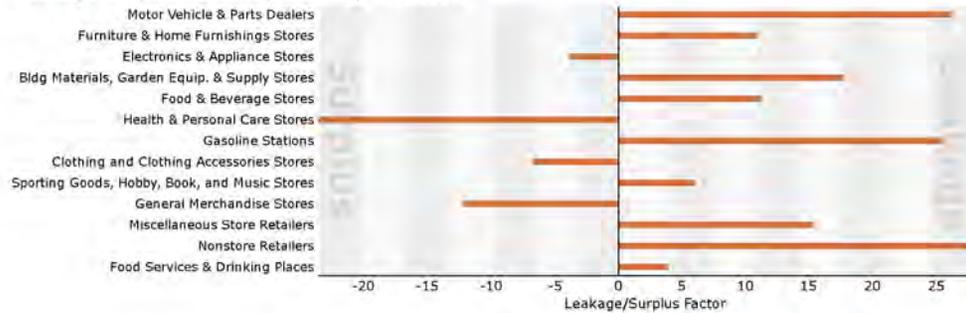


Retail MarketPlace Profile

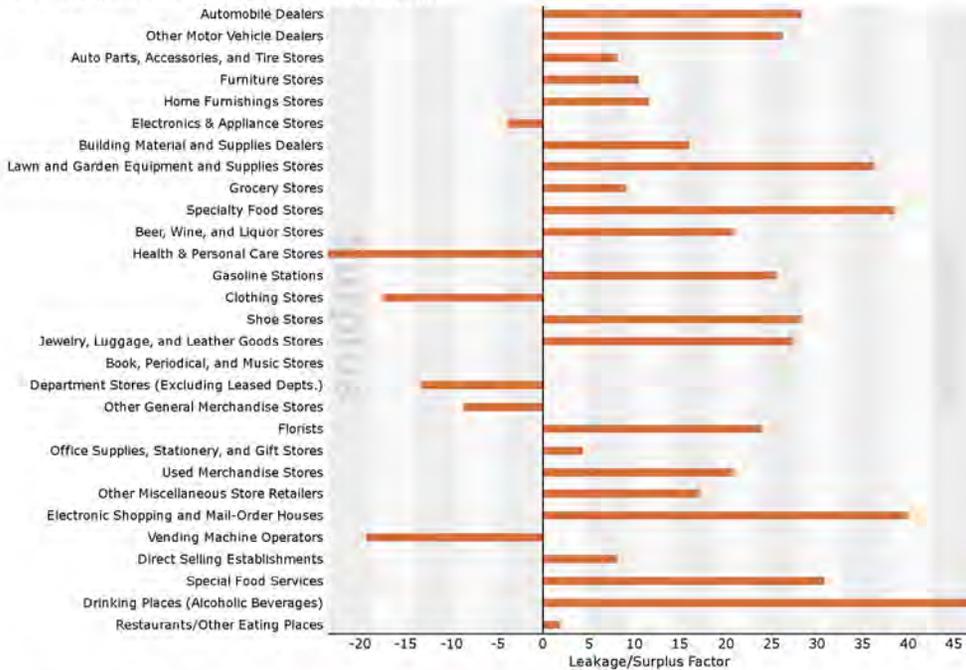
1501 E Michigan Ave, Ypsilanti Twp, Michigan, 48198
 Drive Time: 15 minute radius

Prepared by Esri
 10/10/2016 10:26:00
 63.559215

Leakage/Surplus Factor by Industry Subsector



Leakage/Surplus Factor by Industry Group



Source: Esri and Infogroup. Retail MarketPlace 2016 Release 2. Copyright 2016 Infogroup, Inc. All rights reserved.

May 02, 2017

Page left intentionally blank

Charter Township of Ypsilanti

Economic Development Strategy

Industrial Market Analysis



Carlisle | Wortman
ASSOCIATES, INC.

INTRODUCTION

The Township has a long and proud history of industry that was the cornerstone of the Arsenal of Democracy. The original Willow Run Bomber Plant developed during World War II is located in Ypsilanti Township. This plant was later owned by General Motors and operated by Powertrain to manufacture transmissions. Willow Run led to other post war industrial development along the eastern edge of the Township surrounding the airport; which in turn created a demand for residential development to house industry workers.

Today, the Willow Run site has been acquired for the American Center for Mobility as a non-profit testing and product development facility for connected and automated vehicle technology. ACM will be an all-seasons, all conditions testing facility which will be unique among similar facilities in the country.

EXISTING CONDITIONS

Zoning Area

The Township has a significant amount of land zoned for industrial and industrial research office purposes. Most of these areas are located in the eastern portion of the Township.

Zoning categories devoted to industrial and industrial research office use are depicted in Figures 1, 2 and 3. The area devoted to each category along vacant acreage are as follows:

Category	Total Acres	Vacant	% Vacant
IRO - Industrial Research Office	387.1	22.0	3.9
I-1 - Light Industrial	690.8	163.3	23.6
I-2 - General Industrial	859.9	363.5	42.2
I-3 - Industrial	16.9	5.8	34.3
IC - Industrial Commercial	456.6	109.7	24.0
Total	2,411.3 acres	664.3	28.0

Across all categories of industrial and research office zoned property, twenty-eight (28) percent is vacant.

The largest amount of vacant industrial land is located in the eastern portion of the Township. North and South of I-94 along Rawsonville Road are some larger intact parcels zoned I-2 General Industrial. In the vicinity of the American Center for Mobility and Willow Run Airports are also larger parcels zoned both I-2 General Industrial and I-C Industrial and Commercial.

There is less vacant land zoned for industrial use on the western side of the Township. Several larger parcels exist along Michigan Avenue and along James Hart and Joe Hill, west of Huron St.

Building Space

While there is over 3,000,000 square feet of industrial building space in Ypsilanti Township and the immediate surrounding area, there is very little vacant building space. Costar data provided by CORE Partners, LLC reports the following regarding the availability of industrial space:

Existing Buildings	116
Existing Square Feet	3,462,021
Vacant Square Feet	38,500
Availability Rate	1.3%

Analysis of Township Industrial Areas

Figure 3 illustrates that there are four areas of concentration of Industrial/Research Office land in the Township. Historically, most industrial land has been located in the eastern portion of the Township focused around Willow Run and Rawsonville Road. More recent industrial and research office development has occurred along Huron Street and the Washtenaw Business Park.

MARKET TRENDS

The vacancy rates exhibited in the Ypsilanti Township market are indicative of the trend in the Detroit metropolitan area where vacancies are between three (3) and four (4) percent. Michigan’s industrial economy is improving along with the market for new industrial space. Reversing recession era conditions, over 4 million square feet of new industrial space is under construction.

In the current environment, there is high demand for industrial space and little supply. However, the type of

space that is needed today is different than the typical industrial space that was prevalent 20 years ago.

Over the last two decades a major economic shift is occurring in the United States, and particularly Michigan. The economy is changing from industry and manufacturing to the knowledge based economy. Even today’s manufacturing is much more reliant on technology.

Businesses in the old economy evaluated the proximity to transportation networks, markets, and costs of doing business; made a decision to locate a facility, and

utilized the workforce of the area. This approach was effective when the workforce generally did not require specialized expertise or education.

The knowledge economy has shifted the focus with higher demand for a creative workforce with specialized expertise, education and experiences; therefore, the knowledge economy is driven by human capital, not raw materials.

Much of today’s workforce are attracted to communities, or places, with an outstanding quality of life. These high quality of life places offer diverse educational, recreational, cultural, and entertainment opportunities. Key features of the knowledge economy, or new economy, are compared to the old industrial economy below. As the transition to the knowledge economy continues to evolve it is difficult to predict all of the impacts the transition will have on society, the economy, and community planning. However, based on an examination of trends and changes taking place, the knowledge economy likely will impact community planning in the following ways:

- **Decreasing demand for conventional industrial/manufacturing space.** The demand for industrial/manufacturing space is expected to continue to decline in Michigan due to improved efficiencies from technology, global changes to the auto industry, decline of manufacturing in general, and the movement of manufacturing jobs to areas with lower labor costs.
- **Decreasing demand for conventional office space.** An increase in home-based businesses, telecommuting, alternative work schedules, job sharing, and decentralized corporate organizational structures will lead to a decreased demand for conventional office space.

Comparison of Old and New Economies

Key Features of the Old Economies	Key Features of the New Economy
Industrial sector (manufacturing) focus	Sector diversity is desired and clustering of related sectors is targeted
Fossil fuel dependent manufacturing. Attracting companies was the key as people followed the jobs	Communications dependent
Attracting companies was the key as people followed jobs	Attracting educated people is the key as talented, well-educated people choose location first, then look for a job
Location mattered	Quality places with a high quality of life matter more
Environmental considerations were of lesser importance	Clean, green environment and proximity to open space and quality recreational opportunities are critical
Cheap place to do business was the key	Being a place rich in talent and ideas is the key
A high-quality physical environment was a luxury that stood in the way of attracting cost-conscious businesses	Physical and cultural amenities are key in attracting knowledge workers
Regions won because they held a fixed competitive advantage in some resource or skill	Regions prosper if organizations and individuals have the ability to learn and adapt
Economic development was government-led	Only bold partnerships among businesses, government, and the non-profit sector can bring about change

- **Increasing demand for flexible space that accomodates a variety of uses.** Wholesale and retail enterprises that conduct all, or a majority, of their business via e-commerce have specific building and use needs (office, retail, warehousing & shipping) that may be more compatible with light industrial, non-prime commercial, and/or office complex uses.
- **Increasing demand for research and development space.** A knowledge economy requires creativity and innovation to thrive. Collaboration between academic and private research and development activities will probably be required to sustain and promote it within the local community and region. The partnerships that have been forged to create the American Center for Mobility is an excellent example of collaboration between the private and academic sectors.
- **Increasing demand for broadband access.** Access to broadband is a required infrastructure for businesses and residences.
- **Increasing importance of community amenities and quality of life.** Communities that wish to attract and retain knowledge workers and knowledge-based businesses will find themselves in a national, and even worldwide, competition for these entities. Such workers and businesses are typically more mobile than those of the past, and can theoretically locate in many potential areas. To attract and hold on to these assets, the unique features of the community and its quality of life become increasingly important competitive advantages that need to be protected, nurtured, and promoted.
- **Increasing regional collaboration.** Local, regional, national, and global economies are merging. The integration of local economies into a larger economic system creates opportunities to attract new, expanding, or relocating businesses. It also may provide wider markets for local enterprises. However, because many knowledge economy and technology based businesses can locate almost anywhere, competition for these businesses will likely stiffen. In order for communities to compete successfully on a global scale, they will need to cooperate as counties or regions.

Good-paying work today and tomorrow looks much different than good-paying work in the past. Trying to turn the clock back to recreate the economy of the past has not worked.

Trying to turn the clock back won't succeed in the future, either. The changes in the nature of work are driven by powerful forces, primarily smarter and smarter machines increasingly able to do more and more of the work that humans have traditionally done. There's also globalization, changing consumer preferences, and changes in how employers contract for work. This requires state policies that are aligned with -- rather than resisting -- the new realities of work.

Source: [A Path to Good-paying Careers for all Michiganders](#), Michigan Future, Inc., Sept. 2017

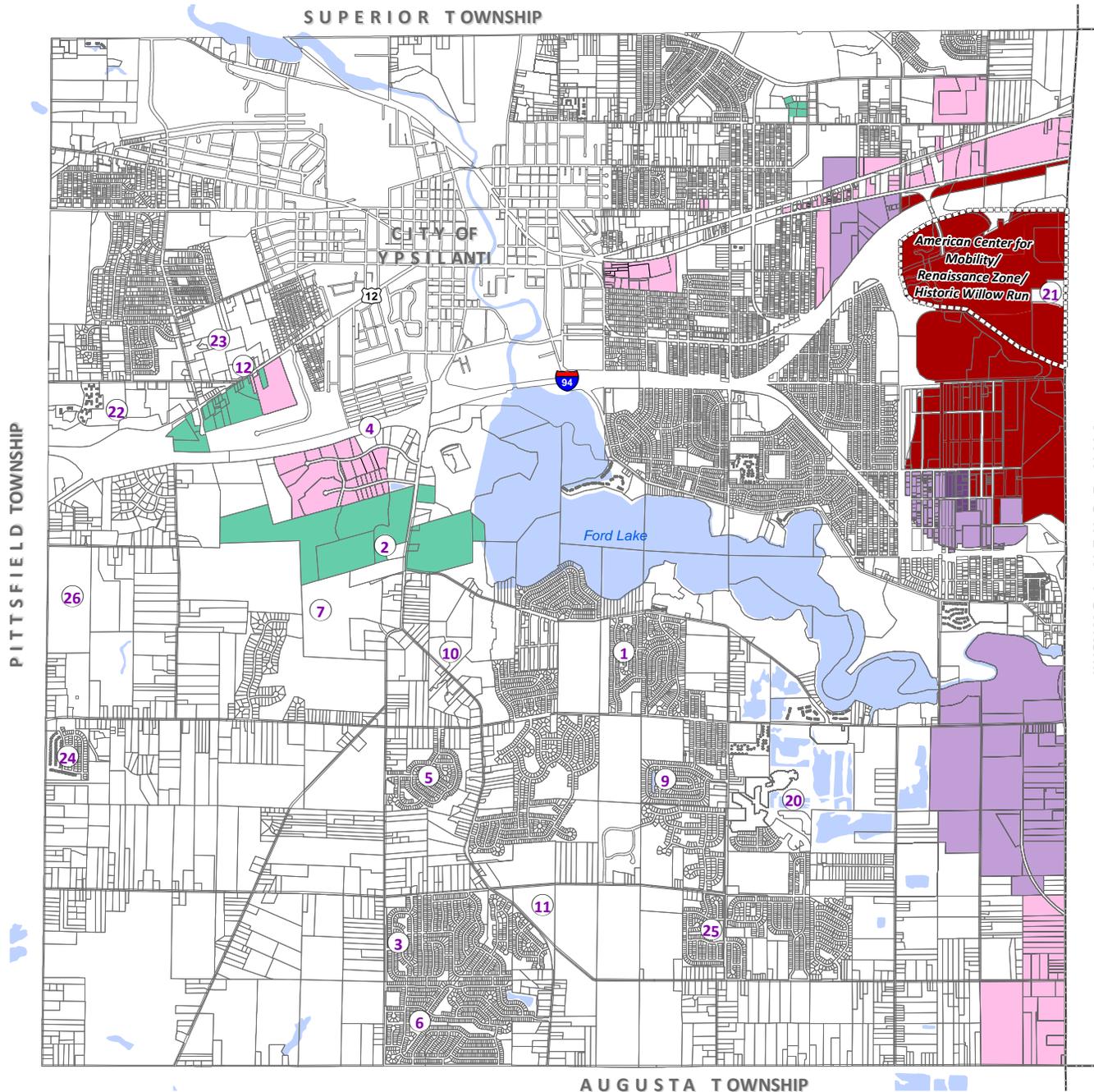


Figure 1

INDUSTRIAL/ RESEARCH OFFICE ZONING

Ypsilanti Township,
Washtenaw County

Categories

- IRO Industrial Research Office - 387.1 Acres
- I-1 Light Industrial - 690.8 Acres
- I-2 General Industrial - 859.9 Acres
- I-3 Industrial - 16.9 Acres
- I-C Industrial and Commercial - 456.6 Acres
- Water



Source: Ypsilanti Township, Washtenaw County
Prepared by Carlisle/Wortman Associates, Inc.
November 14th, 2017

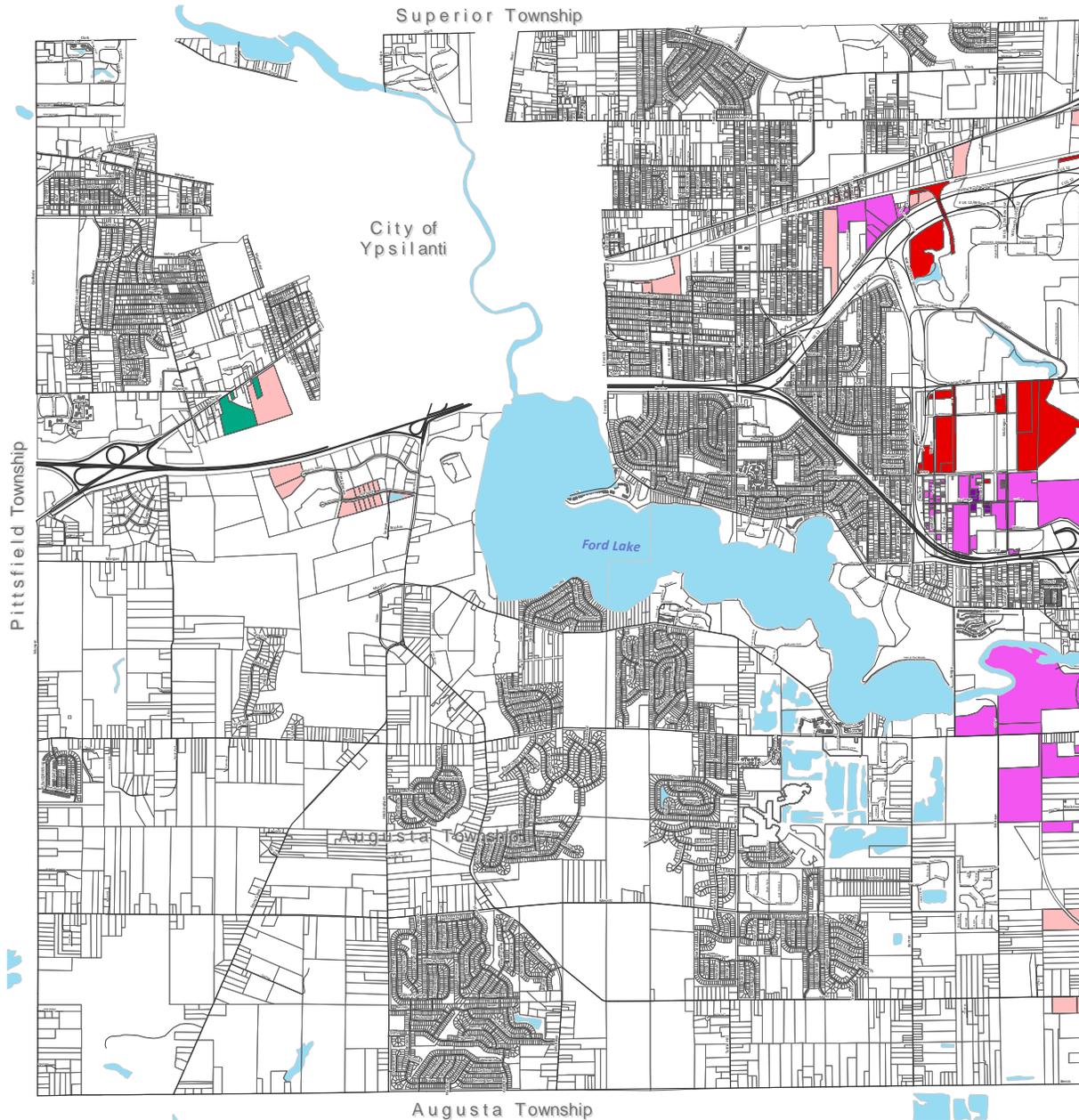


Figure 2

VACANT INDUSTRIAL/RESEARCH OFFICE PROPERTIES

Ypsilanti Township,
Washtenaw County

Categories

- IRO Industrial Research Office - 22.0 Acres
- I-1 Light Industrial - 163.3 Acres
- I-2 General Industrial - 363.5 Acres
- I-3 Industrial - 5.8 Acres
- I-C Industrial and Commercial - 109.7 Acres
- Water



Ypsilanti Township
Carlisle/Wortman Associates
November 14, 2017

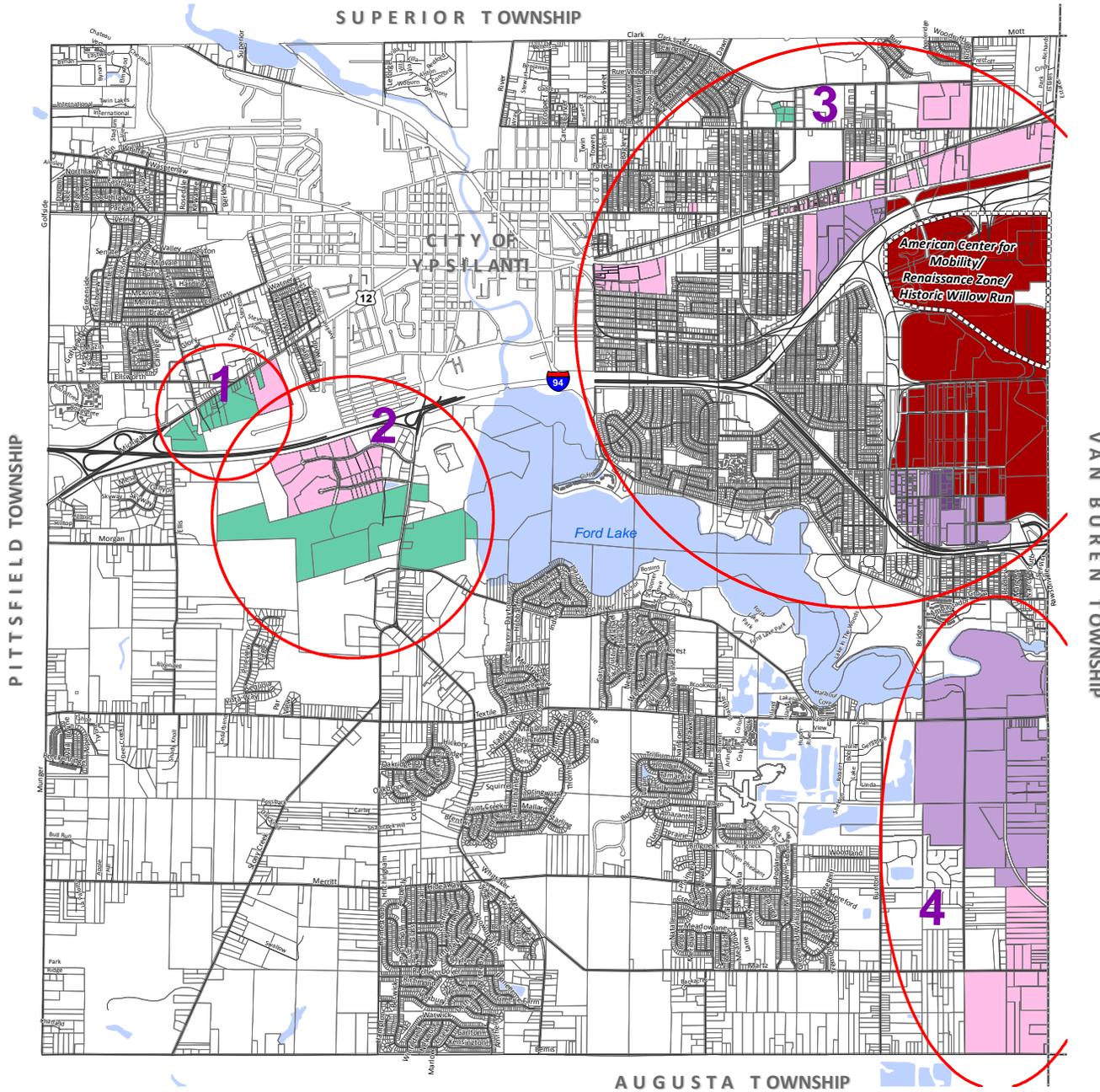


Figure 3

INDUSTRIAL/ RESEARCH OFFICE ZONING ANALYSIS

Ypsilanti Township,
Washtenaw County

Areas

1. West Michigan Avenue
2. Huron Street
3. ACM/ Ecorse/ Michigan Avenue
4. Rawsonville Road

Categories

- IRO Industrial Research Office- 387.1 Acres
- I-1 Light Industrial - 690.8 Acres
- I-2 General Industrial - 859.9 Acres
- I-3 Industrial - 16.9 Acres
- I-C Industrial and Commercial - 456.6 Acres
- Water



Source: Ypsilanti Township, Washtenaw County
Prepared by Carlisle/Wortman Associates, Inc.
November 14th, 2017

Page left intentionally blank

Charter Township of Ypsilanti

Economic Development Strategy

Community Engagement Summary



Carlisle | Wortman
ASSOCIATES, INC.

INTRODUCTION

The Economic Development Strategy for Ypsilanti Township is based on the unique attributes of the businesses within the Township. A series of interviews, a survey of local business managers and owners, and a panel of real estate and business experts provided insight into the challenges and opportunities for economic development in Ypsilanti Township.

Shared Insights

In the survey and interviews, the same topics emerged. These shared insights offer guidance for areas that should be part of the Township’s Economic Development Strategy.

Vision – Many participants did not have a clear idea of the Township’s vision. They needed to know what does Ypsilanti Township want to be? Where is it going? What are key and tangible business goals?

Leadership – Respondents shared how both civic/public and private leadership is important for economic development. Leaders need to talk about Ypsilanti Township and its brighter future. A component of the Economic Development Strategy should address the role of leadership.

Better Communications – In almost every interaction, improved communication was mentioned as a way Ypsilanti Township could better foster economic development. Efforts should concentrate on improving interaction between Ypsilanti Township and citizens, including business people, with regular, informative communication.

Education and Workforce Development – The struggling school districts in Ypsilanti Township were cited as a challenge numerous times. Their improvement is vital to attracting new residents and businesses and creating a qualified workforce. Synergy with the school districts, economic development agencies in Washtenaw County and Ypsilanti Township should be a component of the Economic Development Strategy.

Identity – The difference between the Township and the City of Ypsilanti or the City of Ann Arbor is unclear to people within and outside of the Washtenaw County region.

WHO CONTRIBUTED?

20 survey respondents - Business Owners
or Managers who work or live in Ypsilanti
Township

11 interviews – Business owners,
elected officials, real estate developers,
school officials, economic development
professionals

6 panelists - Developers, bankers, business
executives and economic development
professionals

LOCAL BUSINESS SURVEY

An on-line survey was posted in September and October 2017. Of the 20 responding owners or managers, 15 businesses were located in the Township, with the remainder in the City of Ypsilanti. All of the businesses had less than 20 employees with most having less than ten. They ranged in types of business from retail to services to restaurants and small bakeries. While the sample size is by no means representative, the responses do offer insight as to why businesses locate in the Township and how the Township can assist them. The findings described below are taken from only the businesses located in the Township, unless noted otherwise.

The survey asked why businesses were located in Ypsilanti Township, what their top three challenges were and what the benefits of doing business in the Township were. Respondents were also asked what business opportunities they would like to pursue and what the Township could do to help.

The businesses located in Ypsilanti Township said their location was for one of three general reasons:

- The business owners lived there or the business started in the Township
- Their business catered to the residential neighborhoods in the Township or managed residential property in the Township
- The convenience of the location

In terms of challenges, the Ypsilanti Township business owners and managers mentioned a range of issues. However, over half of the respondents listed both growth and marketing as challenges. The five businesses located in the City of Ypsilanti offered different challenges, namely safety and crime.

The benefits of being located in Ypsilanti Township included the great location, wonderful community and accessibility, both in terms of transportation and affordability. A number of respondents mentioned the level of services provided by the Township, especially to residents, as a benefit. The city-based businesses stated different reasons for their location, such as Eastern Michigan University and the variety of restaurants.

The Township businesses responded that they were looking for a variety of business opportunities from remaining a cottage business, to expansion to retiring or selling their business. When asked they would like the Township to do to help businesses, the respondents offered a variety of ideas (see text box on this page) dealing with incentives, regulations, education and communication.

IDEAS FOR THE TOWNSHIP FROM SURVEY RESPONDENTS

- Provide grants for the little businesses
- An incentive, possibly a tax break, to buy and open a new shop
- Share a list of possible buyers
- Improve street, road, and Township signs
- To be visionaries of getting more businesses to locate here and to buy local products and services.
- Publicize more opportunities
- Less stringent rules for build-outs and quicker issuing of certificates of occupancy
- Offer information on how to grow a small business
- Supply resources for help in expansion
- Offer better access and offer information to the world that we are here!

Not all responses to this question on the survey have been included. Those mentioning specific businesses or locations were not mentioned.

INTERVIEWS

Eleven interviews were held in September through November of 2017. Those interviewed included local business owners and managers, elected officials, Ypsilanti Community Schools administrators, and economic development professionals at Ann Arbor SPARK and Washtenaw Community College. Collectively, these interviews suggest that the Economic Development Strategy should focus on policy, planning, zoning changes, staffing enhancements, daily economic development practices and demonstrated actions, leading to results. Specific actions and suggestions are described below.

Encouragement and Support Business

Those interviewed generally maintained a positive attitude about business, and what Ypsilanti Township can do to help. They suggested the following actions:

1. Talk about and support existing and prospective Ypsilanti Township businesses
2. Identify and encourage new business ideas, entrepreneurs, businesses
3. Create “new tools” – clarify rules/regulations; establish a business ombudsperson; consider funds/incentives; assist schools with intern programs for high school students; host business “fairs” and workshops; encourage young persons with business ideas and establish business “corridor keepers” to assist with code enforcement.
4. Support business-friendly organizations and activities such as: Small Business Development Center; SPARK/SPARK East; Innovate Ypsi; Washtenaw Community College (WCC) especially its many accreditation programs and the Entrepreneurship Center; etc.

Get Redevelopment-Ready

Many interviewed spoke about the difficulties gathering information about properties in Ypsilanti Township and going through development review procedures. Others suggested the Township should gather key Information and develop plans to transform under-utilized properties into viable, job-producing business locations. The steps to becoming Redevelopment Ready would be:

1. Gather property information, Township vision, zoning, Master Plan goals, infrastructure, utilities and development potential needs to be provided for available properties such as:
 - a. Key public parcels owned by Ypsilanti Township
 - b. Private parcels
 - c. Commercial/business corridors
2. Build support with real estate brokers/realtors to market the above properties.
3. Update the zoning ordinance and other policies and procedures to make development reviews smoother and more easily understood.

Improve access to Business/Economic Development Resources

Many of those interviewed who work for economic development entities were eager to share their resources with businesses in the Township but lacked relationships with either businesses or someone in Township Hall. The following groups offered services or inclusion in their programs:

1. Entrepreneurship Center at Washtenaw Community College
 - a. “Pitch Ypsi” – funds for start-up entrepreneurs
2. Small Business Development Center at Washtenaw Community College
3. Ann Arbor Area Chamber of Commerce
4. SPARK:
 - a. SPARK East Incubator
 - b. “Innovate Ypsi” funding for capital projects
 - c. SmartZone 15-year renewal and additional funding for Ypsilanti Township and the City of Ypsilanti
5. Washtenaw County – Office of Economic and Community Development
6. Michigan Economic Development Corporation (MEDC)
7. Washtenaw Community College (certificates and accreditation programs)
8. Aerotropolis (VantagePort) – Metro and Willow Run Airports

Build on current and emerging Ypsilanti Township Assets

Those interviewed felt it was vital for the Township leadership to understand the Township’s assets and to then advertise them. The assets mentioned during interviews were:

1. **American Center for Mobility & Willow Run** – The new autonomous automobile testing facility and the redevelopment of the Yankee Air Museum are significant and unique regional assets upon which the Township can build.
2. **Business Corridors** – The business corridors in the Township are effective but contain many underutilized parcels. The vacancies offer room for growth with the opportunity to showcase new development in the Township. Michigan Avenue is a prime example of a key commercial corridor ripe for redevelopment.
3. **Ford Lake & Open Spaces** – The Township has prime property on Ford Lake as well as other compelling green and open spaces, such as parks and farms. These properties should be recognized and leveraged as community assets.
4. **Strong Residential Neighborhoods** – The Township is known for its neighborhoods, with strong senses of identity. The Township’s stable and growing residential population is an asset to attract businesses and is also a source of new and growing entrepreneurs.
5. **Stable Township Leadership** – The leadership of the Township is known as approachable and stable. Leadership reliability and accessibility are assets that should be marketed in the retention and recruitment of businesses.

REAL ESTATE FORUM

On November 30, 2017, Ypsilanti Township hosted a Real Estate Forum, where a panel of experts shared their observations and input on Ypsilanti Township assets, opportunities, and challenges. After their presentations, questions were taken from those in attendance.

Key themes from the event were:

American Center for Mobility – ACM

- ACM will become a significant “gravity center” for Economic Development
- ACM will create significant new direct and indirect jobs
- The ACM highlights the need for “new economy” talent and skill development
- The ACM will generate a need for new bricks and mortar/buildings for technology companies, support companies, training/skill development, and possibly housing and retail/services.

Work Force and Talent Development

For Ypsilanti Township and the entire community to thrive, increased work force skills and training of citizens for current and new/emerging jobs is needed. Ypsilanti Township is in a good position to leverage this situation due its proximity to Eastern Michigan University and Washtenaw Community College’s various programs and certifications. WCC is also the home to the Entrepreneurship Center and the Small Business Development Center.

PANELISTS FOR REAL ESTATE FORUM

Luke Bonner, CEO
Bonner Advisory Group

Soraya Kim, Chief Innovation Officer
American Center for Mobility

Bill Milliken, President
Milliken Realty Company

Manny Kianicky, Vice-President
S.R. Jacobson Companies

Patrick Tamblyn, Vice-President
Bank of Ann Arbor

Muddasar Tawakkul, Compliance and
Privacy Manager
FordDirect

Quality of Life – Qualities and Features

The importance of Quality of Life was mentioned by many participants. For current and prospective residents, employers/employees, and Economic Developers/Investors, Quality of Life features - such as a diverse population, educational opportunities, parks and green space, walking trails, and effective connections/transit between parts of the community – are sought out and recognized as valuable factors in professional and personal location decisions.

Commercial Corridor Rejuvenation

Many participants noted the need to revitalize and re-purpose several commercial corridors, specifically, the Michigan Avenue and Ecorse Road corridors. Also, new development should be focused on the Huron/Whittaker corridors.

Economic Development Strategy Implementation – initial steps

- Hire an Economic Development officer to manage the Economic Development Strategy – in all its dimensions.
- Also, there was a strong case made for Ypsilanti Township to create clearer zoning rules and to administer these zoning and development rules effectively and in a timely manner.

Food Innovation/Agricultural opportunities

Several participants mentioned the need for and power of enhancing area food growing capacity in Ypsilanti Township, both for the creation of fresh nearby food to support the “farm to table” movement. This effort will also create new jobs and support skill building opportunities for Ypsilanti Township citizens.

Collaboration

Many panel members and participants stressed the need for deeper and more effective collaboration between public, private, and institutional sectors and their leaders in order to maximize community development and real estate opportunities.

Miscellaneous

- High construction costs are slowing development. While there may be a demand for a certain type of development, developers and builders need a higher price point than previously in order to have a fiscally responsible project.
- The Defense Manufacturing Assistance Program, administered by the University of Michigan, has awarded a grant to Ypsilanti Township to develop a PlaceMaking plan for Michigan Avenue and Ecorse Road.
- Better communication from Township government is needed.

Charter Township of Ypsilanti

Economic Development Strategy

What It Means to be Development Ready



Carlisle | Wortman
ASSOCIATES, INC.

Economic development does not happen by chance. Private investment in a community occurs as a result of a deliberate decision making process.

The highly competitive global economy and changing technology requires the Township to develop a clear strategy to promote economic development. One key component of the strategy is to be prepared when opportunity knocks.

The State of Michigan sponsors the Redevelopment Ready Communities (RRC) program which promotes more effective practices leading to quality community development. RRC communities commit to improving their development readiness by agreeing to undergo a rigorous assessment and take steps to adopt best practices.

There are several factors common to communities that are redevelopment ready:

- The presence of social capital (bonding, bridging and linking networks, community norms/trust) that helps the community come together to achieve common goals.
- Leadership is inclusive in its decision-making processes, allowing for the consideration of future generations, expression of new ideas, and support for the development of new leaders.
- A culture that celebrates and supports entrepreneurial enterprise.
- Baseline capacity including physical infrastructure such as roads, sewer and water and community services such as police and fire sufficient to support a community's vision.

What is Redevelopment Readiness?

The Michigan Redevelopment Ready Communities (RRC) Program is a state-wide certification program that supports communities to become development ready and competitive in today's economy. It encourages communities to adopt innovative redevelopment strategies and efficient processes which build confidence among businesses and developers. Through the RRC program, local municipalities receive assistance in establishing a solid foundation for development to occur in their communities - making them more attractive for investments that create places where people want to live, work and play.

EMBRACING ENTREPRENEURS

Communities that embrace and support entrepreneurs have a greater chance of success. There are three kinds of entrepreneurs that are present in every community:

- **Business Entrepreneurs** work in the for-profit world by creating services and products, new investment, jobs and tax base.
- **Civic Entrepreneurs** work for the betterment of their communities by creating and promoting projects and programs that allow a community to shine.
- **Social Entrepreneurs** support community programs and organizations that enrich peoples lives.

Business, civic and social entrepreneurs share these common traits:

- Opportunity Focused
- Visionary
- Build Teams for Success
- Innovative
- Flexible
- Resourceful

COMMUNITY KEYS FOR SUCCESS

Why are some communities are more successful than others? There are a number of important elements that need to be in place for the Township to be development ready and poised for success.

Compelling Goals

Successful communities set compelling, clear, and accountable goals. These goals provide both a roadmap for action and goal posts for celebrating progress and success. Goals should be evaluated and updated annually.

Opportunity Focused

Successful communities both seek and recognize opportunities that will improve the community. The American Center for Mobility (ACM) is an example of an opportunity upon which the Township can capitalize.

Community Engagement

Successful communities engage the full potential of community talents, skills, and ideas to support community development goals. Effective community engagement requires a commitment of both staff and funding.

Strong Execution

For community improvement to occur, significant work has to be undertaken. Strong execution of the action plan ensures that, over time, goals are met and the community's vision for a better present and future are realized.

Leadership

Nothing happens without leaders willing to help their community discover opportunities, grow a vision for the future, set goals, and sustain effort over time. Leaders stimulate others to think broadly, communicate a vision, and execute a plan.

Staff Support

Consistent supporting staff accelerates progress. While staff does not replace leaders and volunteers, it can increase effectiveness and efficiency of local economic development. The Township would benefit by having an economic development coordinator.

Funding

Little invested and little accomplished - so goes the saying. Community improvement takes dollars and appropriate funding to support staff, action plan implementation and other costs.



REDEVELOPMENT READY COMMUNITIES BEST PRACTICES

The Redevelopment Ready Communities program promotes a series of best practices which lead to certification as a redevelopment ready community. Whether Ypsilanti Township pursues RRC certification or not, implementation of RRC best practices will assist the Township with an effective economic development strategy.

There are six standards of RRC best practices:

- **Standard 1: Community Vision and Education** - Focused and consistent public involvement in crafting a vision will build support for redevelopment opportunities. Public support starts with informing the community of the need for and benefits of redevelopment. The Township has initiated this effort by creating a Steering Committee to assist with the Economic Development Strategy.
- **Standard 2: Continuing Education for Public Officials** - Keeping both appointed and elected officials informed and educated about processes, tools and incentives leads to better decision-making. Establishing a training plan for Township officials will help ensure that the necessary skill sets are in place to attract and retain economic activity.
- **Standard 3: Tools for Redevelopment** - Starting and maintaining an effective economic development strategies requires using all available “tools in the toolbox”. Being open to use all available tools demonstrates the Township’s commitment to work with the private sector on projects that have long-term benefit to the Township. For example, taking advantage of the County’s Brownfield Redevelopment Authority can stimulate projects which may otherwise not be accomplished.
- **Standard 4: Development Regulations** - Zoning and other regulatory mechanisms should be predictable and not be an obstacle to projects which fit the Township’s vision. The Township has made a commitment to a comprehensive review of the Zoning Ordinance.
- **Standard 5: Marketing of Redevelopment Sites** - Information about specific sites available for potential projects should be readily available to developers. Information should include ownership, location, zoning, availability of utilities and environmental data. A database of Township owned property has been compiled as part of the Economic Development Strategy.
- **Standard 6: Redevelopment Plan Review Process** - Development review processes can be streamlined without sacrificing community standards. The review and revision of review processes coincide with revision of development regulations so that the entire approval process is more predictable. As indicated, the Township is currently in the process of reviewing its zoning regulations.



Carlisle | Wortman
ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

TO: Karen Lovejoy Roe, Clerk, Ypsilanti Charter Township
Lisa Stanfield, Deputy Clerk, Ypsilanti Charter Township

FROM: Megan A. Masson-Minock, AICP

DATE: May 4, 2018

RE: Request for E. Michigan Avenue & Ecorse Road PlaceMaking Plan to be on May 15, 2018 Township Board Agenda

We are requesting for the review and approval of the E. Michigan Avenue and Ecorse Road PlaceMaking Plan to be on the agenda for the Charter Township of Ypsilanti Board of Trustees meeting on May 15, 2018. The development of this plan has been funded by a grant to the Charter Township of Ypsilanti by the University of Michigan-Economic Growth Institute through the Defense Manufacturing Assistance Program, which was awarded in December 2017 and ends at the May 31, 2018. Due to time constraints of the grant, this plan could not be adopted process prescribed by the Michigan Planning Enabling Act. This plan would then be similar to the recently developed Economic Development Strategy, which can be used as a guiding document but does not have the same legal weight in land use decisions as the Master Plan. However, the Township could choose to adopt this plan as an amendment to the Township Master Plan at a later date.

Attached is a draft of the plan. The draft has been reviewed and recommended by the Planning Commission and approved for Township Board review by the Task Force, which included yourself and Trustee Stan Eldridge.

We hope to be on the agenda for the Township Board on May 15th! Please let me know if you have any questions!

Sincerely,

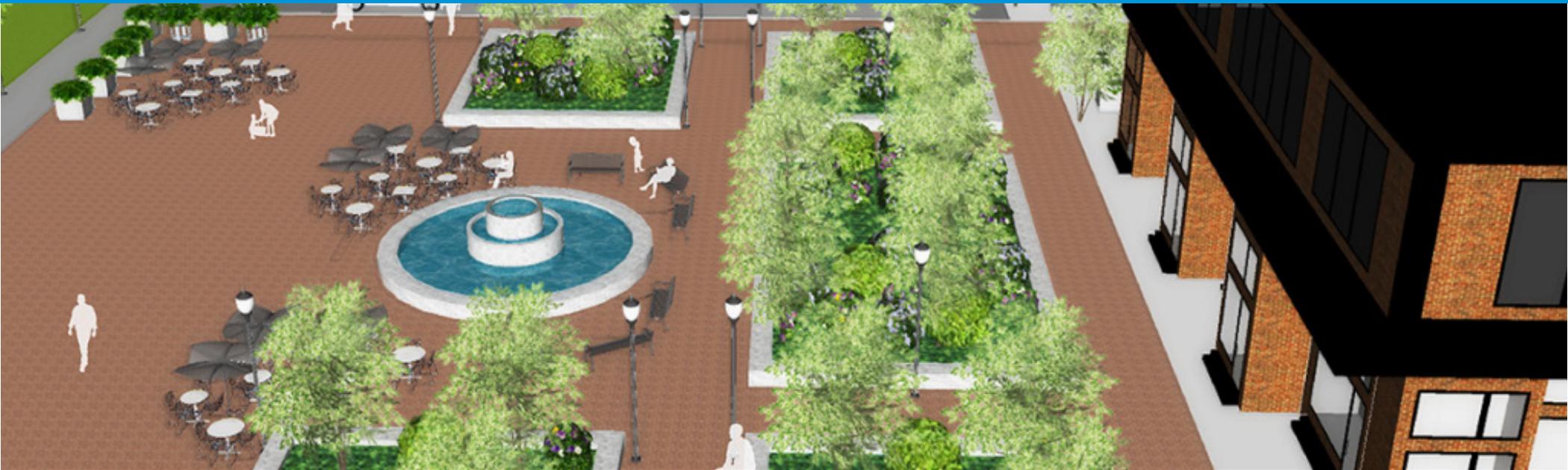
CARLISLE | WORTMAN ASSOC., INC
Megan A. Masson-Minock, AICP
Planner



Carlisle | Wortman
ASSOCIATES, INC.

Ypsilanti Township Placemaking Plan

DRAFT: May 2018



This page is intentionally left blank.

Table of Contents

1. Corridor Vision 5

- Context 5
- One Word Results 6
- Anchors and Barriers 6
- Vision Statement 6
- Engagement 8

2. Strategy Summary 9

- Five Immediate Actions 9
- Economic Development 10
- Land Use Redevelopment 11
- Placemaking 12

3. Existing Conditions 15

- Introduction 15
- Zoning 16
- Land Use 18
- Environmental Conditions 19
- Market 20

4. Strategies 25

- Business Support 25
- Land Use Redevelopment 26
- Placemaking 38
- Implementation 43

Acknowledgements

TOWNSHIP BOARD

Brenda Stumbo, Supervisor
Karen Lovejoy Roe, Clerk
Larry Doe, Treasurer
Stan Eldridge, Trustee
Heather Jarrell Roe, Trustee
Monica Ross-Williams, Trustee
Jimmie Wilson Jr., Trustee

PLANNING COMMISSION

Jason Iaconangeli (Chair)
Sally Richie (Vice Chair)
Laurence Krieg (Secretary)
Stan Eldridge
Gloria Peterson
Bill Sinkule
Muddasar Tawakkul

TOWNSHIP STAFF

Mike Radzik, Director of Office of
Community Standards

Charlotte Wilson, Planning and
Development Coordinator

TASK FORCE

Karen Lovejoy Roe
Stan Eldridge
Duane Williams
Laura Spear
Marlene Radzik
Charlotte Wilson
Mike Marocco
Khadija Wallace
Angela Barbash
Beth Ernat
Sally Richie
Andrea White
Rachel Arnold

PARTNER

University of Michigan –
Economic Growth Institute

CONSULTANT TEAM

CWA
Ben Carlisle, Megan Masson-Minock,
Tyler Lasser

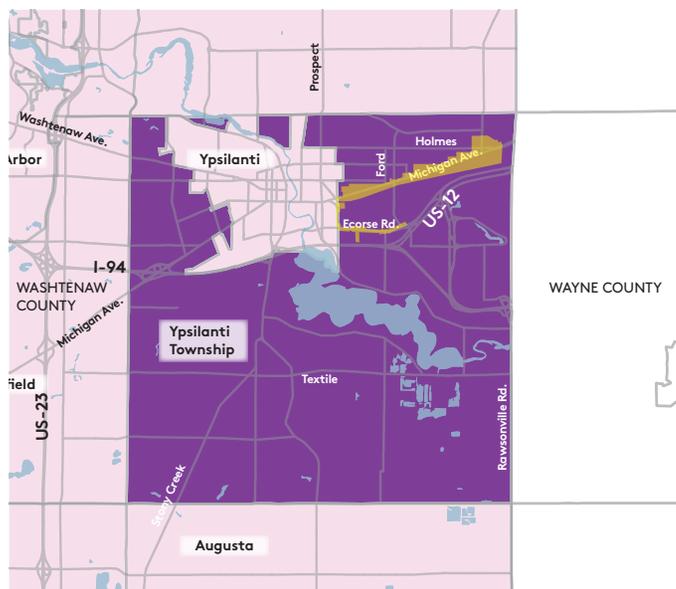
PARTNERSHIPS AND FUNDING

Redevelopment of E. Michigan Avenue and Ecorse Road will only be possible through partnerships, both with public and private organizations. Partnerships with organizations that depend upon local stakeholders for leadership can be leveraged to attract new investment, strengthen the existing business climate, and access funding opportunities. The following partnerships were an integral part of the development of this Plan:

- **Michigan Department of Transportation (MDOT)**
- **Washtenaw County**
- **City of Ypsilanti**
- **Washtenaw Area Transportation Study**

Funding for the Plan was provided to the Charter Township of Ypsilanti by the University of Michigan-Economic Growth Institute through the Defense Manufacturing Assistance Program (DMAP). DMAP is a program that assists communities and businesses that have been impacted by fluctuations in defense contracts to thrive and prosper. It helps communities and businesses that have been affected by the drawdown in defense spending to enhance local economies, maintain jobs, diversify, and innovate. DMAP is funded by the Department of Defense's Office of Economic Adjustment, under the Defense Industry Adjustment Program.

BELOW:
Location



Ypsilanti Township,
Washtenaw County

- Washtenaw County
- Ypsilanti Township



Ypsilanti Township, Washtenaw County
Source: SEMCOG, MIGDL, Ypsilanti Town



Corridor Vision

THE IMPORTANCE OF PLACE

Now more than ever, the quality of a place attracts redevelopment and investment. Vibrant, dynamic areas, backed by progressive approaches to placemaking, attract redevelopment and investment, which fuels economic growth. However, building quality places requires an investment in area planning and amenities. The investment and transformation is an ongoing, dynamic process that consistently engages key stakeholders. Quality places have a clear competitive advantage – immediately today, and in the years ahead.

Successful corridors have common principles including implementing the communities' long-term vision, offering a variety of quality land uses, delivering a diverse and connected network of transportation options, and providing safe community destinations. With these common principles in mind, this plan the strategically important corridors of E. Michigan Avenue and Ecorse Road focuses on land use and zoning, connectivity and circulation, and urban design, placemaking, and beautification.

CONTEXT

E. Michigan Avenue and Ecorse Road are strategically important corridors for Ypsilanti Township. Both serve as entrances to the Township from US 12 and the City of Ypsilanti. Situated in the northeast corner of the township, the two corridors are under the jurisdiction of the Michigan Department Of Transportation (MDOT).

Michigan Avenue is the portion of the US Highway 12 (US-12) in Michigan. US-12 is an east-west US Highway that runs from Aberdeen, Washington, to Detroit, Michigan. In Michigan, US-12 is a 210-mile long state trunkline highway and Pure Michigan Byway that runs between the cities of New Buffalo and Detroit. In Ypsilanti Township, Michigan Avenue is a 3-mile commercial arterial that connects the City of Ypsilanti with Van Buren Township.

VISION STATEMENT

Through quality development, business incubation, creation of anchors, beautification and safety improvements, and reinvestment, E. Michigan Avenue and Ecorse Road will become a choice location for businesses, visitors and residents.

Ecorse Road is the portion of M-17 that runs through Ypsilanti Township. M-17 is a 6 mile-long state trunkline highway that connects the Ypsilanti Township with Ann Arbor through the City of Ypsilanti. In Ypsilanti Township, Ecorse Road is 1.5 miles long, serves as primary neighborhood commercial corridor for adjacent residential neighborhoods and is a connection to Interstate 94 via US-12.

ONE WORD RESULTS

The Task Force and corridor stakeholders were asked to provide one word to describe the corridors today and one word to describe what they wish the corridors will be in ten years. The results are shown in the word clouds on this page.

ANCHORS AND BARRIERS

The Existing Conditions Map on the opposite page shows the anchors and barriers identified by the consultant team, the Task Force and corridor stakeholders. E. Michigan Avenue has a variety of anchors from major employers like Eby Brown and DTE to shopping gathering spots like Kroger. The anchors on Ecorse were more typical for a neighborhood corridor including Calvary Baptist Church, Cuppys Best Restaurant and Ice Cream Time.

The corridors have barriers that limit mobility and safety. E. Michigan Avenue is physically cut off from surrounding areas by the railroad to the south the the Ford Boulevard overpass. Both corridors have poor lighting, sidewalks and crossings.

The one word results and the anchors and barriers analysis helped to craft the vision for the corridors at the top of this page.

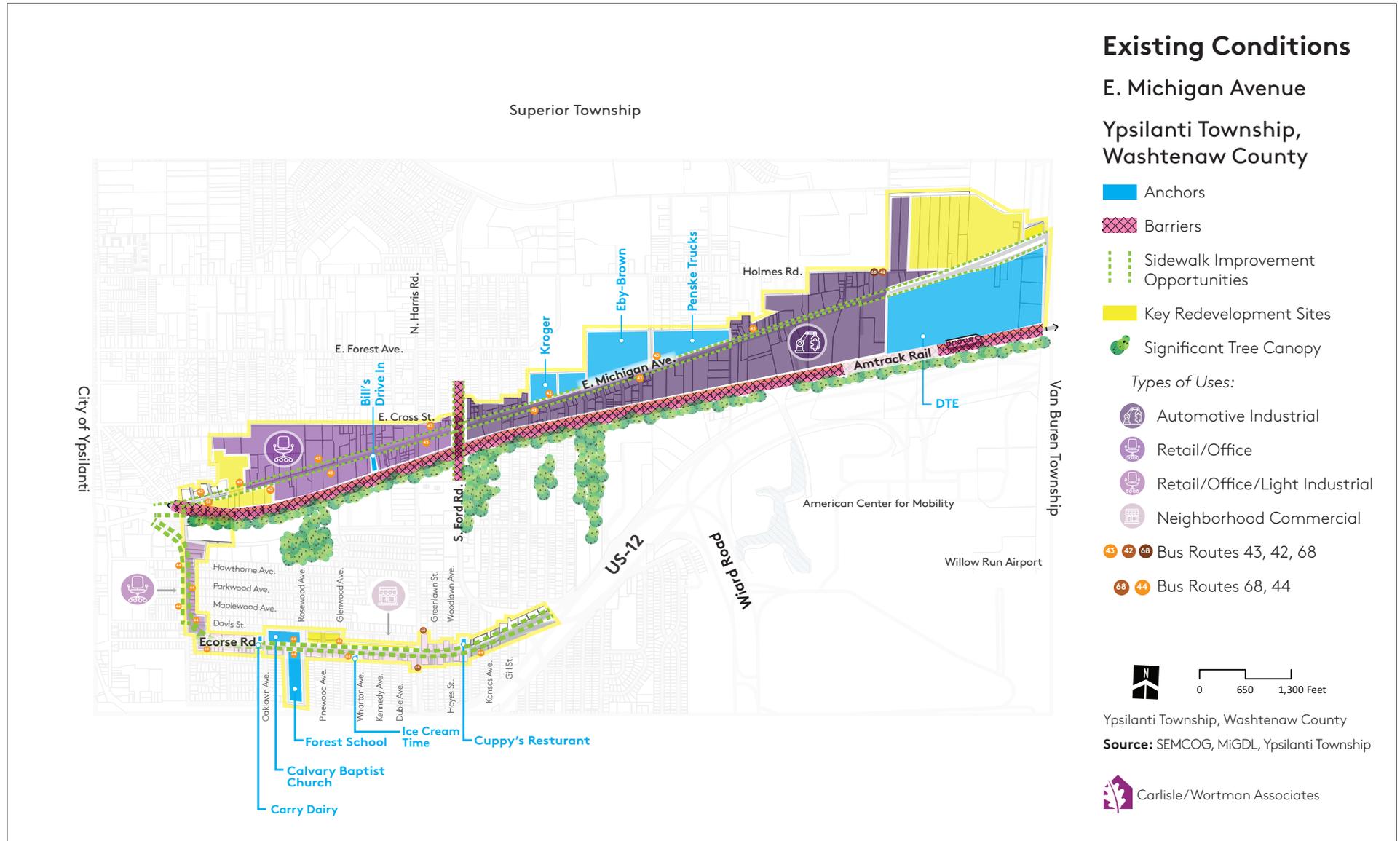
USE ONE WORD TO DESCRIBE THE CORRIDOR NOW



USE ONE WORD TO DESCRIBE THE CORRIDOR IN TEN YEARS



Existing Conditions Map



Existing Conditions

E. Michigan Avenue

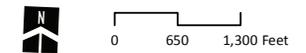
Ypsilanti Township, Washtenaw County

- Anchors
- ▨ Barriers
- ⋯ Sidewalk Improvement Opportunities
- Key Redevelopment Sites
- Significant Tree Canopy

Types of Uses:

- Automotive Industrial
- Retail/Office
- Retail/Office/Light Industrial
- Neighborhood Commercial

- ● ● Bus Routes 43, 42, 68
- ● Bus Routes 68, 44



Ypsilanti Township, Washtenaw County
Source: SEMCOG, MiGDL, Ypsilanti Township

Carlisle/Wortman Associates

ENGAGEMENT

Throughout the 6-month plan development process, community engagement was an underlying activity. A task force met regularly, guiding the process. A Design Workshop was held to gather input from the wider community.

Task Force

The Michigan Avenue/Ecorse Road Planning Task Force played a key role in the development of the plan. Members of the task force included business owners from both corridors, residents, representatives of the Washtenaw County Sherriff's office, City of Ypsilanti staff, Ypsilanti Township staff, Planning Commissioners and Township Board members. The Task Force guided the process and built consensus around a comprehensive strategy for the future of both corridors. Specifically, the Task Force:

- Reviewed corridor analysis and existing conditions.
- Assisted in gathering community input.
- Worked with the Planning Team to develop the corridor vision(s), review draft text, graphics, and maps of the plan, and assist in the development of an implementation strategy.
- Have committed to serve as ongoing champions of the plan during the planning process and, more importantly, plan implementation.

Design Workshop

The planning process include a two-day design workshop. The workshop featured an open studio at Calvary Baptist Church on Ecorse Road with hands- on activities as well as opportunities to talk one-on-one with consultants. Two public meetings were part of the workshop as well. Overall, over 20 individuals participated including local business owners, residents, property owners, City of Ypsilanti and Ypsilanti Township staff, and elected and appointed officials from Ypsilanti Township.

BELOW:

Flyer for Design Workshop



How can we make Ecorse Road & East Michigan Avenue great? greater? the greatest?

WHAT
Design Workshop for Ecorse Road & East Michigan Avenue

Please join us and share your opinions about what needs to happen to make Ecorse Road and East Michigan Avenue great places to live, shop & work!

WHEN & WHERE

Thursday, March 8
10:00 a.m. – 3:00 p.m.
Open Studio – Calvary Baptist Church, Classroom #211

7:00 p.m. – 9:00 p.m.
Community Meeting – Ypsilanti Township Community Center (2025 E Clark Rd)

Friday, March 9
10:00 a.m. – Noon
Open Studio – Calvary Baptist Church, Classroom #211

3:00 p.m. – 4:00 p.m.
Task Force Meeting – Calvary Baptist Church, Classroom #211

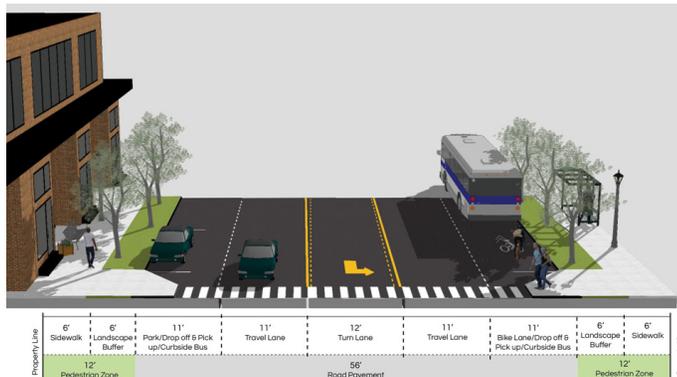
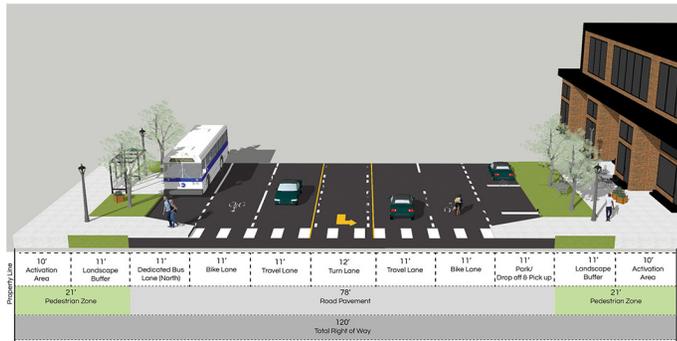
*For all Calvary Baptist Church Classroom 211 events, please park at the church parking lot between the church and the gymnasium. There is an entrance to the church adjacent to this parking lot.

If you have questions or can not attend but want to offer your thoughts please email tlasser@cwaplan.com

BELOW:

Top: E. Michigan Avenue Road Diet Illustration

Bottom: Ecorse Road Diet Illustration



Strategy Summary

This Plan is built around strategies to transform E. Michigan Avenue and Ecorse Road into vibrant corridors with quality development, businesses incubation, anchors, beautification and safety improvements, and reinvestment. To maintain the momentum of this planning process and garner support from the stakeholders, local partners, and investors, the following early action projects are projects that the Township can pursue within the first year of implementation.

FIVE IMMEDIATE ACTIONS

1. Develop zoning strategies for E. Michigan Avenue and Ecorse Road (page 26)
2. Begin an Ecorse Road and E. Michigan Avenue Business Association (page 25)
3. Fill in sidewalk gaps and improve lighting in both corridors (page 42)
4. Start road diet process with MDOT for both corridors (page 39)
5. Work with Washtenaw County to conduct Phase 1 Environmental Assessment for all township owned parcels along both corridors (page 29)

Though two distinct corridors, E. Michigan Avenue and Ecorse Road share common geographies, issues, and opportunities. Shared implementation strategies can be applied to each corridor. This section describes shared strategies in economic development, land use redevelopment, and placemaking, while noting where implementation may vary due to the unique circumstances in each corridor.

ECONOMIC DEVELOPMENT

Business Associations

The creation of an Ecorse/E. Michigan Business Association provides an opportunity for business owners and managers to share information and resources, leverage opportunities, organize events and programs, and market the corridors for business and development. Business associations in other areas have sparked the interest of prospective businesses and encouraged development along corridors.

Directory

A business directory is a key marketing tool to support local businesses, by putting information about individual businesses in an easily accessible place. A directory for Ecorse and/or E. Michigan Avenue could be developed by a business association or another entity, such as Ypsilanti Township. The business directory should be posted in a common place such as the Ypsilanti Township website or an Ecorse/E. Michigan Business Association website and be updated annually.

Programming

Programming can bring a community together as well as attract visitors from surrounding communities. Events such as art fairs, seasonal events, farmers markets and car shows have made positive impacts on many municipalities by promoting both local businesses as well as tourism. Both corridors have opportunities to host unique programming with a regional draw.

BELOW:

The Orphan Car Show is an example of programming that brought visitors to Depot Town in the City of Ypsilanti.

YPSILANTI AUTOMOTIVE
HERITAGE MUSEUM

21ST ANNUAL
ORPHAN
Car Show

Open to all makes of orphan cars.
This year featuring

ORPHANS OF



Edsel, Mercury & Mark II

• • •

Sunday | September 17, 2017
Riverside Park, Ypsilanti

BELOW:

Key Redevelopment Properties

Top: Northern block on Ecorse between Rosewood & Pinewood

Bottom: 953 E. Michigan Avenue

**LAND USE REDEVELOPMENT****Zoning**

In order to create stable and more vibrant corridors, effective zoning practices need to be adopted to set the stage for development. Zoning should not be a regulatory tool to stifle the private market but rather an effective means to stimulate and incentivize new investment. Mirroring the future land use plan, multiple sections of both corridors will require unique zoning strategies to ensure existing undesirable land uses can be contained, desired uses can be stimulated and zoning dimensional requirements allow a 21-century building on every parcel in both corridors.

Brownfield Sites

Throughout both corridors, there are a number of contaminated sites or brownfields. Brownfields are complicated to redevelop but also are eligible for public money to assist with redevelopment and remediation. Remediation and redevelopment of brownfield sites along E. Michigan Avenue and Ecorse Road would improve and clean up dirty sites, open up large parcels for redevelopment and increase economic opportunities.

Key Redevelopment Properties

There are an abundance of vacant parcels on both corridors, all of which are opportunities for redevelopment. However, the redevelopment of a few key sites on both corridors could make a large impact. These key parcels are privately and publicly owned. These properties should be targeted for redevelopment. Locations and plans for key redevelopment parcels in both corridors are described in upcoming sections.

PLACEMAKING

Road Diet

Creating safe and inclusive roadways is crucial to creating a sense of place. By narrowing roads and allocating excess space for other uses, a road diet creates a safer environment for both drivers and pedestrians. A road diet, also called a lane reduction, is a reconfiguration which typically reduces the number of travel lanes to create space for other street elements such as bicycle lanes, a center left-turn lane, medians or curbside parking. Often, road diets do not actually narrow the physical width of a roadway footprint, but rearrange how space is used curb to curb.

Undertaking a comprehensive road diet plan along E. Michigan Avenue as well as Ecorse Road will set the stage for corridor redevelopment, and speed reduction. The narrowing from a five-lane road to three-lane road will permit space for improvements or construction of sidewalks, bike lanes, parking lanes, or dedicated bus lanes.

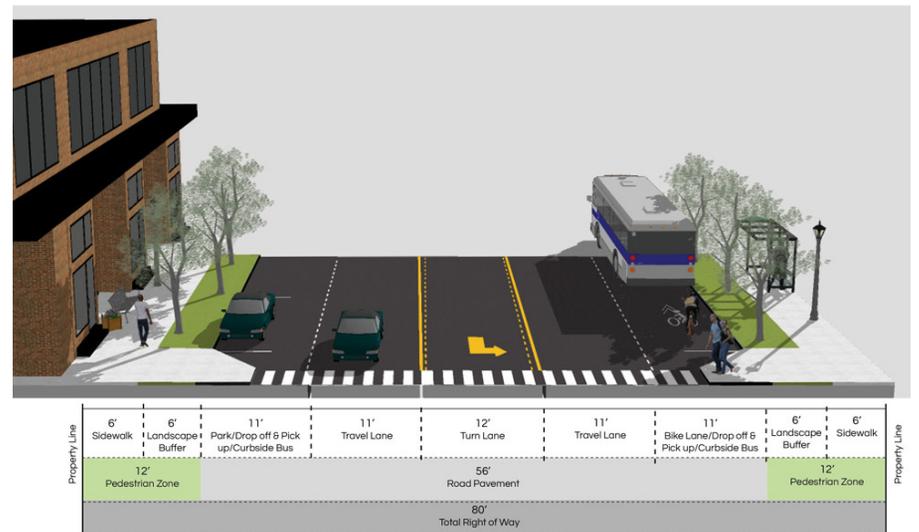
Additionally, improved and additional crosswalks can be constructed as part of the road diet along both corridors. Decreasing the width of the road and creating additional destinations to cross, as well as adding pedestrian crosswalk lights, will improve pedestrian safety. Both corridors will require a separate road diet tailored to each’s unique right-of-way.

Gateways

Gateways and wayfinding are physical elements that create an important sense of place within a community. Gateways, such as signs or public art, should be erected at the entrance of the Township at both ends of E. Michigan Avenue and Ecorse Roads, advertising the arrival into the Township. Essential locations for gateways include the intersections of E. Michigan Avenue and Ridge Road, Ecorse and Ford Boulevard as

BELOW:

Top: Ecorse Road Current Conditions
 Bottom: Ecorse Road Diet Illustration



BELOW:**Ecorse Road Public Space Illustrations**

well as the intersection of Ecorse and E. Michigan Avenue. Additionally, in collaboration with the City of Ypsilanti and Destination Ann Arbor (the convention visitor's bureau), the Township has created signs that display directions to various destinations, also referred to as wayfinding signage. Additional approved wayfinding signage should be added to the streetscape of both corridors.

Lighting

Lighting plays an essential role when it comes to safety for drivers, as well as pedestrians and cyclists. Both Ecorse as well as East Michigan Avenue should have additional streetlights installed for increased visibility. Lighting recommendations for each corridor detailed later in the plan were determined by the type of land use and whether people drive, walk, bike or some combination thereof to each portion of the corridors.

Sidewalks

Safe, accessible, and well-maintained sidewalks are a fundamental investment for corridors. First, they are where people walk, whether it is from their car or from their home, to access everything on the corridor. Second, sidewalks connect places on the corridors. Studies have shown that well-maintained sidewalks that connect places enhance general public health. Third, as public spaces, they are the front steps to the corridor. However, there are large gaps in the sidewalk system on both corridors. In both corridors, sidewalks should be added to connect the existing gaps or repair unsafe sidewalks.

Public Spaces / Public Art

Another strategy to create a unique location is to repurpose open space. Some park options for the corridors pocket parks, public plaza, or linear parks. The future parks and recreation opportunities will be dependent on location and ownership of parcels.

Public art includes murals, statues, graffiti walls, fountains and sculptures. The public art often becomes a landmark or the central point of a gathering space. Opportunities exist on both corridors to enhance buildings, create unique places or provide landmarks with public art. In recommendations for each corridor, potential locations for public art are provided.

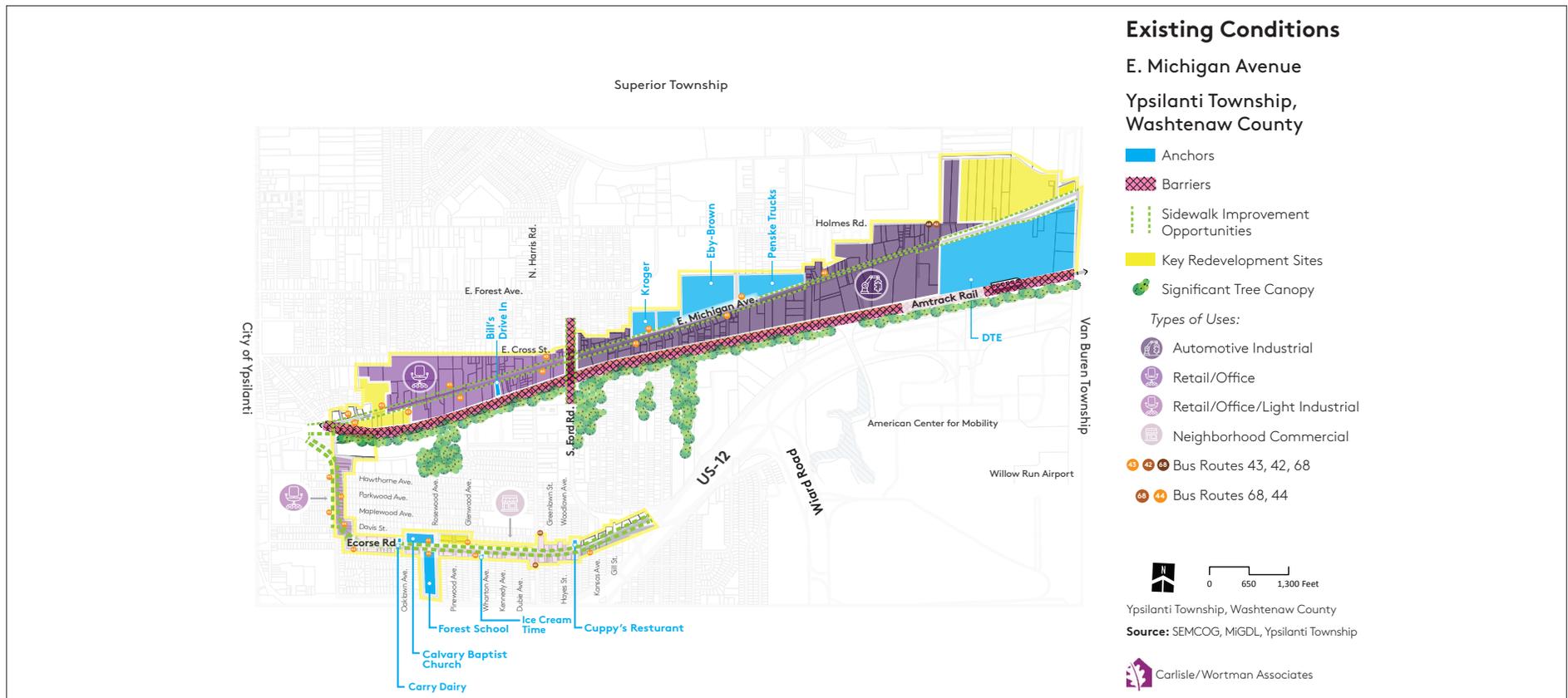
This page is intentionally left blank.

Existing Conditions

INTRODUCTION

The following section describes the existing conditions in the E. Michigan Avenue and Ecorse Road Corridors. The current zoning and land use, as well as the environmental conditions are described. An in-depth analysis of the retail market is provided as well with opportunities identified for each corridor.

BELOW:
Existing Conditions Map



ZONING

The western end of E. Michigan Avenue and almost all of Ecorse Road is lined with B-3 General Business zoning. The B-3 zoning district is designed to provide for automobile oriented diversified business type uses.

The eastern end of E. Michigan Avenue includes some mix of I-1 Light Industrial and I-2 General Industrial zoning. A number of these parcels on the south side of E. Michigan Avenue have B-3 zoning on the road frontage with a portion of the property abutting the railroad tracks zoned I-1. The split zoning has prevented redevelopment of some of these parcels. The I-1 zoning district is designed to provide for lower intensity uses such as wholesale activities, warehouses, and light industrial operations. The I-2 zoning district permits for more intensive industrial activities including manufacturing, assembling and fabrication.

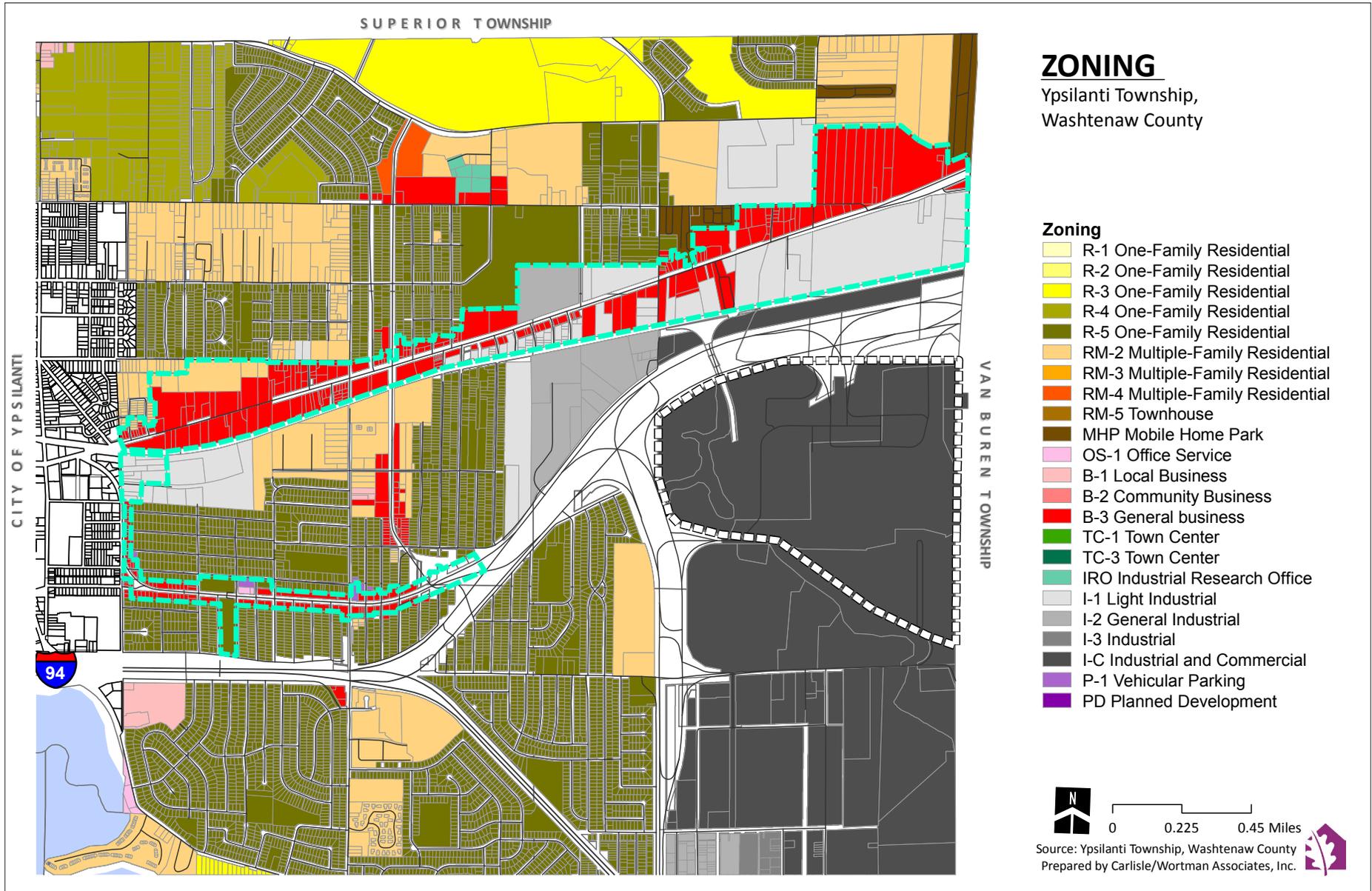
Ecorse Road is mostly zoned B-3 zoning with some Office Service (O-S) and Single-Family Residential (R-5) Zoning. The B-3 Zoning District requires a twenty foot front yard setback and a twenty foot rear yard setback. Many of the lots on Ecorse are shallow, many less than 120 feet deep. The front and rear yard setbacks for new buildings require over one-third of these lots to be open space, limiting their redevelopment potential.

BELOW:

The vacant property on Ecorse Road outlined in yellow below is less than 100 feet deep and zoned B-3.

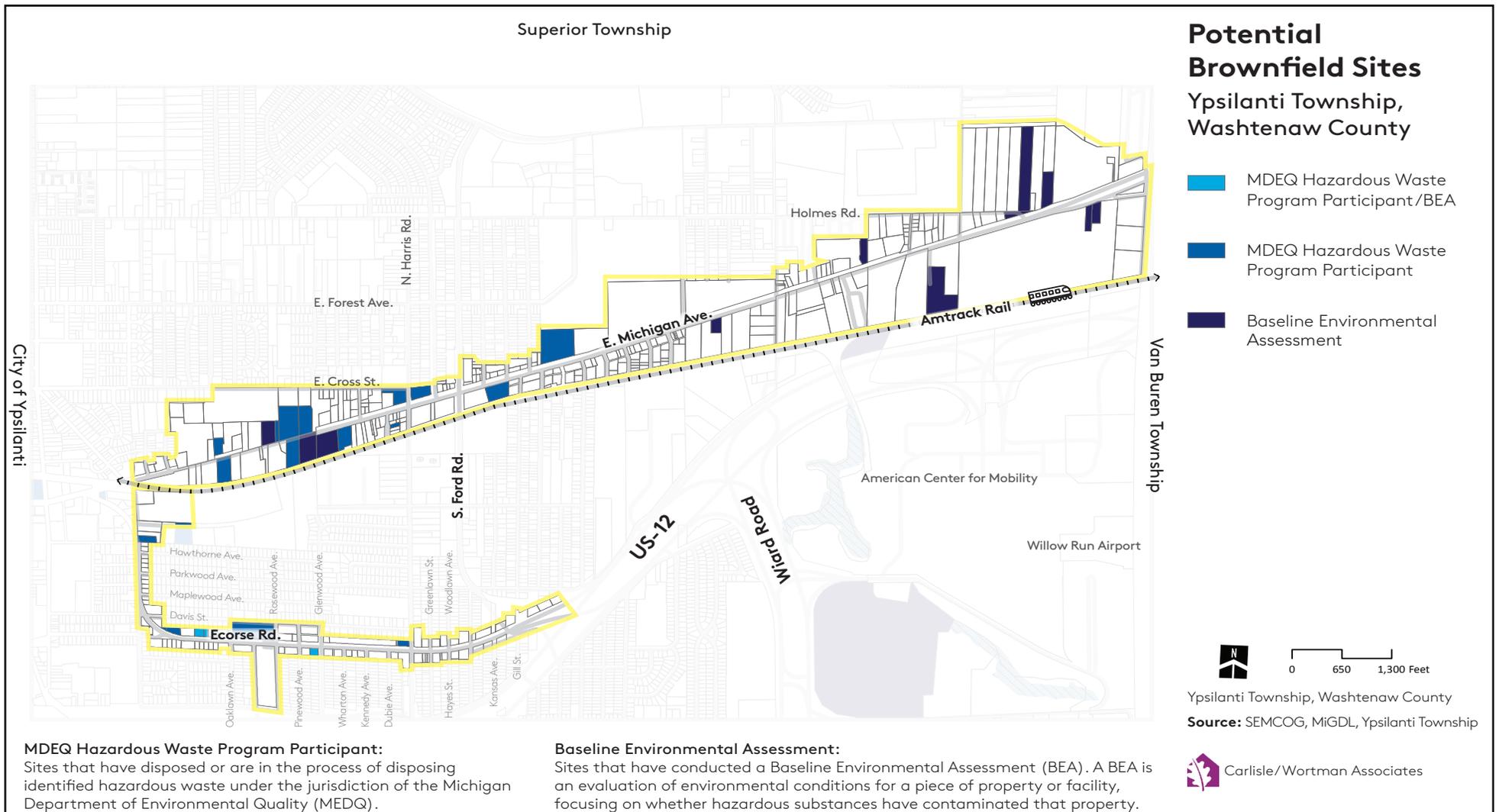


Zoning Map



ENVIRONMENTAL CONDITIONS

Due to the historical industrial and auto-oriented commercial nature of the corridors, both corridors include numerous potential brownfield sites. On Michigan Avenue, 23 parcels have a Baseline Environmental Assessment, are a participant in the Michigan Department of Environmental Quality (MDEQ) Hazardous Waste Program, or both. On Ecorse, nine parcels meet one of those criteria.



MARKET

The market study for this planning process focused on retail opportunities. The opportunities identified for each corridor were selected because they will not only help local residents, but also strengthen Ecorse and E. Michigan Avenue as destinations, bringing money into the community.

Retail Gap

Retail potential is determined by analyzing supply and demand through a Retail Gap Analysis. It shows the retail potential and retail sales for different business classifications. The gap analysis illustrates differences between supply and demand within each category (the black values indicating a surplus in supply, and the positive blue value revealing a retail gap, meaning local demand is greater than supply).

In order to analyze the market conditions for Ecorse Road and E. Michigan Avenue, a trade area analysis was conducted for the following geographic areas:

- Ecorse Road Local Trade Area: 5-minute drive time shown in red and 10-minute drive time in green
- E. Michigan Avenue Mid-region Trade Area: 5-minute drive time shown in red, 10-minute drive time in green and 20-minute drive time in purple

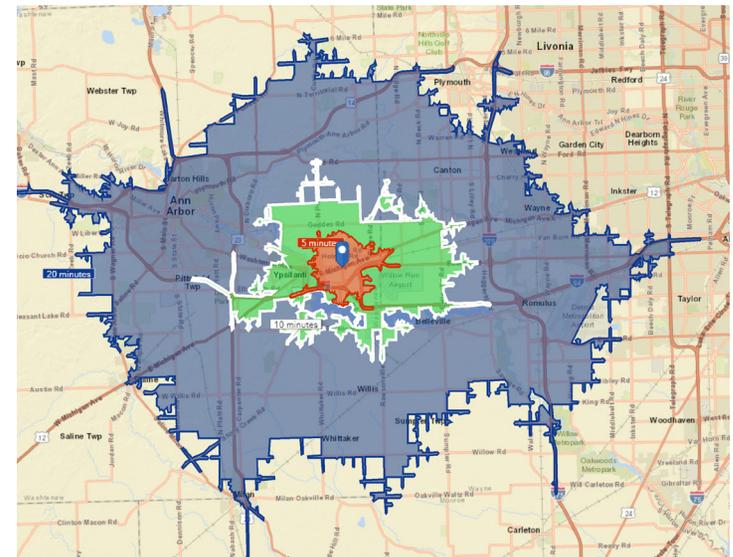
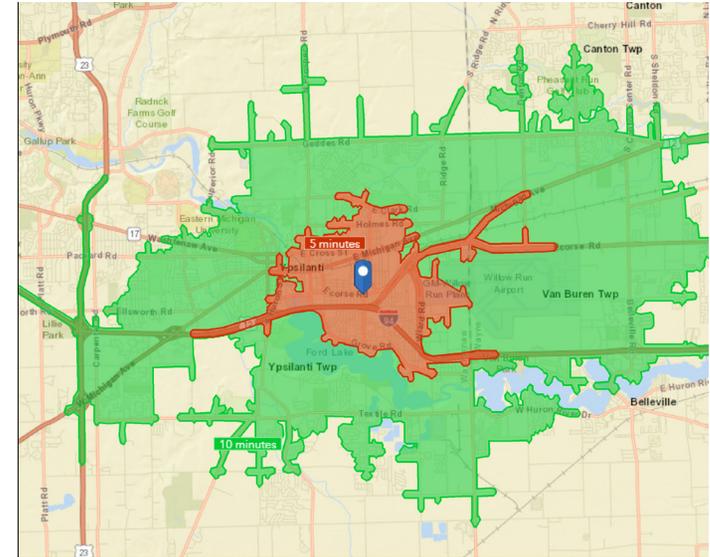
The Local Trade Area represents the primary locations where residents will seek to purchase a majority of their daily needs. The larger Regional Trade Area represents a broader market of consumers that may choose either Michigan Avenue as a location to shop, eat, or work, or for which residents will seek to purchase goods at competing locations.

The variables that factor into a business deciding on a location vary by site and by the types of business (and even between specific companies selling similar products). The purpose of market analysis for this corridor study was to identify the types of businesses that may seek a locations along these corridors, and are appropriate for the community. Commercial users considering these locations may conduct their own market evaluations for specific sites. The market analysis can help identify what uses are a good fit for either corridor and identify a process for attracting those uses.

BELOW:

Top: Ecorse Road Trade Area

Bottom: Michigan Avenue Trade Area



Ecorse Road Opportunities

Since Ecorse Road is a neighborhood commercial area, a 5-minute drive-time trade area was evaluated. That trade area captures south of 94 to the south, north of Michigan Avenue to the north, portions of the City of Ypsilanti to the west and the West Willow neighborhood and the American Center for Mobility area to the east. Based upon this trade area, dollars are leaving the Ecorse Road in the following retail categories: Food and Beverage Stores and General Merchandise.

General merchandise represents the highest opportunity category with 30 million dollars leaving the trade area annually. General merchandise or a small grocery store or convenience store has a tremendous opportunity on Ecorse. Future development opportunities should target these uses.

Demographics: Ecorse Road

	5 minute Drive Time (2017)	10 minute Drive Time (2017)	Township (2010)
Population	21,187	83,980	56,362
Households	9,330	34,497	21,432
Renter	42.90%	40.40%	60.10%
Owner	46.30%	49.00%	39.70%
Median Household Income	\$41,086	\$47,350	\$47,820
Median Household Value	\$97,222	\$134,433	\$148,900
Race	59.8% White 31.4% Black	56.6% White 31.7% Black	66.1% White 25.3% Black
Education	21.6% HS Graduate 29.2% Some College, no degree 8.1% Associates Degree 17.6% Bachelors 8.19% Graduate	18.3% HS Graduate 26.2% Some College, no degree 9.0% Associates Degree 20.9% Bachelors 12.7% Graduate	23.7% HS Graduate 24.2% Some College, no degree 8.4% Associates Degree 19% Bachelors 11.9% Graduate
Employment, Industry	59.5% Services 13.6% Retail 9.1% Manufacturing 4.8% Finance/Insurance/ Real Estate 4.3% Transportation/Utilities 3.3% Construction	56.1% Services 12.4% Retail 12.3% Manufacturing 5.1% Finance/Insurance/ Real Estate 4.3% Transportation/Utilities 3.5% Construction	

Business Summary: Ecorse Road

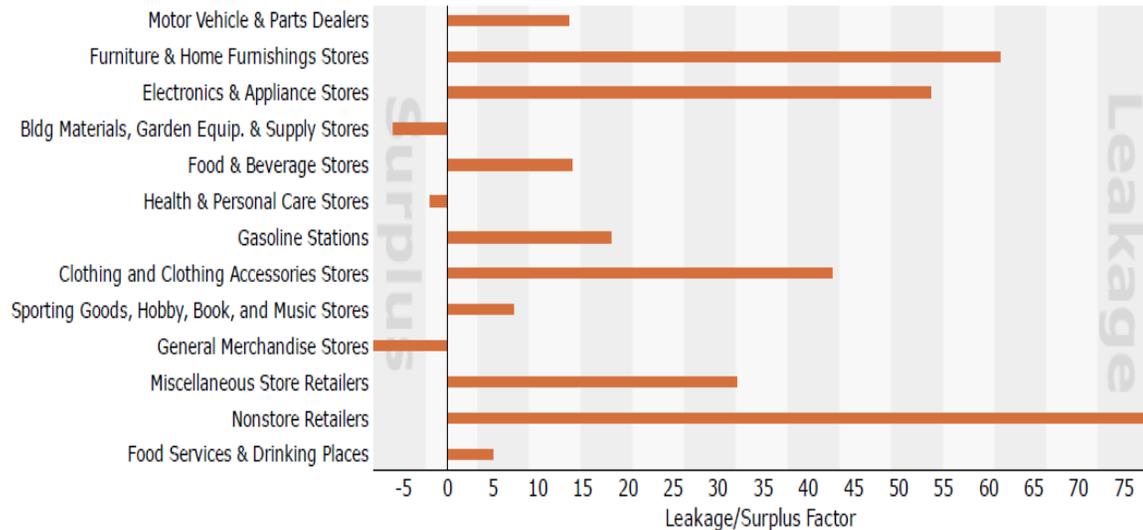
	5 minute Drive Time (2017)	10 minute Drive Time (2017)
Total Businesses	800	1,961
Total Employees	7,075	29,605

Ecorse Road 10-Minute Drive Time Retail Gap Analysis

Industry Group	Demand	Supply	Gap	Leakage/Surplus Factor
Motor Vehicle & Parts Dealers	\$ 202,035,277	\$ 154,062,492	\$ 47,972,785	13.5
Furniture & Home Furnishing Stores	\$ 32,106,485	\$ 7,680,931	\$ 24,425,554	61.4
Electronics & Appliance Stores	\$ 31,517,715	\$ 9,500,855	\$ 22,016,860	53.7
Bldg Materials, Garden Equip, & Supply Stores	\$ 62,374,053	\$ 70,318,946	\$ -7,944,893	-6.0
Food & Beverage Stores	\$ 172,588,242	\$ 130,422,565	\$ 42,165,677	13.9
Health & Personal Care Stores	\$ 66,985,726	\$ 69,560,161	\$ -2,574,435	-1.9
Gasoline Stores	\$ 111,107,816	\$ 76,765,188	\$ 34,342,628	18.3
Clothing & Clothing Accessoris Store	\$ 51,371,769	\$ 20,645,663	\$ 30,726,106	42.7
Sporting Goods, Hobby, Book & Music Stores	\$ 26,525,644	\$ 22,805,037	\$ 3,720,607	7.5
General Merchandise Stores	\$ 151,344,392	\$ 178,391,589	\$ -27,047,197	-8.2
Miscellaneous Store Retailers	\$ 34,701,667	\$ 17,816,976	\$ 168,84,691	32.1
Nonstore Retailers	\$ 17,173,663	\$ 2,147,122	\$ 15,026,541	77.8
Food Services & Drinking Places	\$ 103,816,710	\$ 93,698,020	\$ 10,118,690	5.1

Supply (retail sales) estimates sales to consumers by establishments. Sales to businesses are excluded. Demand (retail potential) estimates the expected amount spent by consumers at retail establishments. Supply and demand estimates are in current dollars. The Leakage/Surplus Factor presents a snapshot of retail opportunity. This is a measure of the relationship between supply and demand that ranges from +100 (total leakage) to -100 (total surplus). A positive value represents 'leakage' of retail opportunity outside the trade area. A negative value represents a surplus of retail sales, a market where customers are drawn in from outside the trade area. The Retail Gap represents the difference between Retail Potential and Retail Sales. Source: ESRI

Leakage/Surplus Factor by Industry Subsector



E. Michigan Avenue Opportunities

E. Michigan Avenue serves more of a regional commercial area, so a 10-minute drive-time trade area was evaluated. The 10-minute trade area encompasses I-94 to the south, Geddes Road to the north, and the City of Ypsilanti to the west and a portion of Belleville to the east. Based upon this trade area, dollars are leaving the E. Michigan Avenue in retail categories such as Food and Beverage Stores and Gas Stations. Both food and beverage stores and gas stations represent the highest opportunity category with over 65 million dollars combined leaving the trade area annually. Future development opportunities could target these uses if it fits with the vision for the corridor.

Business Summary: Michigan Avenue

	5 minute Drive Time (2017)	10 minute Drive Time (2017)	10 minute Drive Time (2017)
Total Businesses	756	1,860	12,950
Total Employees	8,088	28,897	227,844

Demographics: Michigan Avenue

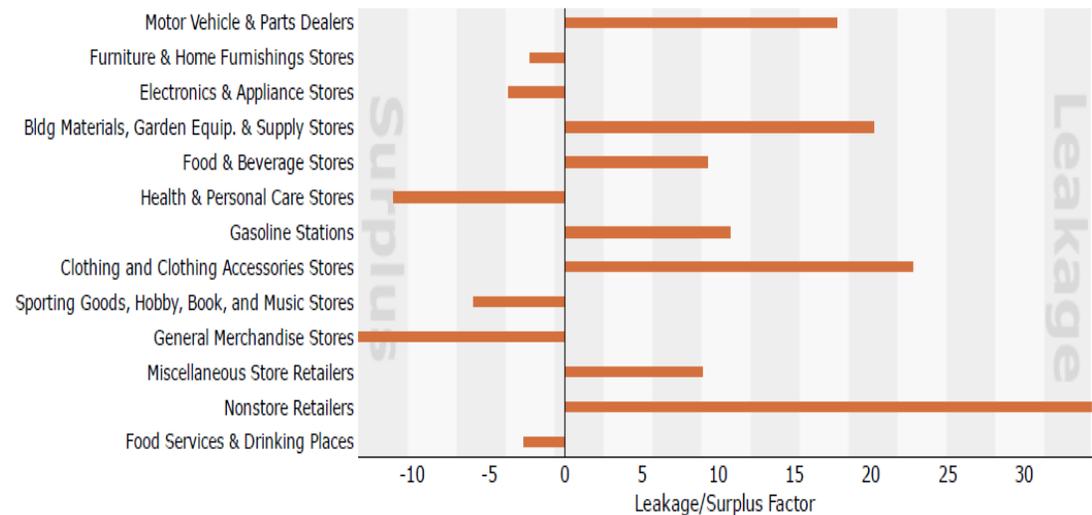
	5 minute Drive Time (2017)	10 minute Drive Time (2017)	20 minute Drive Time (2017)	Township (2010)
Population	19,182	69,120	415,245	53,362
Households	8,054	28,045	164,072	21,432
Renter	45%	56.7%	61.9%	60.10%
Owner	55%	43.3%	38.1%	39.70%
Median Household Income	\$39,667	\$48,134	\$61,801	\$47,820
Median Household Value	\$93,810	\$172,152	\$221,203	\$148,900
Race	62% White 28.2% Black	56.9% White 30.6% Black	67.9% White 16.4% Black	66.1% White 25.3% Black
Education	23.3% HS Graduate 30% Some College, no degree 7.3% Associates Degree 15.1% Bachelors 7.1% Graduate	19.2% HS Graduate 25.2% Some College, no degree 8.0% Associates Degree 20.8% Bachelors 13.6% Graduate	16.8% HS Graduate 20.6% Some College, no degree 8.3% Associates Degree 23.9% Bachelors 20.6% Graduate	23.7% HS Graduate 24.2% Some College, no degree 8.4% Associates Degree 19% Bachelors 11.9% Graduate
Employment, Sector	50.7% White Collar 26% Services 23.2% Blue Collar	58.6% White Collar 22.3% Services 19.1% Blue Collar	65.8% White Collar 17.2% Services 17% Blue Collar	

Michigan Avenue 20-Minute Drive Time Retail Gap Analysis

Industry Group	Demand	Supply	Gap	Leakage/Surplus Factor
Motor Vehicle & Parts Dealers	\$ 1,248,486,882	\$ 870,402,922	\$ 378,083,960	17.8
Furniture & Home Furnishing Stores	\$ 202,142,539	\$ 211,555,271	\$ -9,412,732	-2.3
Electronics & Appliance Stores	\$ 197,129,170	\$ 212,431,987	\$ -15,302,817	-3.7
Bldg Materials, Garden Equip, & Supply Stores	\$ 409,627,568	\$ 271,946,855	\$ 137,680,713	20.2
Food & Beverage Stores	\$ 1,059,202,801	\$ 877,030,357	\$ 182,172,444	9.4
Health & Personal Care Stores	\$ 417,252,544	\$ 522,121,793	\$ -104,869,249	-11.2
Gasoline Stores	\$ 672,037,654	\$ 540,286,907	\$ 131,750,747	10.9
Clothing & Clothing Accessories Store	\$ 324,479,137	\$ 203,829,644	\$ 120,649,493	22.8
Sporting Goods, Hobby, Book & Music Stores	\$ 165,732,963	\$ 186,860,026	\$ -21,127,063	-6.0
General Merchandise Stores	\$ 937,778,995	\$ 1,230,763,989	\$ -292,954,994	-13.5
Miscellaneous Store Retailers	\$ 215,365,472	\$ 179,825,059	\$ 35,540,413	9.0
Nonstore Retailers	\$ 108,744,338	\$ 52,953,047	\$ 55,791,291	34.5
Food Services & Drinking Places	\$ 648,743,387	\$ 684,765,194	\$ -36,021,807	-2.7

Supply (retail sales) estimates sales to consumers by establishments. Sales to businesses are excluded. Demand (retail potential) estimates the expected amount spent by consumers at retail establishments. Supply and demand estimates are in current dollars. The Leakage/Surplus Factor presents a snapshot of retail opportunity. This is a measure of the relationship between supply and demand that ranges from +100 (total leakage) to -100 (total surplus). A positive value represents 'leakage' of retail opportunity outside the trade area. A negative value represents a surplus of retail sales, a market where customers are drawn in from outside the trade area. The Retail Gap represents the difference between Retail Potential and Retail Sales. Source: ESRI

Leakage/Surplus Factor by Industry Subsector



Strategies

This section details strategies and actions for business support, land use redevelopment and placemaking in the Ecorse and E. Michigan Avenue corridors. An implementation table with responsibilities, funding sources, details and a priority ranking for each action is included.

Business Support

Strategy: Work with Ecorse and E. Michigan businesses to provide business support.

Action 1: Create an Ecorse and E. Michigan Business Association

Organizing as a business association will allow small businesses and entrepreneurs along the corridors to leverage resources, provide an opportunity for the business owners to connect with one another as well as the public, and better assist in maintaining an open channel of communication with Township officials to assist in ongoing needs. The Business Association could assist in programing and special events, façade improvements, business to business support, and public improvements. Formation of the association should be started by a key core of existing businesses in partnership with the Township.

Action 2: Create a Business Directory

A business directory and map of business locations, in print and web formats, helps connect buyers and sellers of goods and services. The business directory and map should be readily available on the township website, and in print at the local businesses.

BELOW:
Example of Business Directory

Restaurants & Spirits

8 Fresh
315-853-7274
www.eatfresh15.com

Across the Row Bistro
8 East Park Row
315-381-3076
www.acrosstherow.com

Allen's Restaurant
7 College Street
315-853-8363
www.allensrestaurant.com

The Annex Wine Bar
7 West Park Row
315-557-5078
www.theannexwinebar.com

Bonomo's Dart Creme
7585 State Route 5
315-853-2116
www.bonomos.com

Clinton Oiler Mill
28 Elm Street
315-853-5756
www.clintonoilmill.com

The Dessert Booth
3 Kirkland Avenue
315-859-1163
www.thedesertbooth.com

Everyday Needs

Clinton Agway
9 Kirkland Avenue
315-853-8039
www.clintonagway.com

Giovanni's Pizzeria
12 East Park Row
315-853-7700

McDonald's
43 College Street
315-853-8421

Hannaford Supermarket
55 Meadow Street
315-853-0900
www.hannaford.com

Hummel's Office Plus
114 West Albany St. Herkimer
315-866-4354
www.hummels.com

Jay-K Lumber
8445 Seneca Trpk.,
New Hartford
315-725-4475
www.jay-k.com

Kimzey Drugs
12 Franklin Avenue
315-853-3880
www.kimzeydrugs.com

Nice N Easy Grocery Shoppes
23 Ulica Street
315-853-5810
www.niceanys.com

Stewart's Shops
State Route 120
315-853-1435
www.stewartsshops.com

United States Post Office
40 College Street
315-853-2033

Personal Needs

A Strong and Healthy You
19 Estates Dr., New Hartford
315-525-8781

Anatomy in Motion
7 Kirkland Avenue
315-853-3470
www.anatomyinmotionstudio.com

Helen Sarandrea Physical Therapy
3 West Park Row
315-738-1671
www.helensarandreaopt.com

Marie Golden at
College St. Hair Designs
37 College Street
315-790-0531

Lisa Lester, DDS
46 Ulica Street
315-853-6181

Snip & Clip
21 College Street
315-723-3718

Sunflower Natural Wellness Center
3 Kirkland Ave #203
315-557-6892

Time for Me Day Spa
315-853-3300
www.timeforme.com

TeamFit
50 Genesee St. Ulica
315-765-6493
www.teamfitny.com

Towpath Vision Care
2318 Genesee St., Ulica
315-732-7121
www.towpathvisioncare.com

West Park Row Salon
4 West Park Row
315-381-3040

Specialty & Gift Shops

Adirondack Cheese Company
13 West Park Row
315-853-1461
www.adirondackcheese.com

All-Liz Home and Accessories
3 West Park Row
315-853-2218

Artisans' Corner
8200 Seneca Turnpike
315-853-1453

Clinton Florist
5 South Park Row
315-853-2721
www.theclintonflorist.com

Clinton Jewelers
13 College Street
315-853-3400

Clinton Pottery
65 1/2 Ulica Street
315-853-6873
www.clintonpottery.com

Clinton Shoe Center
16 West Park Row
315-853-5615
www.clintonshoecenter.com

Clinton Wine and Spirits
43 Meadow Street
315-859-1245
www.clintonwine.com

Dawn Marie's Treasures, Vintage, Gift & Gourmet
11 West Park Row
315-796-9099
www.dawnmaries-treasures.com

Georgia's Farm Products
100 Kirkland Avenue
315-853-5547
www.georgiasfarmproducts.com

Katza Martin
20 West Park Row
315-853-3650
www.katzamartin.com

No.6 Park Row & No.6 Cigar Company
5 West Park Row
315-853-2980

North Star Orchards
4741 State Route 233
315-853-1024
www.northstarorchards.com

Paddywacke
315-729-7799
www.paddywacke.com

Signature 81
13 College Street
315-269-7799
www.signature81.com

The Sketch Pad
60 Elm Street
315-853-7450
www.theclintonbiz.com

Town's Natural Foods
16 College Street
315-853-8360

Two Bees
4 Meadow Street
315-381-3024

The Village Crossing
11 West Park Row
315-853-5299
www.thevillagecrossing.com



The Village of Clinton, New York

From the New York State Thruway (I-90), take Exit 32 (Westmoreland), turn right, then turn left onto State Route 233 South. Drive 5.2 miles, until reaching a flashing red light. Turn left on College Street and into the Village of Clinton.

Real Estate Companies

Coldwell Banker
Sexton Real Estate
16 College Street
315-853-3535
www.coldwellbanker.com

Hunt Real Estate
26 College Street
315-853-4400
www.huntrealestate.com

Pondra's Homes & Hearth Realty
9 College Street
315-853-7251
www.pondrasrealestate.com

Banking

ACCESS Federal Credit Union
6 Franklin Avenue
315-735-9201
www.accessfcu.org

First Niagara
2 Franklin Avenue
315-853-4134
www.fninyniagara.com

NBT Bank
1 Kirkland Avenue
315-853-5501
www.nbtbank.com

Lodging, Accommodations, Bed & Breakfasts

Amidst the Hedges Inn
180 Sanford Avenue
315-723-2035
www.hedgesbb.com

Antique & Irish Welch House
7 East Park Row
315-853-2911
www.theclutchhouse.com

The Arbor Inn of Clinton
3919 Griffin Road
315-859-1790
www.arborinnofclinton.com

The Artful Lodger
17 East Park Row
315-853-3672
www.artfullodger.net

Hampton Inn & Suites
201 Woods Park Drive, New Hartford
315-783-1600
www.hamptoninn.com

Harding Farm
3703 Harding Road
315-525-8848
www.hardingfarm.com



Business Support

Action 3: Create Programming

Programming can bring a community together as well as attract others from surrounding communities. A newly formed Ecorse and E. Michigan Business Association should be the main supporter and organizer of programming. Programmed events such as art fairs, seasonal events, farmers markets and car shows have made positive impacts on many municipalities by promoting both local businesses as well as tourism. Both corridors have opportunities to provide unique programming.

Land Use Redevelopment

Strategy 1: Implement a New Zoning Strategy

Action 1: Amend the zoning to mirror the future land use plan.

Ecorse and E. Michigan Avenue will require unique zoning strategies to best ensure existing undesirable land uses can be contained and desired uses can be stimulated. Current zoning permits a number of uses and development that does not reflect the desired development. To promote redevelopment and stimulate reinvestment along the corridor, the zoning should be amended to provide flexibility to create a system of development incentives that entice transformative development. The development flexibility must provide a benefit to the developer and the community.

The proposed zoning strategies for E. Michigan Avenue include the following:

- E. Michigan Avenue from Ecorse Road to June Street should be zoned for a mix of uses including commercial, office, multiple-family, and research. The mixed use zoning will provide opportunities to create a greater variety of desired residential and commercial in an area with potential for greater walkability.
- On the south side of E. Michigan Avenue from June Street to Rawsonville Road, the zoning should be geared toward research to light industrial uses due to the existing land use pattern and large lots. However, industrial uses should be limited to clean uses that do not require outside storage. Many of the existing land uses should be contained,

Zoning Table

Land Use Category	Zoning Ordinance District
Single Family Residential	R-4, R-5
Mixed Use Residential	R-5, RM-3, RM-5, OS-1, B-2, B-3
Mixed Use including Research	OS-1, B-2, B-3, IRO
Neighborhood Mixed Use	RM-5, B-1, B-2
Research/Industrial	IRO, I-1
Research	OS-1, IRO
Commercial	B-2, B-3

BELOW:
Future Land Use Map



Carlisle/Wortman Associates
March 30, 2018

not allowed to expand and become non-conforming uses. Over time, these properties would hopefully be redeveloped in conformance with the future land use plan.

- The zoning on the north side of E. Michigan Avenue from June Street to Dons Drive should permit a variety of uses, focused on research uses.
- The north side of E. Michigan Avenue from Dons Drive to Holmes Road should be zoned to permit a variety of uses, mainly focused on commercial uses.
- On the north side of E. Michigan Avenue from Ridge Road to Rawsonville, the zoning should be updated to permit a variety of uses, primarily mixed use including residential.

The zoning in the Ecorse Road corridor should be changed to a mixed use district. That district should have the following:

- Neighborhood business uses such as food stores, personal service providers, gas stations and restaurants should be allowed.
- Residential uses ranging from single-family homes to townhouses should be allowed.
- Institutional uses such as schools, theaters, churches and social clubs should be allowed to remain on the corridor.
- Intensive automobile retail uses such as repair shops and vehicle sales should not be allowed to expand.
- The setbacks for the district should be tailored to allow 21-century building to be constructed on the shallow lots along the corridor.

Action 2: Through zoning, make undesirable land uses on E. Michigan Avenue non-conforming and do not permit additional adverse uses.

The transformation of E. Michigan Avenue will not happen without some changes to the existing land use fabric of the corridor. As such, the implementation of the zoning

BELOW:

Limit existing salvage yards on E. Michigan Avenue to present locations shown in yellow outline.



What is a Phase 1 Environmental Assessment?

It is an investigation to determine if there are any conditions that are indicative of releases of petroleum or hazardous materials or chemicals at the site, now or in the past. These conditions are collectively known as “REC” or recognized environmental conditions. A Phase I is meant to identify REC at the subject property, either at present or which may have been present in the past.

Areas of investigation include:

- Review of historical records of the property, including historical aerial photographs, fire insurance mapping and historical topographic mapping.
- Review of readily available government environmental records of the property.
- Interviews with current and past property occupants
- Site inspection

What's not included in a Phase I ESA?

A Phase I is limited to a visual inspection along with a documentation review only. There is normally no sampling or testing during a Phase I. Should issues arise, a Phase II would be conducted.

strategies noted above will make some existing uses non-conforming. Making some uses non-conforming will both contain their ability to expand but also not allow the creation of new adverse uses. The intent is for these sites to eventually be redeveloped in a manner consistent with the future land use plan.

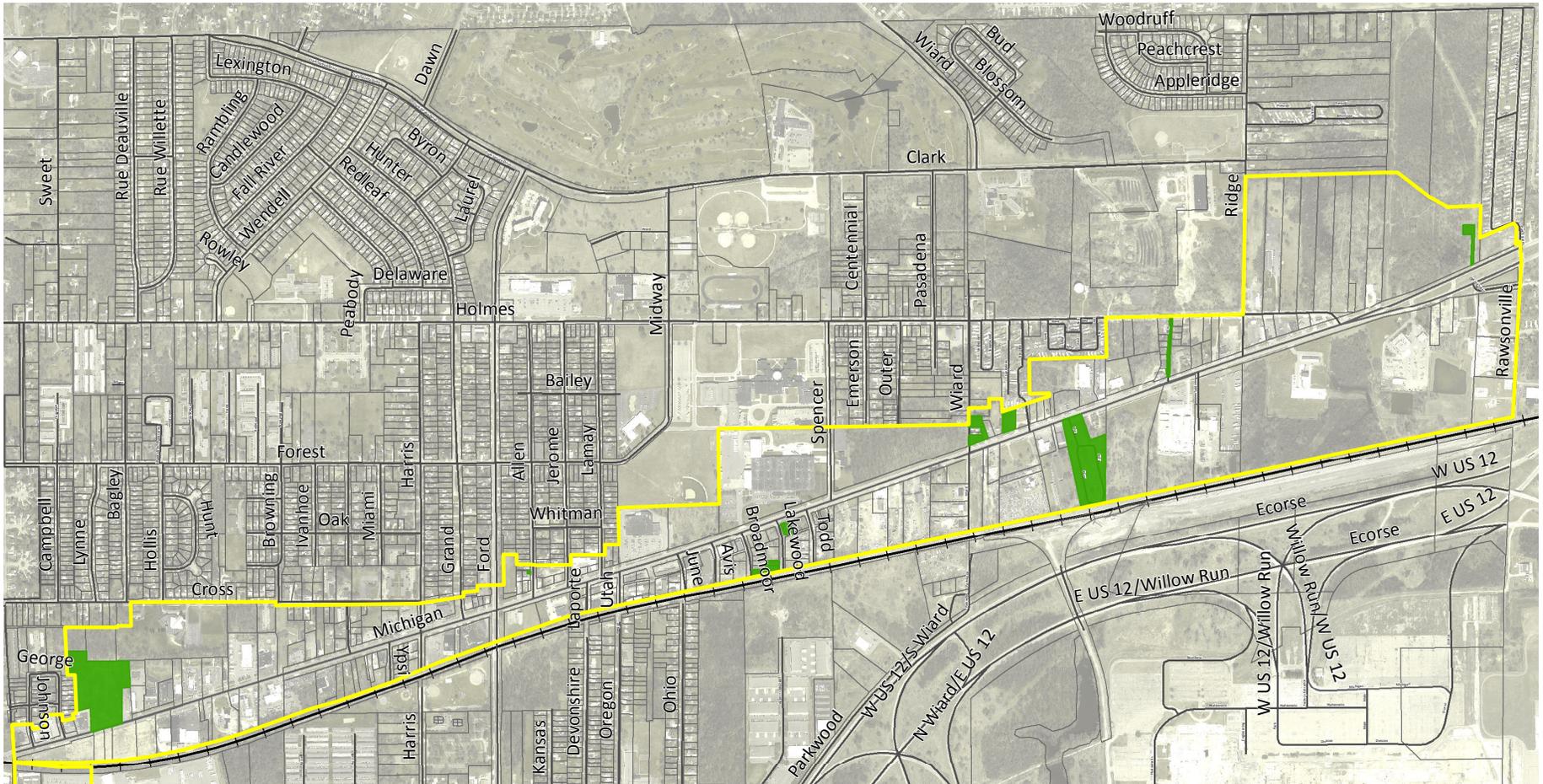
Strategy 2: Address Brownfield Sites

Action 1: Complete Phase 1 Environmental Assessments of all Township owned parcels.

The Township should work with Washtenaw County to complete Phase 1 Environmental Assessments of all Township owned parcels along the corridors (see maps on pages 30-31).

Action 2: Complete Phase 1 Environmental Assessments for select privately owned parcels.

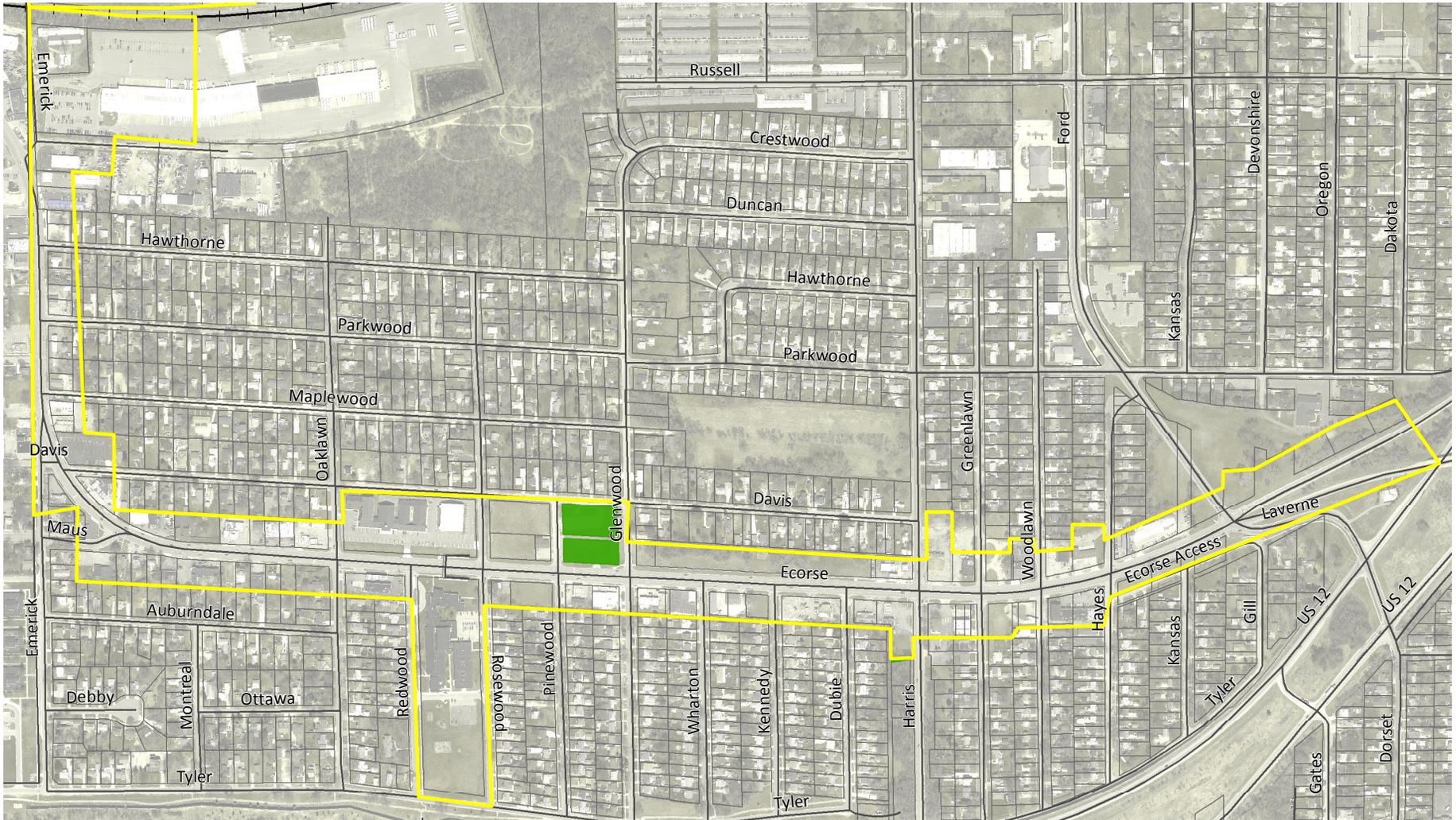
The Township should work with select property owners to assist them in completing a Phase 1 Environmental Assessment. Property owners should be selected that are committed to the development and/or redevelopment of their property.



 Township Owned Parcels

Township Owned Parcels E. Michigan Avenue

N Ypsilanti Township, Washtenaw County
Carlisle/Wortman Associates
April 4th, 2018 



 Township Owned Parcels

Township Owned Parcels Ecorse Road

N Ypsilanti Township, Washtenaw County
Carlisle/Wortman Associates 
April 4th, 2018

Strategy 3: Focus on key redevelopment properties

There are multiple vacant parcels in both corridors that should be targeted for redevelopment due to their large size and prime location in the corridor.

Action 1: Develop the Township-owned parcel at Crimson and E. Michigan Avenue.

Development of this parcel could include a mix of uses including commercial or multiple family adjacent to Michigan Avenue and single family or townhome development in the back portion of the property.

BELOW:

E. Michigan Redevelopment Illustration



Ypsilanti Township, Washtenaw County
Source: SEMCOG, MIGDL, Ypsilanti Township

Carlisle/Wortman Associates
 March 30, 2018

Action 2: Work with property owners to target select vacant parcels for redevelopment.

The Township should work with property owners such as the vacant parcels such as 953 E. Michigan Avenue, at the northwest end of the corridor, to develop these sites to be with the future land use plan. Strategically developing these parcels creates an opportunity to transform the corridor into a more vibrant community.

BELOW:

Illustration of community plaza



Action 3: The Township should partner with Cavalry Baptist Church, the owner of 1255 Ecorse, and the Township parcel to develop these sites comprehensively.

Combined these parcels total almost six acres of developable land. Developing this area in partnership will permit a comprehensive development that could transform the Ecorse corridor. Uses could include commercial, multiple family, residential, and public open space.

Illustration of 6-acre redevelopment







Townhouse illustration on 1255 Ecorse



Placemaking

Strategy 1: Implement Placemaking Strategies to beautify corridor and spur economic development.

Action 1: Create Public Art

The term “public art” may conjure images of historic bronze statues of a soldier on horseback in a park. Today, public art can take a wide range of forms, sizes, and scales—and can be temporary or permanent. Public art can include murals, sculpture, memorials, or even performances and festivals. To enhance the aesthetic of the corridor, public art should be added to public spaces and to the existing infrastructure. Examples of potential public art along the corridor could include a mural on the Ford Boulevard Bridge or a sculpture at the Township owned site on Ecorse.

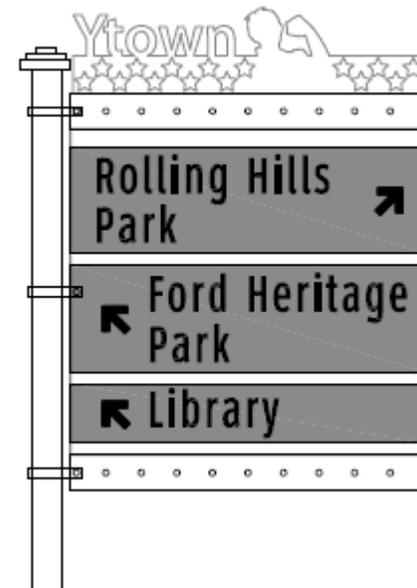
Action 2: Add Gateway Features

Signs that announce the entrance and exit into the township should be added to the corridors. These signs should be added to intersections such as Ecorse Road and US-12, E. Michigan Avenue and Ridge Road, as well as the intersection of Ecorse and E. Michigan Avenue. Gateway features could be incorporated as part of public art.

Action 3: Add Wayfinding Signage

The Township in partnership with the City of Ypsilanti has adopted wayfinding signage. Two wayfinding signs should be added to the E. Michigan Avenue: one east of Ford Boulevard and one west of Ford Boulevard. One wayfinding sign should be added along Ecorse Road.

BELOW: Wayfinding Signage



BELOW:

Example of improved crosswalk



Strategy 2: Implement road improvements to reduce vehicle speed and make corridor function better for vehicles, pedestrians, and bicyclists.

Action 1: Work with MDOT to implement a Road Diet

The current layout of Ecorse and E. Michigan Avenue includes two travel lanes in each direction and a center turn lane. This wide streetscape causes vehicles to drive at high speeds, which causes various safety complications for both cars and pedestrians. To most efficiently make a safer place on both Ecorse and E. Michigan Avenue corridor for vehicles and pedestrians, a road diet should be implemented.

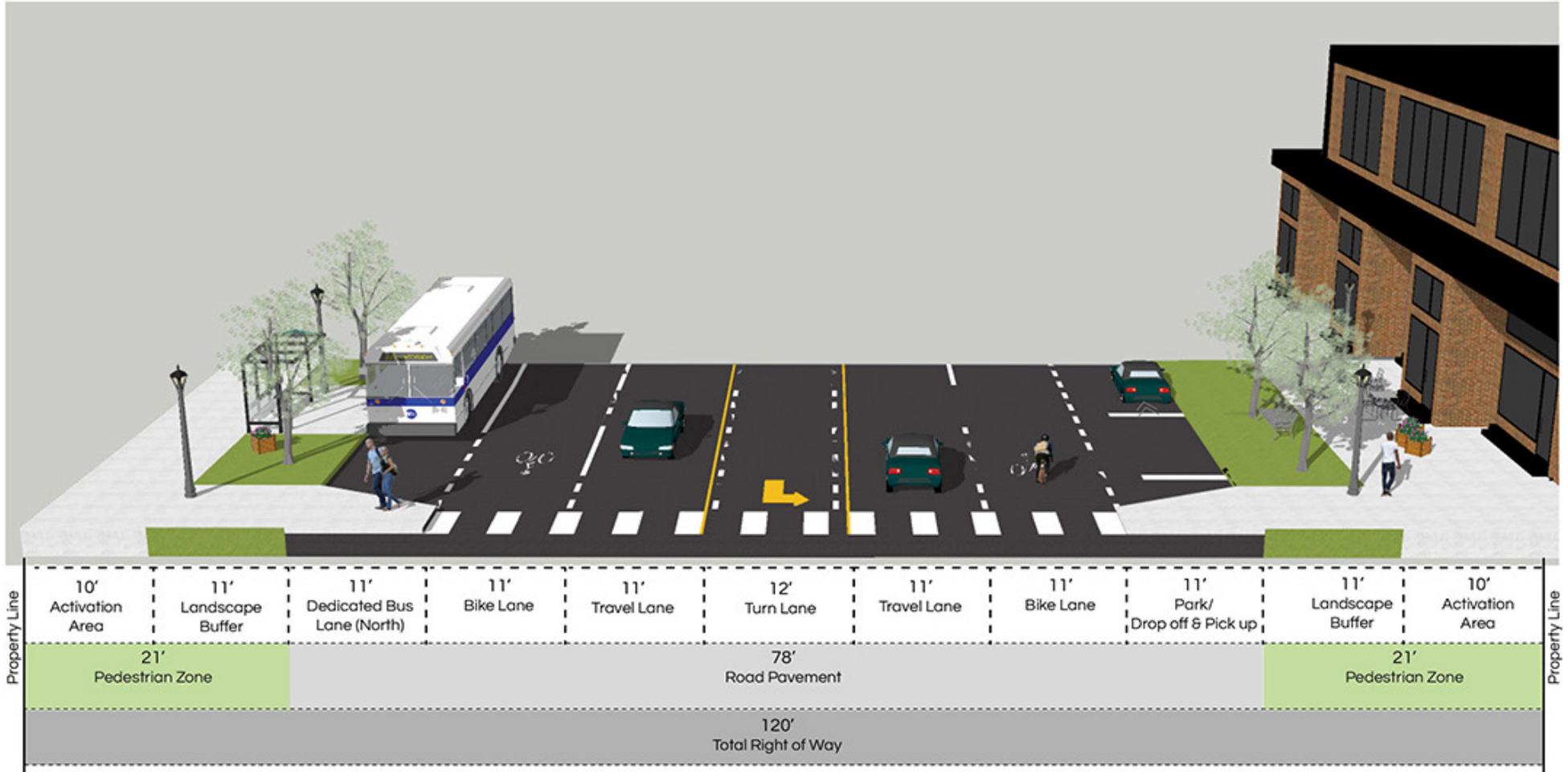
E. Michigan Avenue has a right-of-way (ROW) between 100 to over 120-feet in width. After a road diet, the new E. Michigan Avenue would include one travel lane in each direction, a center turn lane, a bike lane/drop off and pick up/curbside bus on the south side, and a drop off and pick/curbside bus on the north side.

Ecorse Road has a ROW 80-feet in width. After a road diet, the new Ecorse Road would include one travel lane in each direction, a center turn lane, bike lane in each direction, and a dedicated bus lane in each direction.

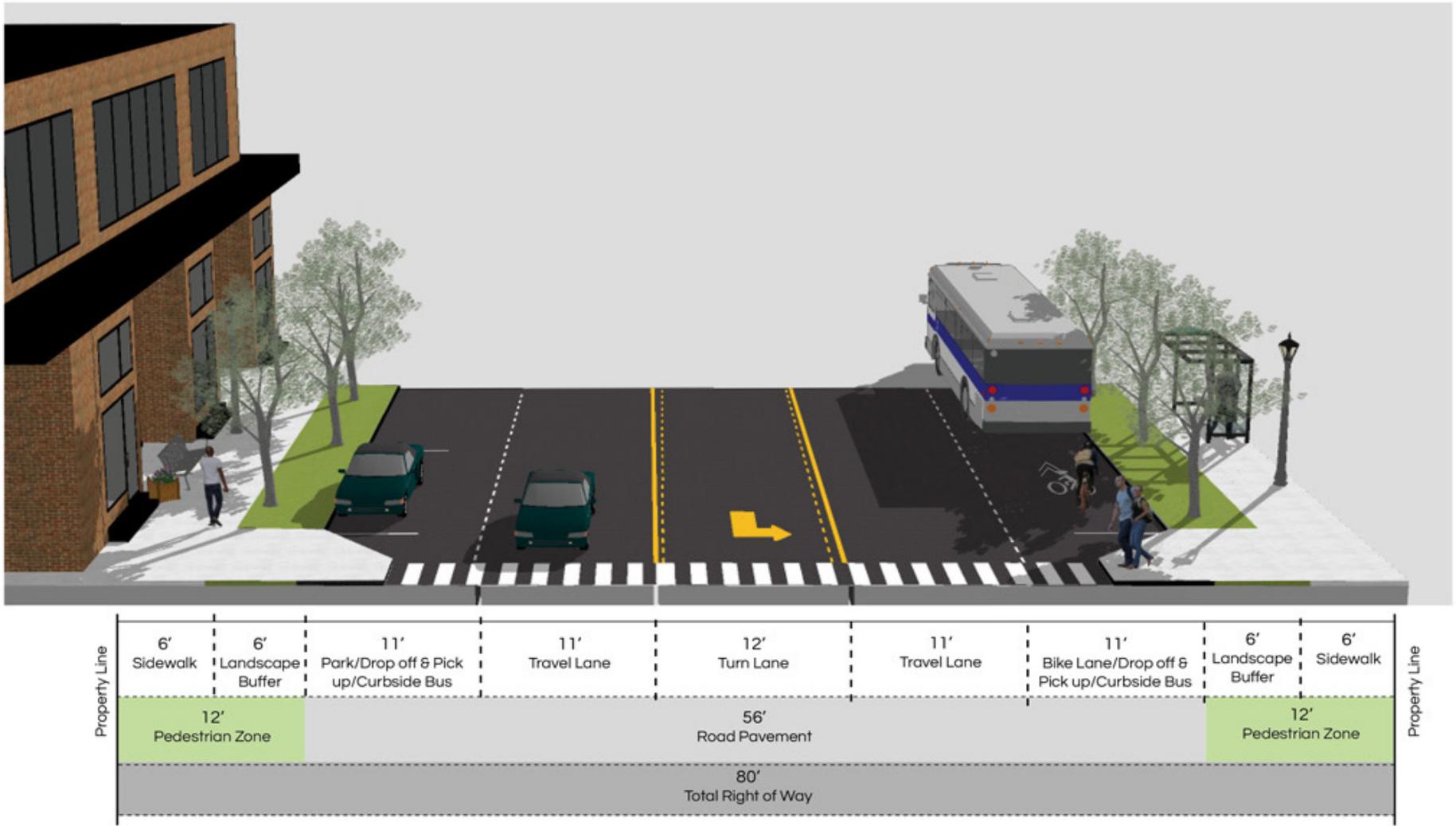
Action 2: Improve and provide additional street lights

Lighting along the corridor is very limited, which has caused a variety of safety issues. Providing additional street lights along the corridor will improve visibility for pedestrians and vehicles. Quantity as well as variety of lights on the streetscape will be dependent on the location along the corridor.

Michigan Avenue Street Section



Ecorse Road
Street Section



Different areas of the corridors warrant different types of additional lighting:

- E. Michigan Avenue west of Ford Boulevard and all of Ecorse Road: The streetscape west of Ford Boulevard, should include pedestrian scaled lights that are no taller than 20 foot for visibility on sidewalks. This will improve safety and appearance of an area that provides more foot traffic than the rest of the corridor.
- E. Michigan Avenue east of Ford Boulevard: With limited foot traffic east of Ford Boulevard, due to the large lot sizes and primarily industrial land use, vehicle scale lights will be the primary focus for this region of the corridor. This will provide better visibility on the road for vehicles, bikes and crossing pedestrians.

Action 3: Fill in sidewalk gaps

The inconsistent sidewalks along Ecorse and E. Michigan Avenue makes it difficult for pedestrians to access desired locations along the corridor. In order to enhance connectivity throughout the corridor, the Township should work with MDOT and property owners to fill in gaps on the sidewalks along Ecorse and E. Michigan Avenue.

Action 4: Improve midblock crossing on E. Michigan Avenue

There is an existing midblock crossing just east of Wiard Road. The crossing is not effective in part due to the location, its lack of signage, its signalization is too small, and the slow activation of the signal. The Township should work with MDOT to relocate the crossing to a more usable location. As part of the relocation, the crossing should be improved with better signage, enlarged mass arms over the corridor, and more effective signalization.

The following pages have an implementation table for the actions outlined above.

BELOW:

New sidewalk along E. Michigan Avenue



IMPLEMENTATION

Category	Strategy	Action	Responsibility	Funding Source	Page #	Years
Business Support	Work with Ecorse and E. Michigan businesses to provide business support	Create an Ecorse and E. Michigan Business Association	Econ. Dev. Staff	General Fund	25	1-2
		Create a Business Directory	Econ. Dev. Staff & National Business League	General Fund	25	3-5
		Create Programming	Econ. Dev. Staff & Business Association & National Business League	Destination Ann Arbor	26	5-10
Land Use	Implement a New Zoning Strategy	Amend the zoning on Ecorse and E. Michigan Avenue to mirror the future land use plan	Planning Commission & Twp. Board	Office of Community Standards Budget	26	1-2
		On E. Michigan Avenue, through zoning, make undesirable land non-conforming and do not permit additional adverse uses	Planning Commission & Twp. Board	Office of Community Standards Budget	28	1-2
	Address Brownfield Sites	Complete Phase 1 environmental assessments of all Township owned parcels	Wash. Co. Office of Community Standards & Econ. Dev. Staff	Washtenaw. County Brownfield Authority	29	1-2
		Complete Phase 1 environmental assessments for select privately owned parcels	Wash. Co. Office of Community Standards & Econ. Dev. Staff	Opportunity Zone	29	1-2
	Key redevelopment properties	Develop the Township-owned parcel at Crimson and Michigan Avenue	Econ. Dev. Staff	Opportunity Zone	32	5-10
		Partner with Calvary Baptist Church, the owner of 1255 Ecorse, and the Township parcel to develop these sites comprehensively	Econ. Dev. Staff	Opportunity Zone	33	3-5
		Work with property owners to target select vacant parcels for redevelopment	Econ. Dev. Staff	Opportunity Zone	33	5-10

IMPLEMENTATION

Category	Strategy	Action	Responsibility	Funding Source	Page #	Years
Placemaking	Implement placemaking strategies to beautify corridor and spur economic development	Create Public Art	Twp, Schools, Business Assoc.	Arts Council & Foundations	38	5-10
		Add Gateway Features	Twp	Opportunity Zone	38	3-5
		Add Wayfinding Signage	Twp, City & Destination Ann Arbor	Destination Ann Arbor	38	1-2
	Implement road improvements to reduce vehicle speed and make corridor function for vehicles, pedestrians, and bicyclists	Work with MDOT to implement a Road Diet for Michigan Avenue	Planning Staff & Consultants	General Fund	39	5-10
		Improve and provide additional street lights	Office of Community Standards	General Fund	39	1-2
		Fill in sidewalk gaps	Office of Community Standards	Community Development Block Grant	42	1-2
		Improve midblock crossing	Twp Planning Staff & Consultants & Michigan Department of Transportation	State & Federal Grants	42	5-10

This page is intentionally left blank.



May 7, 2018

Ms. Brenda Stumbo
Township Supervisor
Charter Township of Ypsilanti
7200 S. Huron River Drive
Ypsilanti, MI 48197

RE: Ford Boulevard Fire Station Parking Lot Improvements
Proposal for Construction Services

Dear Ms. Stumbo:

OHM Advisors is pleased to submit this proposal for construction services for the Ford Boulevard Fire Station Parking Lot Improvements project in the Charter Township of Ypsilanti.

PROJECT UNDERSTANDING

The construction services will be a collaborative effort with G2 Consulting Group (G2). OHM Advisors will be responsible for the construction services including administration of the contract and construction engineering, observation, and staking and layout. G2 will be responsible for the material testing, compaction testing and mix design review.

SCOPE

Construction Layout

OHM will provide construction survey layout services for the placement of the new parking lot including curb and gutter, and the two (2) drive approaches off of Ford Boulevard. Prior to demolition, a survey crew will visit the site to witness the existing elevations of the parking lot and provide stakes for the proposed work. This will include initial placement of the stakes and if removed by the contractor, one (1) additional staking. Note that this project is phased so we anticipate several different trips to stake each phase.

Construction Observation

OHM Advisors will provide full time on-site construction observation services for all paving activities. For this proposal, we anticipate 4 weeks of full time inspection (about 6-7 days per phase) and then only part time inspection to address punchlist work. This also includes supervision of inspection and coordination time prior to the project and as noted, part time inspection at the end of the project. If the contractor requires more time than this for the major items of work, additional fees may be required. Coordinating materials testing services will also be included under construction observation. Part time observation will be performed for various restoration activities (e.g. landscape, lawns, striping, etc.).

Construction Administration

OHM Advisors will provide necessary contract administration services for the project. Contract administration services will include the following for the Township:



- ▶ Assisting the Owner in reviewing and processing periodic payment estimates for the contractor.
- ▶ Assisting with the preparation of change orders and a final balancing change order.
- ▶ Performing preliminary and final reviews of the completed project and preparing substantial completion certificates, along with the preparation of punch lists and confirmation of the resolution for punch list items
- ▶ Supplying the Owner with a project record, including inspection reports, sketches and all other pertinent information after the completion of the project.
- ▶ Other necessary correspondence such as notice to proceed and notice of award correspondence and assisting with the execution of the contract.

Construction Engineering

OHM Advisors will provide construction engineering services for this project. Construction engineering services will include but are not limited to:

- ▶ Consulting with and advising the Owner or its designated representative during construction
- ▶ Reviewing shop drawings and material certification provided by the contractor
- ▶ Attending one (1) preconstruction meeting
- ▶ Coordination with the WCRC on paving work in the Ford Blvd ROW.
- ▶ Answering requests for information (RFIs) from the contractor
- ▶ Resolving construction conflicts (i.e. mismarked utilities, interpretation of the contract documents, etc.)
- ▶ Providing bulletin information to the contractor and/or subcontractors as well as performing any potential value engineering services
- ▶ Evaluating design changes

FEE

OHM Advisors proposes to provide the above outlined professional services on an hourly – not to exceed basis, in accordance with our 2018 Rate Schedule. Invoices will be sent monthly as work is performed.

Construction Layout	\$6,500
Construction Observation	\$19,800
Contract Administration	\$4,500
Construction Engineering	\$4,900
<u>G2 Services (Materials Testing)</u>	<u>\$14,200</u>
TOTAL	\$49,900 (Hourly not to exceed)

DELIVERABLES

A final pay estimate and final acceptance letter will be issued upon project completion as well as copies of the IDRs (with sketches) for record information.

ACCEPTANCE

If this proposal is acceptable to you, a signature on the enclosed copy of this letter and initials on the contract terms and conditions will serve as our authorization to proceed.

Thank you for giving us the opportunity to present this proposal to you. We look forward to working with you throughout this project.



OHM ADVISORS
CONSULTANT

Charter Township of Ypsilanti
CLIENT

(Signature)

Matthew D. Parks, P.E.

(Name)

Ms. Brenda Stumbo

Principal in Charge

(Title)

Township Supervisor

(Date)

(Signature)

(Name)

Ms. Karen Lovejoy Roe

(Title)

Township Clerk

(Date)



ARCHITECTS. ENGINEERS. PLANNERS.

April 13, 2018

Ms. Brenda Stumbo
 Township Supervisor
 Charter Township of Ypsilanti
 7200 S. Huron River Drive
 Ypsilanti, MI 48197

RE: **Grove St. Pathway Extension – Budget Amendment Request
 Originally Approved on March 21, 2018**

Dear Ms. Stumbo:

The Grove St. Pathway Extension originally consisted of constructing a 10-foot wide pathway along the frontage of Rawsonville Elementary School terminating at 3326 Grove Street, as well as a 6-foot wide sidewalk connection to the school. The two original segments are a combined length of approximately 1,300 feet.

The Township has requested OHM to include the removal and replacement of an additional segment of pathway from Bridge Road to Rawsonville Elementary School along the south side of Grove Street (approximately 2,050 feet). This brings the total length of the pathway construction and rehabilitation being designed up to 3,350 feet. Please refer to the attachment for a map of the project.

The initial proposal of this project did not include the reconstruction of this additional section. Since OHM is preparing bid documents for the original sections, it was thought that combining all sections into one project would be more efficient and cost effective. Although the design tasks will remain the same, there is a significant amount of additional work to be done with the expansion of the project. Tasks 1-3 from the original proposal are requested to be amended as outlined below. Task 4 (Bidding) remains unchanged.

In order to complete the construction and rehabilitation treatments to the additional pathway segment, we are requesting a budget amendment not to exceed the amount of **\$10,680.00**. The reconstruction of the existing pathway west of Rawsonville Elementary School adds approximately twenty (20) stations (2,050 feet) to the project. This will add around 2-3 additional sheets to the plan set. OHM also had to gather additional TOPO and prepare permits in accordance with the WCRC to include this additional section. The table below illustrates the additional time required to remove and replace the existing 1,300 feet of pathway in comparison to the original time required.

Task	Additional Effort
Task 1: Design Survey/ROW Identification	30 hours
Task 2: Engineering Drawing Design	55 hours
Task 3: Specifications and Final Bid Package Assembly	10 hours
Task 4: Bidding	N/A



This will amend the previously approved budget from \$17,705.00 to \$28,385.00. The table below illustrates how the amendment will contribute to each task necessary.

	Original	Amended Budget
Task 1: Design Survey/ROW Identification	\$3,750.00	\$7,190.00
Task 2: Engineering Drawing Design	\$6,650.00	\$12,770.00
Task 3: Specifications and Final Bid Package Assembly	\$4,805.00	\$5,925.00
Task 4: Bidding	\$2,500.00	\$2,500.00
Total	\$17,705.00	\$28,385.00

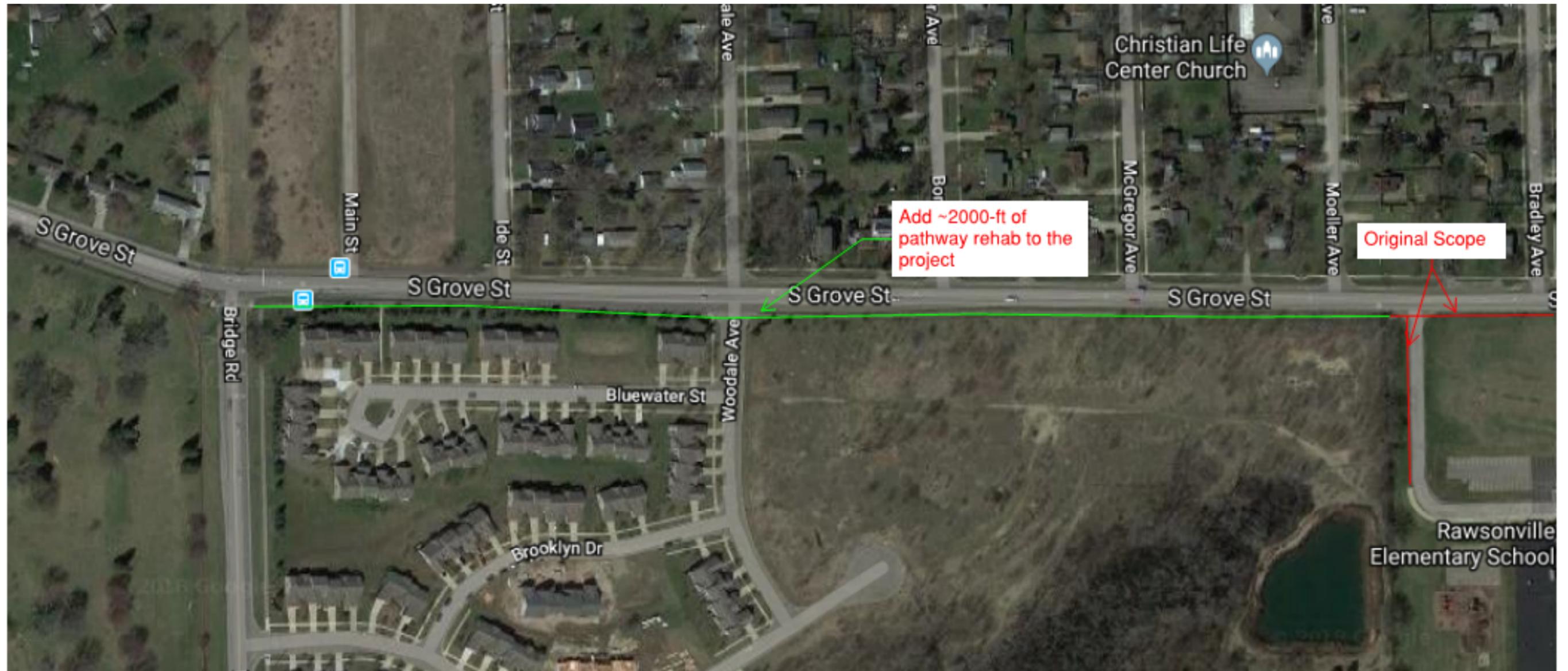
We appreciate the opportunity to work with the Township on this project and we believe this pathway extension and reconstruction will positively impact Rawsonville Elementary School and the surrounding neighborhoods.

If you have any questions or comments, please don't hesitate to contact me at (734) 522-6711 or at matt.parks@ohm-advisors.com.

Sincerely,
OHM Advisors

Matthew D. Parks, P.E.

Encl: Project Map
cc: Karen Lovejoy-Roe, Charter Township of Ypsilanti
Lisa Garrett, Charter Township of Ypsilanti
Larry Doe, Charter Township of Ypsilanti
Jessica Howard, OHM Advisors
Aron Berkholz, OHM Advisors



**EMERICK STREET
PAVEMENT REMOVAL AND RESURFACING PROJECT
BETWEEN GROVE AND I-94 SERVICE DRIVE
AGREEMENT BETWEEN
THE CITY OF YPSILANTI, CHARTER TOWNSHIP OF YPSILANTI
&
THE BOARD OF COUNTY ROAD COMMISSIONERS OF THE COUNTY
OF WASHTENAW**

THIS AGREEMENT is made and entered into this ____ day of _____, 2018 by and between the City of Ypsilanti (herein referred to as the "City"), a Michigan Municipal corporation, with offices located at One South Huron Street, Ypsilanti, MI, 48197; Charter Township of Ypsilanti (herein referred to as the "Township") a Michigan Municipal corporation with offices located at 7200 S. Huron River Drive, Ypsilanti, MI 48197 and the Board of County Road Commissioners of the County of Washtenaw (herein referred to as the "Road Commission"), a Michigan Municipal corporation, with offices located at 555 N. Zeeb Road, Ann Arbor, MI 48103.

STATEMENT OF FACTS

Emerick Street, a minor street as defined by Public Act 51 of 1951, is located within Section 15 of the Charter Township of Ypsilanti, and is under the jurisdiction of the City.

Due to the deteriorated condition of the existing pavement and need for curb and gutter repairs on Emerick Street between Grove Road and I-94 Service Drive, the City and the Township have concluded that Emerick Street should have the pavement removed and repaved using local funds at an estimated cost of \$110,000 utilizing the Road Commissions local low bid Contractor Cadillac Asphalt, and complete the work in 2018 (herein referred to as the "Project") with the attached cost estimate.

The City and the Township agrees to split the cost of the improvement 50/50 or an estimated \$55,000 each which will be each paid to the Road Commission within 30 days of receiving such invoice for the Project. Upon the completion of the Project, the final accounting will then determine each parties final cost of the Project.

In addition, the City agrees to repay the previous outstanding invoice on the River Street project from 2011 in the amount of \$9,061.12 (attachment is included) within 30 days after all parties have executed this Agreement.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is acknowledged, the parties agree as follows:

ARTICLE 1
MISCELLANEOUS

- (2.1) The City shall issue the Road Commission and/or its Contractor any and all permits necessary to develop and advertise the construction bid documents, and to construct the Project.
- (2.2) The Agreement shall be binding on and inure to the benefit to the parties hereto, their respective successors, and assigns when fully executed by an authorized representative of each party.
- (2.3) The Agreement may not be modified, replaced, amended, or terminated without the prior written consent of the parties to this Agreement.
- (2.4) This Agreement shall be governed by and interpreted in accordance with the laws of the State of Michigan. In case any one or more of the provisions contained in this Agreement shall for any reason be held invalid, illegal, or unenforceable in any respect, that invalidity, illegality or unenforceability shall not affect any other provisions of the this Agreement, and this Agreement shall be construed as if the invalid, illegal, or unenforceable provisions had never been contained within the body of this Agreement.
- (2.5) This Agreement may be executed in multiple counter-parts, each of which shall be deemed an original, but all of which shall constituted one Agreement. In addition, facsimile signatures shall have the same force and effect as an original signature.

IN WITNESS WHEREOF, the parties hereto have executed the Agreement by affixing the signatures below effective as of the date set in the caption.

EMERICK STREET IMPROVEMENT

AGREEMENT SUMMARY

<u>Emerick Street Road Improvement</u>	\$110,000.00
City of Ypsilanti Share 50%	\$55,000.00
Charter Township of Ypsilanti Share 50%	<u>\$55,000.00</u>
Total Project Cost	\$110,000.00

FOR THE CITY OF YPSILANTI:

Amanda Edmonds, Its Mayor

Witness

Darwin McClary, Its City Manager

Witness

FOR THE CHARTER TOWNSHIP OF YPSILANTI:

Brenda Stumbo, Its Supervisor

Witness

Karen Lovejoy Roe, Its Clerk

Witness

BOARD OF COUNTY ROAD COMMISSIONERS OF THE COUNTY OF WASHTENAW

Doug Fuller, Its Chair

Witness

Roy D. Townsend P.E., Its Managing Director

Witness

2018 HMA RESURFACING PROGRAM

CADILLAC COST

ROAD NAME: EMERICK ST
 SEGMENT: GROVE RD TO I-94 SOUTH SERVICE DR
 LENGTH: 850'
 WIDTH: 30'
 SYD: 2850
 SCOPE: MILL 4" HMA, REPAIR CURB, PLACE 4" HMA

ITEM DESCRIPTION	APPROX. QUANTITY & UNITS	UN. UNIT PRICE	BID AMOUNT
HMA, LVSP-TOP	315.00 tons	\$ 65.91	\$ 20,761.65
HMA, LVSP-LEVELING	360.00 tons	\$ 65.11	\$ 23,439.60
HMA, LVSP-WEDGING	90.00 tons	\$ 92.46	\$ 8,321.40
COLD MILLING HMA SURFACE, 1,000 to 4,999	2850.00 syd	\$ 2.70	\$ 7,695.00
TEMPORARY CONSTRUCTION SIGNS (furnish & operate)	128.00 sft	\$ 1.25	\$ 160.00
TYPE III, BARRICADES (furnish & operate)	6.00 ea	\$ 25.00	\$ 150.00
TYPE II, GRABBER CONES (furnish & operate)	25.00 ea	\$ 10.00	\$ 250.00
DR. STRUCTURE COVER, ADJ, CASE I	7.00 ea	\$ 525.00	\$ 3,675.00
DR. STRUCTURE COVER	800.00 lbs	\$ 0.25	\$ 200.00
CURB AND GUTTER, REM	350.00 lft	\$ 13.00	\$ 4,550.00
SIDEWALK, REM	35.00 syd	\$ 15.00	\$ 525.00
CURB AND GUTTER, CONC, MODIFIED	350.00 lft	\$ 30.00	\$ 10,500.00
DETECTABLE WARNING SURFACE	10.00 lft	\$ 35.00	\$ 350.00
SIDEWALK RAMP, ADA, MODIFIED	15.00 sft	\$ 7.25	\$ 108.75
SIDEWALK, CONC., 4 INCH	125.00 sft	\$ 5.25	\$ 656.25
PAVT MRKG, WATERBORNE, 4 INCH, YELLOW	1700.00 lft	\$ 0.09	\$ 153.00
PAVT MRKG, WATERBORNE, 2ND APPLICATION, 4 INCH, YELLOW	1700.00 lft	\$ 0.07	\$ 119.00
PAVT MRKG, OVLY COLD PLASTIC, CONTINENTAL, X-WALK	180.00 lft	\$ 5.00	\$ 900.00
PAVT MRKG, OVLY COLD PLASTIC, 24 INCH, STOP BAR	15.00 lft	\$ 9.00	\$ 135.00
WCRC RESTORATION	1.00 ea	\$ 10,700.35	\$ 10,700.35
WCRC SUPERVISION	90.00 hrs	\$ 185.00	\$ 16,650.00
		TOTAL BID	\$ 110,000.00



14-B DISTRICT COURT

7200 SOUTH HURON RIVER DRIVE
YPSILANTI, MICHIGAN 48197-7099

CRIMINAL/TRAFFIC (734) 483-1333
CIVIL (734) 483-5300
FAX (734) 483-3630



HON. CHARLES POPE
DISTRICT COURT JUDGE

MARK W. NELSON
MAGISTRATE

To: Karen Lovejoy Roe, Clerk

From: Mark Nelson, Magistrate / Court Administrator

Re: Request to renew RANT software annual license fee of \$1,100.00 and increase budget line 236.136.000.819.006 by \$1,100.00

Date: May 7, 2018

The 14B District Court is requesting approval for a one year renewal of the attached RANT software license. This is an assessment tool used by the Court's probation department and for the adult drug court grant participants. The assessment software makes a determination based on client interviewing of risk and needs as far as intensity of supervision and services needed by an individual. These assessments are conducted both on initial entry into the program and on a continuing basis (generally quarterly) to determine changes in needs assessment. This type of assessment tool is required for continued consideration for future grant funding for the Court's drug court program.

You will note that there are a number of services in addition to the base license on the contract. We are requesting funding only for \$1,100.00 for the license itself. The original license was paid for from a former grant in partnership with the University of Michigan. We are no longer operating under that grant and therefore need to pay for the license ourselves.

Attached is the Hosted Software Service Agreement Amendment. If any additional information is needed, please do not hesitate to contact me.

HOSTED SOFTWARE SERVICE AGREEMENT AMENDMENT

This Software Service Agreement Amendment (the "Amendment") is made as of 3/25/18 (the "Effective Date") by and between Public Health Management Corporation, with offices at 1500 Market Street, LM 500, Philadelphia, PA 19102 ("PHMC") and 14B District Court with offices at 7200 S. Huron River Drive, Ypsilanti, MI 48197, its agents, employees and contractors, collectively ("Licensee"), each a "Party" and collectively the "Parties". The Amendment hereby changes to the Software License Agreement ("Agreement") terms under which PHMC will provide Licensee with access to and use of certain Software offering(s) identified in *Exhibit A ("Software Terms-of-Use")*, (each a "Software Service" and collectively, the "Software Service").

Please be advised that Treatment Research Institute ("TRI") has conveyed substantially all of its assets to Public Health Management Corporation, a Pennsylvania non-profit corporation ("PHMC"), pursuant to the terms of an Asset Transfer Agreement between TRI and PHMC dated May 24th, 2017 (the "Transfer Agreement"). Upon the closing of the sale transaction (the "Closing"), TRI assigned to PHMC all of TRI's rights in and under the Agreement entered into between TRI and 14B District Court (the "CLIENT"), and PHMC will assume all of TRI's rights and obligations under the Agreement arising from and after the Closing. The Closing occurred on June 29th, 2017.

This Amendment, together with the Base Agreement and all Exhibits attached hereto, forms a binding contract between Licensee and PHMC. In addition, Licensee agrees that unless explicitly stated otherwise, any updates or Enhancements to the Software Service(s) that are made available to Licensee, and/or any new Software Service(s) subsequently purchased by Licensee under an Amendment will be subject to this Amendment.

In consideration of the mutual obligations contained in this Amendment, and intending to be legally bound, the Parties agree as follows:

1. EXTENSION OF LICENSE TERM

- 1.1. Provided that Licensee shall not then be in default under this Agreement, the Term of this Agreement shall be automatically extended for an additional one (1) year term and shall automatically extend at the end of the term for one (1) or more one (1) year periods (each a "Renewal Term") , upon the same terms and conditions as contained in the Base Agreement unless amended herein.
- 1.2. Licensee may, at least thirty (60) days before the end of a Term, inform PHMC that Licensee does not intend to renew, or wishes to cancel the Amendment.
 - 1.2.1. PHMC may modify the prices or fees for Services for each Renewal Term upon thirty (30) days' notice to Licensee; *provided, however*, if Licensee does not agree to accept the new pricing, Licensee may terminate the affected Amendment without penalty within thirty (30) days of the date of such notice. Any continued use of the Software thirty (30) days after notice date shall be deemed acceptance of the new pricing.
- 1.3. Missed cancellation period: PHMC accepts no responsibility for late cancellations or cancellation requests not received due to printer or fax failure, download failure due to (and not limited to) disconnection from the Internet, power failure, heavy Internet traffic, instructions not received due to an incorrect customer information, illness, a cancellation request sent to a wrong email address or a company other than PHMC, computer failure, or hardware error. It is your responsibility to ensure that cancellation requests are received by PHMC within ninety (90) days of the Start Date, or at any other time.

2. ENHANCEMENTS

- 2.1. Changes or Enhancements requested by Licensee. Licensee may from time to time request, in writing and in sufficient detail, functionality enhancement(s) to the Software. PHMC agrees to use reasonable efforts to develop these Enhancements subject to a negotiated and executed development amendment including a statement of work (*Exhibit B: Service Enhancement - Statement of Work*).

- 2.1.1. Licensee will provide an internally approved written modification(s) request in sufficient detail to enable PHMC to provide a reasonable estimate of time and cost to program the requested modification(s). If, during the course of programming the modifications, the cost to complete the modification(s) is projected to exceed the written estimate by ten percent (10%) or more, PHMC will notify Licensee in writing of the potential cost overrun. Prior to completing the modification(s) the Parties will agree, in writing to amend the cost estimate to the revised amount.
- 2.1.2. Any unauthorized changes, additions or modifications made to the Software by Licensee shall void any warranty under this Amendment.

3. DATA

- 3.1. Security. PHMC shall maintain commercially reasonable administrative, physical and technical safeguards for the protection, confidentiality and integrity of Licensee Data.
 - 3.1.1. No Virus Warranty. PHMC warrants that the Software will be free of viruses, Trojan horses, worms, spyware, or other such malicious code ("Malicious Code")
 - 3.1.2. Any Malicious Code contained in Licensee-uploaded attachments or otherwise originating from Licensee or its Users is not covered by any PHMC warranty. Any services required from PHMC to remediate issues caused by Licensee data will be billed at current PHMC rates documented in *Schedule A- "Licensing and Maintenance Fees"*.
- 3.2. Software Ownership. Licensee acknowledges and agrees that, as between Licensee and PHMC, all rights, titles and interests in the Software and any part or derivation thereof, including, without limitation, all rights to patent, copyright, trademark, trade name and trade secrets and all other intellectual property rights therein and thereto, and all copies thereof, in whatever form, including any written Documentation and all other material describing such Software, shall at all times remain solely with PHMC.
- 3.3. Data Ownership. All data entered and stored in the Software database by Licensee is the property of Licensee. Licensee understands and grants PHMC access to data collected by Licensee for the purpose of making any necessary system modifications, to provide technical support, generate descriptive reports, and to manage and maintain a repository of de-identified data that can be used to evaluate programs and policies. PHMC agrees to take all reasonable efforts to safeguard the data and protect the identity of persons entered into the database. PHMC agrees to comply with all state and federal statutes and regulations and contractual conditions with regard to the protection of client confidentiality.
- 3.4. Documentation. All executable programs, and all programming Documentation relating thereto, including specifications developed by PHMC under any SOW, shall be the property of PHMC provided, however, PHMC grants Licensee the limited right to use such programs and Documentation in accordance with this Amendment. PHMC may use without restriction any and all ideas, concepts, methods, know-how, or techniques related to the programming and processing of data discovered or developed by PHMC during the performance of Professional Services under any SOW.
- 3.5. All Rights Reserved. All rights not expressly granted to Licensee are hereby reserved to PHMC. Licensee agrees and acknowledges that the Software is valuable, confidential and intellectual property belonging solely to PHMC, and that Licensee has not purchased or been sold or granted any interest in the Software except as expressly provided herein.
- 3.6. Intellectual Property. Neither Party is granted any right or interest to the logos, copyrights, trademarks, marks, trade names or trade secrets (the "Intellectual Property") of the other Party. Neither Party may use the other Party's Intellectual Property without the express written consent of such Party.

4. NOTICES

4.1. Addresses / Addressees. All notices, requests, demands and other communications required or permitted to be made hereunder shall be in writing and shall be deemed duly given if hand delivered against a signed receipt therefor, or sent by nationally recognized overnight delivery service, postage prepaid, in each case addressed to the Party entitled to receive the same at the address specified below:

4.1.1. If notice to PHMC, then to:

Administrative Representative:
Contracts Manager
Public Health Management Corporation
Centre Square East
1500 Market Street, LM500
Philadelphia, PA 19102
contracts@phmc.org

Client Services Representative:
Meghan Love
Public Health Management Corporation
Centre Square East
1500 Market Street, LM500
Philadelphia, PA 19102
mlove@phmc.org
215-399-0990

4.1.2. If notice to Licensee, then to:

4.2. Altering Addresses / Addressees. Any Party may alter the address to which communications are to be sent by giving notice of such change of address in conformity with the provisions of this Section providing for the giving of notice.

The Amendment will become effective upon execution of Amendment by both Parties and receipt by PHMC of the initial annual License Fee payment, whereupon all of the terms and provisions of this Amendment shall become binding upon Licensee and PHMC.

PUBLIC HEALTH MANAGEMENT CORPORATION

14B DISTRICT COURT

Signed: _____
By: _____
Title: _____
Date: _____

Signed: _____
By: _____
Title: _____
Date: _____

LICENSING AND DEVELOPMENT FEES

Streamlined RANT

**Treatment Research Solutions at
Public Health Management Corporation
(PHMC)**

Contact:

Meghan Love
Product Director
Treatment Research Solutions @
Public Health Management Corporation
1500 Market Street
Centre Square, East Tower, 15th fl.
Philadelphia, PA 19102
mlove@tri.phmc.org
(215) 399-0990
EIN # 23-7221025

LICENSING

<i>Product Name</i>	<i>Version</i>	<i>No. of Servers</i>	<i>Permitted Users</i>	<i>Fees</i>
Streamlined RANT	1	1	up to 5	\$1,100 per year, per court
			up to 25	\$2,750 per year, per court

MAINTENANCE & SUPPORT

<i>Service Name</i>	<i>Service Details</i>	<i>Fees</i>
Networking Subscription	RANT/DUI-RANT Instrument Access Provided for Users within Individual Courts	\$350 per court
Initial Training	1 Session – Remote Training	\$750
Additional Training Sessions	Per Session – Remote Training	ROLE Rates Apply
Remote Support (Phone/Email)	Mon - Fri 8:30am – 5pm EST	Included in Annual Fee
Remote Support (Phone/Email)	All Other Times	Network Admin Rates Apply
On-Site Support	Requires Separate SOW	TBD in conjunction with SOW

PROFESSIONAL SERVICE RATES

Any additional services shall require the acceptance and authorization of a formal Statement of Work (SOW) by Licensee in advance of the commencement of any labor. Should additional services be required, those services will also be billed at the following hourly rates:

ROLE	RATE
Application Lead	\$125 /hr.
Integration Lead/DBA	\$125 /hr.
IT Project Manager	\$110 /hr.
Billing Team Lead	\$104 /hr.
Network Admin	\$105 /hr.



14-B DISTRICT COURT

7200 SOUTH HURON RIVER DRIVE
YPSILANTI, MICHIGAN 48197-7099

CRIMINAL/TRAFFIC (734) 483-1333
CIVIL (734) 483-5300
FAX (734) 483-3630



HON. CHARLES POPE
DISTRICT COURT JUDGE

MARK W. NELSON
MAGISTRATE

To: Karen Lovejoy Roe, Clerk

From: Mark Nelson, Magistrate / Court Administrator

Re: Request to renew and approve a fees addendum to Memorandum of Agreement between Court Innovations Inc. and State Court Administrative Office. Payment of additional monthly subscription cost of \$405.00 and set up fee of \$1500.00 from 236.136.000.819.006. And budget amendment increasing line item 236.136.000.819.006 \$3930 to pay for the setup fee and 6 months of service for the balance of 2018.

Date: May 7, 2018

The 14B District Court is requesting approval of a second addendum to Memorandum of Agreement between Court Innovations Inc. and State Court Administrative Office. Payment of additional monthly subscription cost of \$405.00 and a setup fee of \$1500.00. Pursuant to the attached Memorandum of Understanding between the 14B District Court and Court Innovations Incorporated Second addendum.

This addendum does three things. First is it adds an online ability to pay module. This module will allow people who owe fines and costs to the Court to make an online request for a payment plan. Prior to considering such a request the person must provide financial information including employment, assets and expenditures. From this information the Court can make a determination as to whether a payment plan is appropriate and a monthly amount to be paid. The program will then send payment reminders via email or text depending on the preference selected. This will simplify the customer experience and make payment more efficient for Defendants and the Court.

The second item is a driving while license suspended tool. This allows a defendant with a suspended license to go to one website to determine what steps they need to take to regain eligibility for a driver's license after a suspension. In most cases the defendant is suspended in multiple court and cannot simply take care of their obligations with us or the Secretary of State. Currently in these types of cases court hearings are adjourned multiple times while the defendant works on getting their license un-suspended. Using this tool, the defendant can take care of other suspensions and then notify the court or the prosecutor that they have completed the process before a follow up court date is set. This will make the process more efficient for court staff as well. Rather than scheduling and accessing a file multiple times this will reduce appearances in court so that process is not repeated. From a customer service point of view, the defendant is taking less time from work or otherwise having to travel to court to address these matters.

The third application is an on-line warrant review platform. This allows defendants with warrants for failing to appear to contact the court and request a new court date without having to come into court. This again provides dual benefit to the public and to the Court. For the public it allows resolution of a bench warrant without having to take time from work or arrange transportation to the court. For the Court it allows a resolution without any staff time that is involved in an individual's appearance at the court. This option is not going to resolve every matter. There will be a number of instances where appearance will be required to resolve a bench warrant. But if someone has a bench warrant on a fail to appear for a payment review because they could not get time off from work, then this is easily resolved by contacting the court through this online tool. Currently the only way to address these issues is either by personal appearance at the Court or mailing a letter to the Court. These both involve a number of steps of staff involvement that can be eliminated by making the request on line. The final advantage is that for each warrant resolved online, that is one less arrest and overnight lodging in the jail for a relatively minor issue such as a missed court date on payment of fines.

In addition to the monthly fees, there is a onetime set up fee of \$1500.00. By doing the three modules at the same time we will be saving \$1200 on set up fees. If we were to purchase each module separately the setup fee would be \$900.00 per module.

This system will be available 24 hours a day, so the public can address these issues without time off from work, or traveling to the court. The public will be able to complete this transaction in a manner of minutes at a time of their choosing.

This system has been implemented by other district courts and the Washtenaw County Sheriff's department is familiar with and support the process.

Attached is addendum. If any additional information is needed, please do not hesitate to contact me.

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE 14B DISTRICT COURT AND COURT INNOVATIONS INCORPORATED
Second Addendum**

Addendum to the Memorandum of Understanding (MOU) entered into by and between the 14B District Court (14B), and Court Innovations Incorporated (Cii) effective March 31, 2016

The parties agree that Court Innovations will make available Matterhorn Ability to Pay (aka: Past Due), DWLS and Warrant Resolutions solutions to 14B.

The parties additionally agree to add the following language to the FEES section of the MOU:

- **Ability to Pay** - The subscription fee each month shall be and additional \$135 monthly and cover all Ability to Pay requests and shall be invoiced beginning June 1, 2018 or upon launch of the Ability to Pay solution to the public (whichever comes first).
- **DWLS** - The subscription fee each month shall be and additional \$135 monthly and cover all DWLS requests and shall be invoiced beginning June 1, 2018 or upon launch of the DWLS solution to the public (whichever comes first).
- **Warrant Resolution** - The subscription fee each month shall be and additional \$135 monthly and cover all Warrant resolution requests and shall be invoiced beginning June 1, 2018 or upon launch of the warrant solution to the public (whichever comes first).

As clarification, the total additional monthly subscription costs as referenced above shall be \$405

- A one-time setup fee for Matterhorn Ability to Pay of \$1,500 shall be invoiced upon signature of agreement.
- Current subscription fees shall stay in effect per the MOU for Traffic Requests.

Signed:

14B District
Date _____

Mary Jo Cartwright

Chief Executive Officer
Court Innovations Inc.
Date _____

Supervisor
BRENDA L. STUMBO
Clerk
KAREN LOVEJOY ROE
Treasurer
LARRY J. DOE
Trustees
STAN ELDRIDGE
HEATHER ROE
MONICA ROSS-
WILLIAMS
JIMMIE WILSON, JR.



Charter Township of Ypsilanti
Residential Services Division

7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 484.0073
Fax: (734)544.3501

www.ytown.org

MEMORANDUM

TO: Charter Township of Ypsilanti Board of Trustees

FROM: Wayne Dudley, Public Service Superintendent

DATE: 05/08/2018

RE: Recommend Approval of Estimate Proposal of Innovative Environmental Solutions for Soil Testing of Fuel System removal at Civic Center; \$11,950.00

Last fall the board approved a project that would install a new fuel management system at Ford Lake Park and the Community Center. Also part of that project was the removal of the existing tanks at the Civic Center that were De-commissioned around 2008-2010.

With that project was listed some TBD items that only could be determined at the time of removal – all had to do with soil testing and contamination.

The onsite testing did in fact find some soil contamination at the fueling station where the pumps & island were; none close to the tanks or piping to the tanks.

This estimate is only for the continued testing & report as to the needed remediation for the contaminated soils

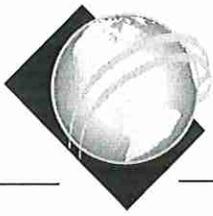
Please see attached report, estimate & mapping of locations already tested.

This contractor is already been on site, knows the job layout, and has an opening in their schedule Thursday May 17th for the bore testing. I request to forego the finance policy and approve this estimate for \$11,950.00. Please note that this is just for the testing and report for remediation, not the actual removal of the soil.

It would also require a budget amendment.

I will be avail for any questions.

Respectfully,
Wayne Dudley
Public Service Superintendent



INNOVATIVE ENVIRONMENTAL SOLUTIONS, INC.

May 8, 2018

Mr. Wayne Dudley
Public Service Superintendent
Charter Township of Ypsilanti
7200 South Huron River Drive
Ypsilanti, MI 48195

RE: PROPOSAL TO PERFORM AST PIPING REMOVAL ASSESSMENT SOIL SAMPLING, GEOPROBE DELINEATION FIELD SCREENING SOIL BORING ASSESSMENT ACTIVITIES, POST REMEDIAL EXCAVATION ASSESSMENT SOIL SAMPLING & ANALYTICAL TESTING AND GENERATION (IF ACHIEVED) OF REMEDIAL CLEANUP AND CLOSURE REPORT CHARTER TOWNSHIP OF YPSILANTI PROPERTY 7200 SOUTH HURON RIVER DRIVE, YPSILANTI, MICHIGAN INNOVATIVE PROPOSAL NUMBER – PRB-18-084 – AST PIPING REMOVAL ASSESSMENT

Dear Mr. Dudley:

Innovative Environmental Solutions, Inc. (Innovative) is forwarding you this Proposal and Master Professional Service Agreement (PSA) related to the AST piping removal site assessment, analytical testing and associated reporting related activities completed and proposed to be completed for the Charter Township of Ypsilanti property located at 7200 South Huron River Drive in Ypsilanti Township, Michigan. **Innovative has prepared this Proposal to outline the required AST piping area assessment, Geoprobe delineation soil borings, remedial excavation supervision, documentation and post remedial excavation assessment soil sampling, analytical testing and reporting related activities completed at the property and to be completed and their related costs.** These activities will be performed in accordance with Innovative's Master PSA, which outlines general terms and conditions and allows Innovative to respond efficiently to often changing site conditions. Innovative's Master PSA incorporates, by reference, Innovative's contractual terms.

If you have questions or comments related to the attached Proposal, please do not hesitate to contact the undersigned at (810) 220-0033. Upon receipt of the signed Proposal, Innovative will proceed with the actions outlined on the following page. We appreciate the opportunity to do business with you.

Respectfully Submitted,

INNOVATIVE ENVIRONMENTAL SOLUTIONS, INC.

James Springstead
Senior Project Scientist

Jerome Meyer
Senior Project Scientist

JS/JM:jm
attachments

**PROPOSAL TO PERFORM AST PIPING REMOVAL ASSESSMENT SOIL SAMPLING,
GEOPROBE DELINEATION FIELD SCREENING SOIL BORING ASSESSMENT ACTIVITIES, POST
REMEDIAL EXCAVATION ASSESSMENT SOIL SAMPLING & ANALYTICAL TESTING AND
GENERATION (IF ACHIEVED) OF REMEDIAL CLEANUP AND CLOSURE REPORT
CHARTER TOWNSHIP OF YPSILANTI PROPERTY
7200 SOUTH HURON RIVER DRIVE, YPSILANTI, MICHIGAN
INNOVATIVE PROPOSAL NUMBER – PRB-18-084 – AST PIPING REMOVAL ASSESSMENT
MAY 8, 2018 – PAGE TWO**

This Proposal incorporates by reference the terms of Innovative's Master PSA (attached). It is to be read and interpreted in conjunction with that agreement.

**SCOPE OF WORK – PROPOSED AST PIPING REMOVAL FIELD SCREENING ACTIVITIES,
GEOPROBE DELINEATION SOIL BORINGS, POST REMEDIAL EXCAVATION SOIL SAMPLING,
ANALYTICAL TESTING & CLOSURE ASSESSMENT REPORT GENERATION ACTIVITIES**

Task 1 – Detailed Scaled Site Mapping Activities

Complete a detailed Field Site Sketch Map of the AST piping removal area identifying current visually identifiable pertinent features and identifiable underground utilities (utility manholes, and service lines and mains), if applicable, at and immediately surrounding the site. The underground utilities identified would be evaluated and, as applicable, the depths, diameters, flow directions and discharge points recorded, if applicable.

Task 2 – AST Piping Removal Site Assessment Sampling and Delineation Assessment Soil Borings/TMWs

- Supervise and document the excavation and removal of the AST system piping and collect soil and groundwater samples from the sidewalls and bottom of the removed AST system piping excavation areas to evaluate the current subsurface soil and subsurface water conditions to determine if contamination is present; and
- Complete a series of delineation assessment soil borings and temporary monitoring wells to evaluate the extent of the contamination in and around the area of the removed AST system piping;
- Collect continuous soil samples would be collected, at two foot intervals, at each soil boring location, and perform field screening analysis (including visual, olfactory, and PID unit evaluation) of the samples in an attempt to evaluate for the absence/presence of field evidence of contamination and to determine which samples would be submitted to an environmental laboratory for analytical testing. In addition, collect subsurface samples from temporary monitoring wells to be submitted to an environmental laboratory for analytical testing.

Task 3 – Analytical Testing of Select Soil and Subsurface Water Samples

- Submit the selected soil sample(s) from the removed AST system piping excavation areas and/or from each soil boring (the sample with the highest PID unit reading (if any), the sampling interval above the top of the subsurface water or groundwater table [if encountered] and/or other samples based on the field screening observations – post remedial excavation assessment soil samples) to a properly qualified and certified environmental laboratory for one week turnaround for analytical testing for the presence of gasoline and diesel fuel indicator parameters by EPA test methods 8260 and 8270; and
- Submit, if collected, subsurface water samples and the assessment TMW subsurface water samples to a properly qualified and certified environmental laboratory for one week turnaround for analytical testing for the presence of gasoline and diesel fuel indicator parameters by EPA test methods 8260 and 8270.

Task 4 – AST System Piping Removal & Delineation Assessment Report Generation and Submittal Activities

Incorporate the data collected from the previously discussed activities into the appropriate AST System Piping Removal and Delineation Assessment Report and attachments, outlining the field activities performed and the observations made. Innovative will include attachments such as color CAD generated maps, Soil Boring Logs and analytical summary charts. The AST System Piping Removal and Delineation Assessment Report will include a summary of our findings and will explain what, if any, additional actions are needed. If achieved, Innovative will generate an AST System Piping Release Remedial Cleanup Closure Report for submittal to the RRD of the MDEQ Jackson District Office.

**PROPOSAL TO PERFORM AST PIPING REMOVAL ASSESSMENT SOIL SAMPLING,
 GEOPROBE DELINEATION FIELD SCREENING SOIL BORING ASSESSMENT ACTIVITIES, POST
 REMEDIAL EXCAVATION ASSESSMENT SOIL SAMPLING & ANALYTICAL TESTING AND
 GENERATION (IF ACHIEVED) OF REMEDIAL CLEANUP AND CLOSURE REPORT
 CHARTER TOWNSHIP OF YPSILANTI PROPERTY
 7200 SOUTH HURON RIVER DRIVE, YPSILANTI, MICHIGAN
 INNOVATIVE PROPOSAL NUMBER – PRB-18-084 – AST PIPING REMOVAL ASSESSMENT
 MAY 8, 2018 – PAGE THREE**

**ESTIMATE OF COSTS – PROPOSED AST SYSTEM PIPING REMOVAL ASSESSMENT, GEOPROBE DELINEATION
 ASSESSMENT SOIL BORINGS, POSTE REMEDIAL EXCAVATION ASSESSMENT SOIL SAMPLING, ANALYTICAL
 TESTING & REPORT GENERATION AND SUBMITTAL ACTIVITIES**

	Approximate Cost
• Task 1 – AST system piping removal assessment & post remedial excavation assessment sampling;	\$ 2,500.00
• Task 2 – AST system piping area field screening Geoprobe style soil boring drilling activity related charges, field labor, equipment rental & sampling equipment (\$3,500.00 per day X 1);	\$ 3,500.00
• Task 3 – Analytical testing of source area & post remedial excavation assessment soil samples;	\$ 3,200.00
• Task 4 – Generation & submittal of Part 201 Closure Report (if closure achieved).	<u>\$ 2,750.00</u>
Estimate of Cost for Tasks 1 Through 4	\$ 11,950.00

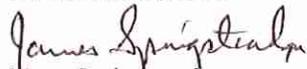
The cost to complete the AST system piping removal and delineation assessment soil borings and the associated post remedial excavation soil analytical testing and closure (if achieve) reporting activities is approximately \$11,950.00. Please note that if additional analytical testing appears necessary, Innovative will contact client to seek approval and no additional testing will be completed without client’s approval.

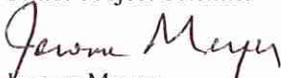
If the Scope of Work changes due to unforeseen circumstances, site conditions and/or additional services are requested, they will be provided in accordance with the rates and unit prices included in Innovative’s Master PSA. In accordance with the Master PSA, between Innovative and you, all invoices for the work performed must be paid in full within 30 days of receipt. It is important to note that the scope of work and associated costs may alter upon the proposed expedited Phase I ESA findings, hence a revised Proposal will be generated and submitted to you.

This proposal incorporates by reference the terms of Innovative Environmental Solutions, Inc. Master Professional Service Agreement, whether or not the client executes such agreement. Additional copies of the Master Professional Service Agreement will be furnished to the client, upon written request. Please indicate your acceptance of this Proposal by signing one copy of the Proposal and returning it for our records. Please feel free to contact the undersigned at (810) 220-0033, if you have any questions or comments concerning this Proposal. We appreciate the opportunity to do business with you.

Respectfully Submitted,

**INNOVATIVE ENVIRONMENTAL
 SOLUTIONS, INC.**


 James Springstead
 Senior Project Scientist


 Jerome Meyer
 Senior Project Scientist

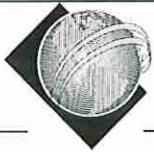
**APPROVED AND ACCEPTED BY:
 CHARTER TOWNSHIP OF YPSILANTI
 MR. WAYNE DUDLEY**

BY: _____

DATE: _____

INVOICE AND REPORT ADDRESS:

JS/JM:jm



INNOVATIVE
ENVIRONMENTAL SOLUTIONS, INC.

**MASTER PROFESSIONAL
SERVICE AGREEMENT-PAGE 1**
Site Assessment Services

This Professional Services Agreement ("Agreement") is made and entered into this ____ day of _____, 2018, by and between Innovative Environmental Solutions, Inc. (hereinafter "IES") with an address at 510 Brighton Road, Howell, Michigan 48843 and the Charter Township of Ypsilanti with an address at 7200 South Huron River Drive, Ypsilanti, MI 48195 (hereinafter referred to as "Client") (hereinafter collectively referred to as the "Parties").

In consideration of the covenants set forth below, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, it is agreed between the Parties as follows:

1. Services. The specific professional services ("Services") to be performed by IES on behalf of Client shall be described and authorized from time to time by a fully executed and approved proposal or work order in substantially the form attached to this Agreement ("Proposal"). Each Proposal shall constitute a separate and individual undertaking and shall define an individual project; however, all Services authorized by Proposals shall be subject to the terms of this Agreement except as otherwise modified in writing by mutual consent of the Parties.

2. Inconsistent Terms And Forms. It is mutually agreed that all terms, conditions, and provisions, of any nature whatsoever, contained within Client's acceptance, purchase order or other communications, except the description and specification of goods ordered, quality, price, invoice number, shipping instructions and tax exemption certificate, shall be ineffective. Any acknowledgment of or acquiescence to any such terms, conditions, and provisions, of any nature whatsoever, by IES shall not in any way be construed as an acceptance or approval of such terms.

3. Estimate of Costs. Any estimates or opinions made by IES of costs in Proposals are made on the basis of IES's judgment as an experienced and qualified environmental consultant and are based on the Schedule of Fees stated herein. However, Client acknowledges and agrees that IES cannot and does not guarantee that total costs will not vary from opinions of probable cost prepared by IES. Subject to the exceptions stated herein, if during the course of performing Services outlined in an approved Proposal, IES reasonably determines that either the scope of the Services, the cost of Services, or the cost of goods and component parts have increased beyond 50% above any estimate or opinion made by IES in any Proposal, IES shall so notify the Client and provide the Client with a new Proposal for approval. Until the Client is so notified and approves the Proposal, IES shall have the right to suspend the performance of the Services at issue and continue to perform any and all other Services not affected by the proposed changes. If the Client does not approve the scope of Services change and charges, either party shall have the right to terminate this Agreement upon five (5) days advance written notice, at which time all outstanding invoices for Services provided to Client shall become due and payable.

4. Schedule of Fees. Innovative bills at the rates indicated in the following paragraphs and as further detailed in the Proposals and Work Releases that may accompany this Agreement. Mileage shall be charged portal to portal at the rate of \$0.60 per mile. Standard fees for IES services shall be based upon the following hourly prices. Work performed on Saturdays will be charged at 1.5 times the normal hourly rate. Work performed on Sundays or holidays will be charged at 2.0 times the normal hourly rate.

5. Senior Project Scientist.....	\$ 125.00
6. Project Scientist.....	\$ 105.00
7. Staff Scientist.....	\$ 90.00
8. Field Scientist.....	\$ 75.00
9. Draftsperson.....	\$ 65.00
10. Administrative Support.....	\$ 55.00

5. Billing and Payment. Unless provided for in a separate financing agreement, Client will be invoiced monthly for work performed during preceding month pursuant to approved Proposals. Client is responsible for payment of IES's invoices within thirty (30) days of their receipt. Client further agrees to pay interest on all amounts invoiced and not paid or objected to for valid cause within the thirty (30) day period at the rate of twelve percent (12%) per year until paid in full. In addition, Client shall be liable to IES for all costs incurred by IES in efforts to collect overdue payments from Client, including actual attorney fees and court costs.

6. Release of Reports and Environmental Data. Environmental data, including but not limited to reports, documents, geological and hydrogeological profiling information, soil analytical results, and groundwater/subsurface water analytical results generated by IES or under subcontracted services ("data"), remain proprietary in nature and will not be released until submitted invoices pertaining to the obtainment of the environmental data are paid in full. However, IES reserves the right to release environmental data at its discretion to Client, or third parties specified by Client, without or prior to full reimbursement of said invoices.

7. Security Interest and Construction Liens. Client agrees to prepare, record and provide to IES a notice of commencement, as that term is defined in the Michigan Construction Lien Act, MCL 570.1101 *et seq.*, for the project site. If a claim of construction lien is filed by IES, Client understands and authorizes IES to add a time-price differential of 18% on the Services to the lien amount.

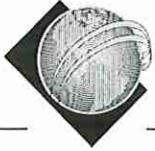
8. Limitation on Scope of Service. Client agrees that unless expressly provided for in an approved Proposal, IES has had no role in generating, treating, storing, disposing or arranging for disposal of hazardous or toxic substances, pollutants or contaminants which may be present at the project site (hereinafter "Waste Materials") as such terms are defined by the Comprehensive Environmental Response, Compensation and Liability Act, being 42 USC 9601 *et seq.* (hereinafter "CERCLA"), and/or Parts 201, 211, and 213 of the Natural Resources and Environmental Protection Act, being MCL 324.20101 *et seq.*, MCL 324.21101 *et seq.*, and MCL 324.21301 *et seq.*, (hereinafter "NREPA") or any other state or federal law or regulation and that IES has not benefited from the processes that produced such Waste Materials. Any Waste Materials encountered by or associated with Services provided by IES on the project site shall at no time be or become the property of IES. In addition, Client expressly agrees that IES is not an "operator," as defined by CERCLA and/or Parts 201, 211 and 213 of NREPA, of the project site or facility where IES is performing the Services.

9. Site Access and Control. Client grants a right of entry to the project site to IES, its employees, agents and subcontractors to perform the Services. If Client does not own the project site, Client warrants and represents to IES that Client has the authority and permission of the owner and occupant of the project site to grant this right of entry. If, as a requirement of performing the Services, IES or its subcontractors damages or alters property owned by a third party, Client agrees to pay the cost of restoring the property to its condition prior to the performance of the Services. By execution of this Agreement, Client acknowledges that it is now and shall remain in control of the project site at all times.

10. Indemnification. Client shall indemnify, hold harmless and defend IES and its shareholders, directors, officers, employees and agents from and against any and all losses, damages, claims, liabilities, costs and incidental expenses, including actual attorneys fees, which any or all of them may incur, be responsible for, or pay out as a result of bodily injury (including death) to any person, damage (including loss of use) to any property, contamination or adverse effects on the environment arising out of or which are connected with: (1) a release of Waste Materials not due to the negligent omission, conduct, and/or willful misconduct of IES; (2) any negligent omission, conduct, and/or willful misconduct of Client or Client's employees, agents, or subcontractors; or (3) Client's breach of this Agreement.

Directory: MASTERS/INNOVATIVE/FORMS/0980 – MASTER PSA – SA & PH I
 Origination Date: 01/01/07
 Revision Date: 02/12/07
 Form Number: 0980

Created By: James Springstead
 Revised By: James Springstead



INNOVATIVE

ENVIRONMENTAL SOLUTIONS, INC.

MASTER PROFESSIONAL SERVICE AGREEMENT-PAGE 2

Site Assessment Services

11. Limitation of Liability. IES shall not be responsible for any special, incidental, indirect or consequential damages for any claim arising out of this Agreement, the Services contemplated under this agreement, or any Proposal pursuant to this Agreement, including loss incurred by Client as a result of IES's non-performance of the Services. Any claim of any nature whatsoever shall be deemed waived unless made by Client in writing and received by IES within one year after completion of the Services with respect to which the claim is made. IES's liability shall be limited to \$50,000.00 or the cost of IES's professional service fees for the project, whichever is less.

12. Disclaimer of Warranties. Unless provided for in an approved Proposal, and other than those provided by the manufacturers of materials furnished in connection with the Services, there are no warranties, either express or implied, which are not expressly contained within this Agreement. Particularly, there are **NO WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE** regarding any of the Services, goods, or equipment sold pursuant to this Agreement.

13. Utilities and Subterranean Structures. Client shall be responsible for the proper identification of all utility lines and subterranean structures and conditions, including, but not limited to, underground storage tanks, piping, utility lines, drinking wells, old foundations, water pipes, drains, and sewer lines within the property lines of the project site and which are not identified by "Miss Dig" Utility Marking Services. Client agrees to waive any claim against IES and to defend, indemnify and hold IES harmless from any and all claims, damages, losses, liabilities and expenses, including actual attorneys fees, arising out of or resulting from any damage to utilities or subterranean structures caused by IES or its subcontractors that were not correctly identified by "Miss Dig" and/or Client within the property lines of the project site.

14. Part 211 Site Assessment and Closure Sampling. Client acknowledges that Site Assessment and Closure Sampling cost estimates assume that there has been no "release" at the project site and that if a "release" is encountered or if there are indicia that the project site is a "facility," as those terms are defined in parts 201, 211, and 213 of NREPA, there may be additional costs and obligations on client's part for sampling, excavation, soil disposal, and other remediation.

15. Regulatory Reporting. The Client acknowledges and agrees that unless provided for in a proposal signed by client, preparation and filing of all UST registration forms, notices of UST removal, amended registration forms, and release reports as may be required by parts 201, 211, and 213 of NREPA, the rules promulgated thereunder, or any other reporting required by any other state or federal law, rule or regulation is solely the responsibility of Client, and, unless otherwise provided for in a Proposal signed by client, IES shall have no obligation whatsoever to assure or effect compliance with any such reporting requirement.

16. Phase I Environmental Site Assessments. Phase I Environmental Site Assessments shall be performed pursuant to the Phase I Environmental Site Assessment standard promulgated by the American Society for Testing and Materials (ASTM). If a Phase I Environmental Site Assessment indicates that a Phase II Environmental Site Assessment is required, Innovative shall submit a separate proposal for such work, to be performed subject to the terms of this Agreement. Innovative agrees to attempt to produce a written report of the Site Assessment within four weeks of the date of this Agreement. However, Client acknowledges that IES' ability to submit reports is largely affected by factors beyond IES' control, including, but not limited to, Client's payment of retainers and invoices, Client's agreement to and return of Proposals, weather, subcontractor performance and availability, and other matters beyond IES' control. IES shall make all reasonable efforts to submit reports by the dates requested by Client; however, IES shall not be liable for damages, costs, or penalties of any nature whatsoever if reports are not completed on or by the date requested by Client. At an increased cost to be specified in an approved Proposal, completed portions of an otherwise uncompleted report may be furnished to the Client prior to receipt of the final report.

17. Sampling/Testing Locations. Unless otherwise agreed upon in an approved Proposal, it is not the intent of this Agreement to require IES to employ surveying services for the accurate location of sampling, testing or boring points. Coordinates and elevations presented in IES' reports to delineate locations of sampling, testing or boring are approximate and are based on information furnished by Client or its agents or are estimated in the field by IES personnel. If sample locations are precisely specified by Client, IES reserves the right to deviate a reasonable distance from such specified locations if site conditions or safety considerations require.

18. Waste Materials and Sample Disposal. Client understands that waste materials will be created in the normal course of work and must be temporarily stored prior to final disposal. Client agrees to the temporary storage of such waste materials on-site. To the extent permitted by law, IES will store the waste in containers and in locations as requested by the Client. Client assumes all risk for safeguarding the waste materials from vandalism, tampering, theft and any other damage. If provided for in an approved Proposal, IES agrees to arrange for the proper disposal of waste material. The terms "disposal" or "dispose" shall include any pretreatment, treatment (including incineration), and/or actual disposal of the waste material. All disposal facilities shall be disclosed to Client at the request of Client. The timing of disposal shall be at the discretion of IES in order to minimize cost, to comply with all applicable law, and to ensure the safety of the waste material. If provided for in an approved Proposal, Client agrees to appoint Innovative as its agent for purposes of obtaining federal or state waste identification numbers, for preparing and signing waste manifests, and for all phases of waste disposal.

19. Termination. If Client fails to make payments to IES for the Services, or if client in any other way materially breaches this Agreement, IES may, upon fourteen days written notice to Client, suspend performance of Services under this Agreement. In the event of suspension of Services, IES shall have no liability to Client for delays and/or damages incurred by Client because of such suspension of Services. IES reserves the right, upon fourteen days written notice to Client, to cancel or renegotiate the provisions of this Agreement should 1994 PA 451 or its implementing rules be amended.

20. Legal Proceedings. Subject to paragraph 5, Client shall also be responsible for and pay IES at its prevailing rates for all time spent by IES employees in connection with any court, administrative or other legal proceedings arising from or relating to the Services provided under this Agreement. All eligible legal proceedings shall be brought exclusively in the United States District Court for the Western District of Michigan, or if there is no jurisdiction in such court, then in a state court in Ingham County, Michigan.

21. Independent Contractor. IES shall have the role of an independent contractor, not that of an agent or employee of Client. IES shall be solely responsible for the compensation, benefits, contributions and taxes, if any, of its employees and agents.

22. Assignment. This Agreement shall not be assigned or transferred by Client or IES without the prior written consent of the other party, and if either party assigns or transfers this Agreement, the other party shall have the option to terminate this Agreement without any liability to either party, provided, however, that IES shall be entitled to payment for Services performed and costs advanced prior to such termination.

23. Confidentiality. IES agrees to maintain in confidence all information obtained pursuant to this Agreement or any Proposals authorized pursuant to this Agreement, except where disclosure is compelled by law, including threat of contempt of court, or is necessary to enforce the terms of this Agreement. Client acknowledges that all reports filed with state and federal agencies on Client's behalf by IES become public records subject to dissemination through the Freedom of Information Act. Further, Client expressly agrees that IES may disclose information to and speak freely with state and federal agency employees who may have an official interest in the Services or the premises where the Services are being performed. Client expressly agrees that Innovative may disclose information to analytical laboratories and other subcontractors that is reasonably necessary to perform the Services contemplated by this Agreement or any Proposals approved pursuant to this Agreement. Client expressly agrees that should contamination be found to extend from Client's property onto properties owned by third parties, IES will need to obtain off-site access agreements and road right-of-way permits to perform the Services. Accordingly, Client expressly agrees that IES may disclose such information as IES, in its sole discretion, believes is reasonably necessary to obtain such off-site agreements and right-of-way permits.

Directory: MASTERS/INNOVATIVE/FORMS/0980 - MASTER PSA - SA & PH I

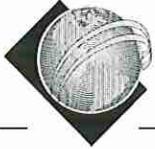
Origination Date: 01/01/07

Revision Date: 02/12/07

Form Number: 0980

Created By: James Springstead

Revised By: James Springstead



INNOVATIVE
ENVIRONMENTAL SOLUTIONS, INC.

**MASTER PROFESSIONAL
SERVICE AGREEMENT-PAGE 3**
Site Assessment Services

24. Closure Report Submittal and Review. LUST Closure Reports must be approved by the local MDEQ District Quality Review Team (QRT) and then presented to and approved by the Lansing QRT. The Lansing QRT is unpredictable at best and IES makes no warranties or guarantees that the LUST Closure and/or Part 201 RAPS/closures submitted to the MDEQ will be approved.

25. Baseline Environmental Assessment Report Submittal and Review. If retained for the generation of a Baseline Environmental Assessment (BEA) Report, with the submittal of the BEA Report to the MDEQ, IES will make all reasonable efforts to ensure that the BEA Report meets MDEQ standards.

26. Miscellaneous. This Agreement shall be binding upon and inure to the benefit of each of the Parties, their respective heirs, legal representatives, successors and assigns. The Parties agree that this Agreement was mutually drafted and that no presumption relating to authorship shall be drawn when construing this Agreement. The captions in this Agreement are for reference purposes and are of no substantive force whatsoever. The laws of the state of Michigan shall govern the validity, performance and enforcement of the Agreement. With the exception of the documents expressly incorporated by reference herein, this Agreement contains the entire Agreement between the Parties and supersedes and annuls all other agreements, contracts, promises or representations, whether written or oral, between the Parties. No subsequent agreements, contracts, promises or representations shall be binding or effective between the Parties, unless set forth in writing and signed by the Parties. A forbearance or failure or delay by either of the Parties to exercise any right, power or remedy provided in this Agreement shall not be deemed to be a waiver of such rights, power or remedy. Each of the Parties agrees that they shall, from time to time upon the reasonable request of the other party, execute and deliver such additional documents, certificates, notices or instruments and shall take other action as may be reasonably required to effectively carry out the terms of this Agreement.

27. Authority to Execute. Both Parties signing this Agreement represent and warrant that their execution, delivery and performance of this Agreement has been duly authorized by all necessary corporate and other action, and is valid and binding upon such Parties.

28. Other Documents. Each of the Parties agrees that they shall, from time to time, upon the reasonable request of the other party, execute and deliver such additional documents and take other actions as may be reasonably required to effectively carry out the terms of this Agreement.

The Parties below have read and understand this Agreement and have executed this Agreement by their duly authorized agents as of the day and year first above written.

INNOVATIVE ENVIRONMENTAL SOLUTIONS, INC.

By: *Jerona Meyer*

Its: Senior Project Scientist

Date: May 8, 2018

CHARTER TOWNSHIP OF YPSILANTI
MR. WAYNE DUDLEY

By: _____

Its: _____

Date: _____

SCHRO	MASTERS/INNOVATIVE/FORMS/0980 – MASTER PSA – SA & PH I	
Origination Date:	<u>01/01/07</u>	Created By: <u>James Springstead</u>
Revision Date:	<u>02/12/07</u>	Revised By: <u>James Springstead</u>
Form Number:	<u>0980</u>	



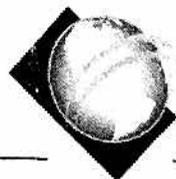
INNOVATIVE

ENVIRONMENTAL SOLUTIONS, INC.

Above Ground Storage Tanks
 Underground Product Line
 FIELD SCREENING SOIL SAMPLES
 PID UNIT EVALUATION READINGS

DATE	5-7-18	PAGE	1 of 1
PROJECT NAME	[Redacted]	PROJECT NUMBER	20181025
PROJECT LOCATION	1000 S. Brown Road, Ypsilanti	GEOLOGIST/ENGINEER	S. Horvath
SAMPLING METHOD	Grab Samples from Excavator		

FIELD SAMPLE NUMBER	LABORATORY SAMPLE NUMBER	PID READING (PPM)	SAMPLE LOCATION	DEPTH (FEET)	DATE / COMMENTS
1		827	Along Pipings Road 14' SW of Disp	1.0	STAINED Black/gray SAND w/ greasy odor
2	7	250	" "	1.5	STAINED Black/gray SAND w/ gas odor
3		986		1.5	
4		108	Below Dispenser Poly 700	4.0	black wet SAND
5		13.2	" "	5.0	gray Clay
6		1050	WEST of Disp	1.5	black/gray SAND
7		904	EAST of Disp	1.5	black/gray SAND
8		720	NORTH of Disp	1.5	" "
9		8.6	Pipings 14' S. of disp	4.0	Brown wet SAND
10		62.1	" "	1.5	black SAND
11		327	" "	1.5	Black SAND zone
12		545	10' N.W. of Disp	1.0	black SAND
13		1163	" "	1.5	gray Clay



INNOVATIVE

ENVIRONMENTAL SOLUTIONS, INC.

Above Ground Storage Tank System
 Undersaturated APINE
 SITE ASSESSMENT
 FIELD SCREENING SOIL SAMPLES
 PID UNIT EVALUATION READINGS

DATE	5-7-18	PAGE	2 of 7
PROJECT NAME	Citation Trap of Ypsilanti	PROJECT NUMBER	20181025
PROJECT LOCATION	7200 S. Huron River Drive	GEOLOGIST/ENGINEER	B. Hennon
SAMPLING METHOD	Grab Samples from Excavator		

FIELD SAMPLE NUMBER	LABORATORY SAMPLE NUMBER	PID READING (PPM)	SAMPLE LOCATION	DEPTH (FEET)	DATE / COMMENTS
14		0.0	Along APINE 25' S. of Dispenser ABOVE	1.0	Sand/gravel
15		0.0	" " Below piping	3.0	Sand/gravel
16		0.0	" " EAST SIDEWALL	3.0	Clay
17		0.0	" " WEST SIDEWALL	3.0	Sand/gravel
18		0.0	Piping at CURB ABOVE	1.0	SAND
19		0.0	" " Below	3.0	WET SAND
20		0.0	" " EAST WALL	1.0	SAND
21		0.0	" " WEST WALL	1.0	SAND
22		0.0	Piping at AST	1.0	SAND
23		0.0	" "	3.0	WET SAND
24		0.0	" "	1.0	SAND
25		0.0	" "	1.0	SAND

Directory: _____ MASTERS/INNOVATIVE/FORMS/1500 - PID UNIT READINGS - UST REM SAMPLES

Origination Date: 01/01/07 Created By: James Springstead

Revision Date: 10/01/08 Revised By: James Springstead

Form Number: 1500

WS#1 CNG ODOR/SHOWN
 WS#2 NO ODOR/NO SHOWN

INNOVATIVE ENVIRONMENTAL SOLUTIONS, INC.

ELECTRIC TRANSPORT (800) 553-7474

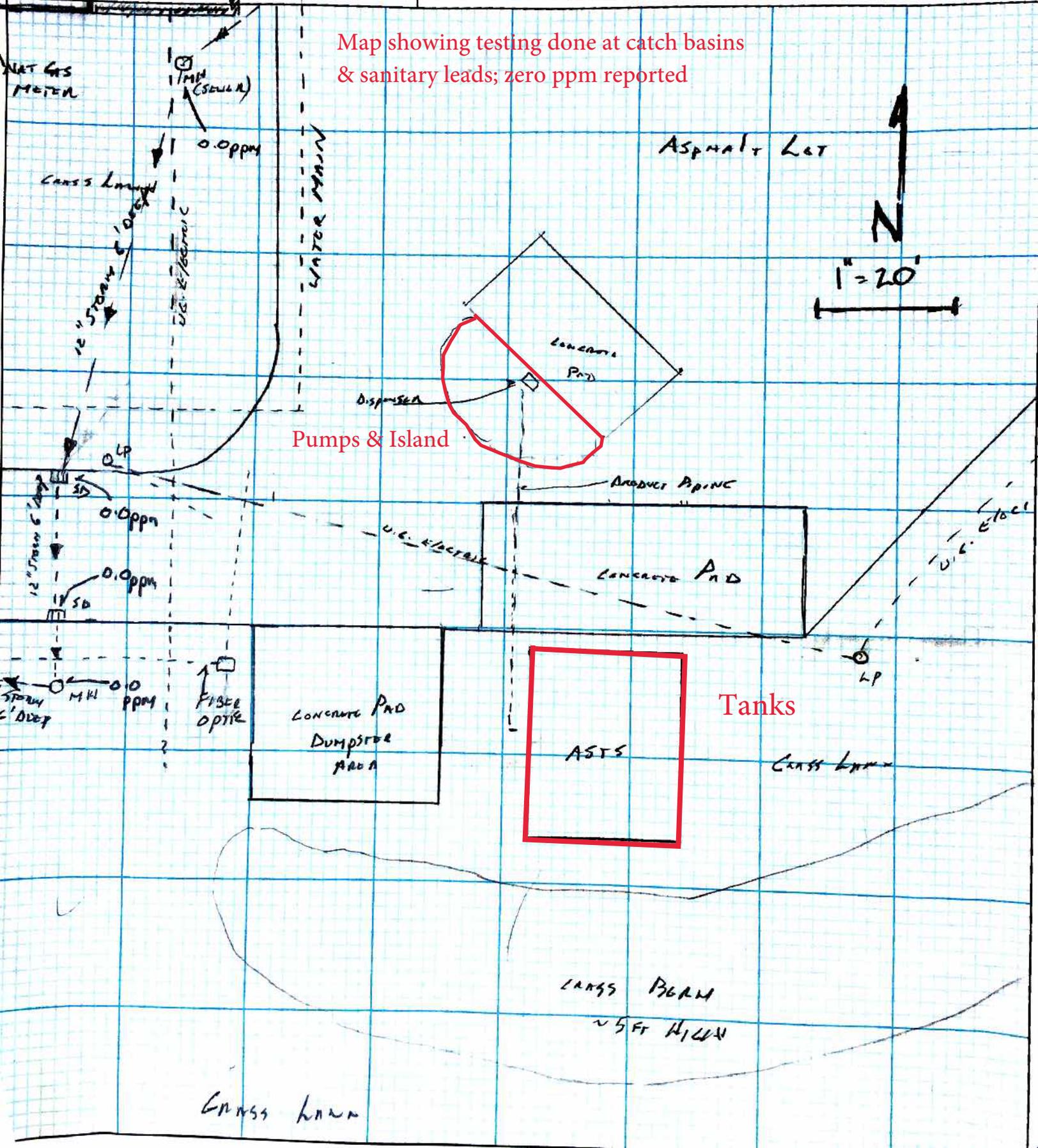
Project CHARTER Twp of Ypsilanti Project No. 20181025

Project Address 7200 S. HURON RIVER DR. Ypsilanti

Subject Site Map

By D. Hammond Date 5-8-18

Map showing testing done at catch basins & sanitary leads; zero ppm reported



2018 YPSILANTI TOWNSHIP THIRD AGREEMENT

THIS AGREEMENT, made and entered into this ____ day of _____, 2018, by and between the Township Board of Ypsilanti Township, Washtenaw County, parties of the first part and the Board of Washtenaw County Road Commissioners, parties of the second part.

WHEREAS, the parties of the first part desire that certain improvements be made upon the local roads in the Township of Ypsilanti, and

WHEREAS, proper authority is provided to the parties of the agreement under the provisions in Act 51 of Public Acts of 1951 as amended,

IT IS NOW THEREFORE AGREED, the parties of the second part will accomplish the improvements as specified herein, all in accordance with the standards of the parties of the second part.

It is further understood that the Charter Township of Ypsilanti will be a named insured on the Washtenaw County Road Commission's coverages for liability for the activities described above. The Road Commission will submit a certificate of insurance evidencing such coverages to the Township Clerk prior to implementation of services under the contract. Each party to this contract shall be responsible for the acts and omissions of its employees and agents.

1. **Lakecrest Drive & Lakecrest Court:**

Work to include cold milling of existing HMA pavement, placement of 3" HMA resurfacing, structure adjustments, ADA sidewalk ramp upgrades, and project restoration

Estimated project cost: \$ 216,800

2. **Hawthorne Avenue, Harris Road to Parkwood Avenue:**

Work to include cold milling of existing HMA pavement, placement of 2" HMA resurfacing, structure adjustments, ADA sidewalk ramp upgrades, and project restoration

Estimated project cost: \$ 69,300

3. **Parkwood Avenue, Harris Road to Glenwood Avenue:**

Work to include cold milling of existing HMA pavement, placement of 2" HMA resurfacing, structure adjustments, ADA sidewalk ramp upgrades, and project restoration

Estimated project cost: \$ 84,300

4. **Gates Avenue, US-12 to Tyler Road:**

Work to include cold milling of existing HMA pavement, placement of 2" HMA resurfacing, structure adjustments, ADA sidewalk ramp upgrades, and project restoration

Estimated project cost: \$ 48,400

5. **Tyler Road, Dorsett Avenue westerly to end of road:**
Work to include cold milling of existing HMA pavement, placement of 2" HMA resurfacing, structure adjustments, ADA sidewalk ramp upgrades, and project restoration
Estimated project cost: **\$ 78,200**
6. **The Pines Subdivision:**
Work to include cold milling of existing HMA pavement, placement of 2.5" HMA resurfacing, structure adjustments, ADA sidewalk ramp upgrades, and project restoration. Roads include S. Mohawk Avenue, S. Miami Avenue, S. Ivanhoe Avenue and James Avenue.
Estimated project cost: **\$ 491,500**
-

AGREEMENT SUMMARY

2018 LOCAL ROAD PROGRAM	
Lakecrest Drive & Lakecrest Court	\$ 216,800.00
Hawthorne Avenue	\$ 69,300.00
Parkwood Avenue	\$ 84,300.00
Gates Avenue	\$ 48,400.00
Tyler Road	\$ 78,200.00
The Pines Subdivision	<u>\$ 491,500.00</u>
Subtotal	\$ 988,500.00
Less 2017 Conventional Matching Funds:	\$ 14,072.40
Less 2018 Conventional Matching Funds:	\$ 223,898.40
Less 2019 Conventional Matching Funds:	\$ 166,968.00

ESTIMATED AMOUNT TO BE PAID BY YPSILANTI TOWNSHIP
UNDER THIS AGREEMENT DURING 2018: **\$ 583,561.20**

FOR YPSILANTI TOWNSHIP:

Brenda L. Stumbo, Supervisor

Witness

Karen Lovejoy Roe, Clerk

Witness

FOR WASHTENAW COUNTY ROAD COMMISSION:

Douglas E. Fuller, Chair

Witness

Roy D. Townsend, Managing Director

Witness

_____[Space Above This Line Is For Recording Information]_____

EASEMENT AGREEMENT

THIS EASEMENT AGREEMENT (this “*Agreement*”) is entered into as of the ____ day of _____, 2018 (the “*Effective Date*”), by **Charter Township of Ypsilanti**, a Michigan municipal corporation, whose address is 7200 S. Huron River Drive, Ypsilanti, Michigan 48197 (referred to herein as “*Grantor*”), **Willow Run Arsenal of Democracy Landholdings Limited Partnership**, a Michigan limited partnership, whose address is 3948 Hunters Ridge Drive #4, Lansing, Michigan 48911 (referred to herein as “*Grantee*”), and American Center for Mobility, a Michigan non-profit corporation, whose address is 801 Kirk Profit Drive, Ypsilanti, MI 48198, but only as expressly provided herein (“**ACM**” and collectively, the “*Parties*” and each, without distinction, a “*Party*”).

RECITALS:

A. Grantor is the fee simple owner of that certain parcel of land located in the Township of Ypsilanti, County of Washtenaw, State of Michigan, identified by Tax Parcel No. K-11-12-400-002 with property address at 2936 Airport Drive as more particularly described on the attached Exhibit A (“*Grantor’s Parcel*”). The water basin commonly known as Tyler Pond is located upon Grantor’s Parcel.

B. Grantee is the fee simple owner of that certain parcel of land, situated in the Township of Ypsilanti, County of Washtenaw, State of Michigan and in the Township of Van Buren, County of Wayne, State of Michigan, as more particularly described on the attached Exhibit B (“*Grantee’s Parcel*”). Grantee’s Parcel is separated from Grantor’s Parcel by the public road known as Airport Drive.

C. On November 4, 2016, Grantee entered into that certain Ground Lease with ACM (“*WRAD Ground Lease*”), which ground lease enables ACM to use Grantee’s Parcel to construct and operate an automated and connected vehicle research, education, testing, standards-convening, product development validation and self-certification facility (the “*Facility*”).

D. Grantee desires perpetual easements for an outlet or outlets to Tyler Pond over, across and under a portion of Grantor's Parcel to allow for construction, operation, maintenance and use of storm water sewer pipe infrastructure improvements, which improvements shall be owned and operated by ACM, to benefit Grantee's Parcel as part of ACM's overall storm water management system (the "*Easements*").

NOW THEREFORE, for the consideration stated in Section 1 below, the receipt and sufficiency of which are hereby acknowledged, Grantor conveys these Easements to Grantee subject to the following terms and conditions:

AGREEMENT

1. **Consideration.** For and in consideration of the sum of One Dollar (\$1), Grantor hereby conveys the Easements to Grantee for the purposes in Section 2 below.

2. **Purposes of Permanent Easements.** Grantor hereby grants to Grantee, its ground lessees, tenants, agents, successors and assigns, including ACM, the following permanent easements over, above, across and below the Easement Areas (as defined below):

Two permanent easements for storm water sewer pipe, and storm water sewer outlet to Tyler Pond, for the installation, construction, operation, maintenance, repair, and replacement of private storm water sewer utility lines and storm water sewer outlet to Tyler Pond (the "*Storm Water Sewer Utility Lines*").

3. **Location of Easements.** The "*Easement Areas*" shall be the areas more particularly depicted by sketch and described in the attached **Exhibit C**. The width of the Easement Areas shall be twenty (20) feet in width, being ten (10) feet on each side of the centerline of the storm water sewer pipeline and outlet as constructed.

4. **Temporary Construction/Maintenance Easement.** To the extent Grantee or its ground lessees, tenants, agents, successors or assigns, including ACM, must perform any construction, maintenance and/or repair activities within the Easement Areas, Grantee, its ground lessees, tenants, agents, successors and assigns, including ACM, shall have the right of ingress to and egress from the Easement Areas through and across Grantor's Parcel.

5. **ACM: Third Party Beneficiary.** The Parties acknowledge and agree that ACM, and its successors and assigns, shall be a third party beneficiary of this Agreement with respect to the Easements as long as the WRAD Ground Lease remains in effect. Upon termination or expiration of the WRAD Ground Lease, ACM shall cease to have any rights, obligations or liability under this Agreement; provided, however, that any indemnification liability of ACM under Section 6 arising by reason of any act or omission of ACM prior to termination or expiration of the Ground Lease shall survive until expiration of the applicable statute of limitations. Except as otherwise expressly provided herein, nothing in this Agreement, expressed or implied, shall confer upon any person or entity, other than the Parties hereto and their successors and assigns, any rights or remedies under or by reason of this Agreement.

6. **Default.** If any Party shall default in the performance of an obligation of such Party (such Party being herein called a "*Defaulting Party*"), any other Party (the

“**Nondefaulting Party**”), in addition to all other remedies it may have at law or in equity, after twenty (20) days’ prior written notice to the Defaulting Party and any first mortgagee (provided that such first mortgagee has given written notice to all Parties of its right to be notified and the address for notification), shall have the right to perform such obligation on behalf of the Defaulting Party. In such event, the Defaulting Party shall promptly (but in any event within sixty (60) days after demand and receipt of proof of payment of such costs) reimburse the Nondefaulting Party the actual, necessary and reasonable cost thereof. Notwithstanding anything contained herein to the contrary, the Easements established by this Agreement shall not terminate as a result of any default under this Agreement.

7. **No Dedication.** Nothing contained in this Agreement shall be construed to constitute a gift or dedication of the Easements contained within this Agreement to the general public or for any public use or purpose whatsoever.

8. **Successors.** The Easements shall run with the land and bind and benefit, respectively, Grantor’s and Grantee’s successors and assigns, and Grantee’s ground lessees, tenants, and agents thereof, in accordance with the terms of this Agreement.

9. **Modification of Agreement.** This Agreement may only be amended (in whole or in part) by a written agreement between Grantor and Grantee, and, to the extent of its interest, ACM. Any and all amendments shall be duly recorded in the Offices of the Register of Deeds of Wayne County, Michigan and of Washtenaw County, Michigan.

10. **Construction.** The Parties hereto acknowledge that each Party and its counsel have reviewed and revised this Agreement and that the normal rule of construction to the effect that any ambiguities are to be resolved against the drafting party shall not be employed in the interpretation of this Agreement (including the exhibits) or any amendments thereto, and the same shall be construed neither for nor against any Party, but shall be a reasonable interpretation in accordance with the plain meaning of its terms and the intent of the parties.

11. **Notices.** All notices and other communications required or permitted to be given hereunder shall be in writing and shall be mailed by certified or registered mail, postage prepaid, or by a nationally recognized overnight carrier, addressed to the Parties as follows:

If to GRANTOR:

Charter Township of Ypsilanti
7200 S. Huron River Dr.
Ypsilanti, Michigan 48197
Attn: _____

And a Copy to:

Ypsilanti Community Utilities Authority
2777 State Road
Ypsilanti, Michigan 48198-9112
Attn: _____

If to GRANTEE:

Willow Run Arsenal of Democracy
Landholdings Limited Partnership
c/o Willow Run Land Management Services,
General Partner

And a Copy to:

Miller, Canfield, Paddock and Stone, P.L.C.
One Michigan Avenue, Suite 900
Lansing, MI 43933
Attn: G. Alan Wallace

3948 Hunters Ridge Drive #4
Lansing, MI 48911-1136
Attn: Charles A. Fiedler, President
Email: cfiedler@sentinellawgroup.net

Tel: 517.483.4905
Email: wallace@millercanfield.com

If to ACM:

American Center for Mobility
201 S. Division Street, Suite 430
Ann Arbor, MI 48104
Attn: John Maddox, President & CEO
Office: 734.763.6243
Email: maddoxjm@umich.edu

And a Copy to:

Honigman Miller Schwartz and Cohn LLP
315 E. Eisenhower Parkway, Suite 100
Ann Arbor, MI 48108
Attn: David N. Parsigian
Tel: 734.418.4200
Email: dparsigian@honigman.com

Any Party may change its contact information by sending notice of such change to the other Parties.

12. Headings. The headings of the paragraphs contained herein are intended for reference purposes only and shall not be used to interpret the agreements contained herein or the rights granted hereby.

13. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute but one and the same instrument.

14. Attorneys' Fees. In the event that any Party hereto brings an action or proceeding for a declaration of its rights under this Agreement, for injunctive relief, or for an alleged breach or default of this Agreement, or any other action arising out of this Agreement, the prevailing party in any such action shall be entitled to an award of reasonable attorneys' fees and any court costs incurred in such action or proceeding, in addition to any other damages or relief awarded.

15. Miscellaneous.

(a) This Agreement shall be construed in accordance with the laws of the State of Michigan.

(b) Nothing in this Agreement shall be construed to make the Parties' partners or joint venturers or make any Party liable for the debts or obligations of another Party.

(c) This Agreement sets forth all of the covenants, promises, agreements, conditions and understandings among the Parties hereto concerning the Easements. All recitals and all Exhibits attached to this Agreement are by this reference incorporated herein and made a part hereof.

(d) No waiver of any of the provisions of this Agreement shall be effective unless it is in writing and signed by the Party against whom it is asserted; and, any such

written waiver shall only be applicable to the specific instance to which it relates and shall not be deemed to be a continuing and permanent waiver, unless specifically so stated.

(e) This Agreement is exempt from Michigan, Wayne County and Washtenaw County transfer taxes pursuant to MCL § 207.526(a) and MCL § 207.505(a).

(f) Each party to this Agreement represents and warrants that the undersigned signatory has the proper and necessary corporate authority to execute this Agreement and to bind his or her respective entity to the terms and conditions of this Agreement.

The Parties hereto have executed this instrument the day and year first above written.

[Remainder of page intentionally left blank; Signatures appear on following pages]

Signature page to Easement Agreement

Approved as to form by the Charter
Township of Ypsilanti general counsel:

**CHARTER TOWNSHIP OF
YPSILANTI**, a Michigan municipal
corporation

By: _____
General Counsel, Charter Township of
Ypsilanti

By _____
Name: Brenda L. Stumbo
Title: Township Supervisor

And by: _____
Name: Karen Lovejoy Roe
Title: Township Clerk

STATE OF MICHIGAN)
) ss:
COUNTY OF WASHTENAW)

The foregoing instrument was acknowledged before me in Washtenaw County, Michigan this ____ day of _____, 2018, by Brenda L. Stumbo, Township Supervisor, and Karen Lovejoy Roe, Township Clerk, for the Charter Township of Ypsilanti, a Michigan municipal corporation.

Notary's signature: _____
Notary's Name: _____
Notary Public, State of Michigan
County of _____
My commission expires: _____
Acting in _____, County

(Signatures continue on following page)

Signature page to Easement Agreement

**WILLOW RUN ARSENAL OF
DEMOCRACY LANDHOLDINGS
LIMITED PARTNERSHIP**, a Michigan
limited partnership

By: Willow Run Land Management Services
Its: General Partner

By _____
Charles A. Fiedler
Its President

STATE OF MICHIGAN)
) ss:
COUNTY OF _____)

The foregoing instrument was acknowledged before me in _____ County, State of Michigan this ____ day of _____, 2018, by Charles A. Fiedler, the President of Willow Run Land Management Services, the General Partner of Willow Run Arsenal of Democracy Landholdings Limited Partnership, on behalf of the limited partnership.

Notary's signature: _____
Notary's Name: _____
Notary Public, State of Michigan
County of _____
My commission expires: _____
Acting in _____, County

(Signatures continue on following page)

LIST OF EXHIBITS TO BE ATTACHED:

- Exhibit A Legal Description of Grantor's Parcel
- Exhibit B Legal Description of Grantee's Parcel
- Exhibit C Legal Description/Depiction of Easement Areas

EXHIBIT A TO EASEMENT AGREEMENT

LEGAL DESCRIPTION OF GRANTOR'S PARCEL

Real property situated in Ypsilanti Township, Washtenaw County, State of Michigan, described as follows:

YP#12-11 COM AT SE COR OF SEC, TH S 87 DEG 46' 05" W 650 FT IN S LINE OF SEC FOR A PL OF BEG, TH S 87 DEG 46' 05" WEST 285.33 FT, TH N 1 DEG 16' 17" W 60.01 FT, TH N 61 DEG 16' 45" E 232.01 FT TO CENTER OF WILLOW RUN CREEK, TH N 4 DEG 51' 50" E 188.68 FT, TH N 45 DEG 40' 10" W 181.74 FT, TH N 82 DEG 54' 10" W 250.92 FT, TH S 83 DEG 10' 55" WEST 185.31 FT, TH N 74 DEG 06' 15" W 157.0 FT, TH N 86 DEG 11' 10" W 300.66 FT, TH N 42 DEG 09' 05" W 284.61 FT, TH N 16 DEG 47' 55" W 276.81 FT, TH N 44 DEG 03' 10" W 171.14 FT, TH N 54 DEG 59' 50" W 411.42 FT, TH N 66 DEG 19' 45" W 159.41 FT, TH N 49 DEG 51' W 325.75 FT, TH N 51 DEG 59' 20" W 181.27 FT, TH N 48 DEG 18' W 140.67 FT, TH LEAVING CENTER OF WILLOW RUN CREEK, TH N 29 DEG 09' 07" W 224.42 FT, TH EAST 122.46 FT, TH S 56 DEG 33' 55" EAST 1888.63 FT, TH SELY 464.60 FT IN THE ARC OF A CIRC CURVE TO THE LEFT OF 3306.76 FT RADIUS THRU A CENT ANGLE OF 8 DEG 03', TH S 64 DEG 36' 55" E 587.00 FT, TH SLY 663.63 FT IN THE ARC OF A CIRCULAR CURVE TO THE RIGHT OF 260.81 FT RADIUS THRU A CENT ANGLE OF 146 DEG 28' 12" THE CHORD BEARS S 8 DEG 37' 11" W 499.44 FT, TH S 2 DEG 13' 55" E 43.63 FT TO THE PL OF BEG, BEING A PART OF THE S 1/2 SEC 12 T3S-R7E 22.15 AC. EXCEPTING THAT PART DEED TO THE WCRC EXHIBIT "A" L. 24321 P. 511. CONTAINING 0.801 ACRES.

Address Reference: 2936 Airport Drive, Ypsilanti, Michigan 48198
Tax Parcel Number: K-11-12-400-0002

EXHIBIT B TO EASEMENT AGREEMENT

LEGAL DESCRIPTION OF GRANTEE'S PARCEL

Real property situated in the County of Wayne, Township of Van Buren, State of Michigan, described as follows:

PARCEL 1: (83-025-99-0002-701)

THAT PART OF NORTHWEST 1/4 OF SECTION 7, TOWN 3 SOUTH, RANGE 8 EAST, VAN BUREN TOWNSHIP, WAYNE COUNTY, MICHIGAN, DESCRIBED AS: BEGINNING AT THE NORTHWEST CORNER OF SECTION 7 AND PROCEEDING SOUTH 01 DEGREE 25 MINUTES 10 SECONDS WEST ALONG THE WEST SECTION LINE 799.13 FEET; THENCE NORTH 89 DEGREES 57 MINUTES 40 SECONDS EAST 193.19 FEET; THENCE NORTH 00 DEGREES 02 MINUTES 20 SECONDS WEST 275.00 FEET; THENCE SOUTH 89 DEGREES 57 MINUTES 40 SECONDS WEST 153.16 FEET; THENCE NORTH 01 DEGREE 25 MINUTES 10 SECONDS EAST 525.40 FEET; THENCE SOUTH 87 DEGREES 34 MINUTES 10 SECONDS WEST ALONG THE NORTH SECTION LINE 33.07 FEET TO THE POINT OF BEGINNING.

EXCEPT:

PART OF THE NORTHWEST 1/4 OF SECTION 7, TOWN 3 SOUTH, RANGE 8 EAST, VAN BUREN TOWNSHIP, WAYNE COUNTY, MICHIGAN AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHEAST CORNER OF SECTION 12, TOWN 3 SOUTH, RANGE 7 EAST, YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN; RUNNING THENCE SOUTH 01 DEGREE 27 MINUTES 26 SECONDS WEST ALONG THE EAST LINE OF SAID SECTION 12, A DISTANCE OF 33.00 FEET TO THE NORTHWEST CORNER OF SECTION 7, TOWN 3 SOUTH, RANGE 8 EAST, VAN BUREN TOWNSHIP, WAYNE COUNTY, MICHIGAN; THENCE NORTH 87 DEGREES 37 MINUTES 30 SECONDS EAST, ALONG THE NORTH LINE OF SAID SECTION 7, A DISTANCE OF 33.07 FEET TO A POINT; THENCE SOUTH 01 DEGREE 27 MINUTES 26 SECONDS WEST A DISTANCE OF 525.40 FEET TO THE POINT OF BEGINNING OF THE PARCEL OF LAND HEREIN BEING DESCRIBED; PROCEEDING THENCE FROM SAID POINT OF BEGINNING NORTH 89 DEGREES 59 MINUTES 56 SECONDS EAST A DISTANCE OF 153.16 FEET TO A POINT; THENCE SOUTH 00 DEGREES 00 MINUTES 04 SECONDS WEST A DISTANCE OF 275.00 FEET TO A POINT; THENCE SOUTH 89 DEGREES 59 MINUTES 56 SECONDS WEST A DISTANCE OF 193.17 FEET TO A POINT ON THE WEST LINE OF SAID SECTION 7; THENCE NORTH 01 DEGREE 27 MINUTES 26 SECONDS EAST ALONG THE WEST LINE OF SAID SECTION 7, A DISTANCE OF 275.10 FEET TO A POINT; THENCE SOUTH 89 DEGREES 58 MINUTES 35 SECONDS EAST A DISTANCE OF 33.01 FEET TO THE POINT OF BEGINNING.

PARCEL 2: (83-025-99-0003-702)

PART OF THE WEST 1/2 OF SECTION 7, TOWN 3 SOUTH, RANGE 8 EAST, VAN BUREN TOWNSHIP, WAYNE COUNTY, MICHIGAN, DESCRIBED AS: BEGINNING AT THE WEST 1/4 CORNER OF SECTION 7; THENCE NORTH 01 DEGREE 27 MINUTES 26 SECONDS EAST 855.18 FEET; THENCE SOUTH 24 DEGREES 17 MINUTES 05

SECONDS EAST 238.53 FEET; THENCE DUE SOUTH 768.31 FEET; THENCE SOUTH 41 DEGREES 23 MINUTES 40 SECONDS WEST 181.57 FEET; THENCE NORTH 00 DEGREES 02 MINUTES 43 SECONDS EAST 267.04 FEET TO THE PLACE OF BEGINNING.

ALSO:

PART OF THE NORTHWEST 1/4 OF SECTION 7, TOWN 3 SOUTH, RANGE 8 EAST, VAN BUREN TOWNSHIP, WAYNE COUNTY, MICHIGAN AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHEAST CORNER OF SECTION 12, TOWN 3 SOUTH, RANGE 7 EAST, YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN; RUNNING THENCE SOUTH 01 DEGREE 27 MINUTES 26 SECONDS WEST ALONG THE EAST LINE OF SAID SECTION 12, A DISTANCE OF 33.00 FEET TO THE NORTHWEST CORNER OF SECTION 7, TOWN 3 SOUTH, RANGE 8 EAST, VAN BUREN TOWNSHIP, WAYNE COUNTY, MICHIGAN; THENCE NORTH 87 DEGREES 37 MINUTES 30 SECONDS EAST ALONG THE NORTH LINE OF SAID SECTION 7, A DISTANCE OF 33.07 FEET TO A POINT; THENCE SOUTH 01 DEGREE 27 MINUTES 26 SECONDS WEST A DISTANCE OF 525.40 FEET TO A POINT; THENCE NORTH 89 DEGREES 59 MINUTES 56 SECONDS EAST A DISTANCE OF 153.16 FEET TO A POINT; THENCE SOUTH 00 DEGREES 00 MINUTES 04 SECONDS WEST A DISTANCE OF 275.00 FEET TO A POINT; THENCE SOUTH 89 DEGREES 59 MINUTES 56 SECONDS WEST, ACROSS THE LINE COMMON TO SAID SECTIONS 7 AND 12 AND INTO SAID SECTION 12, A DISTANCE OF 425.10 FEET TO A POINT; THENCE SOUTH 00 DEGREES 00 MINUTES 35 SECONDS WEST A DISTANCE OF 534.67 FEET TO A POINT; THENCE SOUTH 24 DEGREES 17 MINUTES 05 SECONDS EAST A DISTANCE OF 287.53 FEET TO A POINT; THENCE SOUTH 89 DEGREES 58 MINUTES 35 SECONDS EAST A DISTANCE OF 93.51 FEET TO A POINT ON THE WEST LINE OF SAID SECTION 7, SAID POINT BEING THE POINT OF BEGINNING OF THE PARCEL OF LAND HEREIN BEING DESCRIBED; PROCEEDING THENCE FROM SAID POINT OF BEGINNING SOUTH 89 DEGREES 58 MINUTES 35 SECONDS EAST A DISTANCE OF 93.07 FEET TO A POINT; THENCE SOUTH A DISTANCE OF 413.48 FEET TO A POINT; THENCE NORTH 24 DEGREES 17 MINUTES 05 SECONDS WEST A DISTANCE OF 238.46 FEET TO A POINT ON THE WEST LINE OF SAID SECTION 7; THENCE NORTH 01 DEGREE 27 MINUTES 26 SECONDS EAST ALONG THE WEST LINE OF SAID SECTION 7, A DISTANCE OF 196.22 FEET TO THE POINT OF BEGINNING.

EXCEPT THAT PART OF THE FOLLOWING DESCRIPTION LYING WITHIN ABOVE PARCEL 2:

PART OF THE WEST 1/2 OF SECTION 7, TOWN 3 SOUTH, RANGE 8 EAST, VAN BUREN TOWNSHIP, WAYNE COUNTY, MICHIGAN AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE WEST 1/4 CORNER OF SECTION 7, TOWN 3 SOUTH, RANGE 8 EAST, VAN BUREN TOWNSHIP, WAYNE COUNTY, MICHIGAN AND PROCEEDING THENCE FROM SAID POINT OF BEGINNING NORTH 01 DEGREE 27 MINUTES 26 SECONDS EAST, ALONG THE WEST LINE OF SAID SECTION 7, A DISTANCE OF 477.35 FEET TO A POINT; THENCE SOUTH

89 DEGREES 58 MINUTES 00 SECONDS EAST A DISTANCE OF 107.72 FEET TO A POINT; THENCE DUE SOUTH A DISTANCE OF 829.09 FEET TO A POINT; THENCE SOUTH 89 DEGREES 42 MINUTES 46 SECONDS WEST A DISTANCE OF 120.09 FEET TO A POINT ON THE WEST LINE OF SAID SECTION 7; THENCE NORTH 00 DEGREES 02 MINUTES 43 SECONDS EAST A DISTANCE OF 352.56 FEET TO THE POINT OF BEGINNING.

Real property situated in the County of Washtenaw, Township of Ypsilanti, State of Michigan, described as follows:

PARCEL 3: (K-11-12-100-006)

PART OF SEC 12 AND AND SE 1/4 OF SEC 1, T3S, R7E, YPSILANTI TWP, WASHTENAW CO, MI, DESC AS BEG AT NE COR SEC 12, TH S 01-27-26 W 557.02 FT, ALG E LI SD SEC; TH N 89-58-35 W 994.29 FT; TH S 00-01-25 W 892.33 FT; TH S 44-58-35 E 253.84 FT; TH S 89-58-35 E 787.98 FT; TH S 01-27-26 W 574.39 FT, ALG E LI SD SEC 12; TH N 89-58-00 W 565.84 FT; S 00-02-00 E 224.85 FT; TH S 45-02-00 W 69.30 FT; TH N 89-58-00 W 442.50 FT; TH S 00-02-00 W 418.67 FT; TH E 38.38 FT; TH S 00-08-45 W 241.25 FT; TH S 77-57-35 W 4.93 FT; TH S 00-03-01 W 1102.74 FT; TH ALG ARC OF CURVE, CONCAVE TO THE NE, RAD 334.72 FT ARC DIST 295.12 FT CHD S 25-12-33 E 285.66 FT; TH N 64-36-55 W 204.04 FT; TH ALG THE ARC OF A CURVE, CONCAVE TO THE NE, RAD 3233.20 FT ARC DIST 454.26 FT CHD N 60-35-25 W 453.89 FT; TH N 56-33-55 W 1484.43 FT; TH ALG ARC OF CURVE, CONCAVE TO THE NE, RAD 3739.90 FT ARC DIST 130.30 FT CHD N 55-34-02 W 130.29 FT; TH N 54-34-09 W 359.48 FT; TH N 89-55-54 W 905.78 FT; TH N 00-03-30 W 28.13 FT; TH N 75-21-04 W 751.41 FT; TH N 34-14-31 W 264.14 FT; TH N 17-41-20 W 42.89 FT; TH S 43-54-37 E 4.23 FT; TH N 07-38-28 E 76.94 FT; TH N 00-17-13 W 116.77 FT; TH N 16-30-35 E 91.37 FT; TH N 70-10-04 E 76.60 FT; TH S 89-59-08 E 132.93 FT; TH N 74-57-39 E 103.97 FT; TH N 62-44-44 E 117.99 FT; TH N 56-19-26 E 63.37 FT; TH S 81-47-24 E 95.70 FT; TH S 41-29-39 E 127.51 FT; TH S 20-59-39 E 62.61 FT; TH S 32-49-49 W 51.48 FT; TH S 11-53-00 E 98.90 FT; TH S 24-51-44 E 167.55 FT; TH S 26-55-41 E 107.14 FT; TH S 52-06-00 E 67.16 FT; TH S 73-01-57 E 106.85 FT; TH N 89-36-14 E 79.13 FT; TH N 71-50-27 E 44.80 FT; TH N 31-22-45 E 28.47 FT; TH N 01-45-03 E 109.79 FT; TH N 09-38-11 W 83.57 FT; TH N 51-10-30 W 83.14 FT; TH N 35-44-20 W 153.06 FT; TH N 44-45-42 W 23.25 FT; TH N 17-35-43 W 218.61 FT; TH N 16-24-34 W 80.48 FT; TH N 33-34-36 W 80.53 FT; TH N 20-43-09 W 80.28 FT; TH N 02-37-46 E 88.24 FT; TH N 16-05-51 W 94.03 FT; TH N 10-35-29 W 115.58 FT; TH N 25-11-25 W 44.91 FT; TH N 11-32-30 W 65.19 FT; TH N 13-43-37 E 67.50 FT; TH N 60-18-26 E 70.74 FT; TH N 89-01-39 E 43.05 FT; TH N 60-36-22 E 39.60 FT; TH N 75-28-45 E 118.86 FT; TH N 40-42-55 E 43.95 FT; TH N 69-36-11 E 46.74 FT; TH N 20-37-49 E 90.38 FT, TO PT ON WLY LI OF RR R/W 100 FT WD; TH S 04-36-50 E 125.71 FT, ALG SD RR R/W LI; TH N 69-34-21 E 69.21 FT; TH N 69-33-20 E 34.73 FT TO A PT ON ELY LI OF SD RR R/W; TH N 04-36-50 W 328.62 FT, ALG ELY LI OF SD RR R/W; TH ALG THE ARC OF A CURVE, CONCAVE TO THE WEST, RAD 1462.69 FT ARC DIST 419.53 FT CHD N 12-49-50 W 418.09 FT, ALG ELY LI OF SD RR R/W; TH N 20-55-15 W 284.08 FT, ALG ELY LI OF SD RR R/W; TH FOLLOWING COURSES AND DIST ALG SLY LI ECORSE ROAD (M-17/US-12 BY-PASS), ALG THE ARC OF A CURVE CONCAVE TO THE SOUTH, RAD 3967.56 FT ARC DIST 669.08 FT, CHD N 73-52-13 E 668.29 FT; TH N 78-42-05 E 325.43 FT; TH ALG THE ARC OF A CURVE CONCAVE TO THE SW RAD 618.70 FT ARC DIST 845.04 FT CHD S 62-04-00 E 780.87 FT; TH S 22-10-00 W 200.92 FT; TH N 61-05-34 E 290.02 FT; TH N 61-03-56 E 55.20 FT; TH N 00-01-50 W 170.15 FT; TH N 89-57-30 E 180.74 FT; TH S 00-02-30 E 70.42 FT; TH N 61-07-04 E 275.27 FT; TH ALG THE ARC OF A CURVE CONCAVE TO THE SE RAD 2185.04 FT ARC DIST 177.67 FT CHD N 14-11-51 E 177.62 FT; TH ALG THE ARC OF A CURVE CONCAVE TO THE SE RAD 469.38 FT

ARC DIST 509.49 FT CHD N 47-37-21 E 484.84 FT; TH N 78-43-06 E 1050.35 FT; TH ALG THE ARC OF A CURVE CONCAVE TO THE S RAD 2161.92 FT ARC DIST 178.46 FT CHD N 81-04-59 E 178.41 FT; TH S 45-13-15 E 196.15 FT, TO THE E LI OF SD SEC 1; TH S 03-46-45 W 319.00 FT, ALG E LI OF SD SEC 1 TO POB.

PARCEL 4: (K-11-12-200-003)

PART OF NORTHWEST 1/4 OF SECTION 12, TOWN 3 SOUTH, RANGE 7 EAST, YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN, DESCRIBED AS COMMENCING AT A POINT ON THE WEST LINE OF SECTION 12, DISTANT SOUTH 00 DEGREES 27 MINUTES 23 SECONDS WEST 966.09 FEET, AS MEASURED ALONG SAID SECTION LINE, FROM THE NORTHWEST CORNER OF SAID SECTION; PROCEEDING THENCE FROM SAID POINT OF BEGINNING ALONG SOUTHERLY LINE ECORSE ROAD (M-17/US-12 BY-PASS) ALONG THE ARC OF A CURVE CONCAVE TO THE SOUTHEAST RADIUS 3967.56 FEET ARC DISTANT 1235.00 FEET CHORD NORTH 58 DEGREES 39 MINUTES 51 SECONDS EAST 1230.02 FEET; THENCE SOUTH 20 DEGREES 55 MINUTES 15 SECONDS EAST 50.00 FEET ALONG WESTERLY LINE OF RAILROAD R/W 100 FEET WIDE; THENCE SOUTH 53 DEGREES 48 MINUTES 59 SECONDS WEST 71.30 FEET; THENCE SOUTH 08 DEGREES 34 MINUTES 55 SECONDS EAST 83.90 FEET; THENCE SOUTH 07 DEGREES 04 MINUTES 52 SECONDS WEST 137.67 FEET; THENCE SOUTH 11 DEGREES 57 MINUTES 20 SECONDS E 101.65 FEET; THENCE SOUTH 01 DEGREE 33 MINUTES 01 SECONDS EAST 127.84 FEET; THENCE SOUTH 02 DEGREES 01 MINUTES 48 SECONDS WEST 73.23 FEET; THENCE SOUTH 05 DEGREES 10 MINUTES 51 SECONDS WEST 98.66 FEET; THENCE SOUTH 02 DEGREES 06 MINUTES 41 SECONDS WEST 153.11 FEET; THENCE SOUTH 50 DEGREES 19 MINUTES 07 SECONDS WEST 74.99 FEET; THENCE SOUTH 64 DEGREES 54 MINUTES 53 SECONDS WEST 87.17 FEET; THENCE SOUTH 78 DEGREES 29 MINUTES 01 SECONDS WEST 90.60 FEET; THENCE NORTH 62 DEGREES 36 MINUTES 10 SECONDS WEST 144.02 FEET; THENCE SOUTH 79 DEGREES 41 MINUTES 35 SECONDS WEST 135.41 FEET; THENCE SOUTH 76 DEGREES 01 MINUTE 50 SECONDS WEST 96.30 FEET; THENCE SOUTH 21 DEGREES 00 MINUTES 09 SECONDS WEST 47.96 FEET; THENCE SOUTH 56 DEGREES 54 MINUTES 29 SECONDS EAST 63.20 FEET; THENCE NORTH 85 DEGREES 30 MINUTES 36 SECONDS EAST 89.47 FEET; THENCE SOUTH 74 DEGREES 40 MINUTES 08 SECONDS EAST 93.32 FEET; THENCE SOUTH 46 DEGREES 01 MINUTE 17 SECONDS EAST 92.21 FEET; THENCE SOUTH 04 DEGREES 37 MINUTES 27 SECONDS WEST 113.77 FEET; THENCE SOUTH 04 DEGREES 57 MINUTES 08 SECONDS EAST 92.83 FEET; THENCE SOUTH 44 DEGREES 23 MINUTES 10 SECONDS EAST 61.99 FEET; THENCE SOUTH 00 DEGREES 42 MINUTES 15 SECONDS WEST 85.68 FEET; THENCE SOUTH 17 DEGREES 03 MINUTES 22 SECONDS WEST 54.40 FEET; THENCE SOUTH 17 DEGREES 21 MINUTES 29 SECONDS WEST 68.54 FEET; THENCE SOUTH 58 DEGREES 55 MINUTES 04 SECONDS WEST 55.22 FEET; THENCE SOUTH 35 DEGREES 03 MINUTES 54 SECONDS WEST 92.30 FEET; THENCE SOUTH 70 DEGREES 49 MINUTES 58 SECONDS WEST 75.01 FEET; THENCE SOUTH 74 DEGREES 32 MINUTES 42 SECONDS WEST 91.61 FEET; THENCE SOUTH 69 DEGREES 02 MINUTES 34 SECONDS WEST 86.16 FEET; THENCE NORTH 88 DEGREES 37 MINUTES 01 SECONDS WEST 78.27 FEET; THENCE SOUTH 83 DEGREES 46 MINUTES 45 SECONDS WEST 104.57 FEET; THENCE SOUTH 58 DEGREES 22

MINUTES 14 SECONDS WEST 58.17 FEET; THENCE SOUTH 52 DEGREES 53 MINUTES 19 SECONDS WEST 87.86 FEET TO POINT ON EASTERLY LINE WILLOW RUN EXPRESSWAY; THENCE NORTH 17 DEGREES 41 MINUTES 20 SECONDS WEST 281.68 FEET ALONG EASTERLY LINE OF SAID WILLOW RUN EXPRESSWAY TO POINT ON WEST LINE SECTION 12; THENCE NORTH 00 DEGREES 27 MINUTES 23 SECONDS EAST 927.30 FEET ALONG WEST LINE SECTION 12 AND SAID EASTERLY LINE OF SAID WILLOW RUN EXPRESSWAY TO POINT OF BEGINNING.

31229820.4\155460-00001

CHARTER TOWNSHIP OF YPSILANTI

OFFICE OF COMMUNITY STANDARDS

Building Safety | Planning & Zoning | Code Enforcement | Police Services

To: Karen Lovejoy Roe, Clerk
From: Michael Radzik, OCS Director
Re: **Request to authorize legal action to abate public nuisances at 1138 Levona St, 1252 Woodglen Ave, 7058 Hogan Dr, and 835 George Pl/665 N Miami Ave in the amount of \$40,000 budgeted in 101-950.000-801.023**
Date: May 15, 2018

The Office of Community Standards is seeking authorization to proceed with legal action in Washtenaw County Circuit Court to abate public nuisances that exists at:

1138 Levona

This single family home in the Gault Village neighborhood is owned by Ore Creek Development of Milford, MI following mortgage foreclosure on September 28, 2017. The house was inspected using an administrative warrant on April 5, 2018 after its owner failed to register pursuant to the vacant building ordinance. The building was condemned and secured following the inspection, which revealed a host of code violations rendering it unsafe and unsanitary.



CHARTER TOWNSHIP OF YPSILANTI

1252 Woodglen Ave

This single family home in the West Willow neighborhood is owned by Woodrow and Anne Ford of Ypsilanti. On March 16, 2018, OCS staff received a referral from the Washtenaw County Sheriff's Office indicated the front door had been kicked in and the house was vacant and standing open. OCS staff were unable to contact the owners, determined that utilities had been disconnected, and secured the house. On April 19, 2018, the house was inspected using an administrative warrant since the owners left it vacant and did not respond to enforcement letters. The house was found to contain household items as if the owners had just walked away. Numerous code violations were cited and the certificate of occupancy was revoked.



7058 Hogan Dr

This single family home in the Streamwood subdivision is owned by Angela Tarach who is believed to be deceased since 2015. The house was reported to be vacant in November, 2017, and OCS staff determined that utilities had been disconnected. OCS staff spoke with several current and former family members, none of whom claimed responsibility to maintain the property. On January 8, 2018, the house was inspected using an administrative warrant and the water pipes and fixtures inside the house were found to be frozen and damaged. On February 27, 2018, a property maintenance company registered the house as a vacant building,

CHARTER TOWNSHIP OF YPSILANTI

yet has not followed up to abate code violations and unsanitary conditions. In addition, several neighbors have repeatedly called police and OCS reporting audible sirens from smoke detectors inside the house constantly disturb them. The maintenance company, Safeguard Properties, has failed to abate the ongoing nuisance or code violations.



835 George Place & 665 N Miami Ave

These two multifamily rental complexes are owned by Kathleen Cerda of Novi, MI, and are currently under enforcement pursuant to provisions of the rental certification program. The complex at 833-839 George Place consists of four buildings and 20 units; the complex at 665 N Miami Ave consists of one building and 12 units. The owner has been fairly cooperative with the N Miami Ave complex, and very uncooperative with the George Place complex. After repeated attempts to guide the owner through the certification process, after repeated cancellations, after repeated meetings with staff both in the field and in the office, and after several meetings with me, we have been unable to certify these apartment units and buildings. Also, the owner is verbally abusive toward staff; specifically engaging in lengthy argumentative debate each time an inspection is scheduled, each time an inspection is attempted to be completed in the field, and each time she meets with staff to complain about having to comply with ordinance requirements. We have reached a point where legal action is necessary to certify these dwelling units for the benefit of their occupants and to protect our employees from abusive treatment. This case has been administratively authorized and filed. It is pending a show cause hearing scheduled for June 13, 2018.

CHARTER TOWNSHIP OF YPSILANTI



I respectfully request authorization from the Board of Trustees to initiate civil litigation to abate the public nuisances described here to restore and safeguard the health and safety of the community. Please contact me with questions or concerns.

CHARTER TOWNSHIP OF YPSILANTI

OFFICE OF COMMUNITY STANDARDS

Building Safety • Planning & Zoning • Ordinance Enforcement • Police Services

To: Karen Lovejoy Roe, Clerk
From: Michael Radzik, OCS Director
Re: **Request to authorize and sign two contracts with the Washtenaw County Sheriff's Office to facilitate collaborative sharing of School Resource Officers for the summer months with the Lincoln Consolidated Schools and the Ypsilanti Community Schools; funding is budgeted in Law Enforcement account 266-301.000-831.008 for \$45,701.**
Copy: McLain & Winters; Lt. Michael Marocco
Date: May 15, 2018

For the past nine years, Ypsilanti Township has collaborated with local school districts that employ a School Resource Officer (SRO) through the Washtenaw County Sheriff's Office. The SRO's are assigned to the school districts during the academic school year, while the Township picks them up during the summer months. The additional deputies are assigned within the existing patrol force structure in order to facilitate youth engagement programs, as well as proactive neighborhood enforcement in anticipation of higher service demands during the summer.

This year, we have budgeted to pick up the school resource officer from the Lincoln Consolidated School district for the period of June 17, 2018 through July 14, 2018 at a cost of \$12,324; and from the Ypsilanti Community School district for the period of June 17, 2018 through September 1, 2018 at a cost of \$33,377.

The costs are based on the 2018 Police Service Unit annual cost of \$160,650 prorated for the length of each contract.

Thank you for your consideration and continued support of police services.

AGREEMENT TO ASSIGN THE LINCOLN CONSOLIDATED SCHOOL DISTRICT
CONTRACTUAL DEPUTY TO YPSILANTI TOWNSHIP FOR THE TIME PERIOD
OF JUNE 17, 2018 THROUGH JULY 14, 2018

AGREEMENT is made this 7th day of May 2018 by YPSILANTI TOWNSHIP, a Michigan municipal corporation located at 7200 S. Huron River Drive, Ypsilanti, Michigan, ("Township"), the LINCOLN CONSOLIDATED SCHOOL DISTRICT, located at 8970 Whittaker Road, Ypsilanti, Michigan ("School"), the COUNTY OF WASHTENAW, a municipal corporation, with offices located in the County Administration Building, 220 North Main Street, Ann Arbor, Michigan ("County") and the WASHTENAW COUNTY SHERIFF'S OFFICE located at 2201 Hogback Road, Ann Arbor, Michigan ("Sheriff")

WHEREAS, the Township and the School currently contract with the County and the Sheriff to provide contractual police services in their respective jurisdictions and;

WHEREAS, the deputy assigned to the School is primarily used during the standard school year of August through early June; and

WHEREAS, Ypsilanti Township and the School have discussed and agreed upon a sharing arrangement, whereby the deputy assigned to the School will work for the Township from June 17, 2018 through July 14, 2018 with the Township being financially responsible for that deputy for the time that he/she works for the Township; and

WHEREAS, the School deputy will be reassigned to the Township and given assignments as agreed upon by the Township and Sheriff, thereby enhancing police services in the Township during the summer months.

WHEREAS, the parties now desire to memorialize this Agreement to writing.

NOW THEREFORE, the parties agree as follows:

ARTICLE I – Assignment of Contractual Deputy

The parties agree that beginning on June 17, 2018 and concluding on July 14, 2018, the contractual deputy assigned to Lincoln Consolidated School District will be reassigned to the Ypsilanti Township. Upon expiration, the deputy will be reassigned back to the Lincoln Consolidated School District.

ARTICLE II - TERM

This contract shall begin on June 17, 2018 and continue through July 14, 2018.

ARTICLE III –PAYMENT FOR REASSIGNED DEPUTY

During the term of this Agreement, the parties agree that the Township shall be responsible to pay the County for the price of the reassigned deputy at the rates established and agreed upon in the police service contract currently in effect between the County, Township and Sheriff, which Agreement is incorporated by reference into this Agreement. Using these rates, the price of the reassigned deputy for the term of this contract shall be \$12323.92 payable by the Township as follows: June invoice--\$6161.96; July invoice--\$6161.96.

ARTICLE IV- CHANGES IN SCOPE OR SCHEDULE OR SERVICES

Changes mutually agreed upon by the parties will be incorporated into this Agreement by written amendments signed by all parties.

ARTICLE V - EXTENT OF CONTRACT

The terms of this document represents the entire agreement between the parties on the reassignment of the School contractual deputy to the Township for the term described in this Agreement and supersedes all prior representations, negotiations or agreements whether written or oral on this matter.

YPSILANTI TOWNSHIP

WASHTENAW COUNTY

By: _____
Brenda Stumbo (DATE)
Supervisor

By: _____
Gregory Dill (DATE)
County Administrator

By: _____
Karen Lovejoy Roe (DATE)
Clerk

WASHTENAW COUNTY SHERIFF'S OFFICE

LINCOLN CONSOLIDATED SCHOOLS

By: _____
Jerry Clayton
Sheriff

By: _____
Sean McNatt
Superintendent

APPROVED AS TO FORM:

ATTESTED TO:

By: _____
Curtis N. Hedger
Office of Corporation Counsel

By: _____ (DATE)
Lawrence Kestenbaum
County Clerk/Register

AGREEMENT TO ASSIGN THE YPSILANTI COMMUNITY SCHOOL DISTRICT
CONTRACTUAL DEPUTY TO YPSILANTI TOWNSHIP FOR THE TIME PERIOD
OF JUNE 17, 2018 THROUGH SEPTEMBER 1, 2018

AGREEMENT is made this 7 May 2018 by YPSILANTI TOWNSHIP, a Michigan municipal corporation located at 7200 S. Huron River Dr, Ypsilanti, Michigan, ("Township"), the YPSILANTI COMMUNITY SCHOOL DISTRICT, located at 1885 Packard Road, Ypsilanti, Michigan ("School"), the COUNTY OF WASHTENAW, a municipal corporation, with offices located in the County Administration Building, 220 North Main Street, Ann Arbor, Michigan ("County") and the WASHTENAW COUNTY SHERIFF'S OFFICE located at 2201 Hogback Road, Ann Arbor, Michigan ("Sheriff")

WHEREAS, the Township and the School currently contract with the County and the Sheriff to provide contractual police services in their respective jurisdictions and;

WHEREAS, the deputy assigned to the School is primarily used during the standard school year of August through early June; and

WHEREAS, Ypsilanti Township and the School have discussed and agreed upon a sharing arrangement, whereby the deputy assigned to the School will work for the Township from June 17, 2018 through September 1, 2018 with the Township being financially responsible for that deputy for the time that he/she works for the Township; and

WHEREAS, the School deputy will be reassigned to the Township and given assignments as agreed upon by the Township and Sheriff, thereby enhancing police services in the Township during the summer months.

WHEREAS, the parties now desire to memorialize this Agreement to writing.

NOW THEREFORE, the parties agree as follows:

ARTICLE I – Assignment of Contractual Deputy

The parties agree that beginning on June 17, 2018 and concluding on September 1, 2018, the contractual deputy assigned to Ypsilanti Public School District will be reassigned to the Ypsilanti Township. Upon expiration, the deputy will be reassigned back to the Ypsilanti Public School District.

ARTICLE II - TERM

This contract shall begin on June 17, 2018 and continue through September 1, 2018.

ARTICLE III – PAYMENT FOR REASSIGNED DEPUTY

During the term of this Agreement, the parties agree that the Township shall be responsible to pay the County for the price of the reassigned deputy at the rates established and agreed upon in the police service contract currently in effect between the County, Township and Sheriff, which Agreement is incorporated by reference into this Agreement. Using these rates, the price of the reassigned deputy for the term of this contract shall be \$33377.10, payable by the Township as follows: June invoice--\$6161.96; July invoice--\$13,387.50; and August invoice (including September 1st)--\$13827.64.

ARTICLE IV- CHANGES IN SCOPE OR SCHEDULE OR SERVICES

Changes mutually agreed upon by the parties will be incorporated into this Agreement by written amendments signed by all parties.

ARTICLE V - EXTENT OF CONTRACT

The terms of this document represents the entire agreement between the parties on the reassignment of the School contractual deputy to the Township for the term described in this Agreement and supersedes all prior representations, negotiations or agreements whether written or oral on this matter.

YPSILANTI TOWNSHIP

WASHTENAW COUNTY

By: _____
Brenda Stumbo (DATE)
Supervisor

By: _____
Gregory Dill (DATE)
County Administrator

By: _____
Karen Lovejoy Roe (DATE)
Clerk

WASHTENAW COUNTY SHERIFF'S OFFICE

YPSILANTI COMMUNITY SCHOOLS

By: _____
Jerry Clayton
Sheriff

By: _____
Benjamin Edmondson (Date)
Superintendent

APPROVED AS TO FORM:

ATTESTED TO:

By: _____
Curtis N. Hedger
Office of Corporation Counsel

By: _____
Lawrence Kestenbaum (DATE)
County Clerk/Register

**2018 YPSILANTI TOWNSHIP AGREEMENT
FOLEY AVENUE CDBG LOCAL ROAD PROJECT**

THIS AGREEMENT, made and entered into this _____ day of _____, 2018, by and between the Township Board of Ypsilanti Township, Washtenaw County, parties of the first part and the Board of Washtenaw County Road Commissioners, parties of the second part.

WHEREAS, the parties of the first part desire that certain improvements be made upon the local roads in the Township of Ypsilanti, and

WHEREAS, proper authority is provided to the parties of the agreement under the provisions in Act 51 of Public Acts of 1951 as amended,

IT IS NOW THEREFORE AGREED, the parties of the second part will accomplish the improvements as specified herein, all in accordance with the standards of the parties of the second part.

It is further understood that the Charter Township of Ypsilanti will be a named insured on the Washtenaw County Road Commission's coverages for liability for the activities described above. The Road Commission will submit a certificate of insurance evidencing such coverages to the Township Clerk prior to implementation of services under the contract. Each party to this contract shall be responsible for the acts and omissions of its employees and agents.

1. **Foley Avenue, between Harris Road and Andrea Avenue:**

Work to include milling the existing pavement, structure adjustments, ADA sidewalk ramps, and the placement of a 3" HMA resurfacing with associated project restoration. This is a proposed Community Development Block Grant project administered through the Washtenaw County Office of Community & Economic Development and subject to the terms and conditions of that program. The estimated cost is subject to competitive bidding.

Estimated cost: \$ 211,700.00

AGREEMENT SUMMARY

2018 LOCAL ROAD CDBG PROGRAM
Foley Avenue \$ 211,700.00

ESTIMATED AMOUNT TO BE PAID BY YPSILANTI TOWNSHIP
UNDER THIS AGREEMENT DURING 2018: \$ 211,700.00

FOR YPSILANTI TOWNSHIP:

Brenda L. Stumbo, Supervisor

Witness

Karen Lovejoy Roe, Clerk

Witness

FOR WASHTENAW COUNTY ROAD COMMISSION:

Douglas E. Fuller, Chair

Witness

Roy D. Townsend, Managing Director

Witness

MASTER AGREEMENT FOR MUNICIPAL STREET LIGHTING

This Master Agreement For Municipal Street Lighting ("Master Agreement") is made between The Detroit Edison Company ("Company") and the Charter Township of Ypsilanti ("Customer") as of May 7, 2018.

RECITALS

A. Customer may, from time to time, request the Company to furnish, install, operate and/or maintain street lighting equipment for Customer.

B. Company may provide such services, subject to the terms of this Master Agreement.

Therefore, in consideration of the foregoing, Company and Customer hereby agree as follows:

AGREEMENT

1. Master Agreement. This Master Agreement sets forth the basic terms and conditions under which Company may furnish, install, operate and/or maintain street lighting equipment for Customer. Upon the Parties agreement as to the terms of a specific street lighting transaction, the parties shall execute and deliver a Purchase Agreement in the form of the attached Exhibit A (a "Purchase Agreement"). In the event of an inconsistency between this Agreement and any Purchase Agreement, the terms of the Purchase Agreement shall control.

2. Rules Governing Installation of Equipment and Electric Service. Installation of street light facilities and the extension of electric service to serve those facilities are subject to the provisions of the Company's Rate Book for Electric Service (the "Tariff"), Rule C 6.1, Extension of Service (or any other successor provision), as approved by the The Michigan Public Service Commission ("MPSC") from time to time.

3. Contribution in Aid of Construction. In connection with each Purchase Agreement and in accordance with the applicable Orders of the MPSC, Customer shall pay to Company a contribution in aid of construction ("CIAC") for the cost of installing Equipment ("as defined in the applicable Purchase Agreement") and recovery of costs associated with the removal of existing equipment, if any. The amount of the CIAC (the "CIAC Amount") shall be an amount equal to the total construction cost (including all labor, materials and overhead charges), less an amount equal to three years revenue expected from such new equipment. The CIAC Amount will be as set forth on the applicable Purchase Agreement. The CIAC Amount does not include charges for any additional cost or expense for unforeseen underground objects, or unusual conditions encountered in the construction and installation of Equipment. If Company encounters any such unforeseen or unusual conditions, which would increase the CIAC Amount, it will suspend the construction and installation of Equipment and give notice of such conditions to the Customer. The Customer will either pay additional costs or modify the work to be performed. If the work is modified, the CIAC Amount will be adjusted to account for such modification. Upon any such

suspension and/or subsequent modification of the work, the schedule for completion of the work shall also be appropriately modified.

4. Payment of CIAC Amount. Customer shall pay the CIAC Amount to Company as set forth in the applicable Purchase Agreement. Failure to pay the CIAC Amount when due shall relieve Company of its obligations to perform the work required herein until the CIAC Amount is paid.

5. Modifications. Subject to written permission of the respective municipality, after installation of the Equipment, any cost for additional modifications, relocations or removals will be the responsibility of the requesting party.

6. Maintenance, Replacement and Removal of Equipment. In accordance with the applicable Orders of the MPSC, under the Municipal Street Lighting Rate (as defined below), Company shall provide the necessary maintenance of the Equipment, including such replacement material and equipment as may be necessary. Customer may not remove any Equipment without the prior written consent of Company.

7. Street Lighting Service Rate.

a. Upon the installation of the Equipment, the Company will provide street lighting service to Customer under Option 1 of the Municipal Street Lighting Rate set forth in the Tariff, as approved by the MPSC from time to time, the terms of which are incorporated herein by reference.

b. The provision of street lighting service is also governed by rules for electric service established in MPSC Case Number U-6400. The Street Lighting Rate is subject to change from time to time by orders issued by the MPSC.

8. Contract Term. This Agreement shall commence upon execution and terminate on the later of (a) five (5) years from the date hereof or (b) the date on which the final Purchase Agreement entered into under this Master Agreement is terminated. Upon expiration of the initial term, this Agreement shall continue on a month-to-month basis until terminated by mutual written consent of the parties or by either party with thirty (30) days prior written notice to the other party.

9. Design Responsibility for Street Light Installation. The Company installs municipal street lighting installations following Illuminating Engineering Society of North America ("IESNA") recommended practices. If the Customer submits its own street lighting design for the street light installation or if the street lighting installation requested by Customer does not meet the IESNA recommended practices, Customer acknowledges the Company is not responsible for lighting design standards.

10. New Subdivisions. Company agrees to install street lights in new subdivisions when subdivision occupancy reaches a minimum of 80%. If Customer wishes to have installation occur prior to 80% occupancy, then Customer acknowledges it will be financially

responsible for all damages (knockdowns, etc.) and requests for modifications (movements due to modified curb cuts from original design, etc.).

11. Force Majeure. The obligation of Company to perform this Agreement shall be suspended or excused to the extent such performance is prevented or delayed because of acts beyond Company's reasonable control, including without limitation acts of God, fires, adverse weather conditions (including severe storms and blizzards), malicious mischief, strikes and other labor disturbances, compliance with any directives of any government authority, including but not limited to obtaining permits, and force majeure events affecting suppliers or subcontractors.

12. Subcontractors. Company may sub-contract in whole or in part its obligations under this Agreement to install the Equipment and any replacement Equipment.

13. Waiver; Limitation of Liability. To the maximum extent allowed by law, Customer hereby waives, releases and fully discharges Company from and against any and all claims, causes of action, rights, liabilities or damages whatsoever, including attorney's fees, arising out of the installation of the Equipment and/or any replacement Equipment, including claims for bodily injury or death and property damage, unless such matter is caused by or arises as a result of the sole negligence of Company and/or its subcontractors. Company shall not be liable under this Agreement for any special, incidental or consequential damages, including loss of business or profits, whether based upon breach of warranty, breach of contract, negligence, strict liability, tort or any other legal theory, and whether or not Company has been advised of the possibility of such damages. In no event will Company's liability to Customer for any and all claims related to or arising out of this Agreement exceed the CIAC Amount set forth in the Purchase Order to which the claim relates.

14. Notices. All notices required by the Agreement shall be in writing. Such notices shall be sent to Company at The Detroit Edison Company, Community Lighting Group, 8001 Haggerty Rd, Belleville, MI 48111 and to Customer at the address set forth on the applicable Purchase Agreement. Notice shall be deemed given hereunder upon personal delivery to the addresses set forth above or, if properly addressed, on the date sent by certified mail, return receipt requested, or the date such notice is placed in the custody of a nationally recognized overnight delivery service. A party may change its address for notices by giving notice of such change of address in the manner set forth herein.

15. Representations and Warranties. Company and Customer each represent and warrant that: (a) it has full corporate or public, as applicable, power and authority to execute and deliver this Agreement and to carry out the actions required of it by this Agreement; (b) the execution and delivery of this Agreement and the transactions contemplated hereby have been duly and validly authorized by all necessary corporate or public, as applicable, action required on the part of such party; and (c) this Agreement constitutes a legal, valid, and binding agreement of such party.

16. Miscellaneous.

a. This Agreement is the entire agreement of the parties concerning the subject matter hereof and supersedes all prior agreements and understandings. Any amendment or modification to this Agreement must be in writing and signed by both parties.

b. Customer may not assign its rights or obligations under this Agreement without the prior written consent of Company. This Agreement shall be binding upon and shall inure to the benefit of the parties' respective successors and permitted assigns. This Agreement is made solely for the benefit of Company, Customer and their respective successors and permitted assigns and no other party shall have any rights to enforce or rely upon this Agreement.

c. A waiver of any provision of this Agreement must be made in writing and signed by the party against whom the waiver is enforced. Failure of any party to strictly enforce the terms of this Agreement shall not be deemed a waiver of such party's rights hereunder.

d. The section headings contained in this Agreement are for convenience only and shall not affect the meaning or interpretation thereof.

e. This Agreement shall be construed in accordance with the laws of the State of Michigan, without regard to any conflicts of law principles. The parties agree that any action with respect to this Agreement shall be brought in the courts of the State of Michigan and each party hereby submits itself to the exclusive jurisdiction of such courts.

f. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original but all of which together will constitute one and the same instrument.

g. The invalidity of any provision of this Agreement shall not invalidate the remaining provisions of the Agreement.

Company and Customer have executed this Purchase Agreement as of the date first written above.

Company:

The Detroit Edison Company

By: _____

Name: _____

Title: _____

Customer:

Charter Township of Ypsilanti

By: _____

Name: _____

Title: _____



Exhibit A to Master Agreement

Purchase Agreement

This Purchase Agreement (this "Agreement") is dated as of May 7, 2018 between The Detroit Edison Company ("Company") and the Charter Township of Ypsilanti ("Customer").

This Agreement is a "Purchase Agreement" as referenced in the Master Agreement for Municipal Street Lighting dated May 7, 2018 (the "Master Agreement") between Company and Customer. All of the terms of the Master Agreement are incorporated herein by reference. In the event of an inconsistency between this Agreement and the Master Agreement, the terms of this Agreement shall control.

Customer requests the Company to furnish, install, operate and maintain street lighting equipment as set forth below:

1. DTE Work Order Number:	49598377	
	If this is a conversion or replacement, indicate the Work Order Number for current installed equipment: N/A	
2. Location where Equipment will be installed:	Various Locations, as more fully described on the map attached hereto as <u>Attachment 1</u> .	
3. Total number of lights to be installed:	105	
4. Description of Equipment to be installed (the " <u>Equipment</u> "):	Convert (15) 400w MH Special Order Material Mongoose fixtures to 296w LED Special Order Material Mongoose fixtures. Convert (58) 100w HPS Granvilles with gold trim and Lunar optics to 39w LED retrofit kit and new glass. These (58) locations will not have the gold bands or lunar optics. Convert (32) 100w HPS Granvilles to 39w LED retrofit kit.	
5. Estimated Total Annual Lamp Charges	\$30,693.90	
6. Computation of Contribution in aid of Construction (" <u>CIAC Amount</u> ")	Total estimated construction cost, including labor, materials, and overhead:	\$61,079.60
	Credit for 3 years of lamp charges:	N/A
	CIAC Amount (cost minus revenue)	\$61,079.60
7. Payment of CIAC Amount:	Due promptly upon execution of this Agreement	
8. Term of Agreement	5 years. Upon expiration of the initial term, this Agreement shall continue on a month-to-month basis until terminated by mutual written consent of the parties or by either party with thirty (30) days prior written notice to the other party.	
9. Does the requested Customer lighting design meet IESNA recommended practices?	(Check One) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If "No", Customer must sign below and acknowledge that the lighting design does not meet IESNA recommended practices _____ 	
10. Customer Address for Notices:	Charter Township of Ypsilanti 7200 S. Huron River Dr Ypsilanti, MI 48197 Attn: Karen Lovejoy Roe	

11. Special Order Material Terms:

All or a portion of the Equipment consists of special order material: (check one) YES NO

If "Yes" is checked, Customer and Company agree to the following additional terms.

A. Customer acknowledges that all or a portion of the Equipment is special order materials ("SOM") and not Company's standard stock. Customer will purchase and stock replacement SOM and spare parts. When replacement equipment or spare parts are installed from Customer's inventory, the Company will credit Customer in the amount of the then current material cost of Company standard street lighting equipment.

B. Customer will maintain an initial inventory of at least 1 posts and 1 Mongoose 296w LED luminaires and any other materials agreed to by Company and Customer, and will replenish the stock as the same are drawn from inventory. Costs of initial inventory are included in this Agreement. The Customer agrees to work with the Company to adjust inventory levels from time to time to correspond to actual replacement material needs. If Customer fails to maintain the required inventory, Company, after 30 days' notice to Customer, may (but is not required to) order replacement SOM and Customer will reimburse Company for such costs. Customer's acknowledges that failure to maintain required inventory could result in extended outages due to SOM lead times.

C. The inventory will be stored at 7200 S. Huron River Dr. Ypsilanti, MI 48197. Access to the Customers inventory site must be provided between the hours of 9:00 am to 4:00 pm, Monday through Friday with the exceptions of federal Holidays. Customer shall name an authorized representative to contact regarding inventory: levels, access, usage, transactions, and provide the following contact information to the Company:

Name: Wayne Dudley Title: Public Services Superintendent
Phone Number: 734-544-3514 Email: wdudley@ytown.org

The Customer will notify the Company of any changes in the Authorized Customer Representative. The Customer must comply with SOM manufacturer's recommended inventory storage guidelines and practices. Damaged SOM will not be installed by the Company.

D. In the event that SOM is damaged by a third party, the Company may (but is not required to) pursue a damage claim against such third party for collection of all labor and stock replacement value associated with the damage claim. Company will promptly notify Customer as to whether Company will pursue such claim.

E. In the event that SOM becomes obsolete or no longer manufactured, the Customer will be allowed to select new alternate SOM that is compatible with the Company's existing infrastructure.

F. Should the Customer experience excessive LED equipment failures, not supported by LED manufacturer warranties, the Company will replace the LED equipment with other Company supported Solid State or High Intensity Discharge luminaires at the Company's discretion. The full cost to complete these replacements to standard street lighting equipment will be the responsibility of the Customer.

12. Experimental Emerging Lighting Technology (“EELT”) Terms:

All or a portion of the Equipment consists of EELT: (check one) YES NO

If “Yes” is checked, Customer and Company agree to the following additional terms.

A. The annual billing lamp charges for the EELT equipment has been calculated by the Company are based upon the estimated energy and maintenance cost expected with the Customer’s specific pilot project EELT equipment. .

B. Upon the approval of any future MPSC Option I tariff for EELT street lighting equipment, the approved rate schedules will automatically apply for service continuation to the Customer under Option 1 Municipal Street Lighting Rate, as approved by the MPSC. The terms of this paragraph B replace in its entirety Section 7 of the Master Agreement with respect to any EELT equipment purchased under this Agreement.

Company and Customer have executed this Purchase Agreement as of the date first written above.

Company:

Customer:

The Detroit Edison Company

Charter Township of Ypsilanti

By: _____

By: _____



Name: _____

Name: _____

Title: _____

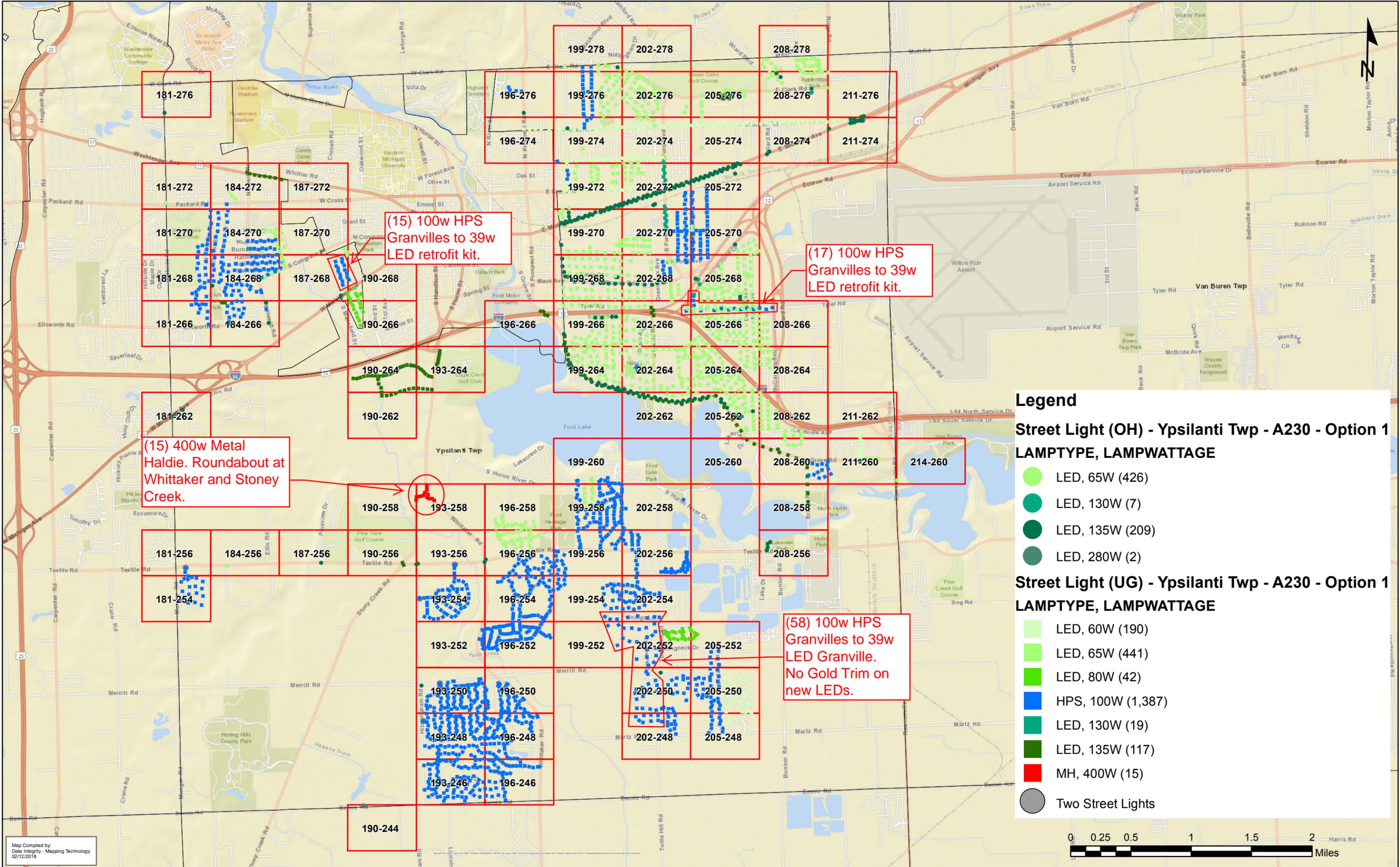
Title: _____

Attachment 1 to Purchase Agreement

Map of Location

[To be attached]

Ypsilanti Twp - Option 1 Streetlight Locations - Map Sheet Index



(15) 100w HPS
Granvilles to 39w
LED retrofit kit.

(17) 100w HPS
Granvilles to 39w
LED retrofit kit.

(15) 400w Metal
Haldie. Roundabout at
Whittaker and Stoney
Creek.

(58) 100w HPS
Granvilles to 39w
LED Granville.
No Gold Trim on
new LEDs.

Legend

Street Light (OH) - Ypsilanti Twp - A230 - Option 1 LAMPTYPE, LAMPWATTAGE

- LED, 65W (426)
- LED, 130W (7)
- LED, 135W (209)
- LED, 280W (2)

Street Light (UG) - Ypsilanti Twp - A230 - Option 1 LAMPTYPE, LAMPWATTAGE

- LED, 60W (190)
- LED, 65W (441)
- LED, 80W (42)
- HPS, 100W (1,387)
- LED, 130W (19)
- LED, 135W (117)
- MH, 400W (15)
- Two Street Lights



May 9, 2018

Ypsilanti Township
7200 S. Huron River Dr.
Ypsilanti, MI 48197

Re: Ypsilanti Township - Conversion of 105 Street Lights to LED

Based on your request, I have attached a cost estimate for the proposed 2018 street light conversion project. The total light count is 105 street lights and reflects the following descriptions:

Underground (UG) – DTE Owned and Maintained Street Lights Fed by Underground Cable

- 58 - 100 watt High Pressure Sodium to 39 watt LED Retrofit Kit (with new glass optics)
- 15 - 400 watt Metal Halide to 296 watt LED (Special Order Material Mongoose Luminaires)
- 32 - 100 watt High Pressure Sodium to 39 watt LED Retrofit Kit

Below please find the estimate breakdown for this project. The costs are based on the Option 1 Municipal Street Light rate - DTE Energy owned and maintained. The rate requires the customer pay a portion of the construction cost. The following information outlines the street lighting installation. Pricing below includes one (1) spare 296w LED luminaire that Ypsilanti Township to keep in inventory for outage incidents.

Estimate Breakdown

Project Cost	\$61,079.60
Less DTE Labor Contribution	\$0.00 - (Labor contribution applies to Mercury Vapor lights only)
Total Upfront Cost	\$61,079.60
EO Rebate Issued After Construction	\$2,375.10
Final Cost to Convert after Rebate	\$58,704.50
Current Annual Invoice	\$41,717.16
Future Annual Invoice	\$30,693.90
Annual Savings	\$11,023.26
Payback	5.3yrs

After installation, the total cost for additional modification, relocation, or removal will be the responsibility of the requesting party. An authorized signature on the Municipal Street Lighting Purchase Agreement and the payment contribution will be our notification to begin final design and construction scheduling.

Please feel free to contact me if you have any questions at 734-397-4017.

Sincerely,

Brandon R. Faron

Brandon R. Faron
Account Manager
DTE Energy - Community Lighting

SET PUBLIC HEARING DATE

- A. SET PUBLIC HEARING DATE OF TUESDAY,
JUNE 19, 2018 AT APPROXIMATELY 7:00PM –
CREATION OF STREETLIGHT SPECIAL
ASSESSMENT DISTRICT #211 CREEKSIDE VILLAGE
WEST-2

AUTHORIZATIONS AND BIDS

CHARTER TOWNSHIP OF YPSILANTI

INFORMATION SERVICES

Computer Support • Web Content Management • Communications Services

To: Township Board
From: Travis McDugald, IS Manager
Re: Request to seek RFPs for the installation of a Cellular Repeater System for the Township Civic Center and 14B Court.
Date: April, 16 2018

As you may have experienced, cellular coverage within the walls of the Township Civic Center can be spotty, weak, or non-existent. This lack of coverage causes an inconvenience to guests and staff, along with potential issues in case of an emergency.

While we put effort into ensuring Township desk phones may contact emergency services, it may not always be the best option. This project objective will help to ensure that all parts of the Township Civic Center will have sufficient cellular coverage.

The primary focus will be the Township's current preferred mobile device carrier (Verizon) however; the system will not be single carrier targeted.

Proposals will come back to the Board for review and approval.

I respectfully request the Township Board authorizes seeking RFPs for the installation of a Cellular Repeater System for the Township Civic Center and 14B Court.

Thank you for your consideration.

Travis McDugald
IS Manager, Charter Township of Ypsilanti

Charter Township of Ypsilanti



RFP-2018-04-16-DAS

Distributed Antenna System Installation

Abstract

The Charter Township of Ypsilanti is soliciting proposals from qualified organizations for the installation of a Neutral Host Distributed Antenna System or Cellular Repeater System for the Township Civic Center.

Charter Township of Ypsilanti
rfp@ytown.org

Project Bid Dates and Contacts

Issue Date:	TBD
Mandatory Pre-Bid Meeting:	TBD @ 2:30PM EDT Ypsilanti Township 1 st Floor Conference Room 7200 South Huron River Drive Ypsilanti, MI 48197
Pre-Bid Question Deadline:	All Questions Must Be Asked At The Pre-bid Meeting
Bid Deadline:	TBD Ypsilanti Township - Clerks Office RFP-2018-04-16-DAS 7200 South Huron River Drive Ypsilanti, MI 48197
Bid Opening:	TBD @ 2PM EDT Ypsilanti Township 1 st Floor Conference Room 7200 South Huron River Drive Ypsilanti, MI 48197
Project Coordinator:	Travis McDugald IS Manager rfp@ytown.org

Table of Contents

Project Bid Dates and Contacts.....	1
General conditions of bidding and terms of contact.....	7
1. Bidding	7
1.1. Bids.....	7
1.2. Required Forms.....	7
1.3. Authorized Signatures.....	7
1.4. Late Bids.....	7
1.5. Mandatory Pre-Bid Meeting	7
1.6. Withdrawal of Bids Prior to Bid Opening.....	7
1.7. Withdrawal of Bids After Bid Opening.....	7
1.8. Bid Amounts.....	7
1.9. Exceptions and/or Substitutions.....	7
1.10. Alternates.....	8
1.11. Descriptions	8
1.12. Bid Alterations.....	8
1.13. Tax Exempt Status.....	8
1.14. Delivery	8
1.15. Quantities.....	8
1.16. Bid Award.....	8
1.17. Best Value	8
1.18. Non-Collusion.....	9
1.19. Silence of Specifications for Complete Units	9
1.20. Addenda	9
1.21. General Bid Bond/Surety Requirements.....	9
1.22. General Insurance Requirements	9
1.23. Responsiveness	9
1.24. Responsible Standings of Bidder.....	9
1.25. Proprietary Data.....	10
1.26. Non-Iran Linked Business.....	10
2. Performance	10
2.1. Design, Strength, and Quality	10
2.2. Compliance with Federal, State, County and Local Laws.....	10

2.3.	Infringements and Indemnifications.....	10
2.4.	Patents, Copyrights, Etc.	11
2.5.	Samples, Demonstrations and Testing.....	11
2.6.	Acceptability.....	11
3.	Purchase Orders and Payment.....	11
3.1.	Purchase Orders.....	11
3.2.	Invoices	11
3.3.	Payment Draws	12
4.	Contract.....	12
4.1.	Contract Definition.....	12
4.2.	Contract Agreement.....	12
4.3.	Change Order	12
4.4.	Price Redetermination	12
4.5.	Termination for Default	12
4.6.	Invalid, Illegal, or Unenforceable Provisions.....	13
4.7.	Injuries or Damages Resulting From Negligence	13
4.8.	Warranty	13
4.9.	Sale, Assignment, or Transfer of Contract	13
4.10.	Service Contract Renewals.....	13
4.11.	Service Contract Auto-Renewals –	13
5.	Minimum Wage Requirements.....	13
5.1.	Contractors, including Subcontractors	13
5.2.	All other employees	13
6.	Bond Requirements	14
6.1.	Bond Certificates.....	14
6.2.	Bid Bonds	14
6.3.	Performance and Payment Bonds	14
6.4.	Maintenance Bonds	14
6.5.	Bond Surety.....	14
6.6.	Licensing Jurisdiction	15
7.	Insurance Limits	15
7.1.	Insurance Certificates	15
7.2.	Requirements.....	15

7.2.1.	Worker’s Compensation	15
7.2.2.	Broad Form Comprehensive General Liability	15
7.2.3.	Owner’s protective policy	15
7.2.4.	Automobile Liability	15
7.2.5.	Builders Risk	15
7.2.6.	Certificate of Liability Insurance Verbiage	16
7.2.7.	An umbrella policy	16
7.3.	Licensing Jurisdiction	16
7.4.	Require to Maintain	16
7.5.	Legal Review.....	16
8.	Completion.....	16
8.1.	Township Approval	16
8.2.	Construction Start	17
8.3.	Payment	17
9.	Site Access.....	17
9.1.	Prior to bid closure.....	17
9.2.	After bid award	17
10.	Proposal Submittals	17
10.1.	Limits	17
10.2.	Required Copies	17
10.3.	Price Break Down	17
10.4.	Product Sheets	17
10.5.	Execution Plan.....	17
10.6.	Coordination Efforts.....	17
10.7.	Township Review	17
10.8.	Mounting Information	18
10.9.	Electrical Requirements	18
10.10.	Background	18
10.11.	Business Changes	18
10.12.	Licenses	18
10.13.	Additional Information.....	18
10.14.	References	18
	Scope of Work.....	19

Location 1:..... 19
Location 2:..... **Error! Bookmark not defined.**
Requirements:..... 19
Location 1 Image..... **Error! Bookmark not defined.**
Location 2 Image..... **Error! Bookmark not defined.**

DRAFT

Advertisement for Bids

The Charter Township of Ypsilanti is accepting sealed bids a NEUTRAL HOST DISTRIBUTED ANTENNA SYSTEM or Cellular Repeater system for the Township Civic Center Location from firms or individuals with expertise in design and implementation of neutral host distributed antenna systems (DAS). The DAS will provide enhanced cellular and radio coverage throughout areas of the Township Civic Center and connected 14B Court building located at 7200 S. Huron River Dr. Ypsilanti, MI 48197. Bid documents may be found at <http://ytown.org/public-bid-postings>.

DRAFT

General conditions of bidding and terms of contact

By execution of this document, the Bidder accepts all general and special conditions of the contract as outlined below and in the specifications and plans.

1. Bidding

- 1.1. **Bids** - All bids shall be clearly marked on blank bid form furnished by Charter Township of Ypsilanti (Form A). A minimum of one original one (1) copy, and one (1) electronic version of the executed Bid Form shall be submitted in a sealed envelope. Copies are to be marked as such.
- 1.2. **Required Forms** - The Proposal Cost Analysis (Form A) must be filled and included with all bid responses.
- 1.3. **Authorized Signatures** - The bid shall be executed personally by the Bidder or duly authorized partner of the partnership or duly authorized officer of the corporation. If executed by an agent, a power of attorney or other evidence of authority to act on behalf of the Bidder shall accompany the bid to become a valid bid.
- 1.4. **Late Bids** - Bids shall be in the Charter Township of Ypsilanti Clerk's Office before or at the specified time and date bids are due. Bids received in the office of the Clerk after the submission deadline shall be rejected as non-responsive bids.
- 1.5. **Mandatory Pre-Bid Meeting** – Pre bid meeting will be required for all prospective bidders. Failure to attend will result in disqualification from the bid review process.
- 1.6. **Withdrawal of Bids Prior to Bid Opening** - A bid may be withdrawn before the opening date by submitting a written request to the Township Clerk. If time allows, and the Bidder desires, a new bid may be submitted. Bidder assumes full responsibility for submitting a new bid before or at the specified time and date bids are due. Charter Township of Ypsilanti reserves the right to withdraw a request for bids before the opening date.
- 1.7. **Withdrawal of Bids After Bid Opening** - Bidder agrees that offers may not be withdrawn or cancelled by the Bidder for a period of ninety (90) days following the date and time designated for the receipt of bids unless otherwise stated in the bid and/or specifications.
- 1.8. **Bid Amounts** - Bids should show net prices, extensions where applicable and net total. In case of conflict between unit price and extension, the unit price will govern. Any ambiguity in the bid as a result of omission, error, unintelligible or illegible wording shall be construed in the favor of the Charter Township of Ypsilanti.
- 1.9. **Exceptions and/or Substitutions** - As a matter of practice, Charter Township of Ypsilanti rejects exception(s) and /or substitutions as non-responsive but reserves the right to accept any and/or all of the exception(s) and/or substitution(s) deemed to be in the best interest of the

Charter Township of Ypsilanti. Bidders taking exception to the specifications and plans, or offering substitutions, shall state these exceptions in the section provided. If bid is made on an article other than the one specified, which Bidder considers comparable, the name and grade of said article must be specified in the bid and sufficient specifications and descriptive data must accompany same to permit thorough evaluation. The absence of stated exceptions and/or substitutions shall indicate that the Bidder has not taken any exceptions to the specifications and shall hold the Bidder responsible to perform in strict accordance with the specifications.

- 1.10. **Alternates** - Bid request and/or specifications may expressly allow Bidder to submit an alternate bid. Presence of such an offer shall not be considered an indication of non-responsiveness.
- 1.11. **Descriptions** - Unless otherwise specified, any reference to make, manufacturer and/or model used in the bid specifications is a minimum standard that will be accepted.
- 1.12. **Bid Alterations** - Bids cannot be altered or amended after submission deadline. Any interlineations, alteration, or erasure made before opening time must be initialed by the signer of the bid, guaranteeing authenticity.
- 1.13. **Tax Exempt Status** - The Charter Township of Ypsilanti is exempt from federal excise tax and state sales tax. Unless the bid form or specifications specifically indicate otherwise, the price bid must be net exclusive of above-mentioned taxes and will be so construed. Therefore, the bid price shall not include taxes.
- 1.14. **Delivery** - The Bids shall include all charges for delivery, packing, crating, etc., unless otherwise stated in the bid document. All deliveries will be FOB: Delivered. General delivery hours are 8:30 a.m. to 12 p.m and 1 p.m to 4p.m. Monday-Friday. Township does not have a loading dock, lift gates may be required.
- 1.15. **Quantities** - Quantities indicated are estimated quantities only and are not a commitment to buy. Approximate usage does not constitute an order, but only implies the probable quantity that will be used. Commodities will be ordered on an as-needed basis. Bidder is responsible for accurate final counts.
- 1.16. **Bid Award** - Award of contract shall be made to the lowest responsible Bidder or to the Bidder who provides goods or services at the best value for the municipality. The Charter Township of Ypsilanti reserves the right to be the sole judge as to whether items bid will serve the purpose intended. The Charter Township of Ypsilanti reserves the right to accept or reject in part or in whole any bid submitted, and to waive any technicalities or informalities for the best interest of the Charter Township of Ypsilanti. The Charter Township of Ypsilanti reserves the right to award based upon individual line items, sections or total bid.
- 1.17. **Best Value** - In determining best value, Charter Township of Ypsilanti may consider: 1) purchase price; 2) reputation of the Bidder and of the Bidder's goods or services; 3) quality of

the Bidder's goods or services; 4) extent to which the goods or services meet the Charter Township of Ypsilanti's needs; 5) Bidder's past relationship with the Charter Township of Ypsilanti; 6) total long-term cost to the Charter Township of Ypsilanti to acquire the Bidder's goods or services; and 7) any relevant criteria specifically listed in this document.

- 1.18. **Non-Collusion** - By signing the bid the bidder certifies that the bid submitted, has been arrived at independently and has been submitted without collusion with, and without any agreement, understanding or planned common course of action with, any other vendor of materials, supplies, equipment or services described in the Invitation to Bid, designed to limit independent bidding or competition.
- 1.19. **Silence of Specifications for Complete Units** - All materials, equipment and/or parts that will become a portion of the completed work including items not specifically stated herein but necessary to render the service(s) complete and operational per the specifications are to be included in the bid price. Bidders may be required to furnish evidence that the service, as bid, will meet or exceed these requirements.
- 1.20. **Addenda** - Any interpretations, corrections or changes to the specifications and plans will be made by addenda no later than forty-eight hours prior to the bid opening. Addenda will be posted on the MITN Website (<http://www.mitn.info/>). Bidders shall acknowledge receipt of all addenda with submission of bid.
- 1.21. **General Bid Bond/Surety Requirements** - Failure to furnish bid bond/surety, if requested, will result in bid being declared non-responsive. Non-responsive bids will not be considered for award.
- 1.22. **General Insurance Requirements** - Failure to furnish Affidavit of Insurance when requested and if insurance coverage is required in these specifications, will result in bid being declared non-responsive. Non-responsive bids will not be considered for award.
- 1.23. **Responsiveness** - A responsive bid shall substantially conform to the requirements of this Request for Proposal and/or specifications contained herein. Bidders who substitute any other terms, conditions, specifications and/or requirements or who qualify their bids in such a manner as to nullify or limit their liability to the contracting entity shall be deemed non-responsive and the bid will not be considered for award. Also, bids containing any clause that would limit contracting authority shall be considered non-responsive. Examples of non-responsive bids include but shall not be limited to a) bids that fail to conform to required delivery schedules as set forth in the bid request; b) bids with prices qualified in such a manner that the bid price cannot be determined such as with vague wording that may include "price in effect at the time of delivery"; and c) bids made contingent upon award of other bids currently under consideration.
- 1.24. **Responsible Standings of Bidder** - To be considered for award, Bidder must at least: have the ability to obtain adequate financial resources without limitation; be able to comply

with required or proposed delivery/completion schedule; have a satisfactory record of performance; have a satisfactory record of integrity and ethics; be otherwise qualified and eligible to receive award. In order to determine financial standing of Bidder, Charter Township of Ypsilanti may request recent financial statements or a statement of net worth.

- 1.25. **Proprietary Data** - Bidder may, by written request, clearly indicate as confidential any portion(s) of a bid that contain proprietary information, including manufacturing and/or design processes exclusive to the Bidder. Charter Township of Ypsilanti will protect from public disclosure such portions of a bid unless directed otherwise by legal authority including the existing Michigan Public Information Act.
- 1.26. **Non-Iran Linked Business** - By signing the bid Form B, you certify and agree on behalf of the company submitting this bid that the company submitting this bid is not an "Iran linked business," as that term is defined in Section 2(e) of the Iran Economic Sanctions Act, being Michigan Public Act No. 517 of 2012.

2. Performance

- 2.1. **Design, Strength, and Quality** - Design, strength, and quality of materials and workmanship must conform to the highest standards of manufacturing and engineering practices. The apparent silence of specifications and/or plans as to any detailed description concerning any point shall be regarded as meaning that only the best commercial practices are to prevail. All interpretations of these specifications and/or plans shall be made on the basis of this statement.
- 2.2. **Compliance with Federal, State, County and Local Laws** - Bids must comply with all federal, state, county and local laws, to include but not be limited to, all applicable standard safety, emission, and noise control requirements. Any vehicles or equipment shall contain all standard safety, emission, and noise control requirements required for the types and sizes of equipment at the time of their manufacture. The Contractor agrees, during the performance of work or service, to comply with all applicable codes and ordinance of Charter Township of Ypsilanti, Washtenaw County, or State of Michigan as they may apply, as these laws may now read or as they may hereafter be changed or amended.
- 2.3. **Infringements and Indemnifications** - The bidder, if awarded a contract, agrees to protect, defend, and save the Township and the cooperative members listed herein, its officials, employees, departments and agents harmless against; any demand for payment for the use of any patented material, process, or device that may enter into the manufacture, construction, or from a part of the work covered by either order or contract; and from suits or a charge of every nature and description brought against if for, or on account of, any injuries or damages received or sustained by the parties by or from any of the facts of the contractor, the contractor's employees, or agents; from all liability claims, demands, judgments and expenses to persons or property occasioned, wholly, or in part, by the acts or omissions of the bidder,

contractor, agents or employee.

- 2.4. **Patents, Copyrights, Etc.** - The Contractor shall release, indemnify and hold the Buyer, its officers, agents and employees harmless from liability of any kind or nature, including the Contractor's use of any copyrighted or un-copyrighted composition, secret process, patented or unpatented invention, article or appliance furnished or used in the performance of this contract.
- 2.5. **Samples, Demonstrations and Testing** - At the Charter Township of Ypsilanti 's request and direction, Bidder shall provide product samples and/or testing of items bid to ensure compliance with specifications. Samples, demonstrations and/or testing may be requested at any point prior to or following bid award. Samples, demonstrations and/or testing may be requested upon delivery and/or any point during the term of resulting contract. All samples (including return thereof), demonstrations and/or testing shall be at the expense of the Bidder.
- 2.6. **Acceptability** - All articles enumerated in the bid shall be subject to inspection by an officer designated for the purpose by Charter Township of Ypsilanti. If found inferior to the quality called for, or not equal in value to the specifications, deficient in workmanship or otherwise, this fact shall be certified to the Project Coordinator who shall have the right to reject the whole or any part of the same. Items and/or work determined to be contrary to specifications must be replaced at the Contractor's expense. Inferior items not retrieved by the Contractor within thirty (30) calendar days, or an otherwise agreed upon time, may become the property of the Charter Township of Ypsilanti at the Charter Township of Ypsilanti's option, without cost. If disposal of such items warrants an expense, an amount equal to the disposal expense will be deducted from amounts payable to the Contractor. Contractor's failure to retrieve property resulting in ownership by Charter Township of Ypsilanti shall not be imputed as acceptance of replacement good under this contract.

3. Purchase Orders and Payment

- 3.1. **Purchase Orders** - A purchase order(s) shall be generated by the Charter Township of Ypsilanti to the successful Contractor. The purchase order number must appear on all itemized invoices and packing slips. The Charter Township of Ypsilanti will not be held responsible for any work orders placed and/or performed without a valid current purchase order number. Payment will be made for all services rendered and accepted by the project coordinator for which a valid invoice has been received.
- 3.2. **Invoices** - All invoices shall reference the Purchase Order number. Invoices shall reference the bid item number or a detailed description for each item invoiced. If an item purchased and itemized on the invoice does not correspond to an item in any of the categories awarded to the Contractor, invoice shall reference the item as "N/C" to indicate that it is a non-contract item. This requirement is to assist the Charter Township of Ypsilanti in verifying contract pricing on all invoices. Payment will be made under terms of net forty-five (45) days unless otherwise agreed

upon by seller and Charter Township of Ypsilanti.

- 3.3. **Payment Draws** – Request for payments prior to project completion may be negotiated during the contract term. The Charter Township of Ypsilanti reserves the right to deny any payment draw requests for any reason.

4. Contract

- 4.1. **Contract Definition** - The General Conditions of Bidding and Terms of Contract, Specifications, Plans, Bidding Forms, Addenda, and any other documents made a part of this bid shall constitute the complete bid. This bid, when duly accepted by the Charter Township of Ypsilanti, shall constitute a contract equally binding between the successful Bidder and Charter Township of Ypsilanti.
- 4.2. **Contract Agreement** - Once a contract is awarded, the service offered by the successful Bidder shall remain firm for the term of the contract. Contract shall commence on date of award and continue until the work is completed.
- 4.3. **Change Order** - No different or additional terms will become part of this contract with the exception of a change order. No oral statement of any person shall modify or otherwise change, or affect the terms, conditions or specifications stated in the resulting contract. All change orders to the contract will be made in writing and at the discretion and approval of the Charter Township of Ypsilanti. No change order will be binding unless signed by an authorized representative of the Charter Township of Ypsilanti and the Contractor.
- 4.4. **Price Redetermination** - All requests for price redetermination shall be in written form. Cause for such request, i.e. manufacturer's direct cost, postage rates, Railroad Commission rates, Federal/State minimum wage law, Federal/State unemployment taxes, F.I.C.A, Insurance Coverage Rates, etc., shall be substantiated in writing by the source of the cost increase. The Contractor's past experience of honoring contracts at the bid price will be an important consideration in the evaluation of future bids for the lowest and best bid. Charter Township of Ypsilanti reserves the right to accept or reject any/all requests for price redetermination as it deems to be in the best interest of the Charter Township of Ypsilanti.
- 4.5. **Termination for Default** - Charter Township of Ypsilanti reserves the right to enforce the performance of this contract in any manner prescribed by law or deemed to be in the best interest of the Charter Township of Ypsilanti in the event of breach or default of this contract. The Charter Township of Ypsilanti reserves the right to terminate the contract immediately in the event the Contractor fails to perform to the terms of specifications or fails to comply with the terms of this contract. Breach of contract or default authorizes the Charter Township of Ypsilanti to award to another Bidder, purchase elsewhere and charge the full increase in cost and handling to the defaulting party.

- 4.6. **Invalid, Illegal, or Unenforceable Provisions** - In case any one or more of the provisions contained in the Contract shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this contract shall be considered as if such invalid, illegal, or unenforceable provision had never been contained herein.
- 4.7. **Injuries or Damages Resulting From Negligence** – The Contractor shall defend, indemnify and save harmless Charter Township of Ypsilanti and all its officers, agents and employees from all suits, actions, or other claims of any character, name and description brought for or on account of any injuries or damages received or sustained by any person, persons, or property on account of any negligent act or fault of the Contractor, or of any agent, employee, subcontractor or supplier in the execution of, or performance under, any contract which may result from bid award. The Contractor shall pay any judgment, with costs, which may be obtained against Charter Township of Ypsilanti growing out of such injury or damages.
- 4.8. **Warranty** - The Contractor shall warrant that all materials utilized in the performance of this contract shall conform to the proposed specifications and/or all warranties as stated. All labor shall have a warranty for minimum 1 year from the project completion date.
- 4.9. **Sale, Assignment, or Transfer of Contract** - The Contractor shall not sell, assign, transfer or convey this contract, in whole or in part, without the prior written consent of Charter Township of Ypsilanti.
- 4.10. **Service Contract Renewals** – The Township requests that all service agreements revert to a month-to-month plan at the end of initial agreement duration.
- 4.11. **Service Contract Auto-Renewals** – Any service agreement renewals with an auto renew clause may only renew in one year increments. The Township shall have the right to discontinue or cancel the renewal at any time up to 29 days’ prior the renewal date. The servicing agency shall inform the Township of its upcoming renewal between 90 and 60 days prior to the renewal. Failure of the servicing agency to notify the Township of the upcoming renewal, gives the Township the right to cancel service at any time without penalty.

5. Minimum Wage Requirements

- 5.1. **Contractors, including Subcontractors**, performing work or services shall be required to pay not less than the prevailing wages and fringe benefits to all employees and follow Charter Township of Ypsilanti Ordinance No. 2-201 and the additional provisions contained within.
- 5.2. **All other employees** directly involved with this project must be paid in accordance with the Charter Township of Ypsilanti Ordinance No. 99-213, “The Living Wage Ordinance”. A copy of this ordinance can be obtained through the Charter Township of Ypsilanti Clerk’s office by

calling (734) 484-4700.

6. Bond Requirements

- 6.1. **Bond Certificates** – The bid bond is required at the time of bid submission. All other bond requirements must be provided to the Township prior to the execution of the contract documents.
- 6.2. **Bid Bonds** – *(Applies only to proposals over \$25,000)* Each proposal must be accompanied by a certified check, bidders bond, bank draft or cash bond, in an amount not less than (5%) of the total price and drawn to the order of The Charter Township of Ypsilanti, as a guarantee of good faith on the part of the Bidder and subject to the conditions stipulated in the proposal form. No proposals shall be withdrawn for a period of ninety (90) days after the date set for the opening of bids. A single check, bond or draft may serve to cover two or more alternate or supplemental proposals when such proposals are submitted by the same Bidder.

If multiple bids are being submitted by any one single Bidder a single bond may be utilized. The bond value must be 5% of the project cost for the most expensive option being proposed.

- 6.3. **Performance and Payment Bonds** - *(Applies only to proposals over \$25,000, See Bid Check List Form C)* Contractor shall furnish Performance and Payment Bonds, each in an amount at least equal to the Contract Price as security for the faithful performance and payment of all Contractors' obligations under the Contract Documents. All Bonds shall be in the form prescribed by the Contract Documents except as provided otherwise by Laws or Regulations, and shall be executed by such sureties as are named in the current list of "Companies Holding Certificates of Authority as Acceptable Securities on Federal Bonds and as Acceptable Reinsuring Companies" as published in Circular 570 (amended) by the Audit Staff, Bureau of Government Financial Operations, U.S. Treasury Department. All Bonds signed by an agent must be accompanied by a certified copy of such agent's authority to act.
- 6.4. **Maintenance Bonds** - *(Applies only to proposals over \$25,000, See Bid Check List Form C)* Contractor shall furnish a Maintenance Bond, in an amount not less than (5%) of the total price and drawn to the order of The Charter Township of Ypsilanti, as a warranty guarantee. Maintenance Bonds must remain valid for one year after completion of the project. All Bonds shall be in the form prescribed by the Contract Documents except as provided otherwise by Laws or Regulations, and shall be executed by such sureties as are named in the current list of "Companies Holding Certificates of Authority as Acceptable Securities on Federal Bonds and as Acceptable Reinsuring Companies" as published in Circular 570 (amended) by the Audit Staff, Bureau of Government Financial Operations, U.S. Treasury Department. All Bonds signed by an agent must be accompanied by a certified copy of such agent's authority to act.
- 6.5. **Bond Surety** - If the surety on any bond furnished by the Contractor is declared as bankrupt or becomes insolvent or its right to do business is terminated in any state where any part of the

project is located or it ceases to meet requirements of this bid, the Contractor shall within 10 days thereafter substitute another bond and surety, both of which must be acceptable to the Owner Licensed Sureties and Insurers; Certificates of Insurance.

- 6.6. **Licensing Jurisdiction** - All bonds and insurance required by the Contract Documents to be purchased and maintained by the Owner or Contractor shall be obtained from surety or insurance companies that are duly licensed or authorized in the jurisdiction in which the project is located to issue bonds and insurance policies for the limits and coverage's so required.

7. Insurance Limits

- 7.1. **Insurance Certificates** - The Contractor agrees to provide the Owner with Certificates of Insurance for General Liability, Vehicle Liability, and Statutory Workers Compensation, according to the limits provided in the Charter Township of Ypsilanti Financial Policy. The Certificates of Insurance must be provided to the Township prior to the execution of the contract documents.
- 7.2. **Requirements** - The Contractor will maintain at its own expense during the term of the contract, the following insurance:
- 7.2.1. **Worker's Compensation** insurance with Michigan statutory limits and employers liability insurance of \$1,000,000.00 minimum each accident.
- 7.2.2. **Broad Form Comprehensive General Liability** Insurance with a combined single limit of \$1,000,000.00 each occurrence for bodily injury and property damage. Policy to include products and completed operations, independent contractors and contractual liability coverage. Policy shall be endorsed to provide 60 day written notice to the Project Coordinator of any material change of coverage, cancellation or non-renewal of coverage.
- 7.2.3. **Owner's protective policy** shall be in the name of "Charter Township of Ypsilanti". Policy shall provide a \$1,000,000.00 combined single limit for bodily injury or property damage per occurrence. The Charter Township of Ypsilanti and its past, present, and future elected Officials shall be named as "additional named insured" on the General Liability policy with respect to the services provided under this contract.
- 7.2.4. **Automobile Liability** insurance covering all owned, hired and non-owned vehicles with personal protection insurance and property protection insurance to comply with provisions of the Michigan No Fault Insurance Law. Including residual liability insurance with a minimum combined single limit of \$1,000,000.00 each accident for bodily injury and property damage.
- 7.2.5. **Builders Risk** - The Contractor shall take out and maintain Builders Risk insurance during the life of the contract (in the name of the Contractor and the Charter Township of Ypsilanti), "All Risk" (excluding Earthquake and Flood) Builder's Risk Insurance covering the

entire work of this contract for 100% of the replacement value thereof, including items of labor and materials in place or to be used as part of the permanent construction, including surplus miscellaneous materials and supplies incident to the work, and such scaffoldings, staging, towers, forms, and equipment not owned or rented by the Contractor, the cost of which is not included in the cost of the work. EXCLUSIONS: This insurance does not cover any tools owned by mechanics, any tools, equipment, scaffoldings, staging, towers, and forms, rented or owned by the Contractor, the value of which is not included in the cost of the work, or any shanties or other structures erected for the sole convenience of the workers.

In the event of a loss by the perils insured against, of any or all of the work and/or materials herein provided for, at any time prior to the final completion of the contract and the final acceptance by the Charter Township of Ypsilanti, the Contractor shall promptly reconstruct, repair, replace or restore all work or materials so destroyed. Nothing herein provided for shall in any way excuse the Contractor or the Contractor's surety from the obligation of furnishing all the required materials and completing the work in full compliance with the terms of the contract.

7.2.6. [Certificate of Liability Insurance Verbiage](#) – General Liability Insurance limits must contain the following verbiage in verbatim; *“The Charter Township of Ypsilanti and its past, present, and future elected officials, trustees, appointed commissions and boards, agents and employees shall be named as “additional named insured” on the General Liability policy with respect to the services provided under this contract.”* Prior to contract execution.

7.2.7. [An umbrella policy](#) may be used to meet some of the above requirements.

7.3. [Licensing Jurisdiction](#) - All insurance policies must be held by companies licensed to do business in Michigan and such companies must be well rated and acceptable to the Charter Township of Ypsilanti.

7.4. [Require to Maintain](#) - If the required insurance is not maintained at any time during the term of this Contract, the Contract shall be subject to cancellation immediately or at any time thereafter, at the sole discretion of the Charter Township of Ypsilanti. If the Charter Township of Ypsilanti elects to exercise its option to cancel on these grounds, the Charter Township of Ypsilanti shall so notify the Contractor of its election.

7.5. [Legal Review](#) - All Certificates of Insurance are subject to the final approval of the Charter Township of Ypsilanti Legal Counsel.

8. Completion

8.1. [Township Approval](#) - The project will not be considered complete until all approved Charter Township of Ypsilanti final inspections have been approved.

- 8.2. **Construction Start** - Construction shall start within 45 days of the Notice to Proceed and completed within 60 days unless otherwise noted in the RFP response.
- 8.3. **Payment** - Full payment shall be made within 45 days of receipt of invoice upon completion of work.

9. Site Access

- 9.1. **Prior to bid closure** - Access to the any Charter Township of Ypsilanti site referenced herein will be made available only during the mandatory pre-bid meeting.
- 9.2. **After bid award** - Only the approved employees, approved contractors, and approved sub-contractors will have access to non-public areas of Charter Township of Ypsilanti facilities.

10. Proposal Submittals

- 10.1. **Limits** - There is no limit to how many proposals a single Bidder may submit.
- 10.2. **Required Copies** - As part of the bid proposal package, the following submittals are required by Charter Township of Ypsilanti to be reviewed and acted on by the Township in evaluating the Bidder's proposal. Two (2) copies of all drawings and product data shall be required. One (1) paper and one (1) electronic.
- 10.3. **Price Break Down** - Bid proposal pricing shall be broken down by building with each price representing a complete building installation. Include line item pricing for all major components and subsection pricing for all items described in that subsection. Pricing shall include all associated costs including but not limited to: hardware, cabling, conduit, electrical, network, licensing, and labor.
- 10.4. **Product Sheets** - Manufacturer's product data sheets for all equipment and components provided for in this project. Data sheets shall include equipment specifications, code compliance, certifications, and other information as required for proper evaluation.
- 10.5. **Execution Plan** - A written description of the proposed plan of execution for the Work herein described, including estimated time-frame, number of personnel to be used, a description of long lead-time items and materials, and a description of the methods to be used to ensure quality.
- 10.6. **Coordination Efforts** - A written description of the coordination efforts that need to be made, either by the Contractor, Charter Township of Ypsilanti, or any other party, for the installation to proceed on schedule in the manner described.
- 10.7. **Township Review** - Prior to fabrication or installation of the Work, the following submittals are required by Charter Township of Ypsilanti of the Contractor to be reviewed and

acted on by Charter Township of Ypsilanti in accordance with the provisions of the contract. 2 paper, 1 electronic. Three (3) copies of all drawings and product data shall be required.

- 10.8. **Mounting Information** - Detailed descriptions of all equipment locations and mounting particulars.
- 10.9. **Electrical Requirements** - A schedule of the electrical requirements for the proposed equipment, including system idle and peak power requirements. Required only if proposed equipment has power consumption.
- 10.10. **Background** - Description of the Bidder's background and size. Include statements of qualifications that includes your firm's professional credentials and experience in providing services enumerated in the Request for Proposal and the legal status of your organization.
- 10.11. **Business Changes** - Describe any changes in the mode of conducting business your firm has made in the past three (3) years, include any mergers, acquisitions, consolidations, downsizing or bankruptcy proceedings or filings.
- 10.12. **Licenses** - Identify all licenses currently held by your firm.
- 10.13. **Additional Information** - Any other additional information which would assist the Charter Township of Ypsilanti in the evaluation of your proposal.
- 10.14. **References** - Provide a list of at least four (4) references (government preferred) with knowledge of your firm's contract performance. References shall be employees in the senior level management positions. Include the name of the entity, a description of the contract project the dates of service and the name(s), telephone numbers, and email addresses of the contact persons.

Scope of Work

Location:

Ypsilanti Township Civic Center (Including 14B District Court)
7200 South Huron River Drive
Ypsilanti MI 48197

The Township seeks proposals from qualified individuals and/or firms for the installation of a system enhanced cellular and radio coverage throughout the designated areas of the Township Civic Center. The selected Respondent will fully design, install, and implement the DAS at the Civic Center. The system shall include the design of a neutral host DAS to support multiple cellular carriers including but not limited to AT&T, Sprint, T-Mobile, and Verizon. The DAS shall, at a minimum, incorporate all current wireless communications and broadband data requirements for procurement of the four major wireless service providers.

The Township Civic Center Offices and 14B District Court and connected into a single physical building.

Requirements:

- Shall improve coverage to all areas within the Civic Center walls.
- Minimal coverage goal shall be -95 dBm for the Township Devices primary carrier (Verizon)
- Shall not be dependent on Township network resources.

Form A: Proposal Cost Analysis.

By submitting this proposal, the potential contractor certifies the following:

- This proposal is signed by an authorized representative of the firm.
- It can obtain insurance certificates as required within 23 calendar days after notice of award.
- The cost and availability of all equipment, materials, and supplies associated with performing the services described herein have been determined and included in the proposed cost.
- All labor costs, direct and indirect, have been determined and included in the proposed cost.
- The potential Contractor has read and understands the conditions set forth in this RFP and agrees to them with no exceptions.

Therefore, in compliance with this Request for Proposals, and subject to all conditions herein, the undersigned offers and agrees, if this proposal is accepted within 90 days from the date of the contract execution to furnish the subject services for a base cost not to exceed

Project Total: \$ _____

(Please attach a detail of the cost with this cost form page)

Company Name: _____
 Address: _____
 Address: _____
 City, State, Zip: _____
 Telephone Number: _____
 Federal Employer Identification Number: _____
 eMail: _____

By: _____ Title: _____ Date: _____
(Signature) *(Typed or printed name)*

THIS PAGE MUST BE SIGNED AND INCLUDED IN YOUR PROPOSAL.
 Unsigned proposals will not be considered.

Form B: Iran Business Relationship Affidavit.

Effective April 1, 2013 all bids, proposals and/or qualification statements received in the State of Michigan must comply with the "Iran Economic Sanctions Act". The Following certification is to be signed and included at time of submittal:

Pursuant to the Michigan Iran Economic Sanctions Act, 2012 P.A. 517, by submitting a bid, proposal or response, respondent certifies, under civil penalty for false certification, that it is fully eligible to do so under law and that it is not an "Iran linked business," as that term is defined in the Act.

DRAFT

Signature	Title
Company	Date

Form C: Bid Check List

- Bid Copies; 1 Paper and 1 Identical Electronic.
- Signed copy for Form A.
- Signed copy for Form B.
- Bid Bond (Required)
- Performance Bond (Over \$25,000 bids; required prior to project execution)
- Payment Bond (Over \$25,000 bids; required prior to project execution)
- Maintenance Bond (Over \$25,000 bids; required prior to project execution)
- Detailed Project Pricing Information.

DRAFT



May 7, 2018

Ms. Brenda Stumbo
Township Supervisor
Charter Township of Ypsilanti
7200 S. Huron River Drive
Ypsilanti, MI 48197

RE: Recommendation of Award
Fire Station Parking Lot Improvements

Dear Ms. Stumbo:

Sealed bids for the Fire Station Parking Lot Improvements construction project were received and publicly read aloud at 1:00 p.m. on Friday May 4, 2018 at the Charter Township of Ypsilanti Civic Center. The bid documents were posted on MITN. Proposals were received from five (5) bidders with as-checked results ranging from \$360,466.66 to \$505,709.00. The engineer's estimate for the project was \$384,465.00.

We have evaluated all five bidders based on their bids, all required information, including bond surety, statement of qualifications, and subcontractors listing. The lowest bid was received from Doan Construction Company, located at 3670 Carpenter Road, Ypsilanti, MI 48197, in the amount of \$360,466.66. They also received the highest Quality Based Selection (QBS) rating, having performed work within the Township on projects that were completed on time and under budget.

It is felt that Doan Construction Company and their subcontractors are capable of performing the work based on past experiences, referenced projects, and information provided with the statement of qualifications in the bid package. **Based on the submitted information, it is recommended that the Fire Station Parking Lot Improvements work be awarded to Doan Construction Company of Ypsilanti, MI in the amount of \$360,466.66. We also recommend a contingency budget of \$36,000.00 to help cover unforeseen issues in the field or additional work that may be determined in the field. This results in a total recommended construction budget of \$396,466.66.**

Should there be any questions, please contact this office at (734) 522-6711.

Sincerely,
OHM Advisors,

A handwritten signature in black ink, appearing to read "Matthew D. Parks", is written over a horizontal line.

Matthew D. Parks

Encl: Bid Tab
cc: Chief Eric Copeland, Fire Chief
Karen Lovejoy-Roe, Township Clerk
Larry Doe, Township Treasurer
Lisa Stanfield, Township Deputy Clerk
Aaron Berkholz, OHM Advisors
Jess Howard, OHM Advisors

CHARTER TOWNSHIP OF YPSILANTI

OFFICE OF COMMUNITY STANDARDS

Building Safety • Planning & Zoning • Ordinance Enforcement • Police Services

To: Karen Lovejoy Roe, Clerk
From: Michael Radzik, OCS Director
Re: **Request to waive the financial policy to accept a bid from A.R. Total Construction to perform a variety of maintenance work at the police facility at 1405 Holmes Rd for an amount not to exceed \$25,000; request is funded in account 266-301.000-931.011 pursuant to transfer of funds from within the Law Enforcement Fund cost center.**
Copy: Wayne Dudley
Date: May 10, 2018

There have been recent discussions with the Washtenaw County Sheriff's Office (WCSO) about its 2018 summer policing plan and the Township's desire to increase police visibility in neighborhoods traditionally impacted by seasonal youth related service demands. The Township and the WCSO wish to station deputies assigned to a neighborhood/youth summer program at the Township police facility at 1405 Holmes Rd. The assignments will begin in June 2018.

This was formerly a full service police facility that was closed several years ago due to revenue decreases and staffing reductions. After several years it was partially reopened as a 24/7 "drop-in" substation where deputies write reports, interview victims and witnesses, and conduct other business as needed. The locker room facilities, emergency generator, and other non-essential functions have remained closed, and maintenance has been limited to necessary cleaning and supplies.

Deep maintenance work is now required, including replacement of flooring in certain areas, paint refresh, reopening locker rooms and other replacement upgrades. The Residential Services Department (RSD) solicited bids from local contractors who could complete the scope of work within a relatively short time frame. As of this writing, only one bid has been received from A.R. Total Construction, which is the same local company that successfully renovated the Law Enforcement Center in 2014-15. Other firms have indicated they are too busy to complete the work in a timely manner.

Due to the short time line, lack of multiple bids, and confidence in the company that submitted a bid, I am requesting to waive the financial policy and accept the submitted bid for an amount not to exceed \$25,000. The project will be supervised by RSD/Wayne Dudley.

OTHER BUSINESS
