

# **CHARTER TOWNSHIP OF YPSILANTI BOARD OF TRUSTEES**

---

*Supervisor*

**BRENDA L. STUMBO**

*Clerk*

**KAREN LOVEJOY ROE**

*Treasurer*

**LARRY J. DOE**

*Trustees*

**JEAN HALL CURRIE**

**STAN ELDRIDGE**

**MIKE MARTIN**

**SCOTT MARTIN**

---

**September 23, 2013**

**Work Session – 4:00 p.m.**

**Regular Meeting – 7:00 p.m.**

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



14-B District Court

Monthly Disbursements

August 2013

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.

**August 2013 Disbursements:**

Washtenaw County:	\$ 2,913.00
State of Michigan:	\$ 40,200.38
Ypsilanti Township Treasurer:	\$ 89,198.00

TOTAL: \$132,311.38

		Year to Date	
		Prior Year Comparison	
Month	Revenue	Revenue	
	2012	2013	
<b>January</b>	\$75,430.17	\$93,843.72	
February	\$107,638.24	\$120,646.88	
March	\$93,319.73	\$120,330.43	
April	\$83,785.27	\$87,844.43	
May	\$90,318.38	\$91,209.97	
June	\$83,965.72	\$90,086.73	
July	\$71,264.07	\$75,083.36	
August	\$84,845.74	\$89,198.00	
September	\$100,571.52		
October	\$99,734.41		
November	\$76,072.83		
December	\$66,508.94		
Caseload			
Standardization			
Payment:	\$45,724.00	\$45,724.00	
Year-to Date			
<b>Totals:</b>	\$1,079,179.02	\$813,967.52	
<b>Expenditure</b>			
<b>Budget:</b>	\$1,184,583.00	\$1,265,772.00	
<b>Difference:</b>	(\$105,403.98)	(\$451,804.48)	

**BUILDING DEPARTMENT REPORT  
RON FULTON - BUILDING DIRECTOR**

**BUILDING DEPARTMENT MONTHLY REPORT - AUGUST 2013**

Permit Type	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTALS
Building	61	57	63	100	85	96	107	90					659
	\$ 14,504	\$ 14,185	\$ 9,331	\$ 31,205	\$ 15,676	\$ 28,985	\$ 24,060	\$ 22,689					\$ 160,635
Electrical	37	27	27	29	49	30	30	36					265
	\$ 2,435	\$ 2,475	\$ 2,190	\$ 2,685	\$ 4,805	\$ 2,745	\$ 2,430	\$ 2,880					\$ 22,645
Mechanical	69	30	38	51	59	63	45	39					394
	\$ 5,115	\$ 2,680	\$ 3,005	\$ 4,198	\$ 6,670	\$ 10,565	\$ 3,750	\$ 3,035					\$ 39,018
Plumbing	34	21	29	46	36	49	37	29					281
	\$ 2,895	\$ 1,680	\$ 2,055	\$ 3,555	\$ 3,855	\$ 4,260	\$ 2,910	\$ 2,370					\$ 23,580
Zoning	1	2	4	17	14	16	17	12					83
	\$ 90	\$ 90	\$ 180	\$ 765	\$ 630	\$ 675	\$ 765	\$ 540					\$ 3,735
Sub Totals	202	137	161	243	243	254	236	206	-	-	-	-	1,682
<b>TOTAL YTD</b>	<b>\$ 25,039</b>	<b>\$ 21,110</b>	<b>\$ 16,761</b>	<b>\$ 42,408</b>	<b>\$ 31,636</b>	<b>\$ 47,230</b>	<b>\$ 33,915</b>	<b>\$ 31,514</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 249,613</b>

**BUILDING DEPARTMENT MONTHLY REPORT - 2012**

Permit Type	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTALS
Building	54	61	97	137	106	122	123	113	85	129	87	44	1,158
	\$ 7,315	\$ 10,943	\$ 11,648	\$ 15,656	\$ 12,163	\$ 25,776	\$ 24,446	\$ 15,765	\$ 7,873	\$ 23,300	\$ 44,646	\$ 6,147	\$ 205,678
Electrical	35	33	30	46	33	35	42	35	16	42	21	27	395
	\$ 2,490	\$ 2,100	\$ 2,100	\$ 2,955	\$ 2,490	\$ 2,565	\$ 2,745	\$ 2,550	\$ 1,440	\$ 2,910	\$ 2,385	\$ 2,520	\$ 29,250
Mechanical	51	42	45	48	49	46	55	54	28	59	51	40	568
	\$ 3,800	\$ 2,595	\$ 3,850	\$ 3,470	\$ 2,655	\$ 4,125	\$ 4,115	\$ 4,315	\$ 2,100	\$ 5,044	\$ 4,316	\$ 2,135	\$ 42,520
Plumbing	31	28	38	38	25	29	22	36	20	46	28	23	364
	\$ 2,100	\$ 2,070	\$ 2,550	\$ 2,160	\$ 1,755	\$ 2,535	\$ 1,335	\$ 2,850	\$ 1,290	\$ 2,970	\$ 2,055	\$ 1,905	\$ 25,575
Zoning	4	-	13	18	26	13	16	16	8	8	3	4	129
	\$ 680	\$ -	\$ 690	\$ 870	\$ 1,290	\$ 615	\$ 720	\$ 810	\$ 360	\$ 360	\$ 135	\$ 229	\$ 6,759
Sub Totals	175	164	223	287	239	245	258	254	157	284	190	138	2,614
<b>TOTAL YTD</b>	<b>\$ 16,385</b>	<b>\$ 17,708</b>	<b>\$ 20,838</b>	<b>\$ 25,111</b>	<b>\$ 20,353</b>	<b>\$ 35,616</b>	<b>\$ 33,361</b>	<b>\$ 26,290</b>	<b>\$ 13,063</b>	<b>\$ 34,584</b>	<b>\$ 53,537</b>	<b>\$ 12,936</b>	<b>\$ 309,782</b>

**BUILDING DEPARTMENT REPORT  
RON FULTON - BUILDING DIRECTOR**

<b>INSPECTION RUNNING TOTALS</b>													
<b>Inspections</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>TOTALS</b>
Total 2013	336	328	239	306	445	404	389	507					2,954
Total 2012	852	259	592	328	340	268	275	419	317	382	340	276	4,648
Total 2011	319	238	280	311	371	369	319	411	349	432	316	143	3,858
Total 2010	292	220	361	366	379	358	427	405	350	449	322	140	4,069
Total 2009	323	315	340	337	350	372	440	401	463	374	341	137	4,193
Total 2008	460	352	326	432	432	628	727	562	533	577	393	128	5,550

<b>Rental Inspections</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>TOTALS</b>
Total 2013	197	237	206	175	226	251	291	302					1,885
Total 2012	142	165	228	194	209	202	185	258	225	265	231	131	2,435
Total 2011	95	49	102	146	129	179	183	243	177	214	187	153	1,857
Total 2010	214	170	139	216	223	158	264	179	212	183	83	48	2,089
Total 2009	(Began tracking separate rental inspection totals Oct, 2009)									57	160	77	294

# DOMESTIC VIOLENCE PROSECUTION REPORT

August 2013

**To:** Township of Ypsilanti Board of Trustees

**From:** McLain & Winters, Attorneys for the Charter Township of Ypsilanti

**Date:** September 16, 2013

Dear Board Members:

The following represents the Township Prosecuting Attorney's report regarding domestic violence activity for the month of August 2013:

	August 2013	Year to Date (2013)	Statistics for 2012	Statistics Since 10/1999
Cases Submitted	23	194	175	3539
Cases Authorized	8	58	92	1469
Cases Authorized (non-DV)	1	---	---	---
Cases Denied	12	125	84	481
Cases Furthered	1	9	4	247
Cases Sent to the County	1	9	5	83
Defendant FTA-BW Requested	0	14	16	39
Pre-Trials Held	6	79	158	1917
Motions	0	4	6	48
Convictions-Total	4	25	39	899
Convictions-By Plea	1	17	34	---
Convictions-By Trial	3	8	5	---
Acquittals	0	1	2	82
All Dismissals	4	55	93	627
Cases Reauthorized	3	48	25	345
Cases Not Reauthorized	3	48	67	345
Deferrals Considered	3	36	52	580
Conviction Rate*	100%	96%	95%	92%

\* Based upon all cases taken to a conclusion

Respectfully Submitted,

McLain & Winters

**YPSILANTI TOWNSHIP FIRE DEPARTMENT**  
**MONTHLY REPORT**

**AUGUST 2013**

Fire Department staffing levels are as follows:

1 Fire Chief	1 Fire Marshal	3 Shift Captains
3 Shift Lieutenants	19 Fire Fighters	1 Clerk III / Staff Support

All fire department response personnel are licensed as Emergency Medical Technicians by the State of Michigan Public Health. During the month, the fire department responded to 361 requests for assistance. Of those requests, 245 were medical emergency service calls, with the remaining 116 incidents classified as non-medical and/or fire related.

Department activities for the month of August, 2013:

- 1) The Public Education Department participated in the following events:
  - a) Truck Demonstration for Charlene's Day Care
  - b) Truck Demonstration for Bottles & Backpacks Day Care
  - c) Truck Demonstration for Christian Faith Church
  - d) Smoke Alarms: 7415 Bermuda Dunes Drive (2)
  - e) Car seat fittings
- 2) Fire fighters attended 17 neighborhood watch meetings
- 3) Fire fighters received training in the following areas:
  - a) Washtenaw County Tech Rescue

The Fire Marshal had these activities for the month of August, 2013:

- 1) Inspections / Tests completed:
  - a) Site Inspections: 15
  - b) Site Plan Reviews: 3
  - c) Fire Alarm System Inspections: 1
  - d) Fire Protection Inspections: 3
  - e) Fire Investigations: 5
  - f) Burn inspections / permits: 5
  - g) Citations Issued: 1 (unauthorized burning)
  - h) Site Plan Review for City of Ypsilanti: 1
  - i) Fire Inspection for City of Ypsilanti: 1
- 2) Attended 4 meetings / events:
  - a) Washtenaw County HazMat Team training
  - b) HazMat Responses: 2 (Superior Township & City of Ann Arbor)
  - c) Injury Accident Assistance (10 patients)



The Fire Chief attended 9 meetings / events for the month of August, 2013:

- 1) Budget meetings (2)
- 2) MABAS meeting
- 3) Township Development Team meeting
- 4) WAMAA meeting
- 5) Washtenaw County Tabletop Exercise meeting @ EOC
- 6) County Alliance EAP meeting
- 7) Countywide Training Facility meeting
- 8) Negotiations / Budget Team meeting

There were 0 injuries and 0 deaths reported this month for civilians.

There were 0 injuries and 0 deaths reported this month for fire fighters.

This month the total fire loss, including vehicle fires, is estimated at **\$540,500.00**. All occurred at the following locations:

DATE OF LOSS	ADDRESS	ESTIMATED LOSS
1) 08/04/2013	2641 International #1339	\$ 30,000.00 (building)
2) 08/07/2013	667 N Ivanhoe	\$ 1,500.00 (building)
3) 08/08/2013	2711 International #1620	\$ 235,000.00 (building)
4) 08/10/2013	1524 Andrea	\$ 0.00 (outside rubbish)
5) 08/12/2013	1070 E Cross	\$ 2,000.00 (vehicle)
6) 08/12/2013	1070 E Cross (exp 1)	\$ 4,000.00 (vehicle)
7) 08/14/2013	953 E Michigan	\$ 0.00 (building)
8) 08/14/2013	100 S Ford Blvd	\$ 200,000.00 (off road vehicle)
9) 08/15/2013	2152 Pauline	\$ 0.00 (Mutual Aid-Ann Arbor City)
10) 08/22/2013	5960 E Raintree Ct	\$ 0.00 (cooking)
11) 08/23/2013	1530 Ecorse	\$ 18,000.00 (building)
12) 08/30/2013	2445 Lakeshore #737	\$ 50,000.00 (building)

Respectfully submitted,

Rhonda Bates, Clerical Support Staff  
Charter Township of Ypsilanti Fire Department

Attachment: Fire House Incident Type Report (Summary) 08/01/2013 - 08/31/2013

**Ypsilanti Township Fire Department**

**Incident Type Report (Summary)**

**Alarm Date Between {08/01/13} And {08/31/13}**

<b>Incident Type</b>	<b>Count</b>	<b>Pct of Incidents</b>	<b>Total Est Loss</b>	<b>Pct of Losses</b>
<b>1 Fire</b>				
111 Building fire	7	1.93%	\$334,500	61.88%
113 Cooking fire, confined to container	1	0.28%	\$0	0.00%
131 Passenger vehicle fire	2	0.55%	\$6,000	1.11%
138 Off-road vehicle or heavy equipment fire	1	0.28%	\$200,000	37.00%
151 Outside rubbish, trash or waste fire	1	0.28%	\$0	0.00%
	<b>12</b>	<b>3.31%</b>	<b>\$540,500</b>	<b>100.00%</b>
<b>3 Rescue &amp; Emergency Medical Service Incident</b>				
300 Rescue, EMS incident, other	38	10.50%	\$0	0.00%
311 Medical assist, assist EMS crew	39	10.77%	\$0	0.00%
320 Emergency medical service, other	6	1.66%	\$0	0.00%
321 EMS call, excluding vehicle accident with injury	43	39.50%	\$0	0.00%
322 Motor vehicle accident with injuries	7	1.93%	\$0	0.00%
323 Motor vehicle/pedestrian accident (MV Ped)	3	0.83%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	8	2.21%	\$0	0.00%
331 Lock-in (if lock out , use 511 )	1	0.28%	\$0	0.00%
	<b>245</b>	<b>67.68%</b>	<b>\$0</b>	<b>0.00%</b>
<b>4 Hazardous Condition (No Fire)</b>				
400 Hazardous condition, Other	1	0.28%	\$0	0.00%
410 Combustible/flammable gas/liquid condition, other	1	0.28%	\$0	0.00%
411 Gasoline or other flammable liquid spill	2	0.55%	\$0	0.00%
412 Gas leak (natural gas or LPG)	2	0.55%	\$0	0.00%
421 Chemical hazard (no spill or leak)	1	0.28%	\$0	0.00%
422 Chemical spill or leak	2	0.55%	\$0	0.00%
440 Electrical wiring/equipment problem, Other	1	0.28%	\$0	0.00%
442 Overheated motor	1	0.28%	\$0	0.00%
444 Power line down	7	1.93%	\$0	0.00%
	<b>18</b>	<b>4.97%</b>	<b>\$0</b>	<b>0.00%</b>
<b>5 Service Call</b>				
510 Person in distress, Other	1	0.28%	\$0	0.00%
520 Water problem, Other	1	0.28%	\$0	0.00%
531 Smoke or odor removal	8	2.21%	\$0	0.00%
550 Public service assistance, Other	1	0.28%	\$0	0.00%
551 Assist police or other governmental agency	3	0.83%	\$0	0.00%
553 Public service	2	0.55%	\$0	0.00%
561 Unauthorized burning	8	2.21%	\$0	0.00%

**Ypsilanti Township Fire Department**

**Incident Type Report (Summary)**

**Alarm Date Between {08/01/13} And {08/31/13}**

<b>Incident Type</b>	<b>Count</b>	<b>Pct of Incidents</b>	<b>Total Est Loss</b>	<b>Pct of Losses</b>
<b>5 Service Call</b>				
	<b>24</b>	<b>6.63%</b>	<b>\$0</b>	<b>0.00%</b>
<b>6 Good Intent Call</b>				
600 Good intent call, Other	3	0.83%	\$0	0.00%
611 Dispatched & cancelled en route	27	7.46%	\$0	0.00%
622 No Incident found on arrival at dispatch address	4	1.10%	\$0	0.00%
631 Authorized controlled burning	5	1.38%	\$0	0.00%
650 Steam, Other gas mistaken for smoke, Other	1	0.28%	\$0	0.00%
	<b>40</b>	<b>11.05%</b>	<b>\$0</b>	<b>0.00%</b>
<b>7 False Alarm &amp; False Call</b>				
700 False alarm or false call, Other	4	1.10%	\$0	0.00%
714 Central station, malicious false alarm	1	0.28%	\$0	0.00%
730 System malfunction, Other	1	0.28%	\$0	0.00%
733 Smoke detector activation due to malfunction	4	1.10%	\$0	0.00%
735 Alarm system sounded due to malfunction	2	0.55%	\$0	0.00%
741 Sprinkler activation, no fire - unintentional	1	0.28%	\$0	0.00%
743 Smoke detector activation, no fire - unintentional	1	0.28%	\$0	0.00%
744 Detector activation, no fire - unintentional	3	0.83%	\$0	0.00%
745 Alarm system activation, no fire - unintentional	6	1.66%	\$0	0.00%
	<b>23</b>	<b>6.35%</b>	<b>\$0</b>	<b>0.00%</b>

**Total Incident Count: 362**

**Total Est Loss:**

**\$540,500**

*Supervisor*  
**BRENDA L. STUMBO**  
*Clerk*  
**KAREN LOVEJOY ROE**  
*Treasurer*  
**LARRY J. DOE**  
*Trustees*  
**JEAN HALL CURRIE**  
**STAN ELDRIDGE**  
**MIKE MARTIN**  
**SCOTT MARTIN**



**Human Resource**

7200 S. Huron River Drive  
Ypsilanti, MI 48197  
Phone: (734) 484-0065  
Fax: (734) 484-5160  
[www.ytown.org](http://www.ytown.org)

---

## MEMORANDUM

**TO:** Charter Township of Ypsilanti Board of Trustees

**FROM:** Karen Wallin  
Human Resource Department

**DATE:** September 16, 2013

**RE: Monthly Report**

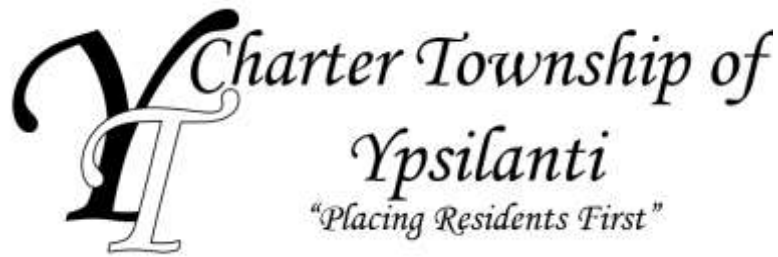
The items below are projects that the Human Resource Department has been working on, in addition to the day to day operations of the department.

- Following the approval by the Board to offer the optional 457 Plan through MERS for employees, coordinated employees meetings with a MERS Representative to be held September 18-20. 457 Plan for employee contribution.
- Supplied Marwil & Associates the census information needed to take over COBRA Administration. This additional benefit offered by Marwil comes at no cost to the Township.
- Continuing to finalize with Marwil & Associates the provider change regarding the Disability and Life Benefits. The VSP Vision benefits will also now be billed through The Standard instead of Blue Cross/Blue Shield. Providing these benefits now through The Standard has guaranteed premiums rates on the disability and life for 2 years and vision for 1 year. Final contracts should be arriving soon and will be forwarded to the Board.
- Tested candidates for the Deputy Court Clerk position within 14-B the week of August 26<sup>th</sup>. Conducted a total of 7 interviews the week of September 3<sup>rd</sup>. Judge Pope met with the top three finalists for second round interviews on September 12<sup>th</sup>. An employment offer will be going out within the next few days.
- Preparation meetings for both AFSCME and Firefighter Negotiations have taken place. The first AFSCME Negotiation meeting date has been set for Friday, September 27<sup>th</sup>.
- Meet with Dennis from Marwil & Associates regarding compliance notifications. Creditable Coverage notices were forwarded to retirees on September 10<sup>th</sup>. The required compliance notice on the Health Care Exchange will be mailed out by September 19<sup>th</sup>.

- On Wednesday, September 11<sup>th</sup>, I set through a Webinar on changes in the State of Michigan Unemployment Laws.

Please feel free to contact me regarding these or any other Human Resource questions.

*Supervisor*  
BRENDA L. STUMBO  
*Clerk*  
KAREN LOVEJOY ROE  
*Treasurer*  
LARRY J. DOE  
*Trustees*  
JEAN HALL CURRIE  
STAN ELDRIDGE  
MIKE MARTIN  
SCOTT MARTIN



**Office of  
Community Standards**

7200 S. Huron River Drive  
Ypsilanti, MI 48197  
Phone: (734) 485-3943  
Fax: (734) 484-5151  
www.ytown.org

---

## MEMORANDUM

September 16, 2013

To: Township Board

From: Joe Lawson  
Planning Director

**Re: Planning Division (OCS) August/ September 2013**

---

Please be advised of the following activities related to the Planning Department for August/September 2013.

### **Planning Commission Activity**

The following is a summary of actions taken by the Planning Commission since my last report:

On August 19, 2013, the Commission held their regularly scheduled meeting and considered the following applications:

1085 East Michigan Avenue – Bravokilo Inc (Burger King): The Planning Commission held a public hearing in relation to the special conditional use and preliminary site plan review application of Bravokilo Inc in order to construct a new 3,446 square-foot drive-thru restaurant adjacent to 1085 East Michigan Avenue. After the public hearing, the Commission approved the application. Final engineering documents have since been submitted to the OCS Department for distribution and review.

Crystal Ponds Condominium Amendment #3 – Infinity Homes: To the surprise of staff and legal counsel, association members of the Crystal Ponds Condominium request the Commission deny the application to amend the condominium by allowing the construction of 64 single-family homes as opposed to the currently approved 73 attached units. After much discussion between the Commission, the association and the builder, the Commission tabled the request in order to give the builder and the association an opportunity to discuss issues raised during the meeting.

2925 East Michigan – Amar Alomari: This item was tabled during the July meeting to allow the applicant an opportunity to revise his plans per the request of staff and the commission. During

the August meeting it was determined that the applicant did not complete the revisions as requested and formally denied the application to establish a used vehicle and minor automotive repair facility at the corner of East Michigan Avenue and Ridge Road, 2925 East Michigan. The denial was based on the finding that the proposed use of the property did not comport with the goals set forth in the Township Master Plan and further the proposed layout of the site created pedestrian conflicts with vehicular traffic which was seen as an unnecessary danger.

### **Plans in Process**

Kroger Fuel Station – 1771 East Michigan: No new or additional information has been provided in relation to this project. A meeting has been requested with the developer to discuss this project and the overall condition of the subject property. This meeting has been scheduled for Thursday, September 19, 2013.

Kroger Fuel Station – James L. Hart Pkwy/Huron Street: The project is nearly complete with an anticipated opening later this month.

Tim Horton's Café and Bake Shop – 1311 Anna J. Stepp Drive: Though a specific date has yet been stated to staff, an Opening Soon sign current adorns the windows with the hope of an opening in the very near future.

Tim Horton's Café and Bake Shop – 2220 Washtenaw Avenue: Construction has finally begun on this project. The developer is hoping to open around the Thanksgiving Holiday. There is a lot of work to be done in order to make this happen and our office will do everything we can to assist in making it so.

Lakeside Park/Boat House Project: Tree clearing and SESC measure installation has begun on the site.

Dorothy's Discovery Daycare – 7265 Merritt: The daycare building has been issued a temporary certificate of occupancy while a few exterior items and landscaping take hold. A final approval should take place later this fall.

WalMart Expansion – 2515 Ellsworth: The second submittal for final engineering has been submitted and is currently under review. It is my understanding in speaking with the design engineer that Wal-Mart hopes to bid this project out in early October.

A&R Auto Dealership – 2925 East Michigan: As previously mentioned, a public hearing was held before the Commission on July 15<sup>th</sup>. During the public hearing, the information submitted was inadequate so no further action was taken. The application has been rescheduled before the Commission during their August 19<sup>th</sup> meeting date. After much discussion, the Commission passed a motion to deny the application based on the use not complying with the goals and objectives of the current or forthcoming master plan update.

Crystal Ponds – During the August Planning Commission meeting, the homeowners association requested that the Commission deny the application as the association had many concerns

relation to their perceived property values. After much discussion the Commission tabled the item once again to allow the applicant and the association and opportunity to discuss this issues. This item will be back before the Commission during their regular September meeting date.

### **Zoning Board of Appeals**

The following is a summary of actions taken by the Zoning Board of Appeals since my last report:

During the regular September 4, 2013 meeting date, the following applications were considered by the Zoning Board of Appeals:

Wal-Mart – 2515 Ellsworth Road: The Zoning Board of Appeals held a public hearing to consider the variance request of Mr. Daniel Backstrom representing Wal-Mart to permit the installation of 484.04 square-feet of total wall signage. It was presented to the Board that in 2003 the ZBA granted a similar variance for the installation of approximately 430 square-feet of signage and with the new addition were seeking a little more square-footage to allow for additional wayfinding signs (directional). After the public hearing the Zoning Board passed a motion to permit the additional wall signage with the condition that all necessary building and/or trade permits be obtained and all necessary inspections be conducted.

### **Committee Meetings**

WATS Technical Committee –The September meeting date was canceled due a lack of agenda items.

### **Administrative Items:**

On the afternoon of September 4<sup>th</sup>, staff had the opportunity to attend the consultant coordination meeting relating to the ongoing Re-Imagine Washtenaw plan. During this meeting, the first draft of the cross-section details were presented for Township and public comment. I have attached a copy of the prepared draft for the Board's review and consideration.

On the afternoon of September 10<sup>th</sup>, I began the final inspection process relating to the Creekside Village East, Phase I development. This development is located at the southeast corner of Tuttle Hill and Merritt. As you may recall, this development was began by Pulte and was later purchased by Lombardo Homes. During the final inspection, it was noted that a number of detail items need to be addressed prior to giving the development final approval. Many of the landscape items, final grading, sidewalk etc... all need attention at this time. Considering the amount of work that is remaining, I anticipate the review process to go into the spring of 2014.

On September 11<sup>th</sup>, I had the opportunity to meet with State of Michigan representatives to discuss the potential for a property conversion relating to the cell tower located within Ford Lake Park. During a recent grant application for park improvements, the State noted they're displeasure that the cell tower was located upon Township parkland that was purchased and/or



improved utilizing grant funding administered by the State. With that in mind, the Township was granted an opportunity to mitigate the impact by providing another piece of parkland equal to or greater than the impact of the cell tower. With the recent purchase of the 9 or so acres on Harris Road for dedicated open space/parkland, this property was in concept offered to the State as the mitigation piece. That being said, if the State should approve the parcel, the parcel would have to be deed restricted for public recreation in perpetuity. Upon a physical review of the property, the State representatives granted a verbal approval of the property and further requested an appraisal of both parcels along with an updated location map and a report per the requirements of the State Historic Preservation Office (SHPO). All of this information will be compiled shortly and forwarded to the State for their final review and approval.

On September 12<sup>th</sup>, Building Director Ron Fulton and I had an opportunity to meet with one of the Township East Michigan business owners regarding a potential sale of the business and what uses would be permitted under the current zoning ordinance. The meeting went very well and though it would not be a new development along the corridor, should the sale go through it would be a welcomed improvement to an existing business. I will be happy to provide additional information as the plan moves forward.

Please contact me at my office (734-544-3651) or by email at [jlawson@ytown.org](mailto:jlawson@ytown.org)

**WORK SESSION AGENDA**  
**CHARTER TOWNSHIP OF YPSILANTI**  
**MONDAY, SEPTEMBER 23, 2013**

***4:00 P.M.***

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

1. 2014 DRAFT BUDGET PRESENTATION
  - a. Fund 208 – Parks ..... Art Serafinski
  - b. Fund 230 – Recreation ..... Art Serafinski
  - c. Fund 212 – BSR II ..... Supervisor Stumbo
  - d. Fund 236 – 14-B Court ..... Judge Pope/ Magistrate Nelson
  - e. Fund 248 – Rental Inspection ..... Mike Radzik/Ron Fulton
  - f. Fund 249 – Building ..... Mike Radzik/Ron Fulton
  - g. Fund 266 – Law Enforcement ..... Mike Radzik
  - h. Fund 893 – Nuisance Abatement ..... Mike Radzik
  
2. REVIEW AGENDA
  
3. OTHER DISCUSSION

*Charter Township of Ypsilanti*



**2014 DRAFT  
FUND BUDGETS**

## **Fund 208 – Parks**

### **2013 Narrative**

#### **Revenues**

##### **Line item**

208-000-000-651-000 – Charge-Services Handball Court

Funds are generated by the rental of the racquetball/wallyball courts located in the community center. \$7,300 is the anticipated revenue for 2014.

208-000-000-664.001 – Interest Earned

Interest earned from the fund balance.

208-000-000-699.000 – Appropriated Prior Year Balance

This is funding from the prior year fund balance of the Park Fund. Nothing has been budgeted in this line item for 2014.

#### **Expenditures**

##### **Line Item**

208-208-000-703-000 – Salaries – Elected Officials

Per Diem compensation for the nine elected park commissioners at \$50.00 per commissioner. 14 meetings have been budgeted for in 2014.

208-208-000-715-000 – FICA/Medicare

Social Security & Medicare. Figure provided by HR.

208-208-000-723-000 – Deferred Comp Employer

Figure provided by HR.

208-208-000-740-000 – Operating Supplies

Operating supplies for the park commission. No funding is anticipated in 2013.

208-208-000-801-000 Professional Services

\$14,000 has been budgeted for the completion of the 5-year parks & recreation master plan. Part of this cost will come out of the 2012 budget. Any balance in this line item in 2013 will return to fund balance.

208-208-000-860-000 Travel

Covers travel costs for park commissioners who attend conferences or workshops.

208-208-000-956-012 Hand Ball Court Expenses

Covers expenses directly related to the racquetball/wallyball courts (i.e. wallyballs, nets, racquets, etc.).

208-208-000-958-000 Membership & Dues

Covers the annual membership with the Michigan Recreation & Park Association.

208-208-000-960-000 Education & Training

Covers the expense of conferences & workshops.

208-208-000-974-001 Capital Outlay-Ford Heritage Park

No expenses are anticipated at this time.

09/09/2013 BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 07/31/2013

		2011	2012	2013	2013	2013	2014
		ACTIVITY	ACTIVITY	ADOPTED	AMENDED	ACTIVITY	REQUESTED
GL NUMBER	DESCRIPTION			BUDGET	BUDGET	THRU 07/31/13	BUDGET
Fund 208 - PARKS FUND							
ESTIMATED REVENUES							
Dept 000.000							
208-000.000-581.000	CONTRIBUTIONS FRM GENERAL FUN						
208-000.000-651.000	CHARGE-SERVICES HANDBALL COUR	8,625	7,382	8,111	8,111	4,612	7,300
208-000.000-664.001	INTEREST EARNED	43	16			2	
208-000.000-675.001	DONATION-PLAYGROUND ADVENTURE						
208-000.000-694.001	OTHER INCOME-MISCELLANEOUS						
208-000.000-697.000	TRANSFER IN: GENERAL FUND						
208-000.000-697.211	TRANSFER IN: BIKEPATH,SIDEWAL						
208-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.			13,000	13,000		
Totals for dept 000.000-		8,668	7,398	21,111	21,111	4,614	7,300
TOTAL ESTIMATED REVENUES		8,668	7,398	21,111	21,111	4,614	7,300

09/09/2013		BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI					
Calculations as of 07/31/2013							
		2011	2012	2013	2013	2013	2014
		ACTIVITY	ACTIVITY	ADOPTED	AMENDED	ACTIVITY	REQUESTED
GL NUMBER	DESCRIPTION			BUDGET	BUDGET	THRU 07/31/13	BUDGET
<b>APPROPRIATIONS</b>							
Dept 208.000-PARKS							
208-208.000-703.000	SALARIES - ELECTED OFFICIALS	3,800	4,400	5,850	5,850	3,150	6,300
208-208.000-715.000	F.I.C.A./MEDICARE	88	82	85	85	46	91
208-208.000-723.000	DEFERRED COMPENSATION EMPLOYE	48	53	76	76	41	82
208-208.000-740.000	OPERATING SUPPLIES						
208-208.000-801.000	PROFESSIONAL SERVICES		5,939	14,000	14,000	7,307	
208-208.000-860.000	TRAVEL			100	100		
208-208.000-876.000	RETIREMENT/MERS						
208-208.000-956.000	MISCELLANEOUS						
208-208.000-956.012	HAND BALL COURT EXPENSES	200		250	250		125
208-208.000-958.000	MEMBERSHIP AND DUES	500	500	500	500	500	500
208-208.000-960.000	EDUCATION AND TRAINING			250	250	152	200
208-208.000-974.001	CAP. OUTLAY/FORD HERT PK.						
208-208.000-976.002	CAPITAL OUTLAY PARKS						
208-208.000-977.000	EQUIPMENT						
Totals for dept 208.000-PARKS		4,636	10,974	21,111	21,111	11,196	7,298
TOTAL APPROPRIATIONS		4,636	10,974	21,111	21,111	11,196	7,298
NET OF REVENUES/APPROPRIATIONS - FUND 208		4,032	(3,576)			(6,582)	2



## **Fund 230 – Recreation**

### **Narrative**

The Recreation Department provides year round leisure activities, educational programs, sports programs, health & fitness opportunities, reference & referrals, and social opportunities to people of all ages, ethnic backgrounds & abilities. In many instances we are considered the fabric that creates and maintains a “livable community.” The programs, services, events and opportunities we offer impact our community in many positive ways. We “Create Community” by actively addressing social, economical and environmental issues we face in our daily lives.

The best way to view and evaluate the effectiveness of our department is to look at the broad range of “Benefits” we bring to the community we serve. This especially holds true during tough economic times when our residents have to make tough decisions with the limited resources they may be experiencing. Studies have shown that families look locally to provide social and leisure opportunities for their family’s health and well-being during tough economic times.

One important benefit our recreation department offers to the community is “economic.” Studies have shown that property values are higher when they are located near well maintained parks. Studies also show that families and businesses consistently rate parks and recreation as one of the top reasons they choose a place to relocate at. Many food establishments and retail businesses prosper as a spin-off of the many programs we offer throughout the year (many of our participants frequent their establishments). In addition, many businesses and service organizations get involved with the community by sponsoring many of our programs and events. Other economic benefits realized as a direct result of participation in our programs and services include reduced health care & insurance costs, reduced employee absenteeism and increased productivity. We are a major contributing factor to the quality of life sought after by individuals, families, businesses & industry.

Another benefit we offer is providing part-time employment and volunteer opportunities to our community. Each year we hire literally dozens of residents to work as instructors, sports officials, programmers, park attendants, rangers and program assistants. We also provide volunteer opportunities to well over 200 individuals as well as many local organizations each year. Part of our success can be attributed to the many volunteers we use for our program offerings. In return, our volunteers gain a wonderful experience by contributing to the health and well-being of our community.

Some of the “individual benefits” we provide to our constituents through our programs and services include better health (now & in future years), improved academic performance, increased self-esteem and confidence, reduced stress, relaxation, revitalization and a sense of social belonging.

“Community benefits” include reduced adult and juvenile crime and keeping kids off of the streets. Without structured and supervised activities, kids will find alternatives to occupy their time. More times than not this translates to getting involved in things they shouldn’t do. A recent study indicated that it costs upwards of \$50,000.00 to incarcerate a juvenile offender for one year. With that investment, our recreation department could provide dozens of children a full year’s worth of programs and activities with plenty of funding to spare. *For each high-risk youth prevented from adopting a life of crime, experts estimate the country saves between \$1.7 and \$2.3 million. (Newman, Fox, Flynn & Christenson, 2000).* Other community benefits include connecting families and neighborhoods through our many program offerings and promoting ethnic and cultural harmony.

The following is an explanation of the line items that make up the Rec Fund. In addition to absorbing increases in benefits (over \$30,000.00) from 2013, we have reduced several other line items within the recreation budget and added more responsibilities to a reduced staff. With that being said, we still have maintained a relatively stable amount in the budget. We are now at a point where we need to reduce the quantity of programs and services we have offered in the past to stay within budget. This equates to less revenues being generated.

Our 2014 requested budget reflects an increase of \$14,725.00 over the budgeted amount for 2013. A good portion of this increase is for “one-time” purchases of chairs for the community center, a new sound system to replace our current damaged one and buoys for the beach area at Ford Lake Park. The rest of the proposed increases covers utility costs at the community center, contractual services, equipment rental and leasing (primarily the rental of port-a-johns for the parks), and motor pool (vehicles assigned to the recreation department).

On the revenue side, we are projecting \$54,160.00 less than what we budgeted for in 2013. The majority of this amount is due to the Department of Human Services ruling on our pre-school recreation programs (we will no longer be offering Kids Korner which was one of our larger revenue generating programs). In addition, we are projecting lower revenues for 2014 with adult sports, gate fees and shelter rental fees. With a smaller work force, the amount of programs we are able to offer has been reduced. Many of our current facilities are aging and need renovation. We also need to look at developing revenue generating facilities.

Our projected subsidy for 2014 is \$599,233.00 which is slightly higher than years past. This amount is needed to balance the budget and to maintain the current level of programs and services. The requested subsidy is approximately 2% of the Township budget.

## **2014 Line Item Descriptions**

### **Revenues**

<b><u>Line item</u></b>	<b><u>Explanation</u></b>
230-751-000-630-000 – Recreation/Adult Sports	Revenues generated from adult sports programs (racquetball, softball, soccer, tennis). This request is a projected reduction of \$9,325 from the 2013 budget.
230-751-000-631-000 – Recreation/Youth Sports	Revenues generated from youth sports programs (t-ball, coach pitch, baseball, softball, basketball, soccer, track & field, tennis, gymnastics, flag football, sports camps, Start Smart pre-school age sports programs, golf, and karate). This request is a projected increase of \$1,000 from the 2013 budget.
230-751-000-632-000 – Recreation/Dance	Revenues generated from youth & adult dance and fitness classes. This request is a projected increase of \$4,700 from the 2013 budget.
230-751-000-633-000 – Recreation/Tennis	We no longer use this line item. Revenues from tennis are reported in youth and adult sports.
230-751-000-634-000 – Recreation/Day Camp	Revenues generated from youth day camps (spring & summer, pre-school & youth). This request is a projected reduction of \$9,350 from the 2013 budget.
230-751-000-635-000 – Recreation/Senior Citiz. Dues	Revenues generated from annual “50 & Beyond” member dues (individual & family memberships offered). This request is a projected increase of \$820 from the 2013 budget.
230-751-000-636-000 – Recreation/Other Activities	Revenues generated from youth & adult enrichment programs & special events (holiday events, arts & crafts, drama, daddy/daughter dance, Jump-A-Rama, etc.). With the loss of our Kids Korner & pre-school programs, this request is a projected reduction of \$21,560 from the 2013 budget.
230-751-000-637-000 – Recreation/Sr. Citiz. Act. Fees	Revenues generated from “50 & Beyond” programs, travel and special events. This request is a projected reduction of \$2,775 from the 2013 budget.
230-751-000-638-000 – Miscellaneous	Non-Program revenues such as vending machine commissions and ads for the “50 & beyond” newsletter and the Discover Ypsilanti Township publication. This request is a projected reduction of \$1,650 from the 2012 budget.
230-751-000-639-000 – Building/Field Rental	Revenues generated from room & gym rentals as well as from outdoor field & court rentals. This request is a projected increase of \$4,600 from the 2013 budget.

*Revenues Continued...*

<u>Line item</u>	<u>Explanation</u>
230-751-000-640-001 – Other Income Recreation	We no longer use this line item.
230-751-000-641-001 – Ford Lake Gate Fees	Revenues generated from park entry gate fees (annual & daily fees collected from the sale of park & boat permits). This request is a projected reduction of \$8,000 from the 2013 budget.
230-751-000-641-002 – Ford Lake Shelter Rent	Revenues generated from park shelter rentals. . This request is a projected reduction of \$1,700 from the 2013 budget.
230-751-000-664-001 – Interest Earned	Interest earned from the Rec Fund. This request is a projected reduction of \$100 from the 2013 budget.
230-751-000-675-000 – Contributions & Donations	Revenues received from individuals, businesses and organizations who donate to the department (example: Buffalo Wild Wings). Donations are usually earmarked for a specific item or program. This request is the same as budgeted for in 2013.
230-751-000-675-000 – Senior Grant-Private Grantor	This line item was used as a one-time grant we received in 2010.
230-751-000-675-011 – Recreation Bucks	Rec Bucks are gift certificates we sell for the public to use towards any of our programs. This line item was established in 2012 to keep record of them. Nothing is budgeted at this time.
230-751-000-640-001 – Other Income - Miscellaneous	We no longer use this line item.
230-751-000-640-004 – Misc. Revenue – Insurance Reimb.	This was one-time revenue in 2012.
230-751-000-697-212 – Transfer In: BSR II Fund	Funds from this fund are transferred into the Rec Fund budget to support the expenditure side of the budget. This request is a projected increase of \$74,695 from the 2013 budget.
230-751-000-699-000 – Appropriated Prior Year Balance	This is the balance (or surplus) of the Rec Fund Budget from previous years. Nothing has been budgeted at this time in this line item since we will not know what the fund balance will be until the end of the year.

## Expenditures

<u>Line Item</u>	<u>Explanation</u>
230-751-000-705-000 – Salary – Supervision	Recreation Director Salary. Figure used was included with the 2013 draft budget. Amount has been the same since 2010.
230-751-000-706-000 – Salary-Permanent Wages	Salaries of Recreation Supervisor, Recreation Coordinator, Two Clerk III/Floater II positions and three Building Attendants. Figure used was included with the 2013 draft budget. It is a projected increase of \$13,513 from the 2013 budget.
230-751-000-707-000 – Salary-Temporary/Seasonal	These part-time positions teach, coordinate and supervise most of our programs. This request is a projected reduction of \$8,005 from the 2013 budget.
230-751-000-707-775 – Salary-Temp. Ford Lake Park	Includes Park Rangers & Park Attendants. This request is a projected reduction of \$350 from the 2013 budget.
230-751-000-708-004 – Salaries Pay Out-PTO & Sick	It is recommended that \$2,670 be budgeted in this line item to cover a payout of 32 hours @ 100% for Teamsters employees, per contract and for non-union employees, per policy.
230-751-000-708-010 – Health Insurance Buyout	Added to the recreation budget in 2012, this line item covers those in the recreation department who opt to receive a payout instead of health insurance. No funding anticipated for 2014.
230-751-000-709-000 – Reg Overtime	This is overtime for the Clerk III/Floater II and the Building Attendant positions. This request is the same as the 2013 budget.
230-751-000-715-000 – FICA/Medicare	Social Security & Medicare. Figure used was included with the 2014 draft budget and is a projected increase of \$840 from the 2013 budget.
230-751-000-719-000 – Health & Dental Insurance	For those employees eligible for these benefits. Figure used was included with the 2014 draft budget. This request is a projected increase of \$10,807 from the 2013 budget.
230-751-000-719-001 – Sick & Accident	Figure used was included with the 2014 draft budget. This request is a projected increase of \$352 from the 2013 budget.
230-751-000-719-015 – Vision & Dental Benefits	Added to the recreation budget in 2012, vision & dental benefits have been separated from the health insurance line item. Figure used was included with the 2014 draft budget. This request is a projected increase of \$510 from the 2013 budget.
230-751-000-719-015 – Health Care Deduction	Added to the recreation budget in 2012, this line item is used to fund the “Health Cards” associated with the new health insurance plan. Health care deductible accounts are budgeted at 75% of the total that could possibly be expended. This request is the same as the 2013 budget.

230-751-000-719-021 – Admin Fees – Health Deductible	Added to the recreation budget in 2012. Figure used was included with the 2014 draft budget. This request is the same as the 2013 budget.
230-751-000-720-000 – Life Insurance	Life insurance for eligible recreation department employees. Figure used was included with the 2014 draft budget. This request is a projected increase of \$144 from the 2013 budget.
230-751-000-723-000 – Deferred Comp Employer	This line item covers temporary seasonal staff. This request is a projected decrease of \$25 from the 2013 budget.
230-751-000-724-001 – Unemployment	Added to the recreation budget in 2010, this line item covers unemployment claims from past recreation department employees. No funding anticipated for 2014.
230-751-000-727-000 – Office Supplies	This line item covers the cost of general office supplies and paper for printing the monthly senior newsletter, fliers, rules, programs, etc. This request is a projected reduction of \$600 from the 2013 budget.
230-751-000-730-000 – Postage	Added to the recreation budget in 2010, this line item covers recreation department mailings. This request is a projected reduction of \$100 from the 2013 budget.
230-751-000-740-000 – Operating Supplies	This line item covers all of the supplies and equipment needed to operate the many programs and services we offer. It also includes the cost of field trips. This request is a projected increase of \$7,080 from the 2013 budget. The increase is due to “one time” purchases of chairs for the center, a sound system and buoys for the Ford Lake Park beach area.
230-751-000-757-775 – Operating Supplies/FLP	These are supplies needed to operate the parks (printing of daily & seasonal permits, shirts and ranger uniforms, office supplies, etc.). This request is a projected reduction of \$400 from the 2013 budget.
230-751-000-776-000 – Maintenance Supplies	This line item is used to help purchase chalk, line paint & diamond dry for athletic fields. Costs are shared with the parks budget. No increase has been budgeted.
230-751-000-776-003 – Maint. Supplies/Community Ctr.	Added to the recreation budget in 2010, this line item mainly covers custodial supplies for the community center. This request is a projected reduction of \$1,500 from the 2013 budget.
230-751-000-800-001 – Administrative Fees	Added to the recreation budget in 2012, this line item covers fees based on floor space, staffing levels, number of computers, etc. assessed to the recreation department. This request is the same as the 2013 budget.
230-751-000-818-000 – Contractual Services	This line item reflects contracted programs we offer at the community center, entertainment for select programs and for sports officials who are not on our payroll. Total revenues for contracted programs are split on a percentage basis so we are guaranteed a profit without absorbing any program expenses. This request is a projected increase of \$2,110 from the 2013 budget.

*Expenditures Continued...*

<u>Line item</u>	<u>Explanation</u>
230-751-000-818-002 – Contractual Svcs. Comm. Ctr.	Added to the recreation budget in 2010, this line item is directly related to the maintenance of the community center. This request is the same as the 2013 budget.
230-751-000-850-000 – Telephone	Telephone usage at the community center. This request is a reduction of \$3,600 from the 2013 budget.
230-751-000-860-000 – Travel	Mileage reimbursement for eligible staff. This request is a projected increase of \$500 from the 2013 budget.
230-751-000-867-000 – Gas & Oil	This line item pays for fueling the township bus, two ranger trucks and township van. This request is the same as the 2013 budget.
230-751-000-867-200 – Gas & Oil/YCUA	We no longer use this line item.
230-751-000-876-000 – Retirement/MERS	This line item includes retirement for eligible recreation department staff. Figure used was included with the 2013 draft budget which is a projected increase of \$2,995.
230-751-000-876-003 – OPEB Funding/Retiree Health	Added to the recreation budget in 2010, this line item is or all eligible recreation department retirees. This request is the same as the 2013 budget.
230-751-000-880-000 – Community Promotion	Printing of two issues of “Discover Ypsilanti Township” magazine and contracting with constant Contact which is a web based newsletter program. This request is a projected reduction of \$2,000 from the 2013 budget.
230-751-000-915-000 – Insurance & Bonds	We no longer use this line item.
230-751-000-917-000 – Workers Compensation	This is a new line item added to the Rec Fund Budget in 2012. Figure used was included with the 2014 draft budget. This request is a projected increase of \$1,649 from the 2013 budget.
230-751-000-920-003 – Utilities/Community Ctr.	Added to the recreation budget in 2010, this line item covers all of the utilities at the community center. This request is a projected increase of \$4,000 from the 2013 budget.
230-751-000-931-000 – Repairs & Maintenance	We no longer use this line item.

*Expenditures Continued...*

<u>Line item</u>	<u>Explanation</u>
230-751-000-931-003 – Repairs Community Center	Added to the recreation budget in 2010, this line item covers maintenance supplies & repairs to the community center including its fixtures. This request is a projected reduction of \$500 from the 2013 budget.
230-751-000-931-021 – Non-Recurring R & M Comm Ctr.	Added to the recreation budget in 2010, this item covers unexpected “one time” repairs throughout the year at the community center. This request is the same as the 2013 budget.
230-751-000-933-001 – Maintenance Contracts	This item covers our maintenance agreement for our copier thru Ricoh. This request is a projected reduction of \$300 from the 2013 budget.
230-751-000-940-000 – Rent	This line item covers the cost of renting auditorium and gym space for our annual dance recital and indoor sports programs. This request is the same as the 2013 budget.
230-751-000-941-000 – Equipment Rental/Leasing	This line item covers the cost of renting port-a-johns for various parks. This request is a projected increase of \$300 from the 2013 budget.
230-751-000-943-000 – Motorpool Lease/Maintenance	This line item covers the lease and maintenance cost of recreation department vehicles including the township bus, van and two ranger trucks. The projected increase is \$3,900 per Jeff Allen.
230-751-000-956-000 – Miscellaneous	This line item is no longer used.
230-751-000-956-136 – Misc. Cash Over/Short	We do not anticipate needing funding out of this line item.
230-751-000-957-000 – Bank Charges	Added to the recreation budget in 2010, this line item covers processing fees for accepting credit cards. The cost is built into our program fees. This request is a reduction of \$1,000 from the 2013 budget.
230-751-000-958-000 – Membership & Dues	Membership dues paid for staff & the department for the Michigan Recreation & Park Association. This is a reduction of \$100 from the 2013 budget.
230-751-000-974-022 – Senior rec center – Equipment	Added to the recreation budget in 2010, this line item covered a one-time grant we received to purchase fitness equipment for the “50 & Beyond” program.



**Recreation Fund Budget (230)  
2014 Informational Items**

<b>Recreation Fund Budget – Newly added expenditure line items since 2010:</b>							
<b>Line item (230-751-000)</b>	<b>2010 Actual</b>	<b>2011 Budgeted</b>	<b>2011 Actual</b>	<b>2012 Budgeted</b>	<b>2012 Actual</b>	<b>2013 Budgeted</b>	<b>2014 Budgeted</b>
719.015 Vision & Dental	\$0	\$0	\$0	\$7,418	\$7,586	\$7,822	\$8,332
719.020 Health Care Deduction	\$0	\$0	\$0	\$17,500	\$13,219	\$28,875	\$28,875
719.021 Admin Fee-Health Deductible	\$0	\$0	\$0	\$500	\$500	\$500	\$500
724.001 Unemployment	\$516	\$500	\$1,327	\$0	\$0	\$0	\$0
730.000 Postage	\$547	\$1,000	\$276	\$600	\$473	\$600	\$500
776.003 Maint. Supplies – Comm. Ctr.	\$6,863	\$7,200	\$9,427	\$8,000	\$6,130	\$7,500	\$6,000
800.001 Administrative Fees	\$0	\$0	\$0	\$22,219	\$22,219	\$22,219	\$22,219
818.002 Contract Services – Comm. Ctr.	\$4,266	\$7,000	\$119	\$4,000	\$5,596	\$2,000	\$2,000
876.003 OPEB Funding-Retiree Health	\$0	48,881	\$48,881	\$51,081	\$51,081	\$65,816	\$65,816
917.000 Workers Compensation	\$0	\$0	\$0	\$6,348	\$6,348	\$6,348	\$7,997
920.003 Utilities – Community Center	\$69,927	\$67,000	\$61,579	\$65,000	\$61,591	\$62,000	\$66,000
931.003 Repairs Community Center	\$1,914	\$3,000	\$1,668	\$2,700	\$1,689	\$2,000	\$1,500
931.021 Non Recurring R & M Comm. Ctr.	\$8,817	\$4,000	\$1,056	\$2,000	\$1,845	\$2,000	\$2,000
956.136 Miscellaneous-Cash Over/Short	-\$46	\$0	\$0	\$0	\$0	\$0	\$0
957.000 Bank Charges	\$7,487	\$9,000	\$5,073	\$6,000	\$4,419	\$5,500	\$4,500
<b>Totals:</b>	<b>\$100,291</b>	<b>\$147,581</b>	<b>\$129,406</b>	<b>\$193,366</b>	<b>\$182,686</b>	<b>\$212,730</b>	<b>\$216,239</b>

**Recreation Department “Budgeted” amounts over the past 14 years:**

<b>Year</b>	<b>Expenditures</b>	<b>Revenues (Less subsidies)</b>
2014	\$939,133	\$339,900
2013	\$924,408	\$379,335
2012	\$880,236	\$384,505
2011	\$914,461	\$412,757
2010	\$912,873	\$459,050
2009	\$912,855	\$406,750
2008	\$868,380	\$397,860
2007	\$916,500	\$370,615
2006	\$880,175	\$342,860
2005	\$830,205	\$334,845
2004	\$801,782	\$370,772
2003	\$902,710	\$421,030
2002	\$897,401	\$319,900
2001	\$928,926	N/A

09/09/2013		BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI					
Calculations as of 07/31/2013							
		2011	2012	2013	2013	2013	2014
		ACTIVITY	ACTIVITY	ADOPTED	AMENDED	ACTIVITY	REQUESTED
GL NUMBER	DESCRIPTION			BUDGET	BUDGET	THRU 07/31/13	BUDGET
Fund 230 - RECREATION FUND							
ESTIMATED REVENUES							
Dept 000.000							
230-000.000-529.000	FEDERAL GRANTS - OTHER						
230-000.000-630.000	RECREATION/ADULT SPORTS	15,458	16,070	19,325	19,325	6,166	14,000
230-000.000-631.000	RECREATION/YOUTH SPORTS	105,848	101,106	110,095	110,095	62,179	111,000
230-000.000-632.000	RECREATION/DANCE	67,693	66,815	61,300	61,300	32,236	66,000
230-000.000-633.000	RECREATION/TENNIS						
230-000.000-634.000	RECREATION/DAY CAMP	27,578	32,414	36,350	36,350	24,466	27,000
230-000.000-635.000	RECREATION/SENIOR CITIZEN DUE	13,194	12,919	12,180	12,180	8,596	13,000
230-000.000-636.000	RECREATION/OTHER ACTIVIES	51,731	47,476	47,560	47,560	26,650	26,000
230-000.000-637.000	RECREATION/SR. CITZ. ACT. FEE	12,780	14,504	14,775	14,775	3,204	12,000
230-000.000-638.000	MISCELLANEOUS	5,167	5,370	5,150	5,150	1,518	3,500
230-000.000-639.000	BUILDING / FIELD RENTAL	28,982	30,251	25,400	25,400	22,096	30,000
230-000.000-640.000	OTHER INCOME RECREATION						
230-000.000-641.001	FORD LAKE GATE FEES	40,703	38,132	40,000	40,000	32,118	32,000
230-000.000-641.002	FORD LAKE SHELTER RENT	7,385	5,947	6,500	6,500	5,335	4,800
230-000.000-664.001	INTEREST EARNED	140	173	200	200	58	100
230-000.000-675.000	CONTRIBUTIONS & DONATIONS	935	862	500	500	838	500
230-000.000-675.006	SENIOR GRANT- PRIVATE GRANTOR						
230-000.000-675.011	RECREATION BUCKS		(575)			(5)	
230-000.000-694.001	OTHER INCOME-MISCELLANEOUS						
230-000.000-694.004	MISC REVENUE - INSURANCE REIMB		1,704				
230-000.000-697.212	TRANSFER IN: FROM BSRII FUND	497,924	426,741	532,406	532,406	500,000	607,101
230-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.				12,669		
Totals for dept 000.000-		875,518	799,909	911,741	924,410	725,455	947,001
TOTAL ESTIMATED REVENUES		875,518	799,909	911,741	924,410	725,455	947,001

09/09/2013		BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI					
Calculations as of 07/31/2013							
		2011	2012	2013	2013	2013	2014
		ACTIVITY	ACTIVITY	ADOPTED	AMENDED	ACTIVITY	REQUESTED
GL NUMBER	DESCRIPTION			BUDGET	BUDGET	THRU 07/31/13	BUDGET
<b>APPROPRIATIONS</b>							
Dept 751.000-RESIDENT SVCS: RECREATION							
230-751.000-705.000	SALARY - SUPERVISION	73,258	73,258	73,521	73,521	39,446	73,521
230-751.000-706.000	SALARY - PERMANENT WAGES	207,296	208,433	221,460	221,460	107,185	234,612
230-751.000-707.000	SALARY - TEMPORARY/SEASONAL	93,248	97,391	103,730	103,730	47,322	95,725
230-751.000-707.775	SALARY - TEMP. FORD LAKE PARK	41,422	40,448	44,350	44,350	24,072	44,000
230-751.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	7,785	9,228	2,166	14,835	2,669	2,670
230-751.000-708.010	HEALTH INS BUYOUT	3,000					
230-751.000-709.000	REG OVERTIME	3,593	634	200	200	2,835	200
230-751.000-715.000	F.I.C.A./MEDICARE	24,125	23,880	24,894	24,894	13,548	25,614
230-751.000-719.000	HEALTH INSURANCE	78,363	58,310	54,033	54,033	31,491	70,243
230-751.000-719.001	SICK AND ACCIDENT	1,496	1,649	1,489	1,489	869	1,489
230-751.000-719.015	VISION & DENTAL BENEFITS		7,586	7,822	7,822	4,563	8,339
230-751.000-719.020	HEALTH CARE DEDUCTION		13,219	28,875	28,875	10,805	28,875
230-751.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE		500	500	500	263	500
230-751.000-720.000	LIFE INSURANCE	662	751	720	720	420	720
230-751.000-723.000	DEFERRED COMPENSATION EMPLOYE	1,757	1,787	1,925	1,925	903	1,816
230-751.000-724.001	UNEMPLOYMENT EXPENSE	1,327					
230-751.000-727.000	OFFICE SUPPLIES	2,517	2,130	3,000	3,000	131	2,400
230-751.000-730.000	POSTAGE	276	473	600	600	199	500
230-751.000-740.000	OPERATING SUPPLIES	45,986	35,811	48,900	48,300	19,370	55,980
230-751.000-757.775	OPERATING SUPP: FORD LAKE PAR	1,586	1,571	1,400	1,400	783	1,000
230-751.000-776.000	MAINTENANCE SUPPLIES	16		200	200		200
230-751.000-776.003	MAINT SUPPLIES - COMMUNITY CT	9,427	6,130	7,500	7,500	1,042	6,000
230-751.000-800.001	ADMINISTRATION FEES		22,219	22,219	22,219	12,961	22,219
230-751.000-818.000	CONTRACTUAL SERVICES	27,658	22,040	20,890	20,890	11,320	23,000
230-751.000-818.002	CONTRACTUAL SERVICES COMM CEN	119	5,596	2,000	2,000	1,021	2,000
230-751.000-850.000	TELEPHONE	8,472	7,130	6,000	6,000	1,225	2,400
230-751.000-860.000	TRAVEL	864		500	500		1,000

09/09/2013		BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI					
Calculations as of 07/31/2013							
		2011	2012	2013	2013	2013	2014
		ACTIVITY	ACTIVITY	ADOPTED	AMENDED	ACTIVITY	REQUESTED
GL NUMBER	DESCRIPTION			BUDGET	BUDGET	THRU 07/31/13	BUDGET
230-751.000-867.000	GAS & OIL	7,134	7,074	7,000	7,000	1,826	7,000
230-751.000-867.200	GAS & OIL - YCUA						
230-751.000-876.000	RETIREMENT/MERS	25,647	28,768	34,681	34,681	19,306	37,676
230-751.000-876.003	OPEB FUNDING- RETIREE HEALTH	48,881	51,081	65,816	65,816	65,816	44,898
230-751.000-880.000	COMMUNITY PROMOTION	20,651	21,113	26,000	26,000	11,466	24,000
230-751.000-890.000	SENIOR NUTRITION PROGRAM						
230-751.000-915.000	INSURANCE AND BONDS	300		300	300		
230-751.000-917.000	WORKERS COMPENSATION INSURANC		6,348	6,348	6,348	3,720	7,997
230-751.000-920.003	UTILITIES - COMMUNITY CENTER	61,579	61,951	62,000	62,000	35,294	66,000
230-751.000-931.000	REPAIRS AND MAINTENANCE	110					
230-751.000-931.003	REPAIRS COMMUNITY CENTER	1,668	1,689	2,000	2,000	810	1,500
230-751.000-931.021	NON RECURRING R & M-COMM CTR	1,056	1,845	2,000	2,000	1,570	2,000
230-751.000-933.001	MAINTENANCE CONTRACTS	2,527	5,292	4,800	4,800	2,575	4,500
230-751.000-940.000	RENT	1,229	3,827	3,900	3,900	3,691	3,900
230-751.000-941.000	EQUIPMENT RENTAL/LEASING	1,167	1,672	1,400	2,000	927	1,700
230-751.000-943.000	MOTORPOOL LEASE/MAINTENANCE	10,800	10,800	10,800	10,800	6,300	14,700
230-751.000-956.000	MISCELLANEOUS						
230-751.000-956.136	MISC-CASH OVER/SHORT						
230-751.000-957.000	BANK CHARGES	5,073	4,419	5,500	5,500	2,505	4,500
230-751.000-958.000	MEMBERSHIP AND DUES	221	55	300	300	77	200
230-751.000-974.022	SENIOR REC CENTER - EQUIPMENT	3,656					
Totals for dept 751.000-RESIDENT SVCS: RECREATION		825,952	846,108	911,739	924,408	490,326	925,594
TOTAL APPROPRIATIONS		825,952	846,108	911,739	924,408	490,326	925,594
NET OF REVENUES/APPROPRIATIONS - FUND 230		49,566	(46,199)	2	2	235,129	21,407

# **BSRII 212**

## **Revenues**

212-000-000-403-000 – Current Property Taxes	This line item reflects revenues from property taxes, based on values and millage rates. Figures were prepared by David Williamson and Linda Gosselin.
212-000-000-476-489 – Non Bus Lic Bicycle Paths	When building permits are issued, a fee is charged for bicycle paths, based on the property frontage. This line item reflects revenues received for these fees.
212-000-000-540-000 – County Grant	This line item reflects a reimbursement from the County for the Connecting Communities Project.
212-000-000-569-023 – DNR State Grant	This line item is for the Lakeside Park project and is only used for DNR grant funds.
212-000-000-664-001 – Interest Earned	This line item reflects interest earned on funds received.
212-000-000-675-005 – Contributions & Donations	This line item is for the Lakeside Park project and is used for contributions from other sources. Contributions will be received from Eastern Michigan University, Washtenaw County and the Saline Rowing Team.
212-000-000-697-000 – Transfer In/General Fund	This line item reflects the amount transferred into BSRII from the General Fund for 50% of the road bond payment and interest.
212-000-000-699-000 – Appropriated Prior Year Bal.	This line item reflects the amount to be taken from Fund Balance.

## **Expenditures**

212-212-000-730-000 – Postage	This line item is used for half of the postage costs for the Helpful Handbook mailing. It is recommended that \$5,000 be budgeted again for 2014.
212-212-000-801-000 – Professional Services	This line item is used for engineering and architecture work as a professional service. It is recommended that \$200,000 be budgeted to cover the cost of engineering services for bike path grant for Grove Road.
212-212-000-818-006 – Hwy. & Streets Maintenance	This line item is used for dust control, street sweeping and limestone lifting on Township roads.

212-212-000-900-000 – Publishing	This line item is used for publishing costs of the Helpful Handbook. It is recommended that \$10,000 be budgeted for 2014.
212-212-000-956-010 – Tax Refund Expense	This line item reflects expenses incurred to refund property taxes due to tax appeals and negotiated appraisal settlements.
212-212-000-968-230 – Transfer to: Recreation Fund	This line item reflects transfers made to the Recreation Fund for operational expenses. Based on their proposed budget, \$607,431 is the request for 2014.
212-212-000-969-584 – Contribution to Golf Course	This line item reflects contributions to the Golf Course for operational expenses. Based on their proposed budget, it is recommended that \$1,412 be budgeted for 2014.
212-970-000-974-036 – Lakeside Park Grant	This line item is for expenses for the Lakeside Park project, the grant dollars received from the DNR.
212-970-000-974-037 – Lakeside Park	This line item is for expenses for the Lakeside Park project, the funds received from contributions from other sources.
212-970-000-997-000 – Capital Outlay/Bike Paths	This line item reflects expenses related to the Connecting Communities Project. .
212-970-000-997-002 – Capital Outlay/Sidewalk Repair	It is recommended that \$11,000 be budgeted in this line item for sidewalk repair.
212-991-000-991-001 – Debt Svc Hwys & Streets	2013 was the first year of the new road bonds. The principal payment is \$600,000 for 2014.
212-991-000-991-002 – Debt Svc Int.-Hwys & Streets	The costs for debt service interest on our highways & streets bond is budgeted in this line item. 2013 was the first year of the new road bonds and it is recommended that \$108,000 be budgeted for 2014.
212-991-000-991-023 – Bond-Cost of Issuance	It was recommended by our Accounting Director that \$500 be budgeted in this line item for 2014.

09/09/2013		BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI					
Calculations as of 07/31/2013							
		2011	2012	2013	2013	2013	2014
		ACTIVITY	ACTIVITY	ADOPTED	AMENDED	ACTIVITY	REQUESTED
GL NUMBER	DESCRIPTION			BUDGET	BUDGET	THRU 07/31/13	BUDGET
Fund 212 - BIKE, SIDEWALK, REC, ROADS, GF							
ESTIMATED REVENUES							
Dept 000.000							
212-000.000-403.000	CURRENT PROPERTY TAXES	1,376,004	1,217,032	1,136,919	1,136,919	1,141,834	1,113,673
212-000.000-403.002	CUR PROPERTY TAX ADJUSTMENTS	(13,632)	(1,377)				
212-000.000-417.000	DELINQUENT PERS.PROPERTY TAXE						
212-000.000-476.489	NON BUS. LIC. BICYCLE PATHS	1,947	2,799	1,000	1,000	5,438	1,000
212-000.000-529.500	DEPT OF ENERGY-EECBG FUNDING	48,440					
212-000.000-531.000	COMMUNITY DEV BLOCK GRANT CDB	168,178	209,950		133,000		
212-000.000-540.000	COUNTY GRANT		100,000	200,000	200,000		
212-000.000-569.023	STATE GRANT - DNR			500,000	500,000		500,000
212-000.000-569.026	MI STATE GRANT-RECREATION/PARK				100,000		
212-000.000-664.001	INTEREST EARNED	1,031	1,210	500	500	310	
212-000.000-675.000	CONTRIBUTIONS & DONATIONS	16,276	53,568	850,000	850,000	30,945	770,000
212-000.000-675.005	MI REC & PARK ASSOC GRANT REV						
212-000.000-675.015	CONTRIBUTION-TREE REPLACEMENT	7,750					
212-000.000-694.001	OTHER INCOME-MISCELLANEOUS	(300)				53,000	
212-000.000-694.004	MISC REVENUE - INSURANCE REIM						
212-000.000-697.000	TRANSFER IN: GENERAL FUND			363,350	363,350	363,350	392,932
212-000.000-697.595	TRANSFER IN: FROM MOTOR POOL						
212-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.			19,195	349,183		
Totals for dept 000.000-		1,605,694	1,583,182	3,070,964	3,633,952	1,594,877	2,777,605
TOTAL ESTIMATED REVENUES		1,605,694	1,583,182	3,070,964	3,633,952	1,594,877	2,777,605

09/09/2013		BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI					
Calculations as of 07/31/2013							
		2011	2012	2013	2013	2013	2014
		ACTIVITY	ACTIVITY	ADOPTED	AMENDED	ACTIVITY	REQUESTED
GL NUMBER	DESCRIPTION			BUDGET	BUDGET	THRU 07/31/13	BUDGET
<b>APPROPRIATIONS</b>							
Dept 212.000-BIKE,SIDEWALK,ROAD,REC & GF							
212-212.000-705.000	SALARY - SUPERVISION						
212-212.000-706.000	SALARY - PERMANENT WAGES						
212-212.000-707.000	SALARY - TEMPORARY/SEASONAL						
212-212.000-707.775	SALARY - TEMP. FORD LAKE PARK						
212-212.000-707.776	SALARY FORD LAKE PK GATE						
212-212.000-708.004	SALARIES PAY OUT-PTO&SICKTIME						
212-212.000-708.010	HEALTH INS BUYOUT						
212-212.000-709.000	REG OVERTIME						
212-212.000-715.000	F.I.C.A./MEDICARE						
212-212.000-719.000	HEALTH INSURANCE						
212-212.000-719.001	SICK AND ACCIDENT						
212-212.000-720.000	LIFE INSURANCE						
212-212.000-723.000	DEFERRED COMPENSATION EMPLOYE						
212-212.000-724.001	UNEMPLOYMENT EXPENSE						
212-212.000-727.000	OFFICE SUPPLIES						
212-212.000-730.000	POSTAGE	1,500	1,600	5,000	5,000	1,750	5,000
212-212.000-741.000	UNIFORMS - LAUNDRY & CLEANING						
212-212.000-741.775	UNIFORMS - LAUNDRY FLP						
212-212.000-757.000	OPERATING SUPPLIES						
212-212.000-757.775	OPERATING SUPP: FORD LAKE PAR						
212-212.000-776.000	MAINTENANCE SUPPLIES						
212-212.000-776.775	MAINT SUPPLIES: FORD LAKE PAR						
212-212.000-783.004	TREE MAINTENANCE						
212-212.000-801.000	PROFESSIONAL SERVICES	3,965	17,725	80,000	80,000		200,000
212-212.000-801.100	PROFNSL SRV-FORD LAKE ALGAE E						
212-212.000-801.101	PROFSNL SERV-WATER Q MONITORI						
212-212.000-801.150	PROFNSL SRV TREE/LANDSCAPING	3,700					



09/09/2013		BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI					
Calculations as of 07/31/2013							
		2011	2012	2013	2013	2013	2014
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ADOPTED	AMENDED	ACTIVITY	REQUESTED
				BUDGET	BUDGET	THRU 07/31/13	BUDGET
212-212.000-818.006	HIGHWAYS & STREETS MAINTENANC	11,432	70,216	41,666	41,666	217	40,000
212-212.000-818.011	MAINTENANCE CONTRACTUAL SRVC						
212-212.000-818.775	MAINT-CONTR SVCS - FORD LK PR						
212-212.000-850.775	TELEPHONE - FORD LAKE PARK						
212-212.000-867.000	GAS & OIL						
212-212.000-867.100	GAS & OIL - OTHER EQUIP						
212-212.000-867.200	GAS & OIL - YCUA						
212-212.000-867.775	GAS & OIL - FORD LAKE PARK						
212-212.000-876.000	RETIREMENT/MERS						
212-212.000-882.004	Cty of Ypsi-Rutherford Pool	10,000					
212-212.000-900.000	PUBLISHING	5,331	8,750	10,000	10,000	8,598	10,000
212-212.000-920.000	UTILITIES - PARKS						
212-212.000-920.775	UTILITIES - FORD LAKE PARKS						
212-212.000-931.004	REPAIRS & MAINTENANCE - PARKS						
212-212.000-931.775	REPAIRS - FORD LAKE PARKS						
212-212.000-939.000	AUTO MAINTENANCE						
212-212.000-939.010	SMALL EQUIPMENT & PARTS						
212-212.000-939.011	Parks Equipment Labor						
212-212.000-941.000	EQUIPMENT RENTAL/LEASING						
212-212.000-942.000	LEASE - MOTORPOOL						
212-212.000-956.000	MISCELLANEOUS						
212-212.000-956.010	TAX REFUND EXPENSE	58,049	40,877	54,684	54,684	13,021	2,000
212-212.000-958.000	MEMBERSHIP AND DUES						
212-212.000-960.000	EDUCATION AND TRAINING						
212-212.000-968.230	TRANSFER TO: RECREATION FUND	497,924	426,741	532,406	532,406	500,000	607,431
212-212.000-969.584	CONTRIBUTION TO GOLF COURSE	22,244	49,793	5,508	5,508		1,412
212-212.000-977.000	EQUIPMENT						
Totals for dept 212.000-BIKE,SIDEWALK,ROAD,REC & GF		614,145	615,702	729,264	729,264	523,586	865,843

09/09/2013		BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI					
Calculations as of 07/31/2013							
		2011	2012	2013	2013	2013	2014
		ACTIVITY	ACTIVITY	ADOPTED	AMENDED	ACTIVITY	REQUESTED
GL NUMBER	DESCRIPTION			BUDGET	BUDGET	THRU 07/31/13	BUDGET
Dept 584.000-GOLF COURSE FUND							
212-584.000-757.001	OPERATING SUPPLIES MAINTENANC						
212-584.000-757.002	OPERATING SUPPLIES PRO SHOP						
212-584.000-776.004	BLDG MAIN SUPPLIES PRO SHOP						
212-584.000-776.005	BLDG MAIN SUPPLIES MAINTENANC						
212-584.000-783.001	SEED PLANTING -FERTILIZER						
212-584.000-783.002	SEED PLANTING -CHEMICALS						
212-584.000-783.003	SEED PLANTING -TOP SOIL						
212-584.000-783.004	TREE MAINTENANCE						
212-584.000-801.000	PROFESSIONAL SERVICES						
212-584.000-818.000	CONTRACTUAL SERVICES						
212-584.000-900.000	PUBLISHING						
212-584.000-900.003	GOLF COURSE ADVERTISING						
212-584.000-920.008	UTILITIES-ELECTRC MAINTNC 170						
212-584.000-920.009	UTILITIES MAINTENANCE HEATING						
212-584.000-920.010	UTILITIES MAINTENANCE PHONE						
212-584.000-920.011	UTILITIES MAINTENANCE WATER						
212-584.000-920.013	UTILITIES PRO SHOP PHONE						
212-584.000-930.000	REPAIRS MAINTENANCE-MACHINERY						
212-584.000-931.009	BLDG MAINTENANCE						
212-584.000-931.010	BLDG MAINTENANCE PRO SHOP						
212-584.000-933.000	EQUIPMENT MAINTANCE						
212-584.000-939.001	VEHICAL MAINTENANCE						
212-584.000-939.003	GOLF CARTS EXPENSE						
Totals for dept 584.000-GOLF COURSE FUND							

09/09/2013		BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI					
Calculations as of 07/31/2013							
		2011	2012	2013	2013	2013	2014
		ACTIVITY	ACTIVITY	ADOPTED	AMENDED	ACTIVITY	REQUESTED
GL NUMBER	DESCRIPTION			BUDGET	BUDGET	THRU 07/31/13	BUDGET
Dept 970.000-CAPITAL OUTLAY							
212-970.000-818.022	HIGHWAY & ST-ROAD CONSTRUCTIO	168,178	209,949		261,000		
212-970.000-956.004	RESERVE CONTINGENCIES						
212-970.000-971.004	CAPITAL OUTLAY-MOWING EQUIPMN						
212-970.000-974.001	CAP. OUTLAY/FORD HERT PK.						
212-970.000-974.011	CAP OUTLAY M-DOT M-17 ECORSE						
212-970.000-974.012	CAPITAL OUTLAY-HARRIS PARK RE						
212-970.000-974.013	CAPITAL OUTLAY/HOLMES RD II						
212-970.000-974.029	FORD HERITAGE SHELTER/RESTROO						
212-970.000-974.035	CAP OUTLAY-LAKEVIEW-PLAY EQUI						
212-970.000-974.036	LAKESIDE PARK GRANT			500,000	500,000		500,000
212-970.000-974.037	LAKESIDE PARK	16,276	53,568	850,000	850,000	14,831	770,000
212-970.000-975.106	CIVIC CENTER - BOILER						
212-970.000-975.141	CIVIC CENTER - ROOF						
212-970.000-975.180	CIVIC CTR/LIGHTS PARKING & DR						
212-970.000-975.520	COMM CTR - PARK IMPROVEMENTS						
212-970.000-975.535	CAP OUTLAY/COMM CTR BLDG IMPR		37,960				
212-970.000-975.540	COMM CENTER: AIR CONDITIONING						
212-970.000-975.548	COMMUNITY CTR - BOILER IMPROV						
212-970.000-975.549	COMM CTR - SECURITY UPGRADE						
212-970.000-975.553	COMM CTR - WALL REPAIR						
212-970.000-975.564	COMM CENTER AIR VENT						
212-970.000-975.565	COMMUNITY CTR-ELECTICAL						
212-970.000-975.566	COMM CTR - BALLFIELD FENCE						
212-970.000-975.576	COMM CTR RACQUETBALL REMODEL						
212-970.000-975.577	COMM CTR LOBBY TILE						
212-970.000-975.578	COMM CTR RESTROOM TILE						
212-970.000-975.579	COMM CTR PARKING LOT						
212-970.000-975.587	LOAN FEATHER PARK-STRUCTURE						
212-970.000-975.751	NORTH BAY - SHELTER						

09/09/2013		BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI					
Calculations as of 07/31/2013							
GL NUMBER	DESCRIPTION	2011 ACTIVITY	2012 ACTIVITY	2013 ADOPTED BUDGET	2013 AMENDED BUDGET	2013 ACTIVITY THRU 07/31/13	2014 REQUESTED BUDGET
212-970.000-975.773	FORD LAKE PARK-PLAY EQUIPMENT						
212-970.000-975.774	FORD LAKE PARK - SPRAY PAD						
212-970.000-975.776	FORD LAKE PARK-BOAT LAUNCH/LO						
212-970.000-975.777	FORD LAKE PARK-BASKETBALL/TEN						
212-970.000-975.790	PARKS - ASPHALT REPAIRS						
212-970.000-975.794	PARK IMPROVEMNTS - SIGNS				4,000		
212-970.000-975.795	PARK IMPROVEMENTS				76,988		
212-970.000-975.800	Green Oaks-Irrigation Pump Sy						
212-970.000-976.008	CAPITAL OUTLAY - COMMUNITY CT						
212-970.000-977.000	EQUIPMENT						
212-970.000-978.043	HYDRO EQUIP-WATER MONITOR						
212-970.000-997.000	CAPITOL OUTLAY/BIKE PATHS		115,199	250,000	250,000		
212-970.000-997.001	CAPITAL OUTLAY/RECREATION	12,699	120,659		225,000	4,000	
212-970.000-997.002	CAPITAL OUTLAY/SIDEWALK		134,322	15,000	11,000		11,000
212-970.000-997.006	CAPITAL OUTLAY/SIDEWALK M-17						
Totals for dept 970.000-CAPITAL OUTLAY		197,153	671,657	1,615,000	2,177,988	18,831	1,281,000

09/09/2013 BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 07/31/2013

		2011	2012	2013	2013	2013	2014
		ACTIVITY	ACTIVITY	ADOPTED	AMENDED	ACTIVITY	REQUESTED
GL NUMBER	DESCRIPTION			BUDGET	BUDGET	THRU 07/31/13	BUDGET
Dept 975.000-FEDERAL GRANT DEPARTMENT							
212-975.000-965.000	WASH CNYT CONSORTIUM-REVOLFUN						
212-975.000-975.185	CAP OUT/CIVIC CTR-ENERGY IMPR	48,440					
Totals for dept 975.000-FEDERAL GRANT DEPARTMENT		48,440					

09/09/2013		BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI					
Calculations as of 07/31/2013							
GL NUMBER	DESCRIPTION	2011 ACTIVITY	2012 ACTIVITY	2013 ADOPTED BUDGET	2013 AMENDED BUDGET	2013 ACTIVITY THRU 07/31/13	2014 REQUESTED BUDGET
Dept 991.000-DEBT SERVICES							
212-991.000-991.001	DEBT SERVICE HIGHWAYS & STREE	300,000	300,000	600,000	600,000	600,000	600,000
212-991.000-991.002	DEBT SRVC INTEREST-HGHWYS/STS	26,950	13,625	126,700	126,700	11,652	108,000
212-991.000-991.023	BOND COST OF ISSUANCE					125	500
Totals for dept 991.000-DEBT SERVICES		326,950	313,625	726,700	726,700	611,777	708,500
TOTAL APPROPRIATIONS		1,186,688	1,600,984	3,070,964	3,633,952	1,154,194	2,855,343
NET OF REVENUES/APPROPRIATIONS - FUND 212		419,006	(17,802)			440,683	(77,738)

14-B District Court

Revenue 2014

Line Item

Explanation

236-136.000-601.136 - 14B State Shared Revenue	Represents payment from State of Michigan toward that portion of the Judge's salary that is paid directly by the Township. This results in the Township paying no "out of pocket" expense for salary of Judge. This line item remains the same as 2014.
236-136.000.601.137 - 14B State of Michigan Juror Compensation Reimbursement	The State of Michigan reimburses the Township for a portion of the Jury Fees paid to jurors. A report is made every six months by the Court and the amount reimbursed by the State is done according to a formula and dependent upon the amount of fees collected by the State. The payments are received twice during the fiscal year. At this time there is no reason to anticipate a change from 2013.
236-136.000.602.136 - 14B Court Costs	This line item includes the amounts collected as "Court costs" in criminal and traffic cases. It is dependent upon the number of criminal and traffic cases filed by the police agencies (Washtenaw County Sheriff's Dept. and the Michigan State Police. Based upon year to date revenues for this line item projections for 2014 are increased.
236-136.000-602.544 - 14B State of Michigan Caseflow Assistance	The amount reflects money received from the State of Michigan based upon the number of

	<p>drunk driving and drug cases filed with the Court. The Court files a report with the State in March of each year for the previous calendar year. Payments are usually received in June and are dependent upon the number of such cases filed and the amount of fees collected by the Secretary of State for "License Reinstatement Fees". This amount is projected to slightly increase in 2014 based upon case load to date. This amount has consistently been diminishing due to the stark reduction in drunk driving cases filed with the Court in recent years.</p>
236-136.000.603.136 - 14B Civil Fees	<p>This reflects the amounts collected as Civil fees - including filing fees, writ and motion fees. Most of the amount collected for a filing fee (approximately 65%) is taken by the State of Michigan and the balance remains as local money. Based upon year to date filing fees collected it is projected that this line item will decrease for 2014.</p>
236-136.000.604.000 - Probation Fees	<p>This item includes payments received as an oversight fee paid by those on probation with the Court. Currently the monthly fee is \$30. This line item is projected to decrease in 2014 due to the reduction in probation officers in 2011 from 2 to 1.</p>
236-136.000.605.001 - 14B Ordinance Fines and Costs	<p>This amount is the money collected and designated as a Penal Fine for violation of an Ypsilanti Township Ordinance. This amount is dependent upon the number of cases filed by</p>



14-B District Court  
Expenditures 2014

Line Item

Explanation

236-136.000.703.001 - Salary - Judge	Represents "pass through" payment for Ypsilanti Township's share of Judge's salary - this amount is reimbursed to the Township by the State as reflected in Revenue line item 601.136
236-136.000.706.000 - Salary - Permanent Wages	<p>This line item includes salary for the Deputy Clerk positions (6 full-time); One Probation Agent; One Probation Secretary; and 2 Judicial Secretaries. Currently there is one vacant Deputy Clerk position to be filled immediately. Upon this position being filled it will be paid \$2.00/ hour less than previous hires. This line item is further impacted by changes to the Union contract which will be negotiated later this year.</p> <p>The Court is in the process of acquiring collection software that will work with our new case management software to provide the Court with the ability implement a directed effort to ensure fines and costs are being paid as ordered. (The Court, through negotiation with JIS was able to acquire this software at no cost. Normally there is a \$3500 license fee.) This will give the Court the ability</p>

to track outstanding receivables, collect and store information necessary to pursue income tax garnishments, and set up and monitor payment plans with defendants.

To accomplish this we are creating a new title of Deputy Court Administrator/Collections Agent. Jackie Wallen will be stepping into this role and Jackie McLain will provide support to this effort. The Court is in the process of developing a job description. The duties will include meeting with defendants to gather information for collections, implement and monitor the collections process, and assist with Court Administration.

To achieve this shift in duties the Court will be hiring a part time recorder for recording duties in the Magistrate's courtroom. This position will be an hourly position providing recording when the Magistrate is presiding in Court. The hours required will vary depending on dockets, but will not be full time work therefore making this a position that will not have benefits.

These changes in personnel and duties, coupled with the acquisition of collections software will result in revenues increasing. Judge Pope and I anticipate that the additional revenues generated will far exceed the costs

	<p>associated with these changes.</p> <p>The Court will supply final budget numbers for this line item once a salary survey has been conducted for the positions of Court Recorder, Judicial Secretary, Collections Coordinator, Finance Manager, Court Administrator and Deputy Court Administrator. The Court will survey other courts in the region to determine market pay for our Recorder/Secretaries, the newly created position and the cost of an hourly court recorder.</p>
236-136.000.706.001 - Salary - Bailiff	This line item includes the salary paid to the Bailiffs (2). These positions are paid an hourly wage, on an "as needed" basis. These positions are paid no benefits.
236-136.000.706.002 – Magistrate / Court Administrator	Salary for Magistrate/Court Administrator.
236-136.000.707.000 - Temporary Wages	This line item represents the wages paid to a temporary employee who is hired during a medical (or personal) leave taken by a full-time employee. This year (2012) saw two employees take a medical leave of absence. During such extended leaves, there is a corresponding reduction in the cost associated with Permanent Wages.
236-136.000.708.010	This line item represents a \$3, 000 (per employee) payment for those opting out of the health care benefit. The amount of this

	buyout is set in the bargaining unit contract.
236-136.000.709.000 - Regular Overtime	It is recommended that this line item remain at \$0
236-136.000-715.000 F.I.C.A./Medicare	Employer's contribution to those expenses. The figure in the Proposed Budget came from the Accounting Dept.
236-136.000-719.000 - Health & Dental Insurance	Employer's contribution to those expenses. The figure in the Proposed Budget came from the Accounting Dept.
236-136.000-719.001 - Sick & Accident	Employer's contribution to this benefit. The figure in the Proposed Budget came from the Accounting Dept.
236-136.000-720.000 - Life Insurance	Employer's contribution to this benefit. The figure in the Proposed Budget came from the Accounting Dept.
236-136.000.723.000 - Deferred Compensation - Employer	Payment made to the benefit of temporary employees in lieu of pension payment.
236-136.000-727.000 - Office Supplies	There has been a trend of office supplies exceeding the amount budgeted therefore this line item has been increased to accommodate this trend. One of the factors for this line item increase is the increase in preprinted forms the new case management system generates to notify defendants of defaults and license sanctions. These notices are effective in getting defendants to appear and pay fines and costs.
236-136.000.730.000 - Postage	It is recommended that this amount remain the same as the previous year.
236-136.000.739.000 - Library Subscription	This line item includes costs of subscriptions services for Michigan Compiled Laws;

	Michigan Supreme and Appeal Court cases; Civil and Criminal Jury Instructions.
236-136.000-740.000 - Operating Supplies	This line item includes the expense for janitorial supplies used to maintain the Courthouse, including those areas occupied by the Washtenaw County Sheriff's Dept. This line item had not been sufficiently budgeted for in previous years so it is recommended that this amount increase.
236-136.000-801.007 - Attorney Fees-Criminal	This line item includes the costs of the attorney appointed by the Court to represent indigent defendants. This includes the annual contract cost with attorney Mark Hamilton and some additional funds to pay a different attorney where a conflict of interest may exist with the contract attorney. The frequency by which attorneys are appointed due to a conflict of interest has increased. Additionally, the Court has increased the amount paid to attorneys appointed to resolve a conflict of interest to a rate more in line with the remainder of the county.
236-136.000-801.009 - Other Contractual Service	This line item includes payments for the Labor Law Attorney, if needed. The Court is requesting this line item increase for payment to the Dispute Resolution Center (DRC). The DRC mediates all of the small claims matters filed to achieve resolution among the parties rather than a resolution imposed by the Court. This service began in 2009 and has continued at no cost to the Court. This is an invaluable

	<p>service to the public as resolution is achieved by way of agreement between the parties thus greatly increasing rates of compliance and reducing involvement of the court post judgment. Currently the DRC has a 61% success rate in resolving matters. If the Township would like, the DRC is willing to make a presentation on their services and the mediation model of dispute resolution.</p>
236-136.000-810.010 - Contractual/Visiting Judge	<p>This line item includes the cost of having a substitute or "visiting" judge in the absence of our Judge. It is currently the custom to seek assistance of one of the other sitting Judges in the County District Courts to fill in, when requested, for a colleague. The per diem cost of a visiting judge is \$250, plus mileage.</p>
236-136.000-810.012 - Contractual/Interpreter Fees	<p>This line item includes the cost of a language or deaf interpreter for defendants in a criminal or civil case. This is a statutory obligation of the Court.</p>
236-136.000-811.000 - 14B Transcripts	<p>This line item represents the cost of creating a transcript of Court proceedings when it is done at the order of the Judge (as opposed to one of the parties to the case). This is a rare occurrence.</p>
236-136.000-812.000 - 14B Jury Fees	<p>This line item represents the payment for Jury duty for the first half, or full, day of service.</p>
236-136.000-812.001 - Witness Fees	<p>This line item represents the payment for a witness fee (and mileage) when a witness is subpoenaed by the Township Attorney's office</p>

	<p>in a criminal case. This is an expense related to the prosecution of criminal cases by the Township and is probably not appropriate in the Court's budget.</p>
236-136.000-812.002 - 14B Enhanced Jury Fees	<p>This line item represents the payment for Jury duty for the second (or subsequent) half, or full, day of service.</p>
236-136.000-812.003 - 14B Juror Expenses	<p>This line item represents the cost of water, coffee, and snacks offered the Jury panel during jury selection day. This line item may also be used to supply lunch for the jury, if the lunch break occurs during actual deliberations (something that has not happened since 2008.)</p>
236-136.000-819.006 - Computer Programs/LEIN/CLEMIS	<p>This line item represents the licensing fee charged by the Michigan State Police for access to the Law Enforcement Information Network (LEIN), in order to obtain copies of criminal histories, warrant entry and recall, and Secretary of State driving records. In 2013 the Court joined CLEMIS. This gives the Court access to electronic data for downloading citations issued by the Washtenaw County Sheriff's Department. This will streamline the citation process and give the Court immediate access to citation information thus allowing the public to contact the Court upon receipt of the ticket and pay it or request a hearing. Currently law enforcement has 72 hours to file a ticket with the court. In addition all citation information will be electronic which will allow</p>

	<p>the clerks to upload the citation rather than imputing it manually as is the current practice. A final benefit will be that this near immediate upload of citations to the Court's case management software will allow defendants to pay certain citations on-line through a web based payment program the Court is in the process of implementing.</p>
236-136.000-819.010 - Computer Network Support	<p>This line item had previously represented the amounts paid under a joint memorandum of understanding for the development of the next generation of computer software known as Judicial Information Services. That obligation has been fulfilled. The amount requested at this time reflects the cost of entering into a formal agreement with Washtenaw County IT for computer support. This reflects the costs associated with computer support for 20 computers. Included in the cost is software licensing, data storage, internet connection, help desk support and on site support, email and support for ENACT. The Court has not paid anything for computer support in recent years. The County has provided IT services sufficient to keep existing computers serviceable, but the level of support needed to ensure uninterrupted service and to continue to move forward with technologies that will better serve the court and the public there is a need to have a formalized support agreement. There are a</p>



	<p>number of IT initiatives in the county that the Court is and will be impacted by due to our concurrent jurisdiction agreement with the County Trial Court and the 14A and 15<sup>th</sup> District Courts that County IT is proceeding with that makes the continuation of the relationship with County IT more favorable than other options including contracting with Township IT for support. The Court Administrator has had a number of meetings and discussions with both County IT and Township IT and the consensus is that the most practical approach is to utilize County IT for support of the Court's IT needs.</p>
236-136.000-850.000 - Telephone	This line item is reduced based upon estimates of savings provided by Township IT
236-136.000-860.000 - Travel	This line item is used to pay mileage to employees for travel directed by the Court. It is recommended that this amount increase to reflect the trend that this line item has not been adequately budgeted for in previous years.
236-136.000-876.000 - Retirement/MERS	This line item includes the retirement for the full-time employees (excludes the Judge). The figure in the Proposed Budget was supplied by the Accounting Dept.
236-136-876.003 - OPEB Funding-Retiree Health	The figure in the Proposed Budget was supplied by the Accounting Dept. It represents mandatory payments as security for future retiree health care costs.
236-136.000-900.000 - Publishing	This line item is for the expense of printing of

	Traffic Citations for the Sheriff's Dept. and file folders for criminal/civil/traffic cases. This line item is being increased to absorb increase in costs of file folders if necessary.
236-136.000-914.000 - Insurance & Bonds Fire & Liability	Costs related to insurance on the entire Courthouse - including that area occupied by the Sheriff's Dept.
236-136.000-917.000 - Worker's Compensation	This figure was supplied by the Accounting Dept.
236-136.000-920.014 - Utilities - Court	This line item remains the same as 2012.
236-136.000-931.000 - Repairs and Maintenance	This line item includes all repair and maintenance expenses for the entire Courthouse - including that portion occupied by the Sheriff's Dept.
236-136.000-933.000 - Equipment Maintenance	This line item includes the expense of repairing business equipment (e.g., copier/computer/printer).
236-136.000-933.001 - Maintenance Contracts	Burglar Alarm
236-136.000-941.000 - Equipment Rental/Leasing	This line item includes the expense for rental of charge card equipment.
236-136.000-956.000 - Miscellaneous	It is recommended that this remain at its' current nominal amount of \$100.
236-136.000-957.000 - Bank Charges	This line item reflects the cost of banking fees, most notably for charge card expenses.
236-136.000-958.000 - Membership and Dues	This line item reflects the expense for the annual Bar dues for the Judge and Magistrate; State Association dues for the Judge, Magistrate and Probation Officer; and State fees for certification of the 2 recorders.
236-136.000-960.000 - Education and Training	This line item includes the cost of attendance

	(and related expenses) for continuing training for professional staff. This amount is requested to increase to reflect the actual amounts expended in recent years.
236-136.000-977.000 - Equipment	This line item includes the cost of the purchase of new equipment. This line item is increased to reflect the need to upgrade computers. The Court plans to upgrade computers on a 5 year cycle as recommended by both County and Township IT. The amount requested this year reflects the purchase of 5 computers.

	the Sheriff's Dept. Based upon revenue to date, it is projected that this line item will increase in 2014.
236-136.000-605.003 - 14B Bond Forfeitures	This sum is the money collected by the Court for forfeiture of a bond posted by a criminal defendant. A bond is forfeited when a defendant fails to appear for a scheduled court hearing. Due to the increase in criminal defendants utilizing bail bond services to post surety bonds this line item is projected to decrease in 2014.
236-136.000.65-004 - 14B Interest Earned	In 2013 the Court eliminated savings accounts so there will be no interest earned in 2014.
236-136.000-605.005 - Miscellaneous Income	May include moneys received from another Court for violation of an Ypsilanti Township Ordinance prior to 1985.

09/09/2013		BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI					
Calculations as of 07/31/2013							
		2011	2012	2013	2013	2013	2014
		ACTIVITY	ACTIVITY	ADOPTED	AMENDED	ACTIVITY	REQUESTED
GL NUMBER	DESCRIPTION			BUDGET	BUDGET	THRU 07/31/13	BUDGET
Fund 236 - 14B DISTRICT COURT							
ESTIMATED REVENUES							
Dept 000.000							
236-000.000-601.136	14B STATE SHARED REVENUE	45,724	45,724	45,720	45,720	22,862	45,800
236-000.000-601.137	14B ST OF MI JUROR COMP REIMB	2,273	1,818	4,500	4,500	2,122	4,500
236-000.000-602.136	14B COURT COSTS	492,603	516,482	548,415	548,415	217,949	335,000
236-000.000-602.544	14B-ST OF MI CASEFLOW ASSISTA	6,514	5,462	5,000	5,000	6,976	6,500
236-000.000-603.136	14B CIVIL FEES	284,669	289,183	226,520	226,520	122,728	185,000
236-000.000-604.000	14B PROBATION FEES	55,981	54,330	55,265	55,265	39,344	63,000
236-000.000-605.001	14B ORDINANCE FINES AND COSTS	80,771	151,381	97,895	97,895	286,941	445,000
236-000.000-605.002	FINES & FORFEITS						
236-000.000-605.003	14B BOND FORFEITURES	40,815	24,651	30,000	30,000	12,575	15,000
236-000.000-605.004	14B INTEREST EARNED	287	163	150	150	18	30
236-000.000-605.005	14B MISCELLANEOUS INCOME	3,786	8,265			11,635	
236-000.000-664.001	INTEREST EARNED	68	89			45	
236-000.000-694.001	OTHER INCOME-MISCELLANEOUS		582				
236-000.000-694.004	MISC REVENUE - INSURANCE REIM		3,000			1,144	
236-000.000-694.007	MISCELLANEOUS INCOME OVR&SHOR						
236-000.000-697.000	TRANSFER IN: GENERAL FUND	207,530	203,734	252,307	252,307		214,181
236-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.				10,000		
Totals for dept 000.000-		1,221,021	1,304,864	1,265,772	1,275,772	724,339	1,314,011
TOTAL ESTIMATED REVENUES		1,221,021	1,304,864	1,265,772	1,275,772	724,339	1,314,011

09/09/2013		BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI					
Calculations as of 07/31/2013							
		2011	2012	2013	2013	2013	2014
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ADOPTED	AMENDED	ACTIVITY	REQUESTED
				BUDGET	BUDGET	THRU 07/31/13	BUDGET
APPROPRIATIONS							
Dept 136.000-COURT							
236-136.000-703.001	SALARY - JUDGE	45,724	45,724	45,724	45,724	26,379	45,724
236-136.000-706.000	SALARY - PERMANENT WAGES	474,468	451,117	463,956	444,396	235,378	450,238
236-136.000-706.001	SALARY - BAILIFF	43,833	43,603	44,243	44,243	22,517	44,243
236-136.000-706.002	SALARY - DEPUTY COURT ADMIN	59,942	67,000	67,258	67,258	36,077	67,258
236-136.000-706.007	LIQUOR INSPECTIONS - CONSTABL						
236-136.000-707.000	SALARY - TEMPORARY/SEASONAL	9,172	12,361		9,685	14,595	15,000
236-136.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	1,278	12,613		19,875	16,152	15,000
236-136.000-708.005	SALARIES PAY OUT OF RETIREES						
236-136.000-708.008	RETIREE TIME PAYOUTS	24,045					
236-136.000-708.010	HEALTH INS BUYOUT	9,464	8,136	6,000	6,000	3,768	9,000
236-136.000-709.000	REG OVERTIME	7	201			15	
236-136.000-715.000	F.I.C.A./MEDICARE	42,505	44,011	45,236	45,236	24,005	46,711
236-136.000-719.000	HEALTH INSURANCE	168,803	89,774	90,506	90,506	50,355	107,429
236-136.000-719.001	SICK AND ACCIDENT	4,314	3,701	3,425	3,425	1,874	3,425
236-136.000-719.015	VISION & DENTAL BENEFITS		14,931	15,761	15,761	8,659	15,884
236-136.000-719.020	HEALTH CARE DEDUCTION		29,736	56,333	56,333	16,392	50,558
236-136.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE		938	885	885	491	885
236-136.000-720.000	LIFE INSURANCE	2,077	1,843	1,800	1,800	990	1,800
236-136.000-723.000	DEFERRED COMPENSATION EMPLOYE	689	720	575	575	506	575
236-136.000-724.001	UNEMPLOYMENT EXPENSE						
236-136.000-727.000	OFFICE SUPPLIES	10,852	15,121	10,000	10,000	7,851	15,000
236-136.000-730.000	POSTAGE	8,093	7,130	8,500	8,500	5,202	8,500
236-136.000-739.000	LIBRARY SUBSCRIPTION	3,210	3,844	2,500	2,500	1,886	3,500
236-136.000-740.000	OPERATING SUPPLIES	2,810	4,548	5,000	5,000	3,019	5,000
236-136.000-800.001	ADMINISTRATION FEES		30,079	30,079	30,079	17,546	30,079
236-136.000-801.007	ATTORNEY FEES CRIMINAL	36,900	39,465	45,000	45,000	22,054	45,000
236-136.000-801.009	14B OTHER CONTRACTUAL SERVICE	2,960	5,230	9,000	9,000	1,570	9,000

09/09/2013		BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI					
Calculations as of 07/31/2013							
		2011	2012	2013	2013	2013	2014
		ACTIVITY	ACTIVITY	ADOPTED	AMENDED	ACTIVITY	REQUESTED
GL NUMBER	DESCRIPTION			BUDGET	BUDGET	THRU 07/31/13	BUDGET
236-136.000-801.010	CONTRACTUAL/VISITING JUDGE		340	1,000	1,000		
236-136.000-801.012	CONTRACTUAL/INTERPRETER FEES	3,140	1,900	3,500	3,500	1,680	3,500
236-136.000-801.013	MAGISTRATE CONTRACTUAL SERVIC	43,125					
236-136.000-811.000	14B TRANSCRIPTS			100	100		
236-136.000-812.000	14B JURY FEES	6,614	4,651	7,000	7,000	2,493	5,000
236-136.000-812.001	WITNESS FEES	11	19			13	20
236-136.000-812.002	14B ENHANCED JURY FEES	79	1,281	2,000	2,000	1,600	1,500
236-136.000-812.003	14B JUROR EXPENSES	858	864	500	500	428	650
236-136.000-819.006	COMPUTER PROGRAMS/LIEN			1,000	1,000		7,390
236-136.000-819.010	COMPUTER NETWORK SUPPORT	21,626		33,649	33,649	33,649	33,649
236-136.000-850.000	TELEPHONE	5,935	5,883	4,000	4,000	1,107	2,500
236-136.000-860.000	TRAVEL	953	262	800	800	279	800
236-136.000-876.000	RETIREMENT/MERS	52,902	55,348	69,534	69,534	38,418	78,499
236-136.000-876.003	OPEB FUNDING- RETIREE HEALTH	79,328	82,898	110,551	110,551	110,551	69,368
236-136.000-900.000	PUBLISHING	3,307	600	3,500	3,500	2,839	3,500
236-136.000-914.000	INSURANCE & BONDS FIRE & LIAB	8,632	8,708	9,247	9,247	4,510	7,941
236-136.000-917.000	WORKERS COMPENSATION INSURANC	9,159	6,493	6,610	6,610	3,668	6,568
236-136.000-920.014	UTILITIES - COURT	15,069	17,190	32,200	32,200	8,713	32,200
236-136.000-931.000	REPAIRS AND MAINTENANCE	6,577	9,425	10,000	10,000	3,138	10,000
236-136.000-933.000	EQUIPMENT MAINTANCE	529	280	1,000	1,000	424	1,000
236-136.000-933.001	MAINTENANCE CONTRACTS	3,909	2,190	1,500	1,500	158	1,500
236-136.000-939.000	AUTO MAINTENANCE						
236-136.000-941.000	EQUIPMENT RENTAL/LEASING	502		500	500		500
236-136.000-956.000	MISCELLANEOUS	149	624	100	100	255	100
236-136.000-956.136	MISC-CASH OVER/SHORT		175				
236-136.000-957.000	BANK CHARGES	6,026	7,459	7,000	7,000	7,381	7,000
236-136.000-958.000	MEMBERSHIP AND DUES	1,190	1,415	1,000	1,000	805	1,000
236-136.000-960.000	EDUCATION AND TRAINING	95	1,278	1,200	1,200	840	1,200
236-136.000-977.000	EQUIPMENT	156	816	6,500	6,500	5,443	6,500
Totals for dept 136.000-COURT		1,221,017	1,141,925	1,265,772	1,275,772	745,673	1,271,694

09/09/2013

## BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 07/31/2013

	2011 ACTIVITY	2012 ACTIVITY	2013 ADOPTED BUDGET	2013 AMENDED BUDGET	2013 ACTIVITY THRU 07/31/13	2014 REQUESTED BUDGET
GL NUMBER						
DESCRIPTION						
TOTAL APPROPRIATIONS	1,221,017	1,141,925	1,265,772	1,275,772	745,673	1,271,694
NET OF REVENUES/APPROPRIATIONS - FUND 236	4	162,939			(21,334)	42,317



## **FUND 248 – RENTAL INSPECTION FUND**

Revenues and expenditures related to the operation of the Rental Inspection Program flow through Fund 248. The Rental Inspection Program is self-supporting through collection of inspection fees.

The rental inspection program is applicable to all rental properties located in single family neighborhoods throughout Ypsilanti Township. The rental inspection program is administered through the Office of Community Standards under the direction of the Building Director with collaborative clerical support between the building, ordinance and planning departments.

The program has proven to be extremely valuable in improving the condition of the neighborhood rental housing stock and helping to stabilize neighborhoods hard hit by several years of foreclosures. A substantial number of foreclosed homes have been purchased by investors and converted into rental properties, effectively altering the core character of some neighborhoods. Ypsilanti Township has experienced a 120% increase in the number of single family homes registered as rental units since 2008. Virtually every neighborhood has been affected by this trend.

In 2013, the Office of Community Standards added additional staff in an effort to more effectively administer this program. In 2014, the OCS will develop a proposal to ramp up for expansion of the program to include apartment complexes.

It is recommended that the Office of Community Standards employ 1.5 Ordinance Enforcement Assistants (OEA-Teamster affiliation) to perform rental housing inspections and that the program continues to rely on shared clerical support within the OCS. One additional OEA assigned through the Ordinance Department is also used primarily for rental inspections during cold weather months.

### **Line Item Details**

#### **Revenue**

451.300 BUS LIC-RENTAL REGISTRATON FEE	This line item reflects revenue from fees collected from landlords to register rental properties. Revenue is projected to decline in accordance with the rate of new rental registrations in 2013.
607.300 CHRG FOR SERV-BUILDING INSPECT	This line item reflects revenue from inspection fees collected from landlords. Revenue is projected to increase about 40% over prior year projections in accordance with the

number of scheduled inspections and a fee increase approved during 2013.

664.001 INTEREST EARNED

This line item reflects interest earned on money deposited in banks. No interest earnings are relied upon.

**Expenditures**

706.000 SALARY-PERMANENT WAGES

This line item reflects funding for wages for one (1) Ordinance Enforcement Assistant to perform rental inspections. No salary or benefit increases.

706.014 RENTAL INSPECTIONS

This line item reflects funding for wages for one-half (0.5) part-time Ordinance Enforcement Assistant to perform rental inspections. No wage increase.

719.000 HEALTH & DENTAL INSURANCE

This line item reflects employer expenses for health insurance benefits for employees funded in this budget.

719.001 SICK AND ACCIDENT

This line item reflects employer expenses for disability insurance benefits for employees funded in this budget.

719.015 VISION & DENTAL BENEFITS

This line item reflects employer expenses to provide contractual dental and vision insurance benefits for employees funded in this budget.

719.020 HEALTH CARE DEDUCTION

This line item is used to fund "Benny" cards associated with a new health insurance plan.

720.000 LIFE INSURANCE

This line item reflects employer expenses for life insurance benefits for employees funded in this budget. No change.

727.000 OFFICE SUPPLIES	This line item reflects expenses for common office supplies to support the rental inspection program, such as business cards, pens, etc. No change.
730.000 POSTAGE	This line item reflects expenses for postage to support the rental inspection program. There is a budgeted increase due to the use of certified mail.
741.001 UNIFORMS	This line item reflects expenses for new and replacement uniforms for field inspectors.
867.000 GAS & OIL	This line item reflects expenses for gasoline and oil changes for vehicles allocated for use by rental inspectors. No change.
876.000 RETIREMENT/MERS	This line item reflects employer expenses for retirement benefits for eligible employees funded in this budget.
943.000 MOTORPOOL LEASE/MAINTENANCE	This line item reflects expenses to lease and maintain vehicles from the motor pool for use by rental inspectors. Increased costs to reflect actual lease expenses for replacement vehicles purchased in 2013.
977.000 EQUIPMENT	This line item reflects expenses for new and replacement computer, phone and photo equipment for field inspectors.

09/09/2013 BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 07/31/2013

		2011	2012	2013	2013	2013	2014
		ACTIVITY	ACTIVITY	ADOPTED	AMENDED	ACTIVITY	REQUESTED
GL NUMBER	DESCRIPTION			BUDGET	BUDGET	THRU 07/31/13	BUDGET
Fund 248 - RENTAL INSPECT FUND							
ESTIMATED REVENUES							
Dept 000.000							
248-000.000-451.300	BUS LIC-RENTAL REGISTRATON FE	2,255	3,425	1,000	1,000	290	500
248-000.000-451.301	BUS LIC-RENTAL REG FEE PILOT	1,450	160				
248-000.000-531.000	COMMUNITY DEV BLOCK GRANT CDB	22,447					
248-000.000-607.300	CHRG FOR SERV-BUILDING INSPEC	19,780	91,145	82,000	82,000	75,233	120,000
248-000.000-607.301	CHRG FOR SERV-PILOT BLDGINSPEC	15,025	1,700				
248-000.000-664.001	INTEREST EARNED	19	28			25	
248-000.000-694.001	OTHER INCOME-MISCELLANEOUS						
248-000.000-697.000	TRANSFER IN: GENERAL FUND						
248-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.				23,672		
Totals for dept 000.000-		60,976	96,458	83,000	106,672	75,548	120,500
TOTAL ESTIMATED REVENUES		60,976	96,458	83,000	106,672	75,548	120,500

09/09/2013		BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI					
Calculations as of 07/31/2013							
		2011	2012	2013	2013	2013	2014
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ADOPTED	AMENDED	ACTIVITY	REQUESTED
				BUDGET	BUDGET	THRU 07/31/13	BUDGET
<b>APPROPRIATIONS</b>							
Dept 248.000-RENTAL INSPECTION							
248-248.000-705.000	SALARY - SUPERVISION	360					
248-248.000-706.000	SALARY - PERMANENT WAGES	17,108	3,040	37,440	37,440	19,400	37,584
248-248.000-706.004	BUILDING INSPECTION						15,660
248-248.000-706.014	RENTAL INSPECTIONS	32,001	27,366		12,600	3,300	
248-248.000-708.004	SALARIES PAY OUT-PTO&SICKTIME				1,108	760	
248-248.000-708.010	HEALTH INS BUYOUT			3,000		472	
248-248.000-715.000	F.I.C.A./MEDICARE	1,764	518	3,094	4,058	1,947	4,073
248-248.000-719.000	HEALTH INSURANCE	3,119					4,878
248-248.000-719.001	SICK AND ACCIDENT	138		298	298		298
248-248.000-719.015	VISION & DENTAL BENEFITS			1,185	1,185		546
248-248.000-719.020	HEALTH CARE DEDUCTION			144	144		2,905
248-248.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE						
248-248.000-720.000	LIFE INSURANCE	61					144
248-248.000-723.000	DEFERRED COMPENSATION EMPLOYE	416	360				
248-248.000-727.000	OFFICE SUPPLIES		133	200	200	148	300
248-248.000-730.000	POSTAGE	652	870	1,200	1,200	1,523	3,000
248-248.000-741.001	UNIFORMS-NEW AND BADGES				2,000		500
248-248.000-800.001	ADMINSTRATION FEES						
248-248.000-867.000	GAS & OIL	2,994	2,742	4,000	3,000	1,330	3,000
248-248.000-876.000	RETIREMENT/MERS	1,654	161	4,920	4,920	2,262	5,388
248-248.000-939.000	AUTO MAINTENANCE						
248-248.000-942.000	LEASE - MOTORPOOL						
248-248.000-943.000	MOTORPOOL LEASE/MAINTENANCE	4,800	4,927	5,300	5,300	3,228	6,800
248-248.000-977.000	EQUIPMENT				11,000	8,449	1,000
Totals for dept 248.000-RENTAL INSPECTION		65,067	40,117	60,781	84,453	42,819	86,076
<b>TOTAL APPROPRIATIONS</b>		<b>65,067</b>	<b>40,117</b>	<b>60,781</b>	<b>84,453</b>	<b>42,819</b>	<b>86,076</b>

09/09/2013

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 07/31/2013

	2011 ACTIVITY	2012 ACTIVITY	2013 ADOPTED BUDGET	2013 AMENDED BUDGET	2013 ACTIVITY THRU 07/31/13	2014 REQUESTED BUDGET
GL NUMBER						
DESCRIPTION						
NET OF REVENUES/APPROPRIATIONS - FUND 248	(4,091)	56,341	22,219	22,219	32,729	34,424

## **FUND 249 – BUILDING DEPARTMENT**

### **Fund Overview**

The Building Fund receives revenue generated from fees charged for building, electrical, plumbing and mechanical permits, plan reviews, soil erosion permits, and other activities related to construction. Inspectors who are paid from this fund must be registered with the Michigan Department of Licensing and Regulatory Affairs pursuant to the provisions of P.A. 54 of 1986. Clerical support paid through this fund is restricted to regulated activities and is part of the clerical collaboration of the Office of Community Standards.

The sharp decline in building permit revenue experienced since 2008 leveled off by the end of 2012, and permit revenue has stabilized and increased throughout 2013. The Building Department Fund is projected to contribute revenue to its fund balance by the end of 2013.

The Building Department made appropriate staff reductions over the last few years to adjust for the sustained loss of revenue. In particular, the loss of an electrical inspector, mechanical inspector, plumbing inspector and additional building inspectors was managed through increased use of contract inspection help. Sustained revenue increases for mechanical and plumbing permits now make it possible to restore one full time inspector position for these services. The Building Department will continue to rely on contractual services to provide electrical inspections due to insufficient revenue to support a full or part time employee. Revenue trends will be monitored for changes and adjustments will be made as necessary.

### **Revenue Information**

Building fund revenue increased 35% through the first half of 2013 compared to the same period in 2012. Revenue projections for 2014 have been conservatively adjusted in accordance with current trends as building activity has picked up for the first time in several years.

### **Revenue Line Item Details**

476.477 NON BUS. LIC. LIC & REG.

This line item reflects revenue generated from collection of fees to register licensed contractors doing business in the Township. This revenue is projected to increase 7% over 2013 projections.

476.478 NON BUS. LIC. REFRIGERATION

This line item reflects revenue generated from collection of fees for refrigeration permits (primarily air conditioning systems) that

	require Act 54 mechanical inspections. This revenue is projected to increase 80% over 2013 projections.
476.479 NON BUS. LIC. BUILDING PERMIT	This line item reflects revenue generated from collection of fees for building permits that require Act 54 building inspections. This revenue is projected to increase 40% over 2013 projections.
476.480 NON BUS. LIC. ELECTRICAL PERMI	This line item reflects revenue generated from collection of fees for electrical permits that require Act 54 electrical inspections. This revenue is projected to increase 20% over 2013 projections.
476.481 NON BUS. LIC. HEATING PERMIT	This line item reflects revenue generated from collection of fees for heating system permits that require Act 54 mechanical inspections. This revenue is projected to increase 60% over 2013 projections.
476.482 NON BUS. LIC. PLUMBING PERMIT	This line item reflects revenue generated from collection of fees for plumbing permits that require Act 54 plumbing inspections. This revenue is projected to increase 30% over 2013 projections.
476.484 NON BUS. LIC. MISC / REINSPECT	This line item reflects revenue generated from collection of fees for Act 54 re-inspections required to give final approval of all permitted construction and installations when the job/work fails the initial inspection due to lack of code compliance. This revenue is projected to increase 30% over 2013 projections.



476.486 NON BUS. LIC. SIGN PERMITS	This line item reflects revenue generated from collection of fees for sign permits that require zoning compliance review and Act 54 building inspection. This revenue is projected to stay flat over 2013 projections.
607.010 CHARGE FOR SRVCS-ENVIR/PLOT PL	This line item reflects revenue generated from collection of fees for soil erosion permits that require inspection by a certified inspector. This revenue is projected to increase 150% over 2013 projections.
607.270 CHARGE FOR SERV-LIQUOR INSPECT	This line item reflects revenue generated from collection of fees for Act 54 building/trade inspections conducted for the purpose of liquor license renewal. This revenue is projected to stay flat over 2013 projections.
664.001 INTEREST EARNED	This line item reflects interest earned on funds deposited at various banks.
699.000 APPROPRIATED PRIOR YEAR BAL.	This line item reflects permit revenue collected in prior years and saved for future use. There is no appropriation of fund balance budgeted to meet operational expenses.

### **Expense Recommendations**

In FY2012 and FY2013, 60% of the Building Director's wages and benefits were realigned from the Building Dept to the Ordinance Dept. The realignment was necessary because a substantial portion of the job is now spent on nuisance abatement and neighborhood stabilization projects that are properly funded outside of Fund 249. In FY2014, it is recommended to adjust the alignment of supervisory funding to 50% in each budget to reflect current operational reality due to increased building activity.

*Note: The adjustment of the Building Director's duties was not by design, but rather by necessity, as driven by the economic crisis and high rate of residential foreclosures. Preservation of our existing neighborhood infrastructure is critical now and for future generations, and will help stimulate future economic development.*

The Building Dept will continue to employ one full time building inspector and one full time clerk, and will restore one vacant mechanical/plumbing inspector position as a result of improved permit revenue. The Building Dept will continue to use a contract trade inspector for electrical work until permit revenue can support full or part time staff. There is a budgeted 25% increase in the overall departmental budget mostly attributed to the addition of one inspector and associated vehicle and computer equipment for the position. No supplemental revenue support from the fund balance will be necessary.

### **Expenditure Line Item Details**

705.000 SALARY - SUPERVISION

This line item reflects salary expenditures for the Director of the Building Dept, who is the statutory "building official" who oversees the Building Dept and supervises the activities of inspectors and clerical staff. 50% of the Director's salary and benefits are allocated to the Building Dept. No salary change.

706.000 SALARY - PERMANENT WAGES

This line item reflects wages for one clerical position (AFSCME) as part of the OCS clerical collaboration. No change.

706.004 BUILDING INSPECTION

This line item reflects wages for one full time Act 54 building inspector (AFSCME) who conducts inspections for building and soil erosion permit activity. No change.

706.006 MECHANICAL & PLUMBING INSPECTION

This line item reflects wages for one full time Act 54 dual-certified mechanical & plumbing inspector (AFSCME) who conducts inspections for mechanical and plumbing permit activity.

This is restoration of a vacant position supported by permit revenue.

708.004 SALARIES PAY OUT-PTO & SICK TIME

It is recommended that this line item be increased to cover a payout of 32 hours @ 100% per policy = \$1,152.

708.010 HEALTH INS BUYOUT

This line reflects payments to employees who cash out accumulated PTO time in lieu of taking time off. There is a budgeted increase due to a trend of employees cashing out banked benefit time to supplement income after several years of wage reductions and wage freezes.

708.010 HEALTH INS BUYOUT

This line reflects payments to employees who waive health care coverage when covered by other means. There is an increase due to changes in the number of employees electing to take the optional buyout in lieu of health care coverage.

709.000 REG OVERTIME

This line item reflects wages for overtime for AFSCME clerks and inspectors. No overtime is budgeted. No change.

715.000 F.I.C.A./MEDICARE

This line item reflects employee expenses for social security and Medicare.

719.000 HEALTH INSURANCE

This line item reflects employer expenses for health care coverage. There is an increase due to additional employee covered under the plan.

719.001 SICK AND ACCIDENT	This line item reflects employer expenses for sick and accident insurance. There is an increase due to additional covered employees.
719.015 VISION & DENTAL BENEFITS	This line item reflects employer expenses for providing vision and dental benefits for employees. There is an increase due to additional covered employees.
719.020 HEALTH CARE DEDUCTION	This line item is used to fund "Benny" cards associated with a new health insurance plan. Health care deductible accounts are budgeted at 75% of potential ceiling costs based on our agent's experience with comparable communities.
720.000 LIFE INSURANCE	This line item reflects employer expenses for life insurance. There is an increase due to additional covered employees.
727.000 OFFICE SUPPLIES	This line item reflects office supply expenses, such as forms, placards, pens, etc. No change.
730.000 POSTAGE	This line item reflects postage expenses. There is an increase due to the use of mail certification.
740.001 ORDINANCE & ZONING CODE BOOKS	This line item reflects expenses to purchase applicable code publications and software required as reference for inspectors. No change.
741.000 UNIFORMS	This line item reflects expenses to purchase uniform clothing apparel and other uniform related items. There is an increase due to new

uniform requirements for field inspectors.

800.001 ADMINISTRATION FEES

This line item reflects fees allocated for use of floor space and associated employee resources at the civic center. No change.

818.000 CONTRACTUAL SERVICES

This line item reflects expenses for contractual electrical inspection services and fill-in inspection services for sick calls and vacations. There is a substantial 52% decrease due to the restoration of a mechanical/plumbing inspector position and less reliance on contract help.

860.000 TRAVEL

This line item reflects expenses to reimburse staff for use of personal vehicles. This is a new budgeted expense for the building director.

867.000 GAS & OIL

This line item reflects expenses for gasoline and oil changes for vehicles used by the building department staff. There is a budgeted increase based on 2013 usage and addition of one vehicle.

876.000 RETIREMENT/MERS

This line item reflects employer retirement expenses for employees funded through this budget. There is an increase due to the addition of one employee.

943.000 MOTORPOOL LEASE/MAINTENANCE

This line item reflects lease payments to the motor pool and maintenance for vehicles used by the building department. There is a

budgeted increase due to higher lease payments and the addition of one vehicle.

958.000 MEMBERSHIP AND DUES

This line item reflects expenses for membership and dues in professional trade organizations required to maintain inspector certification. There is an increase to cover anticipated actual expenses.

960.000 EDUCATION AND TRAINING

This line item reflects expenses for mandatory education required to maintain inspector certification. There is a budgeted increase due to additional staff and consideration of optional training opportunities.

977.000 EQUIPMENT

This line item reflects expenses for the purchase of new equipment. Funds are budgeted for communications equipment for a plumbing/mechanical inspector.

09/09/2013		BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI					
Calculations as of 07/31/2013							
		2011	2012	2013	2013	2013	2014
		ACTIVITY	ACTIVITY	ADOPTED	AMENDED	ACTIVITY	REQUESTED
GL NUMBER	DESCRIPTION			BUDGET	BUDGET	THRU 07/31/13	BUDGET
Fund 249 - BUILDING DEPARTMENT							
ESTIMATED REVENUES							
Dept 000.000							
249-000.000-476.477	NON BUS. LIC. LIC & REG.	7,275	5,760	6,500	6,500	4,320	7,000
249-000.000-476.478	NON BUS. LIC. REFRIGERATION	5,400	7,290	6,000	6,000	6,795	11,000
249-000.000-476.479	NON BUS. LIC. BUILDING PERMIT	160,110	204,292	160,000	160,000	154,753	230,000
249-000.000-476.480	NON BUS. LIC. ELECTRICAL PERM	22,655	29,265	25,000	25,000	19,345	30,000
249-000.000-476.481	NON BUS. LIC. HEATING PERMIT	27,935	32,205	28,000	28,000	28,038	45,000
249-000.000-476.482	NON BUS. LIC. PLUMBING PERMIT	19,710	24,795	22,500	22,500	20,205	30,000
249-000.000-476.484	NON BUS. LIC. MISC / REINSPEC	13,795	14,655	12,000	12,000	11,275	16,000
249-000.000-476.486	NON BUS. LIC. SIGN PERMITS	2,520	3,330	3,500	3,500	1,485	3,500
249-000.000-607.001	CHG FOR SERVICES SITE PLAN RE						
249-000.000-607.002	CHG FOR SERVICES BOARD APPEAL						
249-000.000-607.006	CHG FOR SERVICES ZONING FEES						
249-000.000-607.007	CHG.FOR SERVICES-PRIVATE ROAD						
249-000.000-607.010	CHARGE FOR SRVCS-ENVIR/PLOT P	6,143	6,625	1,500	1,500	2,393	4,000
249-000.000-607.012	CHARGE FOR SERV-ADDRESS ASSIG	135				15	
249-000.000-607.270	CHARGE FOR SERV-LIQUOR INSPEC	1,260	1,710	1,000	1,000	855	1,000
249-000.000-664.001	INTEREST EARNED	270	267			111	150
249-000.000-694.001	OTHER INCOME-MISCELLANEOUS						
249-000.000-697.000	TRANSFER IN: GENERAL FUND						
249-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.			13,049	14,017		
Totals for dept 000.000-		267,208	330,194	279,049	280,017	249,590	377,650
TOTAL ESTIMATED REVENUES		267,208	330,194	279,049	280,017	249,590	377,650

09/09/2013		BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI					
Calculations as of 07/31/2013							
		2011	2012	2013	2013	2013	2014
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ADOPTED	AMENDED	ACTIVITY	REQUESTED
				BUDGET	BUDGET	THRU 07/31/13	BUDGET
<b>APPROPRIATIONS</b>							
<b>Dept 249.000-BUILDING DEPARTMENT</b>							
249-249.000-704.005	CONSTRUCTION BOARD OF APPEALS				320	320	
249-249.000-705.000	SALARY - SUPERVISION	29,576	29,900	30,044	30,044	16,119	37,555
249-249.000-705.003	WAGES REIMB FROM OTHERS						
249-249.000-706.000	SALARY - PERMANENT WAGES	22,167	33,338	39,630	39,630	20,854	39,630
249-249.000-706.004	BUILDING INSPECTION	57,095	61,918	57,388	57,388	33,107	57,566
249-249.000-706.005	ELECTRICAL INSPECTION						
249-249.000-706.006	HEATING AND PLUMBING INSPECT.						51,700
249-249.000-707.000	SALARY - TEMPORARY/SEASONAL						
249-249.000-708.004	SALARIES PAY OUT-PTO&SICKTIME				968	576	1,152
249-249.000-708.008	RETIREE TIME PAYOUTS	11,612					
249-249.000-708.010	HEALTH INS BUYOUT	1,200	3,219	1,200	1,200	600	1,500
249-249.000-709.000	REG OVERTIME		10			25	
249-249.000-715.000	F.I.C.A./MEDICARE	8,442	10,204	9,812	9,812	5,515	14,378
249-249.000-719.000	HEALTH INSURANCE	23,975	12,104	20,262	20,262	11,809	38,048
249-249.000-719.001	SICK AND ACCIDENT	785	747	715	715	434	715
249-249.000-719.015	VISION & DENTAL BENEFITS		2,878	3,122	3,122	1,880	5,243
249-249.000-719.020	HEALTH CARE DEDUCTION		4,564	11,550	11,550	6,372	17,325
249-249.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE		105			120	200
249-249.000-720.000	LIFE INSURANCE	347	343	346	346	210	346
249-249.000-723.000	DEFERRED COMPENSATION EMPLOYE		145			145	
249-249.000-724.001	UNEMPLOYMENT EXPENSE	532					
249-249.000-727.000	OFFICE SUPPLIES	599	547	1,000	2,000	1,604	2,000
249-249.000-727.007	OFFICE SUPPLIES - MICROFILM						
249-249.000-728.001	UNEMPLOYMENT EXPENSE						
249-249.000-730.000	POSTAGE		363	130	130	1,126	1,200
249-249.000-740.001	Ordinance & Zoning Code Books	814	162	1,000	1,000	402	1,000
249-249.000-741.000	UNIFORMS - LAUNDRY & CLEANING				750		1,000



09/09/2013		BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI					
Calculations as of 07/31/2013							
		2011	2012	2013	2013	2013	2014
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ADOPTED	AMENDED	ACTIVITY	REQUESTED
				BUDGET	BUDGET	THRU 07/31/13	BUDGET
249-249.000-755.000	SUBSCRIPTIONS & PUBLICATIONS						
249-249.000-800.001	ADMINSTRATION FEES	19,992	16,618	16,618	16,618	9,694	16,618
249-249.000-801.000	PROFESSIONAL SERVICES						
249-249.000-801.003	TOWNSHIP PROJECTS-PLANNER						
249-249.000-801.025	CHG FOR SVCS - ATTY REVIEW FE						
249-249.000-801.030	CHG FOR SVCS - TELECOMM REVIE						
249-249.000-817.000	TOWNSHIP PROJECTS ENGINEER						
249-249.000-818.000	CONTRACTUAL SERVICES	60,775	69,855	65,000	62,430	36,740	30,000
249-249.000-860.000	TRAVEL						1,000
249-249.000-867.000	GAS & OIL	1,853	2,721	1,800	1,800	1,187	3,000
249-249.000-876.000	RETIREMENT/MERS	11,639	11,941	16,632	16,632	8,180	26,728
249-249.000-900.000	PUBLISHING						
249-249.000-931.000	REPAIRS AND MAINTENANCE						
249-249.000-933.000	EQUIPMENT MAINTANCE						
249-249.000-939.000	AUTO MAINTENANCE						
249-249.000-942.000	LEASE - MOTORPOOL						
249-249.000-943.000	MOTORPOOL LEASE/MAINTENANCE	2,400	2,400	2,400	2,400	2,078	11,800
249-249.000-956.000	MISCELLANEOUS						
249-249.000-958.000	MEMBERSHIP AND DUES	100	575	200	200	125	1,000
249-249.000-960.000	EDUCATION AND TRAINING	170	190	200	200		1,000
249-249.000-977.000	EQUIPMENT				500	105	5,000
249-249.000-977.001	COMPUTER SOFTWARE						
249-249.000-977.009	COMPUTER/G.I.S. SYSTEM						
Totals for dept 249.000-BUILDING DEPARTMENT		254,073	264,847	279,049	280,017	159,327	366,704
TOTAL APPROPRIATIONS		254,073	264,847	279,049	280,017	159,327	366,704
NET OF REVENUES/APPROPRIATIONS - FUND 249		13,135	65,347			90,263	10,946

## **FUND 266 – LAW ENFORCEMENT**

### **Fund Overview**

The Law Enforcement Fund is funded by a new four-year millage approved by the electorate in August, 2013 for the provision of police services, ordinance enforcement and neighborhood watch activities. The fund is used to contract with Washtenaw County for police services from the Sheriff's Office; for other necessary police support expenses not provided as part of the police contract such as facilities, maintenance and equipment; to operate an Ordinance Enforcement Department; to support neighborhood watch services and a community resource center in the West Willow neighborhood; and to operate public crime surveillance cameras in limited areas.

The Washtenaw County Sheriff's Office responds to more than 27,000 calls for police service in Ypsilanti Township each year. About 15% of all service requests involve reportable crimes according to the Michigan Incident Crime Report published by the Michigan State Police. The majority of police calls for service involve nuisance complaints, traffic crashes, alarms, and other non-reportable or non-criminal incidents that require police response.

The Ordinance Department is an integral part of the Office of Community Standards and responds to more than 3,000 resident complaints of code violations and conducts more than 6,000 inspections each year. Complaints are resolved either through voluntary compliance or prosecution in district court. In extreme cases, circuit court litigation is required to achieve compliance. The Ordinance Department also handles in-depth investigations that often result in condemnation or demolition of buildings, as well as the relocation of displaced residents to suitable housing. Ordinance officers work in partnership with various government and non-profit agencies to safeguard the welfare and safety of township residents.

Ypsilanti Township is actively engaged with dozens of neighborhood watch groups and neighborhood associations whose members volunteer to help solve problems that threaten to impact the quality of life in neighborhoods. The township maintains a Community Resource Center in the West Willow neighborhood that is operated by community volunteers. The Township operates public surveillance cameras in the West Willow neighborhood, the Harris Rd baseball park, the Lakeview/Smith area and the Tyler/Redwood area as law enforcement investigative resources. The video surveillance system has proven to be a valuable tool for the sheriff's office to identify offenders and vehicles involved in crime.

The 2014 Law Enforcement budget recommendation allocates 96% of revenues to the Sheriff contract and other police costs, and 4% to operate the Ordinance Department.

## **Revenue Information**

The Law Enforcement millage of 5.95 mills is projected to generate \$6.6 million in operating revenue for FY2014. Besides tax dollars, other revenue is received from state liquor license fees, public nuisance abatement revenue and interest income.

There will be an estimated fund balance of about \$1.6 million at the end of FY2014 that will be needed to help pay for police protection for the period 2015-2017. The fund balance has been intentionally managed over the last several years to offset ongoing losses of tax revenue since 2008 due to continued declines in taxable value. Taxable values are projected to continue to decline through 2017 and the maintenance of the fund balance will help ensure adequate funding through that time.

## **Revenue Line Item Detail**

403.000 CURRENT PROPERTY TAXES	This line item reflects revenue from property taxes based on property values and millage rates. The total millage rate is 5.95 mills for law enforcement services.
403.002 CUR PROPERTY TAX ADJUSTMENTS	This line item reflects property tax revenue adjustments from the Board of Review and the Michigan Tax Tribunal.
574.001 STATE REVENUE-LIQUOR ENFORCEMENT	This line item reflects revenue received each year from the state derived from fees for liquor licenses. The funds are restricted for use to enforce MLCC rules and regulations.
655.266 PUBLIC NUISANCE ABATEMENT	This line reflects revenue from prostitution enforcement activity conducted by the Sheriff's Office and funded by the Township.
664.001 INTEREST EARNED	This line item reflects interest earned on funds deposited at various banks.
699.000 APPROPRIATED PRIOR YEAR BAL.	This line item reflects tax revenue received in prior years and saved for future use.

## Expense Recommendations

### Dept 301.000 Sheriff Services

- There will be a one percent (1%) rate increase for contractual police services from Washtenaw County in 2014. It is recommended that the Township continue to contract for 35 Police Service Units (PSU) to provide coverage for the Township at all times. The total police contract recommendation, including sheriff's deputies, sergeants, lieutenants, overtime, summer school officer collaborations and special equipment is \$5.8 million and includes the following components:
  - 35 Police Service Units (PSU) deployed as follows:
    - 27 deputies and four (4) sergeants assigned to patrol shift duties
    - 2 deputies assigned to a neighborhood enforcement team
    - 1 deputy assigned to neighborhood liaison/enforcement duties
    - 3 deputies and one (1) sergeant assigned to a Community Action Team
    - 1 deputy assigned to traffic/drunk driving enforcement
    - 1 deputy assigned to the computer forensics lab for specialized investigations and technical support to patrol deputies and county detectives for Ypsilanti Twp cases
    - One (1) operations lieutenant to oversee contractual police services and liaison with Township officials and staff
  - Collaboration with Lincoln Consolidated Schools for assignment of the school liaison deputy to Township neighborhoods during the 12-week summer break.
  - Collaboration with Ypsilanti Community Schools for assignment of the school liaison deputy to Township neighborhoods during the 12-week summer break.
  - \$450,000 budgeted for police overtime for: off-duty court; unavoidable shift extensions; back-fill for minimum staffing of patrol shifts due to vacations, sick leave, and other benefit time off; special investigations, directed traffic enforcement, and youthful offender crimes involving liquor and curfew violations.
- Continued neighborhood watch liaison services through assignment of the Deputy Supervisor
- Continued ownership and maintenance of the West Willow Community Resource Center with public Wi-Fi service in support of the New West Willow Neighborhood Association and sheriff patrol deputies
- Maintenance of public surveillance cameras in the West Willow neighborhood, Harris Road Baseball Park, Lakeview/Smith area and the I-94 pedestrian bridge at Tyler/Redwood

- Anticipated operation of the former state police post at 1501 S. Huron Rd as the primary Sheriff substation for Ypsilanti Twp once renovations are completed.
- Operation of the Holmes Rd police station as a 24hr/7day neighborhood detachment for use by sheriff’s deputies (unstaffed)
- Director of Police Services/Office of Community Standards director position
- Mandatory funding of OPEB retiree health care obligations

**Expense Line Item Detail**

705.000 SALARY – SUPERVISION	This line item reflects the salary for the Police Services Administrator. No change.
708.004 SALARIES PAY OUT-PTO & SICK	It is recommended that \$1,224 be budgeted in this line item to cover a payout of 32 hours @ 100%, per policy.
708.009 AUTO ALLOWANCE	This line item reflects contractual vehicle allowance for the Police Services Administrator for business use of personal vehicle. This is a taxable benefit not applicable toward retirement benefits. No change.
708.010 HEALTH INS BUYOUT	This line item reflects optional health insurance buyout payments to employees who are covered under other health insurance. The Police Services Administrator is not eligible for coverage.
715.000 F.I.C.A./MEDICARE	This line item reflects employer expenses for social security and Medicare. No change.
719.001 SICK AND ACCIDENT	This line item reflects employer expenses for sick and accident insurance. Slight increase.
719.015 VISION & DENTAL BENEFITS	This line item reflects the employer expense

to provide vision and dental coverage for employees. Slight increase.

720.000 LIFE INSURANCE

This line item reflects employer expenses for life insurance. Slight increase.

727.000 OFFICE SUPPLIES

This line item reflects office supply expenses for police services. Slight reduction.

730.000 POSTAGE

This line item reflects postage expenses for police services. No change.

740.000 OPERATING SUPPLIES

This line item reflects operating supplies for police services, such as neighborhood watch signs. No change.

800.001 ADMINISTRATION FEES

This line item reflects fees allocated to lease space at the civic center for police services and the ordinance department. No change.

831.000 SHERIFF PATROL CONTRACT

This line item reflects the deputy sheriff portion of the police contract formula price for 35 PSU. The portion of the PSU price for each sheriff's deputy is \$129,450. There is a 1% increase in contract costs.

831.001 SHERIFF PATROL - OVERTIME

This line item reflects regular and special overtime expenses related to the police services contract. See details listed above. Overtime funding has been increased in accordance with review of actual expenses year to date in 2013.

831.003 SHERIFF PATROL - SERGEANTS	<p>This line item reflects the portion of the police contract formula price for sergeant supervisors. The portion of the PSU price for sergeants is \$20,299 at a contractual ratio of 1 sergeant per every 7.5 deputies. A total of \$710,465 is paid for the equivalent services of 4.7 sergeants. There is a 1% increase in contract costs.</p>
831.004 SHERIFF PATROL - LIEUTENANTS	<p>This line item reflects the portion of the police contract formula price for operations lieutenant managers. The portion of the PSU price for lieutenants is \$3,872 per deputy at a contractual ratio of 1 lieutenant per every 45 deputies. A total of \$135,520 is paid for the equivalent services of 0.8 lieutenants. There is a 1% increase in contract costs.</p>
831.008 SHERIFF PATROL-SCHL COLLB CTRT	<p>This line item reflects the contract costs for two 12-week summer collaborations with the Lincoln Consolidated Schools and the Ypsilanti Community Schools. School resource deputies are re-assigned to Ypsilanti Township during the summer months when school is out of session and the focus on youth crimes in neighborhoods. There is a 1% increase in contract costs.</p>
831.010 PUBLIC NUISANCE ABATEMENT	<p>This new line item reflects funds allocated for special investigations conducted by the Community Action Team to address violent crime and narcotics trafficking in neighborhoods. No change.</p>

831.012 ANIMAL CONTROL  
ENFORCEMENT CONTRIBUTION

This line item reflects funds allocated to fulfill a contractual agreement with Washtenaw County to offset the cost of enforcing the Township's animal control ordinances above and beyond state law. The agreement is the result of a task force analysis of animal control laws and the associated costs of enforcing local ordinances.

876.000 RETIREMENT/MERS

This line item reflects employer retirement costs for the Police Services Administrator. Slight increase.

876.003 OPEB FUNDING-RETIREE HEALTH

This line item reflects pre-funding of retiree health care obligations for retired employees. There is no change in accordance with an actuarial report for the fund.

913.000 INSURANCE & BONDS FLEET

This line item reflects costs for fleet insurance. There is a reduction in cost.

917.000 WORKERS COMPENSATION  
INSURANCE

This line item reflects employer costs for workers compensation insurance. There is a reduction in cost.

920.015 UTILITIES/ 1405 HOLMES RD

This line item reflects expenses for utilities at the Holmes Rd police station. The station is operated as a 24hr/7day deputy detachment.

920.016 UTILITIES/2057 TYLER POLICE

This line item reflects expenses for gas, electric, water and Internet utilities at the West Willow community resource center.

920.018 UTILITIES/CIVIC CENTER POLICE

This line item reflects expenses for gas, electric and water utilities at the civic center police substation.



931.011 BLDG MAINT/1405 HOLMES	This line item reflects expenses for maintenance of the Holmes Rd police station. The station is operated as a 24hr/7day deputy detachment.
931.012 BLDG MAINT/2057 TYLER RD	This line item reflects expenses to maintain the West Willow community resource center.
931.014 BLDG MAINT/SHERIFF CIVIC CTR	This line item reflects expenses to maintain the police facility at the Civic Center. Includes repairs and maintenance of the door access system.
933.000 EQUIPMENT MAINTANCE	This line item reflects expenses to maintain special police equipment purchased by the Township for use by contract deputies. Includes annual software subscriptions for computer forensic resources. There is a budgeted increase due to the anticipated purchase of new equipment and software that requires maintenance.
933.020 PUBLIC CAMERA MAINTENANCE	This line item reflects expenses to maintain public surveillance cameras that are installed at selected locations as a police investigative resource. There is a budgeted increase in costs due to additional cameras added to the system in 2013.
942.000 LEASE - MOTORPOOL	This line item reflects expenses to rent vehicles for use by sheriff's deputies for undercover special enforcement assignments. Expenses have increased due to increased demand.

956.010 TAX REFUND EXPENSE

This line item reflects expenses incurred to refund property taxes due to tax appeals and negotiated appraisal settlements. There is a significant decrease projected due to no major unresolved tax appeals.

960.000 EDUCATION & TRAINING

This line item reflects expenses incurred for registration and attendance at training events for the police services administrator.

977.000 EQUIPMENT

This line item reflects funds allocated to purchase or replace Township equipment assigned to sheriff's deputies, such as digital cameras, as well as the purchase of new public surveillance cameras.

**Dept 304.000 Ordinance Department**

- Maintain current staffing of one (1) Ordinance Administrator and one (1) Ordinance Enforcement Assistant
- Maintain current staffing of one-half (0.5) clerical position as part of the Office of Community Standards clerical staff collaboration (shared with Treasurer's Office)
- Continue shared funding of Building Director's position to facilitate nuisance abatement projects and Ordinance Dept supervision (50% of salary and benefits commensurate with duties)

**Expense Line Item Detail**

705.000 SALARY - SUPERVISION

This line item reflects 50% of salary for the Building Director to supervise the Ordinance Dept and oversee nuisance abatement projects not attributable to Act 54 inspection revenue. Budgeted decrease due to realignment of salary split.

706.000 SALARY - PERMANENT WAGES	This line item reflects wages for two ordinance officers and one-half clerk assigned to the Office of Community Standards collaboration. Decrease due to new employees hired at a lower salary.
706.012 SALARY – NEIGHBORHOOD WATCH	This line item reflects wages for assignment of the deputy supervisor to perform neighborhood watch liaison duties. No change.
708.004 SALARIES PAY OUT-PTO&SICKTIME	It is recommended that \$1,426 be budgeted in this line item to cover a payout of 32 hours @ 100%, per policy.
708.010 HEALTH INS BUYOUT	This line item reflects optional health insurance buyout payments to employees who are covered under other health insurance.
709.000 REG OVERTIME	Clerical overtime to facilitate weekend dog licensing clinics. No overtime budgeted.
715.000 F.I.C.A./MEDICARE	This line item reflects employee expenses for social security and Medicare.
719.000 HEALTH & DENTAL INSURANCE	This line item reflects employer expenses for health, dental and optical coverage for employees funded in this budget. Increase due to new employee coverage.
719.001 SICK AND ACCIDENT	This line item reflects employer expenses for sick and accident insurance.
719.015 VISION & DENTAL BENEFITS	This line item reflects employer expenses

for vision and dental benefits.

719.020 HEALTH CARE DEDUCTION

This line item reflects employer expenses for employee health care.

720.000 LIFE INSURANCE

This line item reflects employer expenses for life insurance.

727.000 OFFICE SUPPLIES

This line item reflects office supply expenses for the Ordinance Dept, such as envelopes, portable printer ink, etc.

730.000 POSTAGE

This line item reflects postage expenses for the Ordinance Dept.

740.000 OPERATING SUPPLIES

This line item reflects operating supplies for the Ordinance Dept, such as portable radio batteries, digital media, camera memory, software, etc.

741.001 UNIFORMS-NEW AND BADGES

This line item reflects expenses for Ordinance officer uniform articles or clothing and boots.

867.000 GAS & OIL

This line item reflects expenses for gasoline and oil changes for 2 vehicles used by the Ordinance Dept.

876.000 RETIREMENT/MERS

This line item reflects employer retirement expenses for employees funded through this budget.

943.000 MOTORPOOL LEASE/MAINTENANCE

This line item reflects lease payments to the motor pool and maintenance for two vehicles used by the Ordinance Dept.

09/09/2013		BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI					
Calculations as of 07/31/2013							
		2011	2012	2013	2013	2013	2014
		ACTIVITY	ACTIVITY	ADOPTED	AMENDED	ACTIVITY	REQUESTED
GL NUMBER	DESCRIPTION			BUDGET	BUDGET	THRU 07/31/13	BUDGET
Fund 266 - LAW ENFORCEMENT FUND							
ESTIMATED REVENUES							
Dept 000.000							
266-000.000-403.000	CURRENT PROPERTY TAXES	6,836,162	6,045,966	5,651,254	5,651,254	5,672,068	6,587,489
266-000.000-403.002	CUR PROPERTY TAX ADJUSTMENTS	(71,145)	(5,923)				
266-000.000-409.000	REPAYMENT OF ABATED TAXES						
266-000.000-417.000	DELINQUENT PERS.PROPERTY TAXE						
266-000.000-445.000	PENALTIES AND INTEREST						
266-000.000-446.000	REPAYMENT OF ABATED TAXES						
266-000.000-529.000	FEDERAL GRANTS - OTHER						
266-000.000-574.000	STATE REVENUE SHARING						
266-000.000-574.001	STATE REVENUE-LIQUOR ENFORCMN	20,443	20,418	20,000	20,000		20,000
266-000.000-574.002	STATE REVENUE-RETURN FEE LEDG	14	426			41	
266-000.000-607.270	CHARGE FOR SERV-LIQUOR INSPEC						
266-000.000-655.266	PUBLIC NUISANCE ABATEMENT	8,650	11,200	8,000	8,000	3,700	5,000
266-000.000-664.001	INTEREST EARNED	3,696	3,066	1,500	1,500	673	
266-000.000-671.000	REIMBURSEMENT - EMPLOYEE INS						
266-000.000-694.001	OTHER INCOME-MISCELLANEOUS	1,935	282			2,385	
266-000.000-694.004	MISC REVENUE - INSURANCE REIM		1,208			803	
266-000.000-697.000	TRANSFER IN: GENERAL FUND						
266-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.			1,020,741	1,027,385		
Totals for dept 000.000-		6,799,755	6,076,643	6,701,495	6,708,139	5,679,670	6,612,489
TOTAL ESTIMATED REVENUES		6,799,755	6,076,643	6,701,495	6,708,139	5,679,670	6,612,489

09/09/2013		BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI					
Calculations as of 07/31/2013							
		2011	2012	2013	2013	2013	2014
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ADOPTED	AMENDED	ACTIVITY	REQUESTED
				BUDGET	BUDGET	THRU 07/31/13	BUDGET
APPROPRIATIONS							
Dept 301.000-SHERIFF SERVICES							
266-301.000-705.000	SALARY - SUPERVISION	79,539	79,539	79,834	79,834	42,829	79,834
266-301.000-705.003	WAGES REIMB FROM OTHERS						
266-301.000-706.000	SALARY - PERMANENT WAGES						
266-301.000-706.007	LIQUOR INSPECTIONS - CONSTABL						
266-301.000-706.009	WAGES- WARRANT OFFICER						
266-301.000-706.010	CIVIL INFRACTIONS - CONSTABLE						
266-301.000-706.012	WAGES-NEIGHBRD WATCH/ENFORCEM						
266-301.000-708.004	SALARIES PAY OUT-PTO&SICKTIME				2,601	2,600	1,224
266-301.000-708.009	AUTO ALLOWANCE	6,000	6,000	6,000	6,000	3,500	6,000
266-301.000-708.010	HEALTH INS BUYOUT						
266-301.000-709.000	REG OVERTIME						
266-301.000-715.000	F.I.C.A./MEDICARE	6,482	6,464	6,566	6,566	3,922	6,566
266-301.000-719.000	HEALTH INSURANCE	1,495					
266-301.000-719.001	SICK AND ACCIDENT	374	349	298	298	174	298
266-301.000-719.015	VISION & DENTAL BENEFITS		1,648	1,702	1,702	993	1,815
266-301.000-719.020	HEALTH CARE DEDUCTION						
266-301.000-720.000	LIFE INSURANCE	166	158	144	144	84	144
266-301.000-727.000	OFFICE SUPPLIES	125	269	400	400		300
266-301.000-730.000	POSTAGE		2	200	200	5	200
266-301.000-740.000	OPERATING SUPPLIES	457	396	1,000	1,000	200	1,000
266-301.000-740.002	OPERATING SUPPLIES-WORK PROGR						
266-301.000-800.001	ADMINSTRATION FEES	39,768	26,333	26,333	26,333	15,361	26,333
266-301.000-801.018	LEGAL SERV - WCBOC-GARAN LUCO						
266-301.000-818.000	CONTRACTUAL SERVICES						
266-301.000-830.001	ORDINANCE OFFICER						
266-301.000-830.002	ANIMAL CONTROL OFFICER						
266-301.000-830.003	YOUTH OFFICER						

09/09/2013		BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI					
Calculations as of 07/31/2013							
		2011	2012	2013	2013	2013	2014
		ACTIVITY	ACTIVITY	ADOPTED	AMENDED	ACTIVITY	REQUESTED
GL NUMBER	DESCRIPTION			BUDGET	BUDGET	THRU 07/31/13	BUDGET
266-301.000-830.004	COMMUNITY WORK PROGRAM						
266-301.000-831.000	SHERIFF PATROL CONTRACT	3,933,925	4,441,500	4,485,915	4,485,915	2,616,784	4,530,750
266-301.000-831.001	SHERIFF PATROL - OVERTIME	401,126	469,703	425,000	425,000	200,831	450,000
266-301.000-831.002	Sheriff Deputy Training Costs						
266-301.000-831.003	SHERIFF PATROL - SERGEANTS	616,848	696,465	703,430	703,430	410,334	710,465
266-301.000-831.004	SHERIFF PATROL - LIEUTENANTS	117,672	132,828	134,155	134,155	78,257	135,520
266-301.000-831.005	COMMUNITY SERVICE OFFICERS						
266-301.000-831.006	DEPUTY STIPEND						
266-301.000-831.007	LIQUOR INSPECTION EXPENDITURE						
266-301.000-831.008	SHERIFF PATROL-SCHL COLLB CTR	31,856	62,232	70,200	70,200	43,856	64,200
266-301.000-831.009	SHERIFF SUMMER POLICING	177,859					
266-301.000-831.010	PUBLIC NUISANCE ABATEMENT	1,220	5,000	5,000	5,000		5,000
266-301.000-831.011	SCHOOL CROSSING GUARD		4,756	5,000	5,000		
266-301.000-831.012	ANIMAL CONTROL ENFORCEMENT CONTRIB			20,000	30,000		30,000
266-301.000-850.000	TELEPHONE						
266-301.000-857.000	COMMUNICATIONS	1,777					
266-301.000-857.100	COMMUNICATIONS-INTERNET ACCES		4,568	10,000	1,000		
266-301.000-867.000	GAS & OIL						
266-301.000-876.000	RETIREMENT/MERS	7,554	8,351	10,450	10,450	5,905	11,444
266-301.000-876.003	OPEB FUNDING- RETIREE HEALTH	39,180	40,943	51,765	51,765	51,765	34,359
266-301.000-900.000	PUBLISHING	1,200		1,500	1,500		
266-301.000-913.000	INSURANCE & BONDS FLEET	3,180	3,207	3,406	3,406	2,516	2,925
266-301.000-917.000	WORKERS COMPENSATION INSURANC	3,822	3,256	2,858	2,858	1,582	1,908
266-301.000-920.015	UTILITIES/ 1405 HOLMES RD	1,112	7,505	8,000	8,000	3,843	7,000
266-301.000-920.016	UTILITIES/2057 TYLER POLICE	1,679	1,693	2,500	2,500	1,026	2,000
266-301.000-920.018	UTILITIES-CIVIC CTR POLICE	13,874	14,683	5,000	5,000	8,026	15,000
266-301.000-920.019	UTILITIES 1501 S HURON STATIO			40,000	33,623		
266-301.000-931.000	REPAIRS AND MAINTENANCE						
266-301.000-931.001	REPAIRS CIVIC CENTER						
266-301.000-931.009	BLDG MAINTENANCE						
266-301.000-931.011	BLDG MAINT/1405 HOLMES	2,345	2,658	2,500	2,500	420	2,000

09/09/2013		BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI					
Calculations as of 07/31/2013							
		2011	2012	2013	2013	2013	2014
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ADOPTED	AMENDED	ACTIVITY	REQUESTED
				BUDGET	BUDGET	THRU 07/31/13	BUDGET
266-301.000-931.012	BLDG MAINT/2057 TYLER RD	846	2,101	2,200	2,200	1,571	2,000
266-301.000-931.014	BLDG MAINT-SHERIFF-CIVIC CTR	3,611	4,077	1,000	1,000	1,843	5,000
266-301.000-931.015	BLDG MAINT - 1501 S HURON STA			20,000	15,000		1,000
266-301.000-933.000	EQUIPMENT MAINTANCE	3,252	10,500	10,000	7,000	4,600	10,000
266-301.000-933.020	PUBLIC CAMERA MAINTENANCE				12,000	6,048	15,000
266-301.000-939.000	AUTO MAINTENANCE						
266-301.000-939.002	FUEL/VEHICLE REPAIR ANIMAL CO						
266-301.000-939.005	FUEL/VEHICLE REPAIR WORK PROG						
266-301.000-940.000	RENT						
266-301.000-942.000	LEASE - MOTORPOOL	385	1,006	1,500	1,500	1,323	1,800
266-301.000-954.000	PROFESSIONAL INSURANCE						
266-301.000-956.000	MISCELLANEOUS						
266-301.000-956.003	MILEAGE LAW ENFORCEMENT						
266-301.000-956.004	RESERVE CONTINGENCIES						
266-301.000-956.010	TAX REFUND EXPENSE	202,655	161,065	260,621	260,621	64,721	50,000
266-301.000-956.018	MILEAGE - Law Enforcemnt Fund						
266-301.000-956.100	CRIME REWARDS						
266-301.000-960.000	EDUCATION AND TRAINING		4,129				2,000
266-301.000-971.001	CAPITAL OUTLAY - OTHER						
266-301.000-974.025	CAPITAL OUTLAY/SECURITY						
266-301.000-975.115	CIVIC CENTER - CARPETING						
266-301.000-977.000	EQUIPMENT	29,498	18,760	30,000	30,000	14,542	30,000
266-301.000-977.002	EQUIPMENT - FURNITURE						
266-301.000-977.018	EQUIPMENT - WORK PROGRAM						
Totals for dept 301.000-SHERIFF SERVICES		5,730,882	6,222,144	6,434,477	6,435,701	3,589,461	6,243,085



09/09/2013

## BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 07/31/2013

	2011 ACTIVITY	2012 ACTIVITY	2013 ADOPTED BUDGET	2013 AMENDED BUDGET	2013 ACTIVITY THRU 07/31/13	2014 REQUESTED BUDGET
GL NUMBER	DESCRIPTION					
Dept 302.000-LIQUOR ENFORCEMENT						
266-302.000-706.007	LIQUOR INSPECTIONS - CONSTABL					
266-302.000-715.000	F.I.C.A./MEDICARE					
266-302.000-719.000	HEALTH INSURANCE					
266-302.000-727.000	OFFICE SUPPLIES					
266-302.000-740.000	OPERATING SUPPLIES					
266-302.000-956.018	MILEAGE - Law Enforcemnt Fund					
266-302.000-960.000	EDUCATION AND TRAINING					
266-302.000-977.000	EQUIPMENT					
Totals for dept 302.000-LIQUOR ENFORCEMENT						

09/09/2013 BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 07/31/2013

		2011	2012	2013	2013	2013	2014
		ACTIVITY	ACTIVITY	ADOPTED	AMENDED	ACTIVITY	REQUESTED
GL NUMBER	DESCRIPTION			BUDGET	BUDGET	THRU 07/31/13	BUDGET
Dept 303.000-COMMUNITY SUPPORT							
266-303.000-706.000	SALARY - PERMANENT WAGES						
266-303.000-708.004	SALARIES PAY OUT-PTO&SICKTIME						
266-303.000-708.005	SALARIES PAY OUT OF RETIREES						
266-303.000-708.010	HEALTH INS BUYOUT						
266-303.000-715.000	F.I.C.A./MEDICARE						
266-303.000-719.000	HEALTH INSURANCE						
266-303.000-719.001	SICK AND ACCIDENT						
266-303.000-720.000	LIFE INSURANCE						
266-303.000-727.000	OFFICE SUPPLIES						
266-303.000-730.000	POSTAGE						
266-303.000-740.000	OPERATING SUPPLIES						
266-303.000-860.000	TRAVEL						
266-303.000-876.000	RETIREMENT/MERS						
266-303.000-900.000	PUBLISHING						
266-303.000-956.018	MILEAGE - Law Enforcemnt Fund						
266-303.000-960.000	EDUCATION AND TRAINING						
266-303.000-977.000	EQUIPMENT						
Totals for dept 303.000-COMMUNITY SUPPORT							

09/09/2013		BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI					
Calculations as of 07/31/2013							
		2011	2012	2013	2013	2013	2014
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ADOPTED	AMENDED	ACTIVITY	REQUESTED
				BUDGET	BUDGET	THRU 07/31/13	BUDGET
Dept 304.000-ORDINANCE							
266-304.000-705.000	SALARY - SUPERVISION	44,903	44,850	45,066	45,066	24,179	37,555
266-304.000-706.000	SALARY - PERMANENT WAGES	143,107	130,599	129,452	129,452	51,852	115,378
266-304.000-706.003	WAGES-ALLOCATED TO OTHER DEPT						
266-304.000-706.010	CIVIL INFRACTIONS - CONSTABLE						
266-304.000-706.012	WAGES-NEIGHBRD WATCH/ENFORCEM	7,800	7,800	7,800	7,800	4,200	7,800
266-304.000-706.013	WAGES ALLOCATED TO NSP DEOMLI						
266-304.000-707.000	SALARY - TEMPORARY/SEASONAL						
266-304.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	5,375	15,900		5,420	5,613	1,426
266-304.000-708.010	HEALTH INS BUYOUT	9,300	9,300	6,300	6,300	5,400	4,500
266-304.000-709.000	REG OVERTIME	79		500	500		
266-304.000-715.000	F.I.C.A./MEDICARE	15,594	15,926	15,009	15,009	7,464	12,044
266-304.000-719.000	HEALTH INSURANCE	23,675	12,173	11,257	11,257	6,561	21,951
266-304.000-719.001	SICK AND ACCIDENT	1,243	1,046	923	923	292	923
266-304.000-719.015	VISION & DENTAL BENEFITS		4,339	4,520	4,520	1,675	3,804
266-304.000-719.020	HEALTH CARE DEDUCTION		4,061	5,775	5,775	3,716	8,663
266-304.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE		103	103	103	105	200
266-304.000-720.000	LIFE INSURANCE	551	477	446	446	192	446
266-304.000-723.000	DEFERRED COMPENSATION EMPLOYE			500	500		
266-304.000-727.000	OFFICE SUPPLIES	191	197				200
266-304.000-730.000	POSTAGE	692	466	1,000	1,000	69	500
266-304.000-740.000	OPERATING SUPPLIES	304	289	1,000	700	256	1,000
266-304.000-741.000	UNIFORMS - LAUNDRY & CLEANING						
266-304.000-741.001	UNIFORMS-NEW AND BADGES	445	309	1,000	1,300		600
266-304.000-831.007	LIQUOR INSPECTION EXPENDITURE						
266-304.000-860.000	TRAVEL						
266-304.000-867.000	GAS & OIL	5,605	6,131	5,500	5,500	2,733	6,000
266-304.000-876.000	RETIREMENT/MERS	19,457	21,508	24,865	24,865	10,290	21,923
266-304.000-933.000	EQUIPMENT MAINTANCE						
266-304.000-939.000	AUTO MAINTENANCE						

09/09/2013		BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI					
Calculations as of 07/31/2013							
GL NUMBER	DESCRIPTION	2011 ACTIVITY	2012 ACTIVITY	2013 ADOPTED BUDGET	2013 AMENDED BUDGET	2013 ACTIVITY THRU 07/31/13	2014 REQUESTED BUDGET
266-304.000-942.000	LEASE - MOTORPOOL						
266-304.000-943.000	MOTORPOOL LEASE/MAINTENANCE	6,050	6,010	6,000	6,000	5,160	11,500
266-304.000-956.018	MILEAGE - Law Enforcemnt Fund						
266-304.000-958.000	MEMBERSHIP AND DUES						
266-304.000-960.000	EDUCATION AND TRAINING						
Totals for dept 304.000-ORDINANCE		284,371	281,484	267,016	272,436	129,757	256,413
TOTAL APPROPRIATIONS		6,015,253	6,503,628	6,701,493	6,708,137	3,719,218	6,499,498
NET OF REVENUES/APPROPRIATIONS - FUND 266		784,502	(426,985)	2	2	1,960,452	112,991

## FUND 893 – NUISANCE ABATEMENT FUND

The Nuisance Abatement Fund tracks revenue and expenses for a variety of nuisance abatement activity throughout Ypsilanti Township. Revenue is spent to mow grass/weeds at vacant properties, board up vacant and unsecured buildings, and to clean up blight pursuant to court orders. Mowing and board up enforcement continues to be in high demand due to foreclosure activity and increased awareness and reporting by the general public. The Township has taken steps to make it easier for citizens to report violations and has encouraged citizens to do so through newsletter and neighborhood watch publications, as well as complaint forms available on the web site.

In 2012, competitive bids were accepted for a new mowing contract and a three year agreement was awarded to the winning contractor covering FY 2012-14. Statutory mowing accounts for the largest share of expense and revenue in the Nuisance Abatement Fund.

### Line Item Detail

#### Revenue

626.631 CHARGE SERVICES - BLIGHT	This line item reflects fees collected from property owners invoiced for blight clean-up activities performed by the Ordinance Dept.
626.632 CHARGE SERVICES - BOARD UPS	This line item reflects fees collected from property owners invoiced for board-ups of vacant, blighted buildings performed by the Ordinance Dept.
626.636 CHRGR SERVICES WEEDS	This line item reflects fees collected from property owners invoiced for vegetation and noxious weeds abatement performed by the Ordinance Dept.
664.001 INTEREST EARNED	This line item reflects interest earned on bank deposits.

672.003 NOXIOUS WEED REVENUE-TAX REIMB

This line item reflects reimbursement of expenses for vegetation and noxious weeds abatement in cases where uncollected fees become a special assessment and get added to a property tax bill.

694.001 OTHER INCOME-MISCELLANEOUS

This line item reflects other miscellaneous income.

## Expenditures

704.000 APPOINTED OFFICIALS	This line item reflects payment to the noxious weed commissioner, which is a statutory position required by ordinance.
707.000 SALARY-TEMPORARY/SEASONAL	This line item reflects wages paid to temporary seasonal workers for nuisance abatement activity to assist the Ordinance Dept and Residential Services Department.
715.000 F.I.C.A./MEDICARE	This line item reflects employer payments for FICA/Medicare taxes for employees.
723.000 DEFERRED COMPENSATION EMPLOY	This line item reflects employer payments for deferred compensation for temporary and seasonal workers in lieu of retirement benefits.
806.001 BLIGHT ENFORCEMENT COSTS	This line item reflects funding to perform clean-ups of blighted properties by the Ordinance Dept.
806.002 BOARD-UP ENFORCEMENT COSTS	This line item reflects funding to board up and secure vacant, blighted buildings by the Ordinance Dept.
806.003 NOXIOUS WEED ENFORCEMENT COSTS	This line item reflects funding to mow vegetation and eradicate noxious weeds on private property when property owners fail to do so.

09/09/2013		BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI					
Calculations as of 07/31/2013							
		2011	2012	2013	2013	2013	2014
		ACTIVITY	ACTIVITY	ADOPTED	AMENDED	ACTIVITY	REQUESTED
GL NUMBER	DESCRIPTION			BUDGET	BUDGET	THRU 07/31/13	BUDGET
Fund 893 - NUISANCE ABATEMENT FUND							
ESTIMATED REVENUES							
Dept 000.000							
893-000.000-626.631	CHARGE SERVICES - BLIGHT	58	12,687	5,000	5,000	1,602	3,000
893-000.000-626.632	CHARGE SERVICES - BOARD UPS	1,879	3,694	20,000	20,000	3,337	15,000
893-000.000-626.636	CHRG SERVICES WEEDS	11,750	11,079	10,000	10,000	4,022	7,700
893-000.000-664.001	INTEREST EARNED	109	52			20	
893-000.000-672.001	BLIGHT/CLEANUP-TAX REIMB						
893-000.000-672.002	BOARD-UP REVENUE-TAX REIMB						
893-000.000-672.003	NOXIOUS WEED REVENUE-TAX REIM	46,706	38,237	65,000	65,000	32,539	30,000
893-000.000-694.001	OTHER INCOME-MISCELLANEOUS	14,936	1,092	500	500	963	
893-000.000-694.002	LEGAL DONATIONS & REIMBURSEMT						
893-000.000-697.000	TRANSFER IN: GENERAL FUND						
893-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.						
Totals for dept 000.000-		75,438	66,841	100,500	100,500	42,483	55,700
TOTAL ESTIMATED REVENUES		75,438	66,841	100,500	100,500	42,483	55,700



09/09/2013		BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI					
Calculations as of 07/31/2013							
		2011	2012	2013	2013	2013	2014
		ACTIVITY	ACTIVITY	ADOPTED	AMENDED	ACTIVITY	REQUESTED
GL NUMBER	DESCRIPTION			BUDGET	BUDGET	THRU 07/31/13	BUDGET
<b>APPROPRIATIONS</b>							
Dept 893.000-NUISANCE ABATEMENT DEPARTMENT							
893-893.000-704.000	APPOINTED OFFICIALS		500	500	500		500
893-893.000-707.000	SALARY - TEMPORARY/SEASONAL		4,104	7,680	7,680	1,237	3,000
893-893.000-715.000	F.I.C.A./MEDICARE		97	150	150	18	82
893-893.000-723.000	DEFERRED COMPENSATION EMPLOYE		53	100	100	16	39
893-893.000-806.000	BLIGHT DEMOLITION COSTS	889					
893-893.000-806.001	BLIGHT ENFORCEMENT COSTS	5,604	12,351	5,000	5,000	3,445	5,000
893-893.000-806.002	BOARD-UP ENFORCEMENT COSTS	22,598	22,873	20,000	20,000	10,067	15,000
893-893.000-806.003	NOXIOUS WEED ENFORCEMENT COST	63,708	33,275	67,000	67,000	11,984	32,000
893-893.000-806.050	DEMOLITION COSTS-1353 ROLLING	12,805					
893-893.000-806.090	DEMOLITION COSTS-2601 VERNA						
893-893.000-806.091	BLIGHT - GAULT VILLAGE	2,560					
893-893.000-876.000	RETIREMENT/MERS		53				
893-893.000-956.000	MISCELLANEOUS	1,881	835				
Totals for dept 893.000-NUISANCE ABATEMENT DEPARTMENT		110,045	74,141	100,430	100,430	26,767	55,621
<b>TOTAL APPROPRIATIONS</b>		<b>110,045</b>	<b>74,141</b>	<b>100,430</b>	<b>100,430</b>	<b>26,767</b>	<b>55,621</b>

Calculations as of 07/31/2013

GL NUMBER	DESCRIPTION	2011 ACTIVITY	2012 ACTIVITY	2013 ADOPTED BUDGET	2013 AMENDED BUDGET	2013 ACTIVITY THRU 07/31/13	2014 REQUESTED BUDGET
-----------	-------------	------------------	------------------	---------------------------	---------------------------	-----------------------------------	-----------------------------

NET OF REVENUES/APPROPRIATIONS - FUND 893	(34,607)	(7,300)	70	70	15,716	79
---	----------	---------	----	----	--------	----

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI Page:

Fund: 893 NUISANCE ABATEMENT FUND  
Calculations as of 07/31/2013

GL NUMBER	DESCRIPTION	2011 ACTIVITY	2012 ACTIVITY	2013 ADOPTED BUDGET	2013 AMENDED BUDGET	2013 ACTIVITY THRU 07/31/13	2014 REQUESTED BUDGET
	ESTIMATED REVENUES - ALL FUNDS	19,434,612	18,267,605	22,073,295	23,175,524	16,635,215	22,534,219
	APPROPRIATIONS - ALL FUNDS	19,164,441	19,792,677	22,042,372	23,144,601	12,213,248	22,375,904
	NET OF REVENUES/APPROPRIATIONS - ALL F	270,171	(1,525,072)	30,923	30,923	4,421,967	158,315

# 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: JEAN HALL CURRIE • STAN ELDRIDGE • MIKE MARTIN • SCOTT MARTIN

## **REGULAR MEETING AGENDA**

**MONDAY, SEPTEMBER 23, 2013  
7:00 P.M.**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE AND INVOCATION
3. PUBLIC COMMENTS
4. CONSENT AGENDA
  - A. MINUTES OF THE SEPTEMBER 9, 2013 WORK SESSION AND REGULAR MEETING
  - B. STATEMENTS AND CHECKS
  - C. AUGUST 2013 TREASURER REPORT
5. SUPERVISOR REPORT
6. CLERK REPORT
7. TREASURER REPORT
8. TRUSTEE REPORT
9. ATTORNEY REPORT
  - A. GENERAL LEGAL UPDATE

### **OLD BUSINESS**

1. 2<sup>ND</sup> READING ORDINANCE NO. 2013-432, SEWAGE DISPOSAL RATE INCREASE  
(FIRST READING HELD AT THE AUGUST 26, 2013 REGULAR MEETING)

### **NEW BUSINESS**

1. REQUEST TO AUTHORIZE HABITAT FOR HUMANITY, ON BEHALF OF YPSILANTI TOWNSHIP TO BID ON HUD PROPERTIES PURSUANT TO THE FIRST LOOK PROGRAM, NOT TO EXCEED \$75,000, CONTINGENT UPON APPROVAL BY THE THREE FULL-TIME OFFICIALS AND THE ATTORNEY, AND UPON ACCEPTANCE OF THE BID BY HUD TO AUTHORIZE THE THREE FULL-TIME OFFICIALS TO SIGN THE PURCHASE AGREEMENT(S) AND REMIT THE EARNEST MONEY DEPOSIT, AND FURTHERMORE TO EXECUTE ALL DOCUMENTS NEEDED TO CLOSE ON THE PROPERTY(IES), SUBJECT TO TOWNSHIP ATTORNEY APPROVAL WITH FORMAL APPROVAL OF ANY PURCHASE BEING PRESENTED TO THE TOWNSHIP BOARD AT THE NEXT REGULAR MEETING, CONTINGENT UPON BUDGET AMENDMENT APPROVAL

2. REQUEST OF WASHTENAW LITERACY FOR A CHARITABLE GAMING LICENSE
3. RESOLUTION NO. 2013-26, TEMPORARY ROAD CLOSURE REQUEST FROM CALVARY CHRISTIAN ACADEMY FOR SCHOOL EVENT ON OCTOBER 4, 2013
4. RESOLUTION No. 2013-27, ABANDONED TAX DELINQUENT PROPERTIES
5. REQUEST OF ART SERAFINSKI, RECREATION DIRECTOR TO APPROVE SENIOR NUTRITION PROGRAM AGREEMENT WITH WASHTENAW COUNTY FUNDED THROUGH FEDERAL GRANT AND TO AUTHORIZE SIGNING OF THE AGREEMENT
6. REQUEST OF KAREN WALLIN, HR DEPARTMENT FOR AUTHORIZATION TO RE-CLASS VACANT ASSESSING AFSCME POSITION TO FULL-TIME APPRAISER III AND TO CREATE PART-TIME AFSCME APPRAISER II/CLERK POSITION, NOT TO EXCEED 24 HOURS PER WEEK
7. REQUEST OF KAREN WALLIN, HR DEPARTMENT TO APPROVE LEAVE TIME POLICY
8. REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR AUTHORIZATION TO SEEK LEGAL ACTION, IF NECESSARY, TO ABATE ZONING VIOLATIONS FOR PROPERTY LOCATED AT 2851 E. MICHIGAN AVENUE.
9. BUDGET AMENDMENT #13

#### **OTHER BUSINESS**

#### **AUTHORIZATIONS AND BIDS**

1. REQUEST OF JEFF ALLEN RSD DIRECTOR TO ACCEPT THE LOW PROPOSAL FROM ALPINE POWER FOR THE REPLACEMENT OF HYDRO STATION BATTERIES AND CHARGER IN THE AMOUNT OF \$20,448.50, BUDGETED IN LINE ITEM #252.252.000.977.000
2. REQUEST TO SEEK BIDS WITH NO MINIMUM BID FOR THE SALE OF 116 S. HARRIS

# PUBLIC COMMENTS

---

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE SEPTEMBER 9, 2013 WORK SESSION**

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

**Members Present:** Supervisor Brenda L. Stumbo, Clerk Karen Lovejoy Roe, Treasurer Larry Doe, Trustees Stan Eldridge, Jean Hall Currie, Mike Martin and Scott Martin

**Members Absent:** None

**Legal Counsel:** Wm. Douglas Winters

**PAINT YPSILANTI OVERVIEW – ERIK DOTZAUER**

Eric Dotzauer, Executive Director for the Depot Town Community Development Corporation provided a brief overview of the Paint Ypsilanti Project. He explained they were targeting owner occupied homes in which the owners were either physically and/or financially unable to maintain their homes. He shared the project was focusing on painting homes and upgrading landscaping. He said Home Depot was providing free or discounted paint and supplies. The project was prioritizing Veterans and senior citizens. He said the current focus had been in the West Willow neighborhood.

Mr. Dotzauer said the Community Development Corporation was structured to allow them to obtain grant funds as a Non-Profit Association. He reported they would be working over the winter months to bring in additional funding in order to expand the project's scope.

Supervisor Stumbo asked if the Depot Town Community Development Corporation encompassed Ypsilanti City and Ypsilanti Township.

Mr. Dotzauer said that was correct and provided a history of the formation of the Corporation saying they had been mentored by the Community Development Corporation in Toledo. He also discussed the possibility of partnering with Ypsilanti Township for office space to enable them to meet with outreach groups.

Treasurer Doe said this was a very positive organization that would make a difference in our neighborhoods by providing help to those in need.

The Board agreed to provide space at the Civic Center in which the Corporation would be able to meet and have office space.



**CHARTER TOWNSHIP OF YPSILANTI  
SEPTEMBER 9, 2013 WORK SESSION MINUTES  
PAGE 2**

**YPSILANTI AREA CVB PRESENTATION – DEBBIE LOCKE DANIEL**

Debbie Locke Daniel, Ypsilanti Area Convention Visitor Bureau (CVB) provided a presentation on sales and marketing efforts of the CVB and a brief overview of their mission, funding mechanism and history. She said the CVB had developed a comprehensive marketing and business plan for yearly initiatives for sales, service development and marketing communications. She said they had provided funding for the River Up Project, the Freighthouse renovation, festivals and events, the Yankee Air Museum relocation effort, and pole banners.

Mary Zucchero, Director of Business and Sales Services reported it was her responsibility to build up economic impact by bringing meetings, events and groups to Ypsilanti, Ypsilanti Township and all of Washtenaw County.

Christine Laughren, Marketing Manager explained that it was her job to promote the Ypsilanti area by using a web-site and social media, press releases, ads and promotions, event support and print pieces. She provided examples of these to the Board.

**REVIEW 2014 PROPOSED GENERAL FUND BUDGET**

Supervisor Stumbo reviewed the following highlights of the proposed budget for the

**REVIEW OF GENERAL FUND – 101**

**Revenues**

Supervisor Stumbo stated there was a slight decrease in the 2013 taxable value but it was believe to be the last drop and the values should begin to stabilize. She said there was an increase of \$92,000 in State Shared Revenue due to a growth in population and the Township participation in the Economic Vitality Incentive Program (EVIP), which this the collaboration efforts with other communities.

**Expenditures**

Supervisor Stumbo stated the budget for the General Fund was \$7.4 million. She explained that each departmental budget included an explanation of each line item, which should answer any questions. Supervisor Stumbo listed the assumption that applied to each department budget as follows:

**CHARTER TOWNSHIP OF YPSILANTI  
SEPTEMBER 9, 2013 WORK SESSION MINUTES  
PAGE 3**

- Projected 30% increase in Health Care costs, which included new mandates of 4.5% and an additional 6% for taxes and fees, which was part of the new health care. There was an additional 9% increase due to a higher number of claims than anticipated
- An 8% increase for Delta Dental
- Actuarial report was used to determine the OPEB funding and investments were done at 7% versus 4%
- A MERS increase of 1.97%, which makes the Township contribution 14.39% but because of fewer employees, the cost was less
- Salary payout was included in each budget for Teamster and Non-Union employees
- Permanent wages would remain the same pending negotiations for AFSCME, 14-B Court and Fire Department
- Three AFSCME positions were currently vacant and the Union had agreed to a 90-day extension to discuss internally

**101-TOWNSHIP BOARD**

- Increases limited to the Health Care and MERS increases

**137-DUE PROCESS**

- Increase in prosecution from \$105,000 to \$120,000 based on the Domestic Violence activity

**171-SUPERVISOR**

- Increases limited to the Health Care and MERS increases

**201-ACCOUNTING**

- Increases limited to the Health Care and MERS increases

**202-INDEPENDENT AUDITING**

- An increase of \$1,500 for the Independent Audit called for a decrease in use of other auditing services in order to stay within the same amount as last year

**209-ASSESSING**

- Decrease in permanent wages due to the Assessor proposing to fill recently vacated full-time position as a part-time
- Tax Tribunals reduced by \$50,000

**210-LEGAL SERVICES**

- Budgeted \$50,000 for Litigation and \$30,000 for the Labor Consultant

**CHARTER TOWNSHIP OF YPSILANTI  
SEPTEMBER 9, 2013 WORK SESSION MINUTES  
PAGE 4**

**215-CLERK**

- Clerk Lovejoy Roe stated her office would be conducting three elections in 2014 and due to growth in certain precincts, additional mailings for voter notifications that were not included in the draft budget but would need to be added

**227-HUMAN RESOURCES**

- Education and Training fund increased to cover all departmental training

**247-BOARD OF REVIEW**

- Board of Review remained the same

**253-TREASURER**

- Increases limited to the Health Care and MERS increases

**265-BUILDING OPERATIONS**

- Increases limited to the Health Care and MERS increases

Treasurer Doe questioned if the gas and oil should be increased

Trustee Scott Martin inquired if the Township was moving forward with a 10-year Capital Improvement Plan, which would allow them to be more proactive rather than reactive.

**266-COMPUTER SUPPORT**

- Travis McDugald, IS Manager explained the Facility Management software would be an alternate to Support Web, which would provide better accountability. The cost allocated for the BS&A software was not an upgrade but rather the third-year payment. The Records Management Software project was still being researched and cable run cost was for anticipated data drops needed for new workstation areas.

**267-GENERAL SERVICES**

- General Services Budget remained the same

Clerk Lovejoy Roe suggested shredding costs be included in the General Services budget

**371-COMMUNITY DEVELOPMENT**

- Increases limited to the Health Care and MERS increases

**400-PLANNING COMMISSION**

- Planning Commission remained the same

**CHARTER TOWNSHIP OF YPSILANTI  
SEPTEMBER 9, 2013 WORK SESSION MINUTES  
PAGE 5**

**446-HIGHWAYS AND STREETS**

- Increase of \$46,000 for the Township's portion of cleaning drains
- \$150,000 budgeted for speed humps and some small road projects that were not on the bond list. Any other improvements would come back to the Board for approval

**762-RESIDENTIAL SERVICES**

- Increases limited to the Health Care and MERS increases

**774-PARKS AND GROUNDS**

- Carl Girbach, Public Services Superintendent had provided a list of recommend improvements, which were included with the explanation sheet

Supervisor Stumbo suggested slowly replacing the trash barrels with some nice, heavy, easy to change trash receptacles.

**780-STORM WATER MANAGEMENT**

- Overall cost was down due to the cooperative agreement with the Huron River Watershed but an additional \$500 would need to be added for a required storm permit

**851-FRINGES AND INSURANCE**

- Fringes and Insurance remained the same

**950-COMMUNITY STABILIZATION**

- Legal Services of \$250,000 for public nuisance
- Land Bank with Habitat for \$120,000
- Land Bank contribution for \$100,000

**956-OTHER FUNCTIONS**

- Met with a potential grant writer, which provides the same services to Ann Arbor SPARK
- Rutherford Pool contribution of \$5,000

Supervisor Stumbo stated the largest drop was in the non-assessable street lighting, which went from \$361,000 to \$200,000. She said the Township had received a grant for next year for the Grove Road bike path to make it walkable from the City limits to Bridge Road. Supervisor Stumbo also said there was a possibility of relocating the streetlights in Liberty Square along Grove Road.

**CHARTER TOWNSHIP OF YPSILANTI  
SEPTEMBER 9, 2013 WORK SESSION MINUTES  
PAGE 6**

**REVIEW AGENDA**

Supervisor Stumbo reviewed the agenda with additional discussion on the following agenda items:

**ATTORNEY REPORT**

Attorney Winters gave a brief update of the ten (10) properties the Township had obtained under the "First Right of Refusal" and sold to Habitat for Humanity. He said Habitat had done more to stabilize neighborhoods than anything else available to the Township. He praised Habitat for the efforts they put into restoring the homes above the code and the resulting home ownerships.

Clerk Lovejoy Roe informed the Board that an agreement was almost ready with HUD's "First Look Program". She also gave the dates of September 16 & 17, 2013 for the upcoming Volunteer with Habitat for Humanity Build and said they were looking for people to help with registration. She said thirty individuals from Dow Chemical would be working with thirty U of M students, renovating four Habitat for Humanity homes in Gault Village.

Supervisor Stumbo briefly updated the Board on the effective partnership between the Township and Habitat for Humanity.

Javonna Neel, Accounting Director reported the Township had received a check from Habitat for Humanity for \$74,286.00 for the ten properties.

Attorney Winters gave a brief overview of what owning a home meant to families and especially the stability it provided for children. He said Habitat for Humanity really embodied humanitarian principles and praised the Board for their commitment as well.

**NEW BUSINESS**

**1. RESOLUTION NO. 2013-25 – REQUESTING CHARTER TOWNSHIP OF YPSILANT MEMBERSHIP IN THE ANN ARBOR AREA TRANSPORTATION AUTHORITY.**

Trustee Eldridge asked if there was any way to be released from the Authority if the Board would so choose. He voiced his concern since it seemed to be virtually impossible to meet the requirements for withdrawal. Trustee Eldridge said he supported transportation but just wanted to make sure this approach was best for the residents.

Supervisor Stumbo explained that the Authority would be similar to the District Library and YCUA.

**CHARTER TOWNSHIP OF YPSILANTI  
SEPTEMBER 9, 2013 WORK SESSION MINUTES  
PAGE 7**

Clerk Lovejoy Roe voiced her support for the AAATA to help our seniors and other residents that depended on public transportation. She understood that that the Township Board would have to vote to be released and then the Authority would have to allow for the withdrawal.

**ADJOURNMENT**

The meeting adjourned at approximately 6:50 p.m.

Respectfully submitted,

Karen Lovejoy Roe, Clerk

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE SEPTEMBER 9, 2013 REGULAR MEETING**

The meeting was called to order by Supervisor Brenda L. Stumbo, 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 and a moment of silent prayer was observed.

**Members Present:** Supervisor Brenda L. Stumbo, Clerk Karen Lovejoy Roe, Treasurer Larry Doe, Trustees Stan Eldridge, Jean Hall Currie, Mike Martin and Scott Martin

**Members Absent:** None

**Legal Counsel:** Wm. Douglas Winters

**PUBLIC HEARING**

**A. 7:00 PM – 2013 SPECIAL ASSESSMENT LEVY – RESOLUTION NO. 2013-23** (Public Hearing set at the August 26, 2013 Regular Meeting)

The public hearing opened at 7:02 p.m.

Clerk Lovejoy Roe read the resolution into the record.

The public hearing closed at 7:03 p.m.

**A motion was made by Clerk Lovejoy Roe, seconded by Trustee Hall Currie to approve Resolution No. 2013-23 – Special Assessment Levy (see attached). The motion carried unanimously.**

**PUBLIC COMMENTS**

JoAnn McCollum, Township Resident thanked the Board for all of the work they do and she felt Ypsilanti Township was an awesome community in which to live. She voiced her appreciation for the excellent way, which the Sheriff's Department handled the situation in apprehending the suspect in the West Willow area a few weeks ago.

Wilma Gold-Jones, Township Resident said that regional transportation with the AAATA was very important and she voiced her support.

**CONSENT AGENDA**

- A. MINUTES OF THE AUGUST 26, 2013 WORK SESSION AND REGULAR MEETING**
- B. STATEMENTS AND CHECKS**

**A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to approve the Consent Agenda. The motion carried unanimously.**

**ATTORNEY REPORT**

Supervisor Stumbo stated that Attorney Winters had given a general legal update in the Work Session.

**CHARTER TOWNSHIP OF YPSILANTI  
SEPTEMBER 9, 2013 REGULAR MEETING MINUTES  
PAGE 2**

Attorney Winters added that he had spoken with the firefighters regarding the high number of fires in apartment complexes in recent weeks. He voiced the need to educate owners of these complexes as to fire safety, given their growing age and population density. He thanked the firefighters for their service.

**NEW BUSINESS**

**1. RESOLUTION NO. 2013-25 – REQUESTING CHARTER TOWNSHIP OF YPSILANTI MEMBERSHIP IN THE ANN ARBOR AREA TRANSPORTATION AUTHORITY**

Clerk Lovejoy Roe read the Resolution into the record.

**A motion was made by Clerk Lovejoy Roe, supported by Trustee Mike Martin to authorize the Charter Township of Ypsilanti membership in the Ann Arbor Area Transportation Authority (AAATA) (see attached). The motion carried unanimously.**

Supervisor Stumbo introduced Michael Ford, CEO of the Ann Arbor Area Transportation Authority.

Trustee Eldridge asked if the Township Board would be entitled to representation on the AAATA Board, if Ann Arbor would also have representation and if the AAATA would be in conjunction with the State mandate of a regional transportation authority. He also questioned if an additional millage would be requested and what other municipalities were being considered for membership.

Mr. Ford stated Ypsilanti Township would receive representation on the Board but he was not sure about Ann Arbor. He explained that AAATA was a local service, which had a thirty-year plan regarding short and long-term plans that would allow connection to the regional authority. Mr. Ford explained the next progression would likely include consideration of a millage but it was premature. He further explained that Ypsilanti City and Ann Arbor had already joined and if the Board approved, Ypsilanti Township would be included. Mr. Ford said Pittsfield and Saline had shown potential for joining but Scio and Superior Townships were looking to extend their purchase agreements from one to five years. He stressed there were more advantages in being part of the AAATA Board and being involved in shaping policies than with the agreements.

Trustee Eldridge asked if there was a way, for whatever reason, for a municipality to withdraw from the Authority at a later date.

Mr. Ford said there were mechanisms in place in which to petition the Board for withdrawal. Discussion followed on the legal experts working on the specifics of a withdrawal process, if needed, and the process of joining the Authority. He further stated the Authority was eligible for federal and other types of grants.

Supervisor Stumbo explained the next step was to have the Township request approved by the AAATA Board and the Ann Arbor City Council. The Articles of Incorporation were next and any questions or concerns would be addressed and brought back to the Township Board for approval.

**The motion carried unanimously.**



**2. 2013 YPSILANTI TOWNSHIP FIFTH AGREEMENT WITH WASHTENAW COUNTY ROAD COMMISSION IN THE AMOUNT OF \$4,100, BUDGETED IN LINE ITEM #101.446.000.818.022**

A motion was made by Treasurer Doe, supported by Trustee Scott Martin to approve the 2013 Ypsilanti Township Fifth Agreement with Washtenaw County Road Commission in the amount of \$4,100, budgeted in line item #101.446.000.818.022 (see attached). The motion carried unanimously.

**3. REQUEST OF JOE LAWSON, PLANNING DIRECTOR FOR AUTHORIZATION TO DISTRIBUTE 2013 MASTER PLAN UPDATE FOR PUBLIC COMMENT**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Hall Currie to approve the request of Joe Lawson, Planning Director for authorization to distribute the 2013 Master Plan Update for public comment. The motion carried unanimously.

**4. REQUEST OF JEFF ALLEN, RSD DIRECTOR TO ACCEPT QUOTE FROM BARRETT PAVING MATERIALS, INC. USING WCRC CONTRACT PRICING TO MILL AND OVERLAY POLICE/COURT PARKING LOT IN THE AMOUNT OF \$79,213.20 AND PAVED AREA AT MAINTENANCE GARAGE IN THE AMOUNT OF \$44,201 FOR A TOTAL AMOUNT OF \$123,414.20, BUDGETED IN LINE ITEM #101.970.000.971.008, CONTINGENT UPON BUDGET AMENDMENT APPROVAL**

A motion was made by Trustee Hall Currie, supported by Trustee Scott Martin to authorize the request of Jeff Allen, RSD Director to accept the quote from Barrett Paving Materials, Inc. using the WCRC contract pricing to mill and overlay the Police/Court parking lot in the amount of \$79,213.20 and paved area at the maintenance garage in the amount of \$44,201 for a total amount of \$123,414.20, budgeted in line item #101.970.000.971.008 contingent upon Budget Amendment approval. The motion carried unanimously.

**5. BUDGET AMENDMENT #12**

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Budget Amendment #12 (see attached). The motion carried unanimously.

**OTHER BUSINESS**

Mike Radzik, OCS Director provided a brief update on the Liberty Square demolition project.

Trustee Eldridge asked for an update on recouping funds for asbestos removal.

Mike Radzik explained the documents and invoices had been gathered and would be provided to Attorney Winter's office.

Supervisor Stumbo said that the entities for the demolition of the GM Plant had agreed to preserve the section the Yankee Air Museum had requested, so they could continue to raise funds.

**CHARTER TOWNSHIP OF YPSILANTI  
SEPTEMBER 9, 2013 REGULAR MEETING MINUTES  
PAGE 4**

**ADJOURNMENT**

**A motion was made by Trustee Eldridge, supported by Trustee Scott Martin to adjourn the meeting. The motion carried unanimously.**

The meeting adjourned at approximately 7:30 p.m.

Respectfully submitted,

Brenda L. Stumbo, Supervisor  
Charter Township of Ypsilanti

Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti

# CHARTER TOWNSHIP OF YPSILANTI

## RESOLUTION NO. 2013-23

### SPECIAL ASSESSMENT LEVY

**WHEREAS**, the Charter Township of Ypsilanti Board of Trustees, on September 9, 2013 held a public hearing on the proposed special assessment roll prepared by the Assistant Assessor, a copy of which is on file in the Clerk's Office, after advertising the same in a newspaper of record in the Township, and;

**WHEREAS**, on September 9, 2013, the Ypsilanti Township Board heard comments on said proposed special assessment roll prepared by the Assistant Assessor.

**NOW THEREFORE, BE IT RESOLVED** that the proposed special assessment roll prepared by the Assistant Assessor for the Charter Township of Ypsilanti be adopted and the amounts set forth on the special assessment roll be levied on the 2013 Winter Tax Roll.

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. 2013-23 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on September 9, 2013.



---

Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti

# Charter Township of Ypsilanti

## Resolution No. 2013-25

### Requesting Charter Township of Ypsilanti Membership In the Ann Arbor Area Transportation Authority

**WHEREAS**, the Ann Arbor Area Transportation Authority (AAATA) has provided bus service to the Charter Township of Ypsilanti continuously since 1983 through annual Purchase of Service Agreements; and

**WHEREAS**, in 2012 The Charter Township of Ypsilanti Board of Trustees voted to participate in the formation of the PA 196 authority known as the Washtenaw Transportation Authority; and

**WHEREAS**, the Ann Arbor Area Transportation Authority (AAATA) in collaboration with local leaders, has developed an urban core transit plan based upon individual community needs for urban core transit services; and

**WHEREAS**, the Charter Township of Ypsilanti has participated in many public meetings with other urban municipal leaders and residents to create a plan for expanded transportation services within the urban core of Washtenaw County; and

**WHEREAS**, the Charter Township Board of Trustees directed the Township Supervisor, Clerk and Treasurer to continue discussions with AATA to find a solution to Countywide Transportation issues at the November 26, 2012 Ypsilanti Township Board meeting; and

**WHEREAS**, the Ann Arbor Area Transportation Authority (AAATA) held many meetings with public, business and education leaders, attended community events, presented at public meetings across Washtenaw County, including several meetings with the Charter Township of Ypsilanti residents to create a Five-Year Transit program; and

**WHEREAS**, the Charter Township of Ypsilanti residents, expressed interest in expanded transit services through public meeting input, emails, and postcards; and

**WHEREAS**, bus service in the Charter Township of Ypsilanti can be improved to more efficiently meet the transportation needs of Township residents by increasing frequency and hours of current operations, as demonstrated by a 30 percent ridership increase on AATA Route 4 and further expanded urban core bus service improvements such as an additional route to service the Ypsilanti District Library and residents in the southern part of Ypsilanti Township, increased frequency and hours on routes in the north, west and east parts of Ypsilanti Township, a new Park and Ride lot and the institution of Ypsilanti Township-wide Dial-a-Ride Service for all Ypsilanti Township seniors and disabled are needed and identified as a part of the future Urban Core transit expansion plan; and

**WHEREAS**, the Charter Township of Ypsilanti wishes to join AAATA in return for continuing to contribute general fund dollars equal to the cost of providing services represented by Purchase-of-Service Agreement costs to AAATA; and

**WHEREAS**, AAATA is a transit authority formed by the City of Ann Arbor under the State of Michigan Public Act 55 of 1963 and PA 55 specifies a procedure for political subdivisions like the Charter Township of Ypsilanti to join AAATA; and

**WHEREAS**, expanding the AAATA to include the Charter Township of Ypsilanti will strengthen the authority and provide opportunities to improve bus service in the most cost effective method in Ypsilanti Township in addition to the City of Ann Arbor and City of Ypsilanti; and

**NOW THEREFORE BE IT RESOLVED** that the Charter Township of Ypsilanti Board of Trustees requests membership in the Ann Arbor Area Transportation Authority in accordance with the State of Michigan Public Act 55 of 1963 and asks the AAATA Board of Directors to approve the request.

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. 2013-25 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on September 9, 2013.



---

Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti

**2013 YPSILANTI TOWNSHIP FIFTH AGREEMENT**

THIS AGREEMENT, made and entered into this 9th day of September, 2013, 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. **Greenside Street, Edison Avenue westerly 200 feet:**  
 Work to include ditching, driveway culvert installation, drainage structure construction, and project restoration.  
 Estimated project cost: \$ 4,100.00

**AGREEMENT SUMMARY**

Greenside Street	\$ 4,100.00
<b>ESTIMATED AMOUNT TO BE PAID BY YPSILANTI TOWNSHIP UNDER THIS AGREEMENT:</b>	<b><u>\$ 4,100.00</u></b>

FOR YPSILANTI TOWNSHIP:

Brenda L. Stumbo  
Brenda L. Stumbo, Supervisor

Nancy W. Wynn Witness

Karen Lovejoy Roe  
Karen Lovejoy Roe, Clerk

Nancy W. Wynn Witness

FOR WASHTENAW COUNTY ROAD COMMISSION:

\_\_\_\_\_ Witness  
Douglas E. Fuller, Chair

\_\_\_\_\_ Witness  
Roy D. Townsend, Managing Director

**CHARTER TOWNSHIP OF YPSILANTI  
2013 BUDGET AMENDMENT #12**

**September 9, 2013**

**101 - GENERAL OPERATIONS FUND**

Total Increase \$123,414.20

Increase for capital improvement to repair back parking lot and paving areas at the maintenance garage of the Civic Center .  
This will be funded by an Appropriation of he Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	<u>\$123,414.20</u>
		Net Revenues	<u><u>\$123,414.20</u></u>

Expenditures:	Capital Outlay - Improvements	101-970-000-971.008	<u>\$123,414.20</u>
		Net Expenditures	<u><u>\$123,414.20</u></u>



Motion to Amend the 2013 Budget (#12):

Move to increase the General Fund budget by \$123,414.20 to \$9,768,242 and approve the department line item changes as outlined.

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank AP AP					
09/05/2013	AP	162673	0118	DTE ENERGY	15,799.32 V
09/05/2013	AP	162674	0118	DTE ENERGY	15,799.32
09/06/2013	AP	162675	6821	AT & T	25.54
09/06/2013	AP	162676	6821	AT & T	19.55
09/06/2013	AP	162677	6821	AT & T	26.13
09/06/2013	AP	162678	6821	AT & T	50.67
09/06/2013	AP	162679	6821	AT & T	235.44
09/06/2013	AP	162680	0363	COMCAST CABLE	219.85
09/06/2013	AP	162681	0363	COMCAST CABLE	84.85
09/06/2013	AP	162682	0363	COMCAST CABLE	137.93
09/06/2013	AP	162683	0363	COMCAST CABLE	84.85
09/06/2013	AP	162684	16364	SPICER GROUP	1,028.50
09/06/2013	AP	162685	4402	TDS METROCOM	870.00
09/06/2013	AP	162686	1475	VERIZON WIRELESS	80.97
09/06/2013	AP	162687	1475	VERIZON WIRELESS	70.71
09/06/2013	AP	162688	1475	VERIZON WIRELESS	1,250.94
09/06/2013	AP	162689	0480	YPSILANTI COMMUNITY	478.52
09/06/2013	AP	162690	S. SWEENEY	SUSAN SWEENEY	90.00

AP TOTALS:

Total of 18 Checks:	36,353.09
Less 1 Void Checks:	15,799.32
Total of 17 Disbursements:	<u>20,553.77</u>

Accounts Payable Checks - 990,311.39

Hand Checks - 20,553.77

Grand Total - 1,010,865.16

User: mharris

CHECK NUMBERS 162691 - 162766

DB: Ypsilanti-Twp

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank AP AP					
09/16/2013	AP	162691	2937	A & R TOTAL CONSTRUCTION, INC.	471.27
09/16/2013	AP	162692	15493	ADAM KURTINAITIS	630.00
09/16/2013	AP	162693	6272	ATS CONSTRUCTION EQUIPMENT	2,426.66
09/16/2013	AP	162694	0017	ANN ARBOR CLEANING SUPPLY	502.20
09/16/2013	AP	162695	0215	AUTO VALUE YPSILANTI	417.81
09/16/2013	AP	162696	15524	AUTOMATIC SUPPLY MICHIGAN	1,801.29
09/16/2013	AP	162697	6702	BELFOR PROPERTY RESTORATION	730.50
09/16/2013	AP	162698	6959	BUTZEL LONG	2,304.75
09/16/2013	AP	162699	4247	CAMPBELL SCIENTIFIC	463.55
09/16/2013	AP	162700	16315	CAMTRONICS COMMUNICATIONS CO.	10,004.50
09/16/2013	AP	162701	2276	CINCINNATI TIME SYSTEMS	772.85
09/16/2013	AP	162702	15811	CITADEL EXCAVATING, INC	18,090.00
09/16/2013	AP	162703	0825	CITY OF YPSILANTI	287.40
09/16/2013	AP	162704	15452	COLD CUT KRUISE	280.30
09/16/2013	AP	162705	0582	CONGDON'S	141.25
09/16/2013	AP	162706	2913	EMERGENCY VEHICLE SERVICES	906.78
09/16/2013	AP	162707	2898	EMERGENT HEALTH PARTNERS	5,556.94
09/16/2013	AP	162708	1233	GORDON FOOD SERVICE INC.	29.63
09/16/2013	AP	162709	6161	GOVERNMENTAL CONSULTANT	2,850.00
09/16/2013	AP	162710	4537	GRAND TRAVERSE RESORT	308.59
09/16/2013	AP	162711	HEIRLOOM	HEIRLOOM FURNITURE RESTORATION	1,440.00
09/16/2013	AP	162712	15884	HEPPNER LANDSCAPE SERVICES	939.00
09/16/2013	AP	162713	15884	HEPPNER LANDSCAPE SERVICES	660.00
09/16/2013	AP	162714	15884	HEPPNER LANDSCAPE SERVICES	325.00
09/16/2013	AP	162715	15884	HEPPNER LANDSCAPE SERVICES	1,365.00
09/16/2013	AP	162716	15884	HEPPNER LANDSCAPE SERVICES	765.00
09/16/2013	AP	162717	6547	HERITAGE NEWSPAPERS	140.80
09/16/2013	AP	162718	6900	HEWLETT PACKARD	1,076.02
09/16/2013	AP	162719	0503	HOME DEPOT	156.31
09/16/2013	AP	162720	15496	J.F. MOORE & ASSOCIATES, LLC	318.00
09/16/2013	AP	162721	0085	JOHN DEERE LANDSCAPES	432.22
09/16/2013	AP	162722	4467	JOHN DEERE LANDSCAPES	122.77
09/16/2013	AP	162723	5731	JOSEPH LAWSON	350.00
09/16/2013	AP	162724	16408	JTW PIPES LLC	400.00
09/16/2013	AP	162725	16350	KEVIN PARVIZ	100.00
09/16/2013	AP	162726	0222	LARDNER ELEVATOR COMPANY	1,740.00
09/16/2013	AP	162727	LUTZ	LUTZ ROOFING	271,073.00
09/16/2013	AP	162728	MAGNET	MAGNET FORENSICS	2,174.00
09/16/2013	AP	162729	MANPOWER	MANPOWER	1,039.50
09/16/2013	AP	162730	0158	MARK HAMILTON	1,500.00
09/16/2013	AP	162731	0253	MCLAIN AND WINTERS	94,321.64
09/16/2013	AP	162732	6323	MERS ANNUAL MEETING	400.00
09/16/2013	AP	162733	16165	MICHIGAN ABILITY PARTNERS	1,450.80
09/16/2013	AP	162734	16461	MICHIGAN LINEN SERVICE, INC.	1,371.68
09/16/2013	AP	162735	2997	OFFICE EXPRESS	82.11
09/16/2013	AP	162736	15766	PARS ICE CREAM	268.63
09/16/2013	AP	162737	PERRY & CO	PERRY & CO. LLC	5,989.61
09/16/2013	AP	162738	P. POWER	PETER POWER	910.00
09/16/2013	AP	162739	2966	PITNEY BOWES	169.99
09/16/2013	AP	162740	POWERPLAN	POWER PLAN OIB	387.57
09/16/2013	AP	162741	6045	Q.P.S PRINTING	44.21
09/16/2013	AP	162742	5688	RADISSON PLAZA HOTEL & SUITES	252.00
09/16/2013	AP	162743	1637	RESIDEX	986.99
09/16/2013	AP	162744	15386	RICOH USA, INC.	2,123.03
09/16/2013	AP	162745	6308	RKA PETROLEUM	11,946.73
09/16/2013	AP	162746	15751	SOUTHERN COMPUTER WAREHOUSE	1,306.43
09/16/2013	AP	162747	1507	SPARTAN DISTRIBUTORS	663.15
09/16/2013	AP	162748	16364	SPICER GROUP	9,700.00
09/16/2013	AP	162749	STATEOFMI	STATE OF MICHIGAN	61.50
09/16/2013	AP	162750	STATEOFMI	STATE OF MICHIGAN	61.50
09/16/2013	AP	162751	0632	STERICYCLE INC	149.41
09/16/2013	AP	162752	0449	SYSCO FOOD SERVICES OF DETROIT	1,409.77
09/16/2013	AP	162753	11025	TAMMIE KEEN	236.51
09/16/2013	AP	162754	15941	TODD BARBER	1,770.00
09/16/2013	AP	162755	15175	ULLIANCE	800.00
09/16/2013	AP	162756	6523	UNIQUE 1 SERVICE	1,880.00
09/16/2013	AP	162757	2859	USA MOBILITY WIRELESS, INC	22.54
09/16/2013	AP	162758	6627	VICTORY LANE	30.59
09/16/2013	AP	162759	0322	WASHTENAW COUNTY CLERK/REGISTER	3,772.80
09/16/2013	AP	162760	0444	WASHTENAW COUNTY TREASURER#	65,003.90
09/16/2013	AP	162761	0444	WASHTENAW COUNTY TREASURER#	443,625.00
09/16/2013	AP	162762	WASHTENAW	WASHTENAW URGENT CARE	225.00
09/16/2013	AP	162763	15421	WEX BANK	2,568.64
09/16/2013	AP	162764	7054	YCUA	123.37
09/16/2013	AP	162765	0480	YPSILANTI COMMUNITY	765.00
09/16/2013	AP	162766	0729	3EP MANUFACTURING COMPANY	338.40

AP TOTALS:

User: mharris

CHECK NUMBERS 162691 - 162766

DB: Ypsilanti-Twp

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Total of 76 Checks:					990,311.39
Less 0 Void Checks:					0.00
Total of 76 Disbursements:					<u>990,311.39</u>

OFFICE OF THE TREASURER  
LARRY J. DOE



MONTHLY TREASURER'S REPORT  
AUGUST 1, 2013 THROUGH AUGUST 31, 2013

Account Name	Beginning Balance	Cash Receipts	Cash Disbursements	Ending Balance
101 - General Fund	5,217,876.85	460,563.49	1,190,444.20	4,487,996.14
101 - Payroll	122,445.74	1,022,746.95	989,515.43	155,677.26
101 - Willow Run Escrow	141,637.49	30.07	0.00	141,667.56
206 - Fire Department	2,417,169.52	3,453.94	284,449.21	2,136,174.25
208 - Parks Fund	2,815.78	20,000.59	411.01	16,773.80
212 - Roads/Bike Path/Rec/General Fund	1,465,319.96	125,877.41	99,878.42	1,491,318.95
225 - Environmental Clean-up	444,156.71	15.61	0.00	444,172.32
226 - Environmental Services	3,401,282.47	1,061.81	391,778.50	3,010,565.78
230 - Recreation	354,640.55	57,106.90	104,213.07	307,534.38
236 - 14-B District Court	85,899.92	75,910.81	92,153.05	69,657.68
244 - Economic Development	67,153.32	2.36	0.00	67,155.68
248 - Rental Inspections	94,051.20	14,008.51	8,262.55	99,797.16
249 - Building Department Fund	403,032.76	34,733.30	30,835.06	406,931.00
250 - LDFA Tax	305.07	0.01	0.00	305.08
252 - Hydro Station Fund	800,120.11	39,566.41	27,666.22	812,020.30
266 - Law Enforcement Fund	4,537,246.54	21,368.37	538,998.85	4,019,616.06
280 - State Grants	18,376.60	0.65	0.00	18,377.25
301 - General Obligation	210,238.25	1,374.73	0.00	211,612.98
396 - Series "A" Bond Payments	6,839.52	0.24	0.00	6,839.76
397 - Series "B" Cap. Cost of Funds	38,043.77	1.34	0.00	38,045.11
398 - LDFA 2006 Bonds	119,216.92	4.19	0.00	119,221.11
498 - Capital Improvement 2006 Bond Fund	335,592.97	71.26	0.00	335,664.23
584 - Green Oaks Golf Course	253,405.55	97,157.34	83,071.24	267,491.65
590 - Compost Site	1,375,182.54	25,049.23	26,776.58	1,373,455.19
595 - Motor Pool	372,428.57	12.70	11,005.51	361,435.76
701 - General Tax Collection	39,039.44	6,194.59	0.00	45,234.03
703 - Current Tax Collections	553,496.69	6,513,175.11	3,794,345.16	3,272,326.64
707 - Bonds & Escrow/GreenTop	818,248.14	5,793.34	6,259.60	817,781.88
708 - Fire Withholding Bonds	54,157.78	0.00	8,118.62	46,039.16
893 - Nuisance Abatement Fund	68,248.50	3,325.47	11,441.82	60,132.15
ABN AMRO Series "B" Debt Red. Cap.Int.	25,655.88	1.80	0.00	25,657.68
Comerica Series B Bond	1,346.83	0.00	1,346.83	0.00
<b>GRAND TOTAL</b>	<b>23,839,040.38</b>	<b>8,528,608.53</b>	<b>7,700,970.93</b>	<b>24,666,677.98</b>

# SUPERVISOR REPORT

---

- A. SUPERVISOR STUMBO WILL REPORT ON MEETINGS ATTENDED BY OFFICIALS AND STAFF

## **CLERK REPORT**

**SEPTEMBER 23, 2013**

**Submitted by Karen Lovejoy Roe, Clerk**

- **AAATA URBAN CORE TRANSIT MEETING**-Supervisor Stumbo and Clerk Lovejoy Roe attended a meeting with AAATA staff regarding future plans of expanding the Authority and increased services to the urban core on Tuesday, August 20, 2013.
- **YPSILANTI COMMUNITY SCHOOLS**-Supervisor Stumbo, Clerk Lovejoy Roe and Treasurer Doe met with Superintendent Scott Menzel on Thursday, August 22, 2013 to discuss plans for school buildings not being utilized in the school district. Concerns were expressed regarding the importance of upkeep and maintenance of the facilities in the community.
- **HABITAT FOR HUMANITY**-On Friday, September 6, 2013 Attorney Winters and Kathy Dayo with the title company met with Rob Nissly from Habitat for Humanity and Supervisor Stumbo and Clerk Lovejoy Roe for the signing of the sales agreements with Habitat for 10 properties the township obtained under the Tax Foreclosure Auction, by exercising the township's right of first refusal to obtain properties for the public purpose of neighborhood stabilization.
- **WEST WILLOW NEIGHBORHOOD ASSOCIATION PICNIC AND COMPUTER ROOM DEDICATION TO MARGARET CHUN**-Supervisor Stumbo and Clerk Lovejoy Roe attended the picnic and dedication on Saturday, September 7, 2013. It was a great event. A ceremony and dedication of the Computer Room in the Community Resource Center in the honor of Mrs. Margaret Chun, a community activist, educator, youth advocate and longtime resident of West Willow was well attended. Many friends, neighbors, elected leadership from the County and Township, and colleagues and leadership from the New West Willow Association gave words of praise and thankfulness to the lifelong commitment of Mrs. Chun to others. It was a grand event.
- **ELECTION PRECINCT POSSIBLE SITE VISITS**-On Tuesday, September 10, 2013 Clerk Lovejoy Roe and Deputy Clerk Wrybkowski visited several possible future precinct locations. Plans are underway to increase the number of precincts and relocating some voters to meet state regulations in regards to the number of registered voters allowed per precinct.
- **100 RESILIENT CITIES CHALLENGE GRANT**-Upon the recommendation of Stephen Wade, Office of Community and Economic Development with Washtenaw County, Clerk Lovejoy Roe applied for a preliminary review for the 100 Resilient Cities Challenge Grant through the Rockefeller Foundation. The Township was granted approval to apply for the grant. On Tuesday, September 10, 2013 a meeting was held at the Civic Center and attended by many stakeholders from County Government, West Willow, University of Michigan and Ypsilanti Township. Joe Lawson, Office of Community Standards, Supervisor Stumbo and Clerk Lovejoy Roe attended to begin planning for the grant application.
- **REIMAGINE WASHTENAW JOINT TECHNICAL COMMITTEE MEETING**-Clerk Lovejoy Roe and Joe Lawson, Office of Community Standards attended the Re-Imagine Washtenaw Joint Technical Committee meeting on Wednesday, September 11, 2013. Discussions and plans were formulated for briefing elected officials on the current status of a variety of projects underway with Re-Imagine Washtenaw along with more formal presentations to city councils, township boards and planning commissions. A presentation was made on draft design guidelines for the corridor by planners from Carlisle/Wortman.

- **WAYFINDING PLANS FOR CITY AND TOWNSHIP OF YPSILANTI-** Township Supervisor and Clerk attended a meeting with the Convention and Visitors Bureau, Eastern Spark and Downtown Development Authority to continue plans for a planning project to design signs and plan for locations designating special areas, businesses, education facilities, etc. in the greater Ypsilanti City and Township. The Wayfinding Signs are an important part of economic development for the area and will greatly assist with the visitors to the Ypsilanti area.
- **RACER TRUST-**Several meetings and conference calls have been ongoing regarding the plans for the Willow Run GM Powertrain plant demolition and property development with representatives from RACER and Ypsilanti Township elected officials, Economic Consultant Mark Perry and Attorney Doug Winters. The Township is working for a solid commitment from RACER regarding the Yankee Air Museum and protection of the section of the plant that is proposed for the future YAM.
- **ASSESSING DEPARTMENT STAFFING-**Discussions have been underway regarding the future staffing needs of the assessing department. Human Resources will bring plans to the township board meeting on September 23, 2013.
- **AFSCME NEGOTIATIONS-** In preparation for upcoming negotiations with AFSCME the elected officials, Human Resources and staff have attended a meeting to develop plans and strategies.
- **AUTOMOTIVE HERITAGE TRAIL & RIVER UP-**Supervisor Stumbo, Clerk Lovejoy Roe, Treasurer Doe, Recreation Director Art Serafinski and Residential Services Director Jeff Allen met with Neal Biletdeau, SmithGroup JJR Planner representing the Huron River Watershed Council and Ray Putman with River Up! to discuss plans for the Heritage Trail which will include the Huron River and Ford Lake for a water trail.



# TREASURER REPORT

---

THERE IS NO WRITTEN TREASURER REPORT

# TRUSTEE REPORT

---

THERE IS NO WRITTEN TRUSTEE REPORT

# ATTORNEY REPORT

---

GENERAL LEGAL UPDATE

# Charter Township of Ypsilanti

## Ordinance No. 2013-432

**An ordinance to amend Chapter 62, Article IV, Section 62-77 of the Code of Ordinances, Charter Township of Ypsilanti, to increase sewage disposal service rates.**

**BE IT ORDERED BY THE CHARTER TOWNSHIP OF YPSILANTI, that:**

Section 62-77 of Chapter 62, Article IV of the Code of Ordinances be revised as follows:

For all billings rendered prior to October 1, 2013, existing sewage disposal service rates shall prevail. For all billings rendered from October 1, 2013, charges for sewage disposal services shall be as provided for in Schedule A, for each bimonthly (two-month) period:

**Schedule A:**

Meter Size (inch)	Allowed Usage Cubic Feet	CAPITAL CHARGE		OM&R		TOTAL	
		Contract Community	All Others	Contract Communities	All Others	Contract Community	All Others
5/8-3/4	600	\$1.23	\$1.23	\$16.49	\$20.41	\$17.72	\$21.64
1	1000	\$2.08	\$2.08	\$27.57	\$34.75	\$29.65	\$36.83
1½	2100	\$4.55	\$4.55	\$56.56	\$71.44	\$61.10	\$75.98
2	4000	\$8.26	\$8.26	\$109.10	\$137.31	\$117.35	\$145.57
3	9000	\$18.59	\$18.59	\$238.09	\$307.24	\$256.68	\$325.83
4	16200	\$33.46	\$33.46	\$454.18	\$553.74	\$487.64	\$587.20
6	36000	\$74.36	\$74.36	\$979.25	\$1232.34	\$1053.61	\$1306.70
8	66000	\$136.29	\$136.29	\$1787.24	\$2251.06	\$1923.53	\$2387.34
10	102000	\$207.53	\$207.53	\$2766.51	\$3483.39	\$2974.04	\$3690.92
12	150000	\$309.77	\$309.77	\$4072.19	\$5126.45	\$4381.96	\$5436.22

For all usage in excess of allowed usage, the rate per 100 cubic feet shall be as follows:

	CAPITAL CHARGE	OM&R	TOTAL
Contract Communities	\$0.208	\$1.785	\$1.993
All Others	\$0.208	\$1.881	\$2.089



HUD No. 10-186  
HUD Public Affairs  
(202) 708-0685  
National Community Stabilization Trust  
(202) 223-3237

FOR IMMEDIATE RELEASE  
Wednesday  
September 1, 2010

**HUD SECRETARY ANNOUNCES NATIONAL FIRST LOOK PROGRAM TO HELP COMMUNITIES STABILIZE  
NEIGHBORHOODS HARD-HIT BY FORECLOSURE**

*Nation's top lenders agree to give NSP grantees first crack at buying foreclosed homes*

WASHINGTON - U.S. Housing and Urban Development (HUD) Secretary Shaun Donovan today announced an unprecedented agreement with the nation's top mortgage lenders to offer selected state and local governments, and nonprofit organizations a "first look" or right of first refusal to purchase foreclosed homes before making these properties available to private investors.

The *National First Look Program* is a first-ever public-private partnership agreement between HUD and the National Community Stabilization Trust (Stabilization Trust). In collaboration with national servicers, Fannie Mae, and Freddie Mac, the First Look program is intended to give communities participating in HUD's *Neighborhood Stabilization Program (NSP)* a brief exclusive opportunity to purchase bank-owned properties in certain neighborhoods so these homes can either be rehabilitated, rented, resold or demolished.

"This groundbreaking agreement will help rebuild neighborhoods that have been struggling with blight and declining home values due to foreclosures," said HUD Secretary Shaun Donovan. "Local communities will now get an exclusive option to buy foreclosed properties in targeted neighborhoods so they can turn the homes into affordable housing or, in some cases, tear them down. This agreement helps us level the playing field to give communities a better chance to stabilize these neighborhoods."

"The Stabilization Trust is delighted to be working with HUD Secretary Donovan on the National First Look

Program," said Craig Nickerson, President of the NCST. "By serving as the operations 'engine' behind the First Look Program, the Stabilization Trust can facilitate the transfer of more foreclosed property for participating financial institutions to local community buyers, thereby accelerating the road to neighborhood recovery."

HUD's NSP grantees, which include state and local governments and non-profit organizations, often find themselves competing with private investors for real estate-owned (REO) properties, which can hinder their efforts to stabilize neighborhoods with high foreclosure activity. With today's announcement, HUD and the Stabilization Trust, working with national servicers, Fannie Mae, and Freddie Mac, will standardize the acquisition process for NSP grantees, giving them an exclusive option to purchase foreclosed upon homes in certain targeted neighborhoods.

The Stabilization Trust pioneered the 'First Look' model to create a transparent and streamlined process to facilitate the transfer of foreclosed and abandoned properties from key financial institutions to local government housing providers. First piloted in 2008, the model has gained recognition as a critical tool for positively tipping the scale in neighborhoods hard hit by foreclosures. NSP grantees will also be aided by REOMatch™, a web-based mapping and acquisition management tool developed by the Stabilization Trust. REOMatch will assist NSP grantees easily identify REO properties and make more strategic decisions about which properties to acquire, based on real-time data on an interactive mapping platform.

The nation's leading financial institutions are participating in the *National First Look Program*, representing approximately 75 percent of the REO marketplace. Participating institutions include: Bank of America, Chase, Citi, Deutsche Bank, GMAC, Nationstar Mortgage, Ocwen Financial Corporation, Saxon Mortgage Services, U.S. Bank, Wells Fargo, Fannie Mae, Freddie Mac, and the Federal Housing Administration (FHA).

The National First Look Program will allow NSP grantees the exclusive opportunity to purchase available REO



properties located within the defined boundaries of NSP target areas. NSP grantees will be immediately notified when a property becomes available and will have 24-48 hours to express interest in pursuing a specific property. Furthermore, these institutions will provide NSP purchasers with the opportunity to purchase REO properties at a discount their appraised value, reflecting the cost savings of a quick sale. NSP grantees may acquire these properties with the assistance of NSP funds for any eligible use.

After expressing interest in a property, the *First Look* Period will last approximately five to 12 business days during which the NSP Grantee will conduct inspections and establish costs to repair in anticipation of the financial institution's price offer. In the event that no NSP grantee exercises its preference to purchase an REO property during the First Look period, the financial institution will follow its normal process to sell the home on the open market.

Currently, the Federal Housing Administration (FHA) offers a complementary pilot program in which NSP grantees receive an exclusive option to purchase so-called 'HUD Homes' at a discount prior to those homes being made available to the investor community. The FHA pilot, alongside today's agreement expands the opportunity for NSP grantees to gain access to REO properties through a national first-look standard option.

HUD's Neighborhood Stabilization Program was created to address the housing crisis, create jobs, and grow local economies by providing communities with the resources to purchase and rehabilitate vacant homes. NSP grants are helping state and local governments, as well as non-profit developers, acquire land and property; demolish or rehabilitate abandoned properties; and/or offer downpayment and closing cost assistance to low- to middle-income homebuyers. Grantees can also stabilize neighborhoods by creating "land banks" to assemble, temporarily manage, and dispose of foreclosed homes. To date, HUD has allocated nearly \$6 billion in funding to state and local governments and non-profit housing developments. In the coming weeks, HUD will allocate an

additional \$1 billion in NSP funding, which was provided through the *Dodd-Frank Wall Street Reform and Consumer Protection Act*.

###

*HUD's mission is to create strong, sustainable, inclusive communities and quality affordable homes for all. HUD is working to strengthen the housing market to bolster the economy and protect consumers; meet the need for quality affordable rental homes; utilize housing as a platform for improving quality of life; build inclusive and sustainable communities free from discrimination; and transform the way HUD does business. More information about HUD and its programs is available on the Internet at [www.hud.gov](http://www.hud.gov) and [espanol.hud.gov](http://espanol.hud.gov).*

*National Community Stabilization Trust is a nonprofit organization that was created to revitalize neighborhoods affected by the foreclosure crisis. The Stabilization Trust facilitates the transfer of foreclosed and abandoned properties from financial institutions nationwide to local housing organizations, and provides access to financing in order to promote productive property reuse and neighborhood stability. Formed in 2008 through an unprecedented collaboration Enterprise Community Partners, the Housing Partnership Network, the Local Initiatives Support Corporation (LISC), National Council of La Raza (NCLR), National Urban League, and NeighborWorks America, the Stabilization Trust works with state and local governments and community based housing organizations to build capacity to effectively acquire, manage, rehab and sell foreclosed property to expand homeownership and rental housing available to low- and moderate-income families. Visit [www.stabilizationtrust.com](http://www.stabilizationtrust.com) to learn more.*



September 17, 2013

Karen Lovejoy Roe

Ypsilanti Township Clerk

7200 S. Huron River Drive

Ypsilanti, Michigan 48197

Dear Karen:

This Letter of Intent outlines Habitat for Humanity's partnership with Ypsilanti Township with respect to HUD's "First Look" program. Under this Agreement Habitat will have the opportunity to select properties for sale by HUD and submit offers using the NAID that has been assigned to the Township. The Township would then proceed with the purchase the home (after review of title work) from HUD.

Habitat agrees to purchase said property from the Township at a price equal to the original purchase price plus actual costs incurred in the acquisition. Habitat realizes that time is of the essence and would attempt to do a simultaneous closing (or as quickly as practical) to purchase the former HUD foreclosure from the Township.

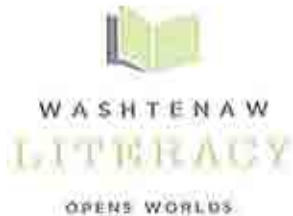
We truly appreciate the collaboration that we have built and believe that this will be one more tool available to us as we continue to promote home ownership within the Township.

Kind Regards,



Rob Nissly

Housing Director



5577 Whittaker Road  
Ypsilanti, MI 48197

734.879.1320  
734.879.1319

September 17, 2013

Karen Lovejoy Roe  
Ypsilanti Charter Township Clerk  
7200 S. Huron River Drive  
Ypsilanti, MI 48197-7007

Dear Karen,

Washtenaw Literacy will be holding our annual fundraising event on Saturday, October 19<sup>th</sup>.

As part of this fundraiser we have applied for a raffle license with the State of Michigan. In response to this application, the State of Michigan has requested that we receive a copy of a resolution passed by the Ypsilanti Charter Township stating that Washtenaw Literacy is a recognized nonprofit organization in the community.

I have attached a copy of the form that the State of Michigan has supplied to us. Please present this at your next regular board meeting for approval.

Thank you for your assistance with this resolution. Please let me know if you have any questions or if I can provide you with any additional information. I can be reached via email at [Gordon@washtenawliteracy.org](mailto:Gordon@washtenawliteracy.org) or at 734-730-9439.

Thank you for your help.

Glenda Gordon  
Event Coordinator – Driving Literacy



## DRIVING LITERACY

15th Annual Benefit Gala

*Our vision is to eliminate illiteracy in Washtenaw County.*

### Join us for Driving Literacy!

The fun begins with a chic 1960s MAD MEN ambience and promises an exciting evening that will provide critical support for adult literacy in Washtenaw County.

**Saturday, October 19, 2013 | 6:00 PM**

**Washtenaw Community College | Morris Lawrence Building**

**Gourmet strolling dinner & desserts | fine wine, craft beer & retro cocktails**

**Live & silent auction | Mad Men-themed 1960s cocktail attire optional!**



#### **Honorary Host ~ The Honorable Senator Carl Levin**

Detroit native Carl Levin followed a family tradition of public service when he was first elected as Michigan's senator in 1979. His top priority has been the economic well-being of Michigan families. He has been a consistent voice for support of American manufacturing, the backbone of Michigan's economy. Senator Levin understands the foundational role adult literacy plays in a strong Michigan workforce and economy. As Michigan's longest-serving senator, and the fifth longest-serving incumbent in the U.S. Senate, we are honoring Senator Levin as he approaches his retirement in 2015.

**Honorary Committee:** Menakka & Essel Bailey, Rose & Joe Bellanca, Mark Bernstein & Rachel Bendit, John & Debbie Dingell, Sid & Dottie Farhat, Marty Friedburg & Beth Dugdale, Charles & Christina Kim, Michael & Chrissy Nisson

**Driving Literacy** (formerly known as World in a Basket) is Washtenaw Literacy's annual gala benefit auction. 20% of our annual budget is raised through live and silent auctions of exciting theme baskets while guests enjoy a strolling dinner, fine wine and micro brewed beer.

#### **What will the funds raised be used for?**

Program support. Our small staff of seven trains and mentors hundreds of tutors and volunteers who serve over 2,000 adults each year. Adults work toward individual goals; many of those include getting a GED and/or a place in the workforce. Remarkably, Washtenaw Literacy returns over three dollars back to the community for each dollar raised (Hantz Rhoades & Doehrer, LLC, 2011).

If you would like to assist Washtenaw Literacy with this fundraising event by donating an auction item or if you need more information, contact Glenda Gordon at (734) 879-1320 or [gordon@washtenawliteracy.org](mailto:gordon@washtenawliteracy.org).



**Tickets on Sale Now!** Online at [bidpal.net/washtenawliteracy](http://bidpal.net/washtenawliteracy), Call 734.879.1320 OR E-mail [info@washtenawliteracy.org](mailto:info@washtenawliteracy.org). Washtenaw Literacy is a 501(c)(3) nonprofit organization. Tax ID # 38-2914277.

**CHARTER TOWNSHIP OF YPSILANTI  
RESOLUTION NO. 2013-26**

**RESOLUTION REGARDING  
TEMPORARY ROAD CLOSURE**

Resolution authorizing the temporary road closure of Rosewood between Ecorse Road and Davis St. for a Calvary Christian Academy function on Friday, October 4, 2013 from 5:30 p.m. to 9:30 p.m. to allow utilization of property on both sides of the street to ensure the safety of the children.

**WHEREAS**, the Charter Township of Ypsilanti Board of Trustees has approved the temporary closure of Ypsilanti Township roads as indicated above; and

**WHEREAS**, the Driveways, Banners, and Parades Act 200 of 1969 requires the Township to authorize an official designated by resolution to make such request from the Road Commission.

**NOW THEREFORE, BE IT RESOLVED** that the Township of Ypsilanti Board of Trustees designates and agrees that Kelly Boyette, Enrollment & Marketing Manager be the authorized official designee in this instance, when application is made to the Washtenaw County Road Commission for this temporary road closure.

# CHARTER TOWNSHIP OF YPSILANTI

## RESOLUTION 2013-27

### Abandoned Tax Delinquent Property

**Whereas**, the Charter Township of Ypsilanti Board of Trustees has determined that parcels of abandoned tax delinquent property exist; and

**Whereas**, abandoned tax delinquent property contributes to crime, blight, and decay with Ypsilanti Township; and

**Whereas**, the certification of tax delinquent abandoned property as certified abandoned property will result in the accelerated forfeiture and foreclosure of certified abandoned property under the general property tax act and return abandoned property to productive use more rapidly, therefore reducing crime, blight, and decay within Ypsilanti Township.

**Now Therefore, Be It Resolved**, that the Charter Township of Ypsilanti Board of Trustees hereby notifies residents and owners of property within Ypsilanti Township that abandoned tax delinquent property will be identified and inspected; and may be certified abandoned property subject to accelerated forfeiture and foreclosure under the general property tax act.

# CHARTER TOWNSHIP OF YPSILANTI

## OFFICE OF COMMUNITY STANDARDS

Building Safety • Planning & Zoning • Ordinance Enforcement

---

To: Karen Lovejoy Roe, Clerk  
Nancy Wrybkowski, Deputy Clerk

From: Mike Radzik  
Office of Community Standards

Re: Request to approve a declaration of accelerated forfeiture of abandoned property pursuant to provisions of P.A. 132 of 1999

Date: September 16, 2013

Copy To: Board of Trustees  
Doug Winters, McLain & Winters  
Angela King, McLain & Winters

A proposal to initiate the accelerated forfeiture process for tax delinquent abandoned properties has been discussed among elected leadership, staff and legal counsel on several occasions with consensus that it would benefit the community. The statutory deadline to make a declaration of accelerated forfeiture of abandoned property is September 30<sup>th</sup> each year. Legal counsel has prepared such a declaration in the form of Resolution 2013-27, which I respectfully request be placed on the agenda for board consideration at its September 23, 2013 meeting.

Public Act 132 of 1999 provides for the identification, inspection and certification of tax delinquent abandoned property in order to facilitate the return of such property to productive use. Under normal circumstances, such property must be tax delinquent for at least three years before being eligible for forfeiture by the county treasurer. P.A. 132 provides the opportunity to accelerate the process to only one year for abandoned properties, thus reducing the amount of time a structure sits vacant and dilapidating.

Once a declaration of accelerated forfeiture is adopted, the local unit of government must inspect, post, and notify property owners of its intent prior to February 1<sup>st</sup>. Such properties may then be certified for accelerated forfeiture if taxes are returned as delinquent on March 1<sup>st</sup>. OCS staff will work closely with elected leadership and legal counsel throughout the process.

I respectfully recommend approval of Resolution 2013-27. Please contact me with any questions or concerns.



*Supervisor*  
BRENDA L. STUMBO  
*Clerk*  
KAREN LOVEJOY ROE  
*Treasurer*  
LARRY J. DOE  
*Trustees*  
JEAN HALL CURRIE  
STAN ELDRIDGE  
MIKE MARTIN  
SCOTT MARTIN



**Recreation Department/  
Community Center**

2025 East Clark Road  
Ypsilanti, MI 48198  
Phone: (734) 544-3807  
Fax: (734) 544-3888  
50 & Beyond: (734) 544-3838  
www.ytown.org

*Charter Township of Ypsilanti*

**TO:** Ypsilanti Township Board of Trustees

**FROM:** Debbie Aue, Recreation Coordinator  
Art Serafinski, CPRP, Recreation Director

**DATE:** August 16, 2013

**RE: Board Agenda Item: Senior Nutrition Program Agreement**

As you are aware, the Community Center is host to the largest senior nutrition program offered by the Washtenaw County Office of Community & Economic Development. This is a program funded by grant dollars and administered by the County. It is also a program that is very important to the many that use it on a daily basis.

We recently found out that the County is changing the way the program is administered. They are requiring all sites who want to continue the program to be much more involved in the administration of it including hiring the on-site program coordinator, ordering the supplies, handling the associated paperwork and sending periodic reports to the County.

We have met with the County Nutrition Program Coordinators and discussed all of the details of implementing these changes. We believe we can continue with the program and have all of our associated expenses covered. Our portion of the grant will be \$13,200.00 which will supply costs, the cost of the coordinator and all incidental costs such as copies, administrative, utilities, etc. [REDACTED]

[REDACTED] This employee can be a "contract" employee. Our current Site Coordinator has agreed to continue working in this capacity.

This is a flow through federal grant. Accounting will set up the following account numbers to reflect revenues & expenditures:

Revenue: 230-000-000-529.000 – Federal Grants – Other  
Expenditure: 230-751-000-890.000 – Senior Nutrition Program

Since this is an annual grant that is starting October 1, 2013, \$3,300.00 will need to be budgeted for the remainder of 2013 and \$13,200.00 will need to be budgeted in 2014.

We respectfully ask that this item be placed on the August 26, 2013 board agenda for consideration. We have included a memorandum from the county, the agreement, and a financial spreadsheet for your review. We will also forward this information to our Attorney for review. Finally, Art will be in attendance at the work session and the board meeting to answer questions.



## MEMORANDUM

To: Brenda Stumbo, Supervisor, Ypsilanti Township  
CC: Art Serafinski & Deborah Aue, Ypsilanti Township  
From: Mary Jo Callan, Director & Andrea Plevak, Human Services Manager, OCED  
Date: August 16, 2013  
Subject: New Fiscal Year Changes at Ypsilanti Township Community Center

---

The Washtenaw County Office of Community and Economic Development (OCED) administers the Senior Nutrition Program with funding from the Area Agency on Aging 1-B, in addition to other leveraged resources including Community Services Block Grant (CSBG) funding from the Department of Human Services.

In an effort to mitigate the effects of Sequestration, and better align current service delivery with both federal funder and best practice priorities, a number of changes will be implemented at the start of the next fiscal year on October 1, 2013. Some of these changes, such as co-location of congregate and home delivered meal programs at local senior centers, will not impact the Ypsilanti Township Community Center.

The changes that will predominantly impact the Ypsilanti Township Community Center are related to efforts to reduce county administrative overhead and ensure fair distribution of resources across the county. Currently, Senior Nutrition Program resources (both direct financial support and county staff) are distributed throughout the county without regard to need and demand. For Ypsilanti Township, this includes one county staff person. Through the implementation of county-wide program improvements, OCED will be able to reduce the administrative costs incurred directly by the County and re-direct those resources to support increased nutritious meals for seniors as well as financial resources for our local program partners to support delivery of the meals. What this means for Ypsilanti Township Community Center is that the county will no longer be directly employing any part-time staff for the Senior Nutrition Program. Instead, we will be empowering the senior center to make its own staffing resource allocation decisions. We believe that this change, in addition to others, will result in greater stability and efficiency of the Senior Nutrition Program for Washtenaw County.

Please let Andrea Plevak, Human Services Manager ([pleveka@ewashtenaw.org](mailto:pleveka@ewashtenaw.org)), or me know if you have any questions about this change, or if you would like additional information.



**SERVICE CONTRACT - FEDERAL FUNDED**

CR \_\_\_\_\_

AGREEMENT is made this 1<sup>st</sup> day of October , 2013, by the COUNTY OF WASHTENAW, a municipal corporation, with offices located in the County Administration Building, 220 North Main Street, Ann Arbor, Michigan 48107("County") and Charter Township of Ypsilanti located at 7200 S. Huron River Dr., Ypsilanti, MI 48197 ("Contractor").

Federal Awarding Agency	Administration on Aging, Office of Services to the Aging
Federal / State Contract Number	14-9052-01
Federal Program Title	"Special Programs for the Aging Title III, Part C_Nutrition Services"
CFDA Number	93.045
Federal Funding %	100%

In consideration of the promises below, the parties mutually agree as follows:

ARTICLE I - SCOPE OF SERVICES

The Contractor will be responsible for administering the congregate meals program at the Ypsilanti Township Community Center located at 2025 E. Clark Road, Ypsilanti, MI 48198 in accordance with local, state, and federal requirements as outlined in Attachment A.

ARTICLE II - COMPENSATION

The County will pay the Contractor an amount not to exceed thirteen thousand two hundred dollars (\$13,200). The County agrees to make payments in quarterly installments in accordance with the budget and timeline in Attachment B, unless otherwise approved in writing by the parties. If at the end of the term of this Agreement there are unexpended portions of the contract amount, the unexpended funds will be retained by the County for reallocation to other purposes.

No funds shall be disbursed under this Agreement by the Contractor or any other subcontractor except under a written contract and unless the subcontractor is in compliance with all County and Federal requirements regarding fiscal matters and civil rights to the extent these requirements are applicable. The Contractor shall provide the County with copies of the contracts with subcontractors.

ARTICLE III - REPORTING OF CONTRACTOR

Section 1 - The Contractor is to report to the OCED Human Services Manager and will cooperate and confer with him/her as necessary to insure satisfactory work progress.

Section 2 - All reports, estimates, memoranda and documents submitted by the Contractor must be dated and bear the Contractor's name.

Section 3 - All reports made in connection with these services are subject to review and final approval by the County Administrator.

Section 4 - The County may review and inspect the Contractor's activities during the term of this contract.

Section 5 - When applicable, the Contractor will submit a final, written report to the County Administrator.

Section 6 - After reasonable notice to the Contractor, the County may review any of the Contractor's internal records, reports, or insurance policies. Documentation shall include payments for purchases, vouchers and other official documentation that show in proper detail the nature and propriety of such expenditures. All documents must be clearly identifiable and readily accessible. Where any expenditure is allocable only in part to services under this Agreement, the Contractor shall maintain and make available on request sufficient documentation to demonstrate the reasonableness of the allocation.

The Contractor agrees to securely maintain its records for a period of five (5) years after the final disbursement to the Contractor. The Contractor shall permit the County to examine these records upon giving reasonable notice to the Contractor. The County may, at a reasonable time after giving reasonable notice, cause an audit of the records of the Contractor.

#### ARTICLE IV - TERM

This contract begins on October 1, 2013 and ends on September 30, 2014.

#### ARTICLE V - PERSONNEL

Section 1 - The contractor will provide the required services and will not subcontract or assign the services without the County's written approval.

Section 2 - The Contractor will not hire any County employee for any of the required services without the County's written approval.

Section 3 - The parties agree that the Contractor is neither an employee nor an agent of the County for any purpose.

Section 4 - The parties agree that all work done under this contract shall be completed in the United States and that none of the work will be partially or fully completed by either an offshore subcontractor or offshore business interest either owned or affiliated with the contractor. For purposes of this contract, the term, "offshore" refers to any area outside the contiguous United States, Alaska or Hawaii.

#### ARTICLE VI - INDEMNIFICATION AGREEMENT

The contractor will protect, defend and indemnify Washtenaw County, its officers, agents, servants, volunteers and employees from any and all liabilities, claims, liens, fines, demands and costs, including legal fees, of whatsoever kind and nature which may result in injury or death to any persons, including the Contractor's own employees, and for loss or damage to any property, including property owned or in the care, custody or control of Washtenaw County in connection with or in any way incident to or arising out of the occupancy, use, service, operations, performance or non-performance of work in connection with this contract resulting in whole or in part from negligent acts or omissions of contractor, any sub-contractor, or any employee, agent or representative of the contractor or any sub-contractor.

#### ARTICLE VII - INSURANCE REQUIREMENTS

The Contractor will maintain at its own expense during the term of this Contract, the following insurance:

1. Workers' Compensation Insurance with Michigan statutory limits and Employers Liability Insurance with a minimum limit of \$100,000 each accident for any employee.

2. Commercial General Liability Insurance with a combined single limit of \$1,000,000 each occurrence for bodily injury and property damage. The County and the Area Agency on Aging 1-B shall be added as "additional insured" on general liability policy with respect to the services provided under this contract.
3. Automobile Liability Insurance covering all owned, hired and nonowned vehicles with Personal Protection Insurance and Property Protection Insurance to comply with the provisions of the Michigan No Fault Insurance Law, including residual liability insurance with a minimum combined single limit of \$1,000,000 each accident for bodily injury and property damage.
4. Fidelity Bonding covering employee theft from employer.
5. Third Party Fidelity (Crime Bond) with a minimum of \$50,000, covering employee theft from participant.

Insurance companies, named insureds and policy forms may be subject to the approval of the Washtenaw County Administrator, if requested by the County Administrator. Such approval shall not be unreasonably withheld. Insurance policies shall not contain endorsements or policy conditions which reduce coverage provided to Washtenaw County. Contractor shall be responsible to Washtenaw County or insurance companies insuring Washtenaw County for all costs resulting from both financially unsound insurance companies selected by Contractor and their inadequate insurance coverage. Contractor shall furnish the Washtenaw County Administrator with satisfactory certificates of insurance or a certified copy of the policy, if requested by the County Administrator.

No payments will be made to the Contractor until the current certificates of insurance have been received and approved by the Administrator. If the insurance as evidenced by the certificates furnished by the Contractor expires or is canceled during the term of the contract, services and related payments will be suspended. Contractor shall furnish the County Administrator's Office with certification of insurance evidencing such coverage and endorsements at least ten (10) working days prior to commencement of services under this contract. Certificates shall be addressed to the Washtenaw County c/o: Office of Community and Economic Development & CR# \_\_\_\_\_, 110 N. Fourth Ave, P. O. Box 8645, Ann Arbor, MI, 48107, and shall provide for written notice to the Certificate holder of cancellation of coverage.

#### ARTICLE VIII - COMPLIANCE WITH LAWS AND REGULATIONS

The Contractor will comply with all federal, state and local regulations, including but not limited to all applicable OSHA/MIOSHA requirements and the Americans with Disabilities Act.

#### ARTICLE IX - INTEREST OF CONTRACTOR AND COUNTY

The Contractor promises that it has no interest which would conflict with the performance of services required by this contract. The Contractor also promises that, in the performance of this contract, no officer, agent, employee of the County of Washtenaw, or member of its governing bodies, may participate in any decision relating to this contract which affects his/her personal interest or the interest of any corporation, partnership or association in which he/she is directly or indirectly interested or has any personal or pecuniary interest. However, this paragraph does not apply if there has been compliance with the provisions of Section 3 of Act No. 317 of the Public Acts of 1968 and/or Section 30 of Act No. 156 of Public Acts of 1851, as amended by Act No. 51 of the Public Acts of 1978, whichever is applicable.

#### ARTICLE X - CONTINGENT FEES

The Contractor promises that it has not employed or retained any company or person, other than bona fide employees working solely for the Contractor, to solicit or secure this contract, and that it has not paid or agreed to pay any company or person, other than bona fide employees working solely for the Contractor, any

fee, commission, percentage, brokerage fee, gifts or any other consideration contingent upon or resulting from the award or making of this contract. For breach of this promise, the County may cancel this contract without liability or, at its discretion, deduct the full amount of the fee, commission, percentage, brokerage fee, gift or contingent fee from the compensation due the Contractor.

#### ARTICLE XI – DEBARMENT AND SUSPENSION

By signing this Contract, Contractor assures the County that it will comply with Federal Regulation 45 CFR Part 76 and certifies that to the best of its knowledge and belief the Contractor and any subcontractors retained by Contractor:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal department or contractor;
2. Have not within a three-year period preceding this Contract been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;
3. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state or local) with commission of any of the offenses enumerated in section 2, and ;
4. Have not within a three-year period preceding this Contract had one or more public transactions (federal, state or local) terminated for cause or default.

#### ARTICLE XII – LOBBYING

By signing this contract, Contractor assures the County that it will comply with Section 1352, Title 31 of the U.S. Code (pertaining to not using federal monies to influence federal contracting and financial transactions). The Contractor assures the County that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the Contractor, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the Contractor shall complete and submit Standard Form - LLL, Disclosure of Lobbying Activities,” in accordance with its instructions;
3. This language shall be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

#### ARTICLE XIII - DRUG-FREE WORKPLACE

#### Grantees Other Than Individuals

- A. As required by the Drug-Free Workplace Act of 1988, the Contractor assures the County that it will or will continue to provide a drug-free workplace by:
- a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
  - b) Establishing an on-going drug-free awareness program to inform employees about—
    - 1) The dangers of drug abuse in the workplace;
    - 2) The grantee's policy of maintaining a drug-free workplace;
    - 3) Any available drug counseling, rehabilitation, *and* employee assistance programs; and
    - 4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
  - c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
  - d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will—
    - 1) Abide by the terms of the statement; and
    - 2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
  - e) Notifying the County, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to the County;
  - f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted—
    - 1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
    - 2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
  - g) Making a good faith effort to continue to maintain a drug- free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

#### Grantees Who Are Individuals

As required by the Drug-Free Workplace Act of 1988:

- A. As a condition of the grant, the Contractor assures the County that it will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and
- B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, the Contractor agrees to report the conviction, in writing, within 10 calendar days of the conviction, to the County.

#### ARTICLE XIV - FEDERAL PROCUREMENT STANDARDS

The Contractor assures the County that it will follow federal procurement standards as described in the Code of Federal Regulations section 2 CFR Part 215.4 when procuring goods or services with federal funds to insure that procurement decisions are made ethically and with free and open competition among those providing the goods or services.

#### ARTICLE XV - EQUAL EMPLOYMENT OPPORTUNITY

The Contractor will not discriminate against any employee or applicant for employment because of race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital

status, veteran status, religion and political belief (except as it relates to a bona fide occupational qualification reasonably necessary to the normal operation of the business).

The Contractor will take affirmative action to eliminate discrimination based on sex, race, or a handicap in the hiring of applicant and the treatment of employees. Affirmative action will include, but not be limited to: Employment; upgrading, demotion or transfer; recruitment advertisement; layoff or termination; rates of pay or other forms of compensation; selection for training, including apprenticeship.

The Contractor agrees to post notices containing this policy against discrimination in conspicuous places available to applicants for employment and employees. All solicitations or advertisements for employees, placed by or on the behalf of the Contractor, will state that all qualified applicants will receive consideration for employment without regard to race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital status, veteran status, religion and political belief.

[REDACTED]

[REDACTED]

ARTICLE XVII - EQUAL ACCESS

The Contractor shall provide the services set forth in Article I without discrimination on the basis of race, color, religion, national origin, sex, sexual orientation, marital status, physical handicap, or age.

ARTICLE XVIII - OWNERSHIP OF DOCUMENTS AND PUBLICATION

All documents developed as a result of this contract will be freely available to the public. None may be copyrighted by the Contractor. During the performance of the services, the Contractor will be responsible for any loss of or damage to the documents while they are in its possession and must restore the loss or damage at its expense. Any use of the information and results of this contract by the Contractor must reference the project sponsorship by the County. Any publication of the information or results must be co-authored by the County.

ARTICLE XIX - ASSIGNS AND SUCCESSORS

This contract is binding on the County and the Contractor, their successors and assigns. Neither the County nor the Contractor will assign or transfer its interest in this contract without the written consent of the other.

ARTICLE XX - TERMINATION OF CONTRACT

Section 1 - Termination without cause. Either party may terminate the contract by giving thirty (30) days written notice to the other party.

ARTICLE XXI - PAYROLL TAXES

The Contractor is responsible for all applicable state and federal social security benefits and unemployment taxes and agrees to indemnify and protect the County against such liability.

ARTICLE XXII- PRACTICE AND ETHICS

The parties will conform to the code of ethics of their respective national professional associations.

ARTICLE XXIII- CHANGES IN SCOPE OR SCHEDULE OF SERVICES

Changes mutually agreed upon by the County and the Contractor, will be incorporated into this contract by written amendments signed by both parties.

ARTICLE XXIV - CHOICE OF LAW AND FORUM

This contract is to be interpreted by the laws of Michigan. The parties agree that the proper forum for litigation arising out of this contract is in Washtenaw County, Michigan.

ARTICLE XXV - EXTENT OF CONTRACT

This contract represents the entire agreement between the parties and supersedes all prior representations, negotiations or agreements whether written or oral.

ATTESTED TO:

WASHTENAW COUNTY

By: \_\_\_\_\_  
Lawrence Kestenbaum (DATE)  
County Clerk/Register

\_\_\_\_\_  
Verna J. McDaniel (DATE)  
County Administrator

APPROVED AS TO CONTENT:

CHARTER TOWNSHIP OF YPSILANTI

By: \_\_\_\_\_  
Mary Jo Callan (DATE)  
Director, Office of Community  
And Economic Development

\_\_\_\_\_  
Brenda Stumbo (DATE)  
Supervisor

APPROVED AS TO FORM:

By: \_\_\_\_\_  
Curtis N. Hedger (DATE)  
Office of Corporation Counsel

**Attachment A:**  
Scope of Services

**Congregate Meals Program**

**I. Participants**

**Eligibility Criteria**

The Senior Nutrition Program will serve individuals that meet the following criteria:

- a. The eligible person must be 60 years of age or older, or be the spouse or partner of a person 60 years of age or older.
- b. Individuals living with disabilities who have not attained 60 years of age but who reside in housing facilities occupied primarily by older adults at which congregate nutrition services are provided, may receive such services.
- c. Non-older adult individuals living with disabilities who reside in a non-institutional household may accompany an eligible older individual and may participate on the same basis as the elderly participants.

**Participant Registration and Recordkeeping**

Upon registration, the participant should be provided the Participant Welcome Packet developed by OCED. Each participant must complete a registration form for the program. This form is submitted to OCED as soon as possible for entry into the database. Participants must sign on the Daily Sign-in Sheet prior to receiving each meal. Daily Sign-in Sheets must be submitted to OCED each month.

**Participant Donations**

Individuals who meet the above criteria will be encouraged to donate \$3.00 per meal, although no one will be turned away for inability to pay.

Individuals not otherwise eligible may be served if meals are available, and they must pay \$5.50 and receive a receipt for their payment. Meals for these individuals may only be provided after all eligible participants have been served.

Donations must be counted and signed for by two people and kept in a locked container until deposited into a bank account. At the end of each month, sites must mail to OCED the original deposit receipts and documentation showing that each day's donations were counted and signed for by two individuals. Donations will be invested back into the Senior Nutrition Program by OCED. Donation Summary sheets and donation deposit receipts must be submitted to OCED each month.

**Referrals**

Each congregate nutrition provider shall be able to provide information about the nearest home delivered meals program and be prepared to make referrals for persons who may be eligible for a home delivered meals program.

OCED will connect each site to food assistance program information, as well as services that exist locally, including other AAA 1-B partners. Each site shall take steps to inform participants about local, state, and federal food assistance programs and provide information and referral to assist the individual with obtaining benefits. Sites will also refer participants to other services, as needed.

**Participant Complaints**

Sites will handle initial participant complaints. Should a complaint be unable to be resolved, the complaint must be addressed in accordance with the Senior Nutrition Program Grievance Procedure.



## **Postings**

Each program shall display, at a prominent location in each meal site, the AAA 1-B or the Office of Services to the Aging (OSA) Community Nutrition Services poster. A site may use its own poster as long as all required information is included and clearly presented. The poster shall contain the following information for each program; additional information pertaining to the program shall not be displayed so as to cause any misunderstanding or confusion with information presented on the poster:

- The name of the nutrition project director
- The nutrition project director's telephone number
- The suggested donation for eligible participants
- The guest fee to be charged non-eligible participants
- A statement of non-discrimination identical to the language on the OSA poster: No persons shall be excluded from participating in, denied the benefits of, or be subjected to discrimination under the program because of age, race, color, national origin, or handicap. If you believe you have been discriminated against, please contact the Affirmative Action Officer at the Michigan office of Services to the Aging, 517-373-2057 or the Chicago Regional Office of Civil Rights, 312-886-2359.

## **II. Facilities and Safety**

### **Accessible site**

Senior Nutrition Program sites must be operated within an accessible facility. Accessibility is defined as a participant living with a disability being able to enter the facility, use the rest room, and receive service that is at least equal in quality to that received by a participant not living with a disability. Documentation from a local building official or licensed architect is preferred.

### **Site Access, Maintenance, Security**

Sites are responsible for

- Care and maintenance of the facility, including restrooms, equipment, kitchen, storage areas and areas of common use
- Snow removal
- Utility payments
- Arranging fire safety inspections; all reports must be forwarded to OCED
- Licensing by the Public Health Department
- Insurance coverage
- Security procedures

### **Fire safety standards**

Each meal site must be inspected, by a local fire official, no less frequently than every three years. For circumstances where a local fire official is unavailable after a formal (written) request, OCED may conduct fire safety assessments of the Senior Nutrition Program site. Each meal site must conduct an annual fire drill. At a minimum, documentation of a fire drill must include the date of the fire drill and a signature verifying that the fire drill occurred. Best practices suggest that documentation should also include items such as number of minutes to evacuate, aspects that went well, and aspects that require improvement.

### **Michigan Food Code**

Sites must comply with Michigan Food Code and local public health codes regulating food service establishments. Each meal site and kitchen operated by a congregate meal provider shall be licensed, as appropriate, by the local health department. The local health department is responsible for periodic inspections and for determining when a facility is to be closed for failure to meet Michigan Food Code standards. The site shall submit copies of inspection reports electronically to OCED within five days of receipt for all facilities in which the Senior Nutrition Program is conducted. It is the responsibility of the Senior Nutrition Program site to address noted violations promptly.

Site staff is responsible for measuring the temperature of food items upon arrival and immediately prior to service. Hot food must be maintained above 135 degrees. Should the temperature fall below 135 degrees, the food must be reheated to above 165 degrees prior to service. Cold foods should stay below 41 degrees. Measured temperatures must be recorded on the temperature chart to be submitted to OCED each month.

### **Site Closure**

When a meal site is to be permanently or temporarily closed, the program will notify OCED in writing, including the following information:

1. Intent to close a site, as soon as possible.
2. A rationale for site closure (e.g. lack of attendance, inability to meet minimum standards and/or other requirements, loss of resources)

All closures must be approved by OCED. If a closure occurs without approval, funding may be withheld and/or recaptured at OCED's discretion.

### **Emergency Preparedness**

In cases of inclement weather, sites should close their program when the school district in the area is closed. Closure must immediately be reported to OCED.

Procedures to be followed in the event of a medical emergency must be posted. Staff and volunteers will be trained by OCED during in-services on procedures to be followed in the event of a medical emergency.

## **III. Staffing**

### **Staff**

OCED will provide training in identified competency areas twice per year at Senior Nutrition Program in-services. Each site must designate a "Site Coordinator" to serve as point person for OCED. Site coordinators are expected to train staff members on an ongoing basis and manage all staff members in order to carry out expected duties. Training provided by site staff members should include, at a minimum, day-to-day operations, food safety basics, and Senior Nutrition Program policies and procedures. Site staff member are expected to utilize the Volunteer Training Manual provided by OCED to cover all necessary training areas.

### **Volunteers**

Sites are responsible for volunteer recruitment, orientation, ongoing training, and management for day-to-day activities. Sites are expected to use the Volunteer Training Manual provided by OCED. Volunteers must submit a volunteer registration form. Volunteer time must be documented to be included as an in-kind contribution to the Senior Nutrition Program using the In-Kind Documentation Form. Forms must be submitted monthly to OCED.

### **In-service Training**

Staff and volunteers of each program shall receive in-service training at least twice each fiscal year which is specifically designed to increase their knowledge and understanding of the program and to improve their skills at tasks performed in the provision of service.

## **IV. Meals**

### **Assistive Eating Devices**

Each site shall make available, store and clean, upon request, food containers and utensils used as assistive devices for participants who are living with disabilities as part of a therapeutic program.

### **Non-Approved Meals**

Funding provided by OCED may not be used to contribute towards potluck dining activities.

### **Food Taken Out of Meal Site**

Sites may allow leftovers (food served to participants and not eaten) to be taken out of the site if the following conditions are met:

- a. A sign shall be posted near the congregate meal sign informing the meal participants that all food removed from the site becomes the responsibility of the individual.
- b. All new congregate participants receive written material about food safety and preventing food-borne illness when they sign up.
- c. All participants receive written material about food safety and preventing food-borne illness annually.
- d. The individual is required to sign a waiver statement that has been added to the registration form that states that they are responsible for food taken out of the site.
- e. Containers are not provided for the leftovers.

If a regular congregate meal participant is unable to come to the site due to illness, the meal may be taken out of the site to the individual for no more than seven (7) days. If needed for more than seven days, the participant should be evaluated for home delivered meals. If the person taking out the meal is also a regular congregate participant, they may also take their meal out.

OCED will provide technical assistance and materials for carrying out this policy if necessary.

### **Nutrition Education**

OCED will provide nutrition education materials to be distributed each month to participants. Additionally, OCED will arrange for any additional nutrition education sessions and coordinate with the site to deliver the nutrition education. Sites are welcome to arrange for additional nutrition education activities.

**FY 2013-2014 PROPOSED PROGRAM BUDGET**

Agency Name: Charter Township of Ypsilanti, Ypsilanti Township Community Center

<b>Revenue</b>	
Source	Funding Amount
Washtenaw County Senior Nutrition Program allocation amount	\$ 13,200.00
Other funding sources used to support the Senior Nutrition Program	\$
<b>Total Revenue**</b>	<b>\$ 13,200.00</b>

<b>Program Expenses*</b>		
<i>*Total program expenses should be equivalent to Program Revenue (above).</i>		
Item	Description	Expenditure
Personnel	Please complete Personnel Detail**	
Fringe Benefits		
Taxes		
Building rental		
Utilities		
Office supplies		
Meal-related supplies		
Mileage		
Postage		
Phone		
Food Service License	Food Service License that must be renewed annually with the Health Dept.	\$ 300.00
Other		
Other		
<b>Total Expenses*</b>		<b>\$ 300.00</b>

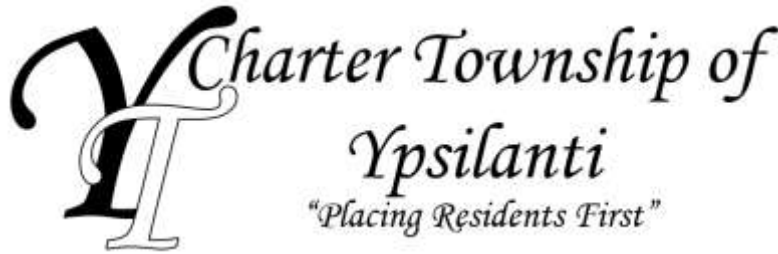
<b>Personnel Detail**</b>		
<i>Only complete if personnel expenses are expected.</i>		
Name	Hourly Wage	Hours per week

**In-Kind Support\*\*\***

\*\*\*This program is required to produce a match of 10% in order to receive funding. A portion of this is through in-kind contributions. Please estimate the value of any items that may be considered an in-kind contribution. This should include other funding sources as well as non-monetary contributions (e.g. volunteer contributions).

Item	In-kind Value	Description	Documentation
Congregate volunteer hours			OCED in-kind volunteer form
Home Delivered Meal volunteer hours			OCED in-kind volunteer form
Building rental			Letter containing details of in-kind support at fair market value for the
Utilities			
Supplies			Senior Nutrition Program cost portion
Other			
<b>Total In-Kind Contribution</b>	<b>0</b>		

*Supervisor*  
BRENDA L. STUMBO  
*Clerk*  
KAREN LOVEJOY ROE  
*Treasurer*  
LARRY J. DOE  
*Trustees*  
JEAN HALL CURRIE  
STAN ELDRIDGE  
MIKE MARTIN  
SCOTT MARTIN



**Human Resources  
Department**

7200 S. Huron River Drive  
Ypsilanti, MI 48197  
Phone: (734) 484-4700  
Fax: (734) 484-5156  
[www.ytown.org](http://www.ytown.org)

---

## MEMORANDUM

**TO:** Charter Township of Ypsilanti Board of Trustees

**FROM:** Karen Wallin  
Human Resource Department

**DATE:** September 16, 2013

**RE: Request for Authorization to re-class a full-time AFSCME position and create a part-time AFSCME position within the Assessing Department**

Recently the Township Assessing Department had an employee resign which resulted in a discussion on the staffing needed within the Department. After a meeting with Township Management and the Township Assessor, Linda Gosselin, the following is being forwarded to the Board for consideration.

Approval is being requested to have the current vacant full-time Appraiser II/Clerk position re-classed to a full-time Appraiser III position and to create a part-time (no more than 24 hours/week) Appraiser I/Clerk position.

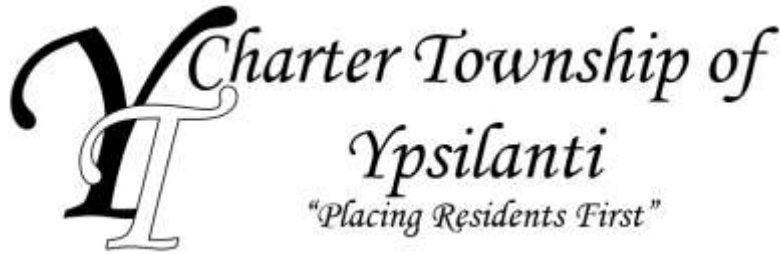
The Assessing Department currently has an Appraiser II/Clerk that holds the necessary certification for the Appraiser III position. The AFSCME union representatives have agreed to waive the internal 5 day posting period for the Appraiser III position, if approved by the Board, since the current Appraiser II/Clerk is the only employee eligible to post on the position.

If this request is approved by the Board, the part-time Appraiser I/Clerk position would be advertised externally and filled as soon as possible.

Township Assessor, Linda Gosselin was notified that the State Tax Commission has selected Washtenaw County to be audited, including the Charter Township of Ypsilanti and that appropriate staffing will be reviewed by the state.

Your consideration of this request is appreciated. Should you have any questions or need additional information, please contact Assessor Gosselin on her cellular phone at 1-248-763-0363 or me at 484-0065.

*Supervisor*  
**BRENDA L. STUMBO**  
*Clerk*  
**KAREN LOVEJOY ROE**  
*Treasurer*  
**LARRY J. DOE**  
*Trustees*  
**JEAN HALL CURRIE**  
**STAN ELDRIDGE**  
**MIKE MARTIN**  
**SCOTT MARTIN**



**Human Resource**

7200 S. Huron River Drive  
Ypsilanti, MI 48197  
Phone: (734) 484-0065  
Fax: (734) 484-5160  
[www.ytown.org](http://www.ytown.org)

---

# MEMORANDUM

**To:** Charter Township of Ypsilanti Board of Trustees

**From:** Karen Wallin  
Human Resource Department

**Date:** September 17, 2013

**Subject:** **Approval of Leave Time Policy**

Earlier this year the Township Board requested a committee be formed to review the Leave Time Policy for non-bargaining administrative/confidential employees. The committee (Treasurer Doe, Trustee Mike Martin, Trustee Eldridge, Deputy Supervisor Keen and I) met on a number of occasions and the attached policy is coming to the Board for consideration.

In addition to the changes made in the highlighted Section on page #3, "Provision – Non-Bargaining Employees", provisions have been updated for each of the bargaining units to match the current relative bargaining agreements.

Your consideration in this matter is appreciated. Should you have any additional questions, please feel free to contact me at 734-484-0065.

## **LEAVE TIME POLICY**

### **POLICY:**

It is the policy of the Township to grant time off work for employees according to the employees' relative collective bargaining union contract or Township policy.

### **Provision – AFSCME Employees:**

Township AFSCME employees shall be entitled to PTO (Paid Time Off) Leave pursuant to the provisions of their collective bargaining contract. The provisions of the bargaining contract shall govern accumulation of PTO leave.

Newly hired probationary employees are not eligible to use PTO leave during the first 90 days of employment, however, PTO hours shall accumulate during the first 90 days of employment and will appear on the first payroll check following 90 days of employment.

Scheduling of PTO is subject to the employee's immediate supervisor's approval and provisions of the bargaining agreement.

PTO accrued and not taken prior to termination of employment shall be paid out to the employee subject to the provisions of the bargaining agreement.

### **Provision – Teamsters:**

All Teamster employees shall be entitled to PTO (Paid Time Off) Leave pursuant to the provisions of their collective bargaining contract. The provisions of the bargaining contract shall govern accumulation of PTO leave.

Paid Time Off (PTO) shall be requested and may be paid from banked PTO days to cover full day absences so long as the supervisor or designated representative approves the request.

PTO banks are capped as of December 31<sup>st</sup> each year in accordance with the provisions of the bargaining contract.

Any unused PTO time in the employee's bank at the time of termination must be requested as a whole or partial cash payout two weeks prior to the termination date or the balance of the PTO bank will be converted at 100% and be forwarded to a MERS Health Care Savings Account in the employee's name for future health care expenses.



## **LEAVE TIME POLICY (Con't)**

### **Provision – Fire Fighters**

#### **Vacation Time**

Township Fire Fighters shall be entitled to Vacation Leave pursuant to the provisions of their bargaining contract. The provisions of the bargaining contract shall govern the accumulation of Vacation Leave and scheduling of Vacation time off.

Vacation hours for Fire Fighters are not accumulative from year to year.

Upon termination any unused vacation hours will be paid at 100%.

#### **Sick Time**

Fire Fighters are entitled to sick time pay in accordance with provisions of their bargaining contract.

A new employee will receive three (3) working days of sick leave credit on the first day of the month in which the employee completes the first six (6) months of employment. Each employee will thereafter receive one (1) working day of sick leave for each month of subsequent service.

Sick time will be allowed to accumulate to a maximum of 100 days. Payment will be made on July 1 of each year for 50% of any excess of the 100 day maximum.

Sick time banks may be used toward terminal leave at time of retirement per the collective bargaining contract.

All other Sick Time benefits shall be governed by the bargaining contract.

#### **Personal Leave**

Personal leave shall be granted in accordance with the relevant collective bargaining agreement. Personal leave may be taken in 24 hour or 12 hour segments only.

## LEAVE TIME POLICY (Con't.)

### Provision - Non-Bargaining Employees:

Unless otherwise stated within an employment agreement, all Non-bargaining Administrative/Confidential employees shall have their PTO posted to their PTO banks on January 1<sup>st</sup> of each year. The amount of PTO and the accrual of PTO shall be based on seniority as of December 31<sup>st</sup> of the previous year. If an employee has an anniversary date (during the course of the year) that increases their years of service calculation, those additional hours will be added on a pro-rata basis on the date of the anniversary.

PTO benefits will accrue for employees hired prior to 1/1/2009 in the following manner:

1 year through the 4 <sup>th</sup> year of employment	192 hours
5 years through the 9 <sup>th</sup> year of employment	240 hours
10 years through the 14 <sup>th</sup> year of employment	288 hours
15 years or more of employment	336 hours

\*\*PTO benefits for employees hired after 1/1/2009 are based on their individual employment agreement.

PTO banks are capped at 360 hours as of December 31, 2014. Employees who have PTO banks in excess of 360 hours at the end of each year, must request to receive the cash payout at 75%, two weeks prior to December 31<sup>st</sup> or the total excess of the PTO limit will automatically convert over to a MERS Health Care Savings Account at 100% for use toward future health care expenses.

Any unused PTO time in the employee's bank at the time of a voluntary termination must be requested as a whole or partial cash payout two weeks prior to the termination date or the balance of the PTO bank will be converted at 100% and be forwarded to a MERS Health Care Savings Account in the employee's name for future health care expenses. PTO hours accrued during the final year of employment will be pro-rated based on hours actually worked that year.

Involuntary termination of employment will result in a maximum payout of 50% of the PTO bank balance. PTO hours accrued during the final year of employment will be pro-rated based on hours actually worked that year. If the involuntary termination is a result of the elimination of the employee's position, the PTO balance will be paid at 100%. Unused PTO hours will not be paid to employees discharged for "just cause".

Employees may request a payout of PTO hours earned from their banks throughout the year. The first 32 hours requested shall be paid at 100% with all other requested hours being paid at 75%. A maximum of 180 hours will be allowed for payout in any given year.

All payouts from PTO banks will be considered Non-MERS wages and not rolled into the employee's base wage.

If at any time a non-bargaining employee utilizes their entire PTO bank leaving a zero balance and require additional time away from work, their salary will be reduced based on the hours not worked.

PTO shall be requested in advance from the employee's supervisor and shall be used in minimum increments of one-half days for leave time of more than 4 hours. Employees utilizing half-day increments of PTO time shall be expected to work a minimum of 4 hours in addition to the use of PTO hours.

DRAFT

# CHARTER TOWNSHIP OF YPSILANTI

## OFFICE OF COMMUNITY STANDARDS

Building Safety • Planning & Zoning • Ordinance Enforcement

---

To: Board of Trustees

From: Mike Radzik  
Office of Community Standards

Re: Request to authorize litigation, if necessary, to abate zoning violations at 2851 E. Michigan Ave

Date: September 16, 2013

Copy To: Nancy Wrybkowski, Deputy Clerk  
Doug Winters, McLain & Winters

On September 4, 2013, OCS staff became aware of a major parking lot expansion in progress at the Los Amigos restaurant located at 2851 E. Michigan Ave. The expansion, which included stripping turf from approximately 9,000 square feet of vacant land north of the restaurant, was being done without benefit of required site plan approval and soil erosion control measures.

OCS staff responded to the site and posted a stop work order with both the contractor and the business owner. The site was ordered to be restored with required soil erosion control measures in place. It should be noted that the business owner had previously contacted planning director Joe Lawson to inquire about the requirements for this site improvement. He was advised to hire an engineer to submit a site plan for review and approval, to include a storm water management plan and soil erosion control measures.

The stop work order was ignored and crushed asphalt was delivered and installed on site and new pavement markings were placed sometime between September 4 and September 12, 2013. OCS staff has followed up with a letter to the property owner requesting immediate abatement. Litigation may be necessary and, in the interest of saving time, authorization is requested in advance.

Thank you for your consideration. Please contact me or Planning Director Joe Lawson with any questions or concerns.

# CHARTER TOWNSHIP OF YPSILANTI

## 2013 BUDGET AMENDMENT #13

September 23, 2013

### 101 - GENERAL OPERATIONS FUND

Total Increase

Increase for the purchase of properties under "First Look Program" to sale same properties to Habitat for Humanity not to exceed \$75,000 . This will be funded by the reimbursement from Habitat for Humanity. Increase an additional \$42, 300 for the purchase of 4 homes in the Township for Habitat for Humanity not to exceed the total of \$60,000. This will be funded by an Appropriation of the Prior Year Fund Balance.

Revenues:	Reimbursement - Habitat for Humanity	101-000-000-688.100	\$75,000.00
	Prior Year Fund Balance	101-000-000-699.000	\$42,300.00
		Net Revenues	<u>\$117,300.00</u>

Expenditures:	Land Bank Habitat	101-950-000-969.010	\$75,000.00
	Land Bank Habitat	101-950-000-969.010	\$42,300.00
		Net Expenditures	<u>\$117,300.00</u>

### 252 - HYDRO STATION FUND

Total Increase

Increase to cover cost to purchase new station batteries, City of Ypsilanti share portion of revenue, supplies and additional cost in professional services. This is funded by the increase in revenues of the Hydro station.

Revenues:	Ford Lake Hydro Station	252.000.000.641.003	\$36,448.50
		Net Revenues	<u>\$36,448.50</u>

Expenditures:	Maintenance supplies	252-252-000.776.000	\$5,000.00
	Professional Services	252.252.000.801.000	\$5,000.00
	City Share/Hydro Station	252.252.000.956.009	\$6,000.00
	Equipment	252.252.000.977.000	\$20,448.50
		Net Expenditures	<u>\$36,448.50</u>

### 595-MOTORPOOL FUND

Total Increase

Increase the budget to pay for fuel that was higher in price and more use than anticipated. These expenses are off set by the reimbursement from the funds and departments that use the fuel. This is funded by revenue reimbursement from others funds.

Revenues:	Fuel and Fluids Revenue	595.000.000.607.520	\$12,000.00
		Net Revenues	<u>\$12,000.00</u>

Expenditures:	Contract Service Auto/Equip Maint	595-595-000-867.000	\$12,000.00
		Net Expenditures	<u>\$12,000.00</u>

Motion to Amend the 2013 Budget (#13):

Move to increase the General Fund budget by \$117,300 to \$9,885,542 and approve the department line item changes as outlined.

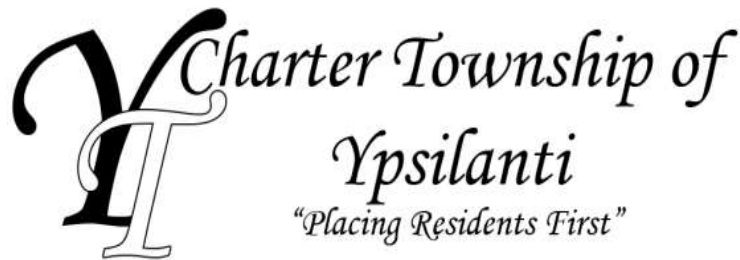
Move to increase the Hydro Station Fund budget by \$36,448.50 to \$323,739.50 and approve the department line item changes as outlined.

Move to increase the Motor Pool Fund budget by \$12,000 to \$304,697 and approve the department line item changes as outlined.

# OTHER BUSINESS

---

Supervisor  
**BRENDA L. STUMBO**  
Clerk  
**KAREN LOVEJOY ROE**  
Treasurer  
**LARRY J. DOE**  
Trustees  
**JEAN HALL CURRIE**  
**STAN ELDRIDGE**  
**MIKE MARTIN**  
**SCOTT MARTIN**



**Hydro Station**

7200 S. Huron River Drive  
Ypsilanti, MI 48197  
Phone: (734) 544-3690  
Fax: (734) 544-3626  
www.ytown.org

---

# MEMORANDUM

**TO:** Charter Township of Ypsilanti Board of Trustees  
**FROM:** Michael Saranen, Hydro Operator / Manager  
**DATE:** September 13, 2013  
**RE:** Approval to Replace Station Batteries and Charger

Enclosed are proposals to replace the existing batteries and charger with new.

The Hydro Station's batteries are a key part of the operation of the station. The existing batteries and charger have been in service for 21 years, and are in need of replacement. The batteries have rated life of 20 years, a recent inspection found unacceptable deterioration of 2 batteries. It is not advisable to replace the 2 damaged batteries due the age of the batteries. To ensure reliability to operation the Station, I recommend replacing all the batteries and charger with new.

Proposals were received from:

Alpine Power, Redford MI –	\$ 20,448.50
AF Smith Electric, Ypsilanti MI –	\$ 44,495.00
Utility Instrumentation Services, Ypsilanti MI –	\$ 28,442.00

At this time I would like to request the Township Board to accept the proposal from Alpine Power of Redford Michigan, in the amount of \$ 20,448.50.

Funding for this project will come from line item #252.252.000.977.000 – Equipment pending an approval of the budget amendment.



*Supervisor*  
BRENDA L. STUMBO  
*Clerk*  
KAREN LOVEJOY ROE  
*Treasurer*  
LARRY J. DOE  
*Trustees*  
JEAN HALL CURRIE  
STAN ELDRIDGE  
MIKE MARTIN  
SCOTT MARTIN



## Hydro Station

7200 S. Huron River Drive  
Ypsilanti, MI 48197  
Phone: (734) 544-3890  
Fax: (734) 544-3626  
www.ytown.org

**Date:** August 16, 2013

**To:** Bidder

**CC:** Jeff Allen, RSD Director

**From:** Michael Saranen, Hydro Operation Manager

**Subject:** Battery Bank Replacement RFP- Hydro Station

The Charter Township of Ypsilanti Hydro Station's is seeking proposals as outlined in this RFP for the replacing a bank of batteries and battery charger used for switchgear and starting generator excitation.

### General Information (existing system)

Battery Bank	Battery Charger
Float voltage 124 dc	input voltage 120 AC
Float amps 2-4	output voltage 130 DC
200 amp hour nominal	AC & DC circuit breakers
57 cells (19 batteries)	AC indicating light
Exide 3cc-9 flooded LA	Equalizing cycle

### RFP Provisions

#### Provide

- 20- New 6 volt (3 cell) 200 amp nominal flooded lead acid batteries
  - a. New flooded battery shall be rated for 20 years under normal service
  - b. Battery rated for 200 amp hour nominal
  - c. Batteries must fit the existing 3 tier battery rack; 96"L x 61"H x 17"W
  - d. New connecting bars and hardware
  - e. Must supply warranty information
- 1- New battery charger with:
  - a. Input voltage 120 AC
  - b. Float voltage of 130 dc nominal
  - c. Output Volt and amp meter
  - d. Input / output circuit breakers
  - e. A/C power indicating light
- 1- Spill containment to fit under existing battery rack; 96"L x 61"H x 17"W

**Labor**

Bidder to remove existing batteries from 3 tier rack  
Bidder to remove existing battery charger  
Bidder to install 20 flooded batteries on existing 3 tier battery rack;  
96" L x 61" H x 17" W  
Install new battery charger, connect to existing electrical circuit  
\*installation of charger and batteries are to be done within 1 business day.

**Disposal**

Bidder will dispose of the 19 old batteries and old battery charger in accordance of Michigan/Federal Law.

**Training**

Bidder is to provide training for station personnel on the proper maintenance, operation, and safety practices.

**Additional Info**

- Proposals must be received by the Township Clerk's Office by September 12<sup>th</sup> at 9:30 am EST. RFP can be mail or drop off at the Charter Township of Ypsilanti, 7200 S. Huron River Dr., Ypsilanti MI 48197. Clerk's Office C/O Michael Saranen / Battery Bid.  
(Offices are closed for lunch from 12 to 1 pm M-F)
- The Township has the right to refuse any and all proposals.
- Proposals that do not meet this RFP will be rejected.
- Accepted Bidder will receive a memo indicating the Township accepting their Proposal and issued PO # so the bidder can proceed.
- Accepted Bidder will provide warranty information and claim instructions.
- Accepted Bidder will provide any manuals related to the operation and service of the batteries and battery charger.
- The approved Bidder will invoice the Township after completion of the project to the Township satisfaction.
- Payment will be made within 30 business days after invoice is received.
- Township will provide tax exempt certification for this project.
- Questions regarding this RFP can be directed to:

Michael Saranen, Operations Manager  
Office (734) 544-3690  
e-mail [msarane@vtown.org](mailto:msarane@vtown.org) subject: Battery RFP



P. O. Box 981241 • 48198-1241  
 624 South Mansfield • Ypsilanti, Michigan 48197  
 Voice: 734-482-0977 • E-Mail: info@afsmith.com  
 Estimating/Purchasing Fax: 734-482-2034  
 Accounting Fax: 734-482-0817



**PROPOSAL / WORK CONTRACT**

**TO:** Ypsilanti Hydro Station

**DATE:** 9-6-13

Attention: Michael Saranen

**LOCATION:** Hydro Station, Bridge Rd.

We hereby submit specifications and estimates, subject to all terms and conditions as follows:

We propose to furnish labor and material to provide the electrical work required per RFP dated 8-16-13. We will demo the old, supply & install the new system per the RFP Provisions listed. Permit fees are included.

Total for the work described above will be.....\$44,495.00

Note: Allow 4 to 6 weeks for delivery of system to site. All recycling is included.

The total proposed work as described above will be: **As Stated Above**

**TERMS:** Net 30 Days

**ACCEPTANCE OF BID**

THE ABOVE SPECIFICATIONS, TERMS & CONTRACT ARE SATISFACTORY AND I HEREBY AUTHORIZE THE PERFORMANCE OF THIS WORK. If not paid as above, we agree to pay a late charge of 1.5% PER MONTH (liquidated) ANNUAL FINANCIAL RATE OF 18% on past due amounts.

This proposal created by W. Jeffrey Knapp. This proposal may not be reprinted, revised or translated in whole or in part without permission of the author. Copyright ©2008.

**CONTRACTOR'S GUARANTEE:**

WE GUARANTEE ALL MATERIALS ON THIS CONTRACT TO BE AS SPECIFIED ABOVE. THE ENTIRE OBLIGATION OF CONTRACTOR IN ANY MANNER, ANY VARIATIONS FROM PLAN OR SPECIFICATIONS REQUIRING EXTRA LABOR OR MATERIAL WILL BE THE CONTRACTOR'S RESPONSIBILITY AND HELD IN ADDITION TO THE SUB CONTRACTOR'S CONTRACT AGREEMENTS MADE WITH OUR WORKMEN. ALL NOTIFICATIONS, THIS PROPOSAL IS SUBJECT TO CHANGE AND MAY BE WITHDRAWN OR NOT ACCEPTED WITHIN 21 DAYS OF ABOVE DATE.

A. F. SMITH ELECTRIC, Inc.

Accepted by: \_\_\_\_\_

Glenn Jennings

Date: \_\_\_\_\_ Phone: \_\_\_\_\_

Glenn Jennings / Service Manager

THIS CONTRACT IS VOID 30 DAYS FROM DATE UNLESS COPY IS SIGNED AND RETURNED TO BIDDER. WE COMPLY WITH ALL WORKMAN'S COMPENSATION & PROPERTY DAMAGE LIABILITY INSURANCE LAWS.



September 11, 2013

Mr. Michael Saranen  
Ypsilanti Charter Township  
7200 South Huron Drive  
Ypsilanti, MI 48197

Phone: (734) 483-0776  
Email: msarane@ytown.org  
Fax: (734) 544-3626  
Number of Pages Faxed: 1

**Quote Description: Hydro Station Battery Bank Replacement**  
**Due: September 12, 2013 by 9:30 a.m.**  
**Quotation # 131117**

Dear Mr. Saranen:

*Utilities Instrumentation Service* is pleased to submit our quotation to provide:

- 20 – New 6 volt (3 cell) 200 amp nominal lead acid batteries
- 1 – New battery charger with:
- 1 – Spill containment to fit under existing battery rack; 96"L x 61"H x 17"W
- Labor
  - o Remove existing batteries from 3 tier rack
  - o Remove existing battery charger
  - o Install 20 flooded batteries on existing 3 tier battery rack; 96"L x 61"H x 17"W
  - o Install new battery charger, connect to existing electrical circuit
- \*Installation of charger and batteries are to be done within 1 business day
- Disposal
- Training

Our price to perform this work is \$28,442.00.

In support of our experience and ability to perform this work, please note that we are a licensed Electrical Contractor with the State of Michigan and fully accredited member of NETA (InterNational Electrical Testing Association). See license and accreditation certificate attached.

Thank you for giving us the opportunity to provide our quote for this project. Our price is valid for thirty (30) days, after which time *Utilities Instrumentation Service* reserves the right to review

UIS Group of Companies  
PO Box 981123  
306 N. River Street - Ypsilanti, MI 48196  
Phone: (734) 482-1450 - Fax: (734) 482-0035  
uiscorp.com

Utilities Instrumentation Service  
UIS SCADA  
UIS Renewable Power



and modify any and all portions of its proposal. In addition, this proposal contains pricing and other information confidential and proprietary to *Utilities Instrumentation Service*, and disclosure of the contents of this letter and any attachments to persons or organizations outside of this agreement is not authorized without specific written permission from *Utilities Instrumentation Service*. Should you have any questions, please do not hesitate to contact me at our office (734) 482-1450 extension 14.

Sincerely,

Gary E. Walls  
President

GEW/tmf

Attachments

**BUREAU OF CONSTRUCTION CODES**

## Bureau of Construction Codes License Search

\*Mouse-over License Information area for description of license/registration type and status description.

Licensee Name

Licensee Name

UTILITIES INSTRUMENTATION SERV

Business Name/Contractor of Record

GARY E WALLS

Address

YPSILANTI MI 48198

Qualifying Master

WALLS, GARY E

License Information

License Number

6109548

License Type

ELECTRICAL CONTRACTOR

Status

ISSUED

Expiration Date

12/31/2015



NETA

# CERTIFICATE OF ACCREDITATION

Is hereby granted to  
Utilities Instrumentation Service, Inc.  
*Ypsilanti, MI*

by

**INTERNATIONAL ELECTRICAL TESTING ASSOCIATION**  
*January 1, 2013 - January 31, 2014*

*Ken Bassett*

*Ken Bassett  
Membership Chair*





# ALPINE

## POWER SYSTEMS

A Division of TPI, LLC est. 1963

24355 Capital Avenue  
Redford, MI 48239

### Quote

Quote Number: 18138  
Date: 09/04/2013  
Sales Person: Melissa Williams  
Phone: 313.242.0642  
Valid Until: 09/27/2013  
Terms: Net 30  
Lead Time: 2-4 Weeks (ARO)  
FOB: Origin

**Bill To**  
Michael Saranen  
Charter Township of Ypsilanti  
Accounts Payable Department 7200 South Huron Drive  
Ypsilanti, MI 48197-7099  
USA

**Ship To**  
Michael Saranen  
Charter Township of Ypsilanti  
  
Ypsilanti, MI 48198  
USA

**Subject: Battery bank replacement- Hyrdo Station**

Quantity	Product	Unit Price	Ext. Price
1	3CC-9M Energys 200ah battery system consisting of (60) cells CC-9M batteries. San Jar	\$13,700.00	\$13,700.00
1	AT10-130-030 130vdc, 30 amp battery charger AC Input 120V, with Standard options  There will be a 4% price increase on chargers ordered after 10/1/13.	\$3,044.00	\$3,044.00
1	EAGLE-21-100 Optional spill containment EAGLE-21-136 standard NabPills & SOC's	\$692.00	\$692.00
1	Installation Removal and disposal of old batteries per EPA guidelines. Installation of new spill containment, charger (DC Power only) and batteries on existing 3-Tier rack per IEEE and manufacturers specifications during Normal business hours M-F 8am- 5pm  Please note: All AC work to be done by others.	\$2,450.00	\$2,450.00
1	Training Basic training for proper maintenance, operation and safety practices.	\$562.50	\$562.50
		<b>Subtotal:</b>	\$20,448.50
		<b>Tax:</b>	Not Included
		<b>Shipping:</b>	Prepaid/Add
		<b>Total:</b>	\$20,448.50

Subtotal: \$20,448.50  
Tax: Not Included  
Shipping: Prepaid/Add  
Total: \$20,448.50

Our company has a reputation for delivering quality products and services on time and on budget. Thank you for this opportunity to serve you. Please feel free to contact me at 313.242.0642 or mwilliams@alpinepowersystems.com anytime.

Sincerely,  
Melissa Williams





## **PRODUCT WARRANTY**

### **LEAD ACID STATIONARY BATTERIES FLOODED LEAD ACID FLOAT SERVICE**

**PowerSafe™ CC, CA, EC, EA, FTC-P, FTA-P, GU, GT, GC, GN, Vb, OPzS**

#### **General Product Limited Warranty**

EnerSys Delaware Inc. ("EnerSys") warrants its PowerSafe™ CC, CA, EC, EA, FTC-P, FTA-P, GU, GT, GC, GN, Vb, and OPzS flooded float service batteries and racks against defective materials and workmanship for the full period as defined in Table A or Table B from the date the battery is placed in service or the full period plus six (6) months from the date of shipment, whichever occurs first.

- A. If initial physical inspection identifies flaws in material or workmanship that would impair life of the battery, as defined by this warranty, or product performance, as defined by EnerSys' electrical and physical specification as published at the time of shipment and these flaws are not due to transportation damage or installation abuse;

OR

- B. If on initial "Acceptance Test", as defined in IEEE Std. 450, "IEEE Recommended Practice for Maintenance, Testing, and Replacement of Vented Lead Acid Batteries for Stationary Applications", the properly installed battery string fails to meet the published performance ratings\* per EnerSys' latest published catalog data at the time of shipment;

In the event of either A or B above, then contact your nearest EnerSys sales representative to request instructions. You will be instructed either a) to return the equipment to an EnerSys factory or service center location, FOB Destination-Freight Prepaid, for examination, or b) to wait until an EnerSys representative arrives at the site to inspect the equipment.

If EnerSys determines the battery or rack is physically or electrically unsound due to defective materials or workmanship on the part of EnerSys, the defective cell(s) or rack component(s) will be repaired or replaced at the option of EnerSys without charge to the purchaser (user) for replacement materials or repair labor. However, costs of replacement installation including but not limited to equipment, travel expenses of EnerSys representatives(s), and costs of material transportation expenses shall be borne by the purchaser (user). The replacement battery shall only complete the remaining unused portion of the original warranty of the replaced battery.

\* Published performance ratings. Initial capacity shall be a minimum of 90 percent of the rated string capacity upon shipment per IEEE-450.

(over)

The classic model — with output ratings to 25 Amperes — now with more features!



Cabinet Style 586

Cabinet Style 594

(Shown with Optional Penthouse and Drip Shield.)

**AT10.1 Group 1: Input, Output, Heat Loss, Cabinet Style & Shipping Weight**

Ampere Rating	6A			12A			16A			20A			25A			
AC Input Voltage	120	208	240	480	120	208	240	480	120	208	240	480	120	208	240	480
<b>Output Voltage: 12Vdc</b>	Float Adjust: 11.5-14.5Vdc						Equalize Adjust: 12-15.5Vdc									
AC Input Amperes (Nominal)	1.4-0.9-0.8-0.4			2.6-1.5-1.4-0.7			3.6-2.1-1.8-0.9			4.2-2.4-2.1-1.1			5.3-3.1-2.7-1.4			
AC Input Circuit Breaker (120V)	10A			10A			10A			10A			10A			
DC Output Circuit Breaker	15A			20A			25A			30A			40A			
Heat Loss - Watts (BTU/hr.)	43 (146)			77 (264)			100 (341)			123 (420)			151 (517)			
Cabinet Style	586			586			586			586			586			
Shipping Weight, lb. (kg)	44 (20)			44 (20)			67 (30)			67 (30)			67 (30)			
<b>Output Voltage: 24Vdc</b>	Float Adjust: 23-29.5Vdc						Equalize Adjust: 24-31Vdc									
AC Input Amperes (Nominal)	3.2-1.8-1.6-0.8			6.0-3.5-3.0-1.5			7.8-4.5-3.9-2.0			9.6-5.5-4.8-2.4			12-6.9-6.0-3.0			
AC Input Circuit Breaker (120V)	10A			10A			15A			15A			15A			
DC Output Circuit Breaker	15A			20A			25A			30A			40A			
Heat Loss - Watts (BTU/hr.)	56 (190)			94 (321)			120 (409)			146 (497)			178 (609)			
Cabinet Style	586			586			586			586			586			
Shipping Weight, lb. (kg)	44 (20)			58 (26.3)			75 (34)			75 (34)			75 (34)			
<b>Output Voltage: 48Vdc</b>	Float Adjust: 46-57Vdc						Equalize Adjust: 48-61Vdc									
AC Input Amperes (Nominal)	6.5-3.8-3.3-1.7			12-6.9-6.0-3.0			16-9.2-8.0-4.0			20-12-10-5.0			25-14-13-6.3			
AC Input Circuit Breaker (120V)	10A			20A			20A			25A			30A			
DC Output Circuit Breaker	15A			20A			25A			30A			40A			
Heat Loss - Watts (BTU/hr.)	80 (274)			127 (433)			158 (538)			188 (643)			229 (781)			
Cabinet Style	586			586			594			594			594			
Shipping Weight, lb. (kg)	58 (26)			75 (34)			110 (50)			110 (50)			110(50)			
<b>Output Voltage: 130Vdc</b>	Float Adjust: 115-140Vdc						Equalize Adjust: 123-145Vdc									
AC Input Amperes (Nominal)	12-6.9-6.0-3.0			26-15-13-6.5			28-16-14-7.0			34-20-17-8.5			43-25-22-11			
AC Input Circuit Breaker (120V)	20A			35A			50A			60A			60A			
DC Output Circuit Breaker	15A			20A			25A			30A			40A			
Heat Loss - Watts (BTU/hr.)	145 (494)			210 (716)			255 (871)			300 (1023)			351 (1199)			
Cabinet Style	586			594			594			594			594			
Shipping Weight, lb. (kg)	80 (36)			147 (67)			193 (88)			193 (88)			193 (88)			

Models with higher ratings: AT10.1 Group 2 models with single-phase ac input ratings, and dc output ratings to 100Adc, described in this brochure; also SCR/SCRF Series models with dc output ratings to 800Adc at 12 through 260Vdc.

Specifications subject to change.



You are here: >>

## **Powersafe C**

---

A prime choice for combined short duration and long duration applications, particularly the requirements of the utilities market. Because of a unique combination of extra thick positive grids, a square plate format and multi-cell construction, superior performance is guaranteed. Maintenance and inspection is particularly easy due to the individual voltage posts and transparent container.

### **Features & Benefits**

- Capacity: 50Ah - 200Ah
- Design Life: 20 years @ 25°C(77°F)
- Flooded lead acid
- Flat plate construction in calcium or antimony alloy grids

### **Applications**

- Electric Utility/Switchgear
- Rail Signal



[Click here for literature.](#)

**CHARTER TOWNSHIP OF YPSILANTI**  
**ASSESSOR'S OFFICE**

---

**VALUATION REPORT**

**FOR:** POTENTIAL SALE

**LOCATED AT** 116 S HARRIS RD  
YPSILANTI, MICHIGAN 48197  
K-11-10-180-005

**OWNED BY** CHARTER TOWNSHIP OF YPSILANTI

**AS OF** JULY 30, 2013

**FOR**

CHARTER TOWNSHIP OF YPSILANTI  
7200 SOUTH HURON RIVER DRIVE  
YPSILANTI, MICHIGAN 48197-7099

**BY**

ASSESSORS OFFICE  
7200 SOUTH HURON RIVER DRIVE  
YPSILANTI, MICHIGAN 48197-7099

**CHARTER TOWNSHIP OF YPSILANTI  
ASSESSING DEPARTMENT**

7200 South Huron River Drive  
Ypsilanti, Michigan 48197-7099

Telephone (734)487-4927  
Fax (734)484-5159

---

July 30, 2013

Karen Lovejoy-Roe  
Ypsilanti Township Clerk  
7200 S Huron River Dr.  
Ypsilanti, Michigan 48197

Regarding: K-11-10-180-005  
116 S Harris Rd  
Ypsilanti, Michigan 48197

Per your request, pertinent market data has been compiled for a market comparison of the subject property identified above.

Market value is defined as the most probable price in terms of cash a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller, each acting prudently, knowledgeably and assuming the price is not affected by undue stimulus.

Based upon the market data provided herein, it has been determined that the most probable price of the subject property, K-11-10-180-005, as of July 30, 2013 is:

**\$24,000**

This report is supportive evidence to the potential sale by sealed bid of the subject property and the content is brief and consists of sales information that would be reviewed and analyzed like any potential buyer. The sales information shows the activity within the local market area.

Respectfully Submitted,  
Brian McCleery, MAAO

**PURPOSE AND INTENDED USE OF THE SUPPLEMENTAL DATA**  
**REPORT**

The purpose of this report is to provide a "Estimate Market Value" to the subject property as of July 30, 2013 for the intended use of demonstrating the market sales activity within the market area.

**LEGAL DESCRIPTION**

K-11-10-180-005 - YP#107-26 LOT 26 YPSI LITTLE FARMS SUBD'N.

**SITE ANALYSIS**

The following description of the subject site has been compiled from records of the Assessor's Office.

**Size:** The total subject site consists of 1 parcel, contained approximately .918 acres. The individual parcel is described as contained within the above legal descriptions.

**Topography:** The subject property is flat and level with adjacent properties. There does not appear to be any drainage problems.

**Street Improvements:** S Harris Rd is a 2 lane asphalt paved road.

**Utilities:** The subject property has access to all public utilities.

**Zoning:** The subject site of 116 S. Harris Rd is zoned RM-2.

K-11-10-180-005 This parcel is a .918 acre parcel of vacant land consisting of a 100' road frontage and a 400' depth.

The previous home at 116 S Harris Rd was demolished in 2010. In 2011 the Washtenaw County Treasurer's Office foreclosed upon the property for the nonpayment of property taxes. The Treasurer's Office offered the property for sale in the 2011 property tax auction and the property did not sell. Subsequently, property ownership was transferred to Ypsilanti Township according to Michigan law.

VACANT LAND SALES

Parcel	Street	Location	Acreage	Sale Date	Sale Price	\$/AC	\$/SF		
K-11-23-400-042	Textile Rd	Ypsilanti Township	0.66	7/17/2013	\$ 20,000	\$ 30,303	\$ 0.70		
K-11-31-200-016 & -017	Merritt Rd	Ypsilanti Township	3.38	7/12/2013	\$ 56,000	\$ 16,568	\$ 0.38		
J-10-07-200-019	Warren Rd	Superior Township	2.50	6/14/2013	\$ 70,000	\$ 28,000	\$ 0.64		
J-10-28-300-018	Hunters Creek Dr	Superior Township	10.93	5/21/2013	\$ 60,000	\$ 5,489	\$ 0.13		
J-10-17-201-103	Masten Ct	Superior Township	3.04	5/14/2013	\$ 33,000	\$ 10,855	\$ 0.25		
J-10-17-201-103	Masten Ct	Superior Township	3.04	5/14/2013	\$ 33,000	\$ 10,855	\$ 0.25		
J-10-08-300-050	Plymouth- Ann Arbor Rd	Superior Township	1.06	3/14/2013	\$ 15,000	\$ 14,151	\$ 0.32		
J-10-17-201-099	Masten Ct	Superior Township	5.03	10/15/2012	\$ 67,500	\$ 13,419	\$ 0.31		
J-10-18-401-019	Falkirk Ct	Superior Township	1.25	10/15/2012	\$ 48,000	\$ 38,400	\$ 0.88		
J-10-18-401-027	Betheny Cr	Superior Township	1.05	9/4/2012	\$ 55,500	\$ 52,857	\$ 1.21		
J-10-15-100-014	Ford Rd	Superior Township	8.48	8/3/2012	\$ 80,000	\$ 9,434	\$ 0.22		
J-10-29-200-02	Vreeland Rd	Superior Township	4.55	7/23/2012	\$ 43,000	\$ 9,451	\$ 0.22		
J-10-32-300-003	First St	Superior Township	1.07	6/20/2012	\$ 15,000	\$ 14,019	\$ 0.32		
J-10-03-400-026	Plymouth- Ann Arbor Rd	Superior Township	2.49	5/31/2012	\$ 85,000	\$ 34,137	\$ 0.78		
J-10-18-401-046	Andora	Superior Township	4.49	1/12/2012	\$ 70,000	\$ 15,590	\$ 0.36		
K-11-11-283-013	Ohio St	Ypsilanti Township	0.181	9/12/2011	\$ 3,400	\$ 18,785	\$ 0.43	Tax Sale	
K-11-20-301-014	Pineview Dr	Ypsilanti Township	0.46	7/29/2011	\$ 10,700	\$ 23,261	\$ 0.53	Tax Sale	
J-10-19-100-021	Cherry Hill Rd	Superior Township	3.15	6/14/2011	\$ 50,000	\$ 15,873	\$ 0.36	Average of Highlighted: \$ 0.58	
J-10-28-300-024	Hunters Creek Dr	Superior Township	4.90	2/1/2011	\$ 65,000	\$ 13,265	\$ 0.30		
K-11-35-400-052	Bemis	Ypsilanti Township	10.00	12/14/2010	\$ 50,000	\$ 5,000	\$ 0.11		
K-11-33-100-012	Baytree Dr	Ypsilanti Township	2.89	12/6/2010	\$ 15,000	\$ 5,190	\$ 0.12	Wet	
J-10-15-120-002 & -003	Ford Rd	Superior Township	4.42	11/30/2010	\$ 57,500	\$ 13,009	\$ 0.30		
J-10-19-100-019	Cherry Hill Rd	Superior Township	3.14	10/29/2010	\$ 60,000	\$ 19,108	\$ 0.44		
J-10-14-200-006	Ford Rd	Superior Township	2.10	10/1/2010	\$ 20,000	\$ 9,524	\$ 0.22		
J-10-15-120-001	Ford Rd	Superior Township	2.09	10/1/2010	\$ 20,000	\$ 9,569	\$ 0.22		
Average of All Sales:							\$	0.40	

## RECONCILIATION AND CONCLUSION OF VALUE:

In valuing the subject property a review of vacant land sales was conducted for the market area extending back to 2010. Sales from Ypsilanti Township and parts of Superior Township were utilized.

In reviewing the subject property the challenge was to find similar sales of lots that were approximately 1 acre in size, yet within the higher density, urban area similar to the North East side of Ypsilanti Township, where the subject property is located. Enclosed is a list of the vacant land sales that have taken place over the past few years. The average sale price for these sales is \$.40 per square foot. When evaluating the sales further for similar amenities such as size and location, several sales can be selected that would closer represent the subject property. The average sales price of these properties was \$.58 per square foot.

Secondly, a search of current listings in the area was conducted. Looking at properties that are currently listed for sales, gives an indication of the current market. In the area of the subject property there are a few vacant properties that are currently listed for sale. 453 S Harris Rd. is a .124 acre parcel that is listed for \$12,500. 459 S Harris Rd is a .124 acre parcel that is listed for \$12,500, and 1805 Parkwood Ave is a .258 acre parcel that is listed for \$5,800. There is also a lot on Young St that is .15 acres and is listed for \$4,900. These listings are for smaller properties that are similar in location to the subject and are supportive of the dollar per square foot values that are indicated by the sales data.

Based upon the above market information, a value per square foot can be derived from the market by reviewing land sales and listings within the surrounding area. A dollar per square foot of \$.60 was chosen as the appropriate rate. Applying a dollar per square foot value of \$.60 to the subject property, results in a land value estimate of \$24,000 for the subject property.

In conclusion, the above value is the most probable price in terms of cash a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller, each acting prudently, knowledgeably and assuming the price is not affected by undue stimulus.