

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE APRIL 1, 2014 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
Angela B. King

PUBLIC HEARING

A. REQUEST OF JAMES V. DIRKES TO APPROVE A PRIVATE ROAD VARIANCE FOR PROPERTY LOCATED AT 5389 BON TERRE

The public hearing opened at approximately 7:01 p.m.

Ruth Atsinger, Milan Resident stated this was property her family had owned for twenty years and had been denied building or selling it due to zoning codes for Ypsilanti Township. She said she was representing her father and his request to obtain a variance to either build, sell it to a family member to build or someone else to build on.

Tom Hungerford, Chelsea Resident and owner of property in the same area supported a variance. He felt it should be granted since anyone who chose to live in the country accepted a greater risk of minimal fire and police protection due to being outside the city limits and was in favor, within reasonable limits, of being able to do whatever they chose with their property.

The public hearing closed at approximately 7:05 p.m.

Joseph Lawson provided a brief background on the creation of various splits regarding the Bon Terre property. He stated five parcels had been developed on the property which was purchased in 1995. Mr. Lawson provided a brief explanation of the Private Road Ordinance, which stated once there were more than four homes, the road was to be upgraded in terms of paving and road width. Mr Lawson had asked Vic Chevrette, Ypsilanti Township Fire Marshal for an evaluation, and he stated the road would need a lift, at the minimum of gravel and the possibility of tree trimming.

Trustee Eldridge questioned if the gravel lift was sufficient or would the road need to be paved according to our ordinance. Discussion followed.

Clerk Lovejoy Roe asked if there was a maintenance agreement granted with earlier variances and how was it enforced.

Mr. Lawson explained there was a maintenance agreement and every home that had been constructed, thus far, had signed onto that agreement. He stated that would be a condition of approval in addition to the gravel. He explained non-issuance of a building permit was how the agreement was enforced.

Attorney Winters explained the maintenance agreement did give the Township the ability to issue citations, if needed, in regard to road maintenance.

Mr Lawson responded to a question from Supervisor Stumbo, that there were three lots on Deer Creek and it was paved. He stated the surface of the road in either

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location was one issue and the overall length without an outlet was another issue. Mr. Lawson stated the road on Bon Terre does not meet Township standards.

Discussion followed on the original court ordered number of parcels and approval of splits by the Board since that time, as well as the maintenance agreements on Bon Terre and Deer Creek.

Supervisor Stumbo asked if it was agreeable to the Board to revisit this item after more research had been done and it was decided it would be reviewed and brought back to the April 15, 2014 Regular Board Meeting.

James Smith, Township Resident stated he had arrived late and requested to be updated regarding road maintenance on Bon Terre.

PUBLIC COMMENTS

Arloa Kaiser, Township Resident voiced her opposition to a snow removal ordinance and any ordinance that would allow chickens in backyards.

Timothy King, Township Resident read a proclamation in favor of delegating funding for a memorial dedicated to the Willow Run Bomber Plant and requested the support of the Board.

Brian Westphal, Township Resident and Assistant Scout Master in Boy Scout Troop 240 introduced three Scouts, Kieran Westphal, David Leonard and Ian Donahue, who were in attendance to observe the meeting as part of earning their Citizenship and Community Merit Badge.

CONSENT AGENDA

- A. MINUTES OF THE MARCH 18, 2014 WORK SESSION, REGULAR MEETING AND EXECUTIVE SESSION**
- B. STATEMENTS AND CHECKS**

A motion was made by Treasurer Doe, supported by Trustee Scott Martin to approve the Consent Agenda. The motion carried unanimously.

ATTORNEY REPORT

Supervisor Stumbo stated the Attorney Report had been given at the Work Session.

Attorney Winters introduced Dennis Donahue, in attendance with the Scouts, as a long-time friend. He stated he was glad to hear everyone weigh in on the impact of rental properties during the Work Session.

OLD BUSINESS

- 1. 2nd READING RESOLUTION NO. 2014-8, ORDINANCE NO. 2014-435, REQUIRING REGISTRATION OF VACANT SINGLE-FAMILY AND DUPLEX RESIDENTIAL PROPERTIES (1st Reading held at the March 4, 2014 Regular Meeting)**

Clerk Lovejoy Roe read the Resolution into the record.

A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to approve the 2nd Reading of Resolution No. 2014-8, Ordinance No. 2014-435, requiring registration of vacant single-family and duplex residential properties (see attached).

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Mike Radzik, OCS Director presented a brief overview of the events leading to the implementation of this ordinance and a brief explanation of how the ordinance will work.

Supervisor Stumbo reminded residents of the importance of contacting the Township regarding vacant homes and the Township's commitment to fight blight, stabilize neighborhoods and protect homeowners.

The motion carried as follows:

**Eldridge: Yes S. Martin: Yes Hall Currie: Yes Stumbo: Yes
Lovejoy Roe: Yes Doe: Yes M. Martin: Yes**

NEW BUSINESS

1. BUDGET AMENDMENT #4

Clerk Lovejoy Roe read the revised Budget Amendment into the record.

A motion was made by Clerk Lovejoy Roe, supported by Trustee Hall Currie to approve the revised Budget Amendment #4 (see attached). The motion carried unanimously.

Supervisor Stumbo stated this would allow the hiring of two seasonal enforcement officers to assist with the ordinance that was just adopted, as well as noxious weeds and other neighborhood ordinances.

2. RESOLUTION NO. 2014-11, VACANT RESIDENTIAL PROPERTY FEES

Clerk Lovejoy Roe read the Resolution into the record.

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to approve Resolution No. 2014-11, approving vacant residential property fees (see attached). The motion carried unanimously.

Supervisor Stumbo stated this resolution was to enable the vacant single-family and duplex residential registration program to be self-funding and would pay for the hiring of the two ordinance officers.

3. REQUEST TO AUTHORIZE SIGNING OF THE QUALIFIED VOTER FILE (QVF) ORACLE/EQUIPMENT UPGRADE PROJECT GRANT BETWEEN THE MICHIGAN DEPARTMENT OF STATE AND YPSILANTI TOWNSHIP

A motion was made by Clerk Lovejoy Roe, supported by Trustee Hall Currie to authorize signing of the Qualified Voter File (QVF) Oracle/Equipment Upgrade Project Grant between the Michigan Department of State and Ypsilanti Township (see attached). The motion carried unanimously.

Clerk Lovejoy Roe explained the grant would pay for the upgrade to the software and server for the QVF. The grant was paid through the federal Help America Vote Act, and was being handled by the Michigan Department of State Bureau of Elections.

4. REQUEST OF BECKETT & RAEDER, INC. TO AMEND CURRENT SERVICE AGREEMENT FOR LAKESIDE PARK, SIGNED AUGUST 26, 2011, IN THE AMOUNT OF \$6,000 IF NEEDED

A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to table the agenda item. The motion carried unanimously.

- 5. REQUEST OF MIKE RADZIK, OCS DIRECTOR TO AUTHORIZE LEGAL ACTION IN WASHTENAW COUNTY CIRCUIT COURT TO ABATE PUBLIC NUISANCE OF FIRE DAMAGED HOUSE LOCATED AT 589 CALDER AVENUE, BUDGETED IN LINE ITEM #101.950.000.801.023**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Mike Martin to authorize legal action in Washtenaw County Circuit Court to abate public nuisance of fire damaged house located at 589 Calder Avenue, budgeted in line item #101.950.000.801.023.

Mike Radzik provided a brief overview of the condition of the rental property and lack of action on the part of the owner resulting in the need for this court action.

Trustee Eldridge asked to identify the owner of the property for the record.

Attorney Winters identified the owner as Intervest Properties LLC and the resident agent as George Elia with a West Bloomfield address.

The motion carried unanimously.

- 6. REQUEST OF MICHAEL SARANEN, HYDRO OPERATOR TO APPROVE PROFESSIONAL SERVICES PROPOSAL OF STANTEC OF ANN ARBOR FOR TYLER DAM PROJECT PHASE 2 IN AN AMOUNT NOT TO EXCEED \$28,000, BUDGETED IN LINE ITEM #252.252.000.801.250**

A motion was made by Trustee Scott Martin, supported by Treasurer Doe to approve Professional Services Proposal of Stantec of Ann Arbor for Tyler Dam Project Phase 2 in an amount not to exceed \$28,000, budgeted in line item #252.252.000.801.250.

Jeff Allen, Residential Services Director stated the request was to approve and authorize signing of the proposal and provided a brief overview of the project. He said the dam was regulated by the State of Michigan Department of Environmental Quality.

Supervisor Stumbo stated the Road Commission was concerned about the condition of the roadway over the top of the dam.

The motion carried unanimously.

- 7. RESOLUTION NO. 2014-12, TEMPORARY ROAD CLOSURE REQUEST OF GRACE FELLOWSHIP CHURCH AND ST. MARK LUTHERAN CHURCH FOR A "COMMUNITY STREET FAIR (BLOCK PARTY)"**

Clerk Lovejoy Roe read the Resolution into the record.

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to approve temporary road closure request of Grace Fellowship Church and St. Mark Lutheran Church for a "Community Street Fair (Block Party)" (see attached). The motion carried unanimously.

OTHER BUSINESS

Supervisor Stumbo explained the following three items were agreed to be added under Other Business during the Work Session:

- 1. 2014 GREEN OAKS RATES**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Mike Martin to authorize the rate fee schedule for the 2014 Green Oaks Rates (see attached).

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Supervisor Stumbo briefly described the rate fee schedule.

The motion carried unanimously.

2. REQUEST OF RON FULTON, BUILDING DIRECTOR TO AUTHORIZE LEGAL ACTION IN WASHTENAW CIRCUIT COURT FOR BAIRD APARTMENTS AT 1625, 1635, 1645 AND 1655 PARKWOOD AND FIRST CLASS IMPORT AUTO SALES AT 827 E. MICHIGAN AVENUE.

A motion was made by Treasurer Doe, supported by Trustee Eldridge to authorize legal action in Washtenaw County Circuit Court for Baird Apartments at 1625, 1635, 1645 and 1655 Parkwood and First Class Import Auto Sales at 827 E. Michigan Ave.

Ron Fulton, Building Director provided the name of the owner of the Baird Apartments, Charles E. Baird Revocable Trust. He stated Mr. Baird and his son, Edward Kopp, were in the audience. He stated the owner of the First Class Import Auto Sales was Mohammed Bagherzadeh.

Edward Kopp, owner of the Parkwood properties, stated they were working to resolve this problem as quickly as possible. He stated he had offered to pay the moving expenses incurred by the current occupants for relocation. Mr. Kopp said that once the building was unoccupied they would commence correcting the existing problems, but was unsure at this time if it would be renovated or demolished.

Attorney Winters briefly outlined the legal actions to be taken.

Supervisor Stumbo stated it was alarming that the tenants had to heat their apartments with the gas stove.

Mr. Kopp responded it was discovered, when the Fire Marshal arrived, that the wall furnaces were operational but the occupants were under the impression their gas bill would be lower if they used the kitchen stove instead of the furnaces. He stated the mold was a surprise, when questioned by Supervisor Stumbo.

The motion carried unanimously.

ADJOURNMENT

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

The meeting adjourned at approximately 7:48 p.m.

Respectfully submitted,

Brenda L. Stumbo, Supervisor
Charter Township of Ypsilanti

Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

CHARTER TOWNSHIP OF YPSILANTI ORDINANCE NO. 2014-435

An Ordinance to Amend Chapter 48 of the Ypsilanti Charter Township Code of Ordinances to Require Registration of Vacant Single Family and Duplex Residential Properties

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

Add the following new article to Chapter 48 entitled Property Maintenance:

Section 1 - Purpose

The purpose of this article is to prevent the deterioration of Township neighborhoods by regulating vacant abandoned and foreclosed single family and duplex properties to insure that such properties are in compliance with all applicable state law and Township Code requirements including the Township property maintenance code adopted by the Township in sections 48-27 and 48-28 of the Ypsilanti Township Code of Ordinances.

Section 2 – Definitions

As used in this article:

Code compliance certificate means an annual certificate issued by the township Office of Community Standards that the structure is in compliance with all applicable state law and Township Code requirements, including the Township's Property Maintenance Code.

Owner means any person or entity with legal or equitable ownership or possessory interest in any residential structure. The owner shall include, but not be limited to: a bank, credit union, trustee, financial institution or trust which is in possession (in whole or in part) of the real property, foreclosing a lien or mortgage interest in the affected property, but may or may not have legal or equitable title.

Vacant property means a single family or duplex residential structure that remains unoccupied for a period in excess of 30 days. Vacant property does not mean property that is temporarily unoccupied while the residents are away on vacation, tending to personal matters or business, or property that is not intended by the owner to be left vacant.

Section 3 - Scope

The provisions of this article shall apply to all existing single family and duplex residential, structures. This article does not relieve any person from compliance with all other township ordinances, the state building code, and all other laws, rules and regulations.

Section 4 - Evidence of vacant property.

Evidence of vacancy shall include any condition that on its own, or combined with other conditions present, would lead a reasonable person to believe that the property is vacant. Such conditions include, but are not limited to: overgrown and/or dead vegetation; accumulation of newspapers, circulars, flyers and/or mail; past due utility notices and/or disconnected utilities; accumulation of trash, junk and/or debris; boarded up windows; abandoned vehicles, auto parts or materials; the absence of or continually drawn window coverings such as curtains, blinds and/or shutters; the absence of furnishings and/or personal items consistent with habitation or occupancy; statements by neighbors, delivery agents or utility agents, including Township employees, that the property is vacant.

Section 5 - Registry of vacant properties.

There is hereby created in the township Office of Community Standards a registry of vacant single family and duplex residential structures.

Section 6 - Vacant properties to be registered annually

Owners of real property are required to register all vacant single family and duplex residential properties within 30 days of the vacancy and to reregister the properties annually thereafter. Residential owners of single family and duplex structures that are vacant at the time of the enactment of this article must register within 30 days.

Section 7 - Owner's registration form; content.

Owners who are required to register their properties pursuant to this article shall submit a completed vacant property registration form, as provided by the township Office of Community Standards containing the following information:

- (1) The name of the owner of the property.
- (2) A mailing address where mail may be sent that will be acknowledged as received by the owner. If certified mail/return receipt requested is sent by the township Office of Community Standards to the address and the mail is returned marked "refused" or "unclaimed," then such occurrence shall be prima facie proof that the owner has failed to comply with this requirement. If ordinary mail sent by the township Office of Community Standards to the address is returned for whatever reason, then such occurrence shall be prima facie proof that the owner has failed to comply with this requirement.
- (3) The name of an individual responsible for the care and control of the vacant property. Such individual may be the owner, if the owner is an individual, or may be someone other than the owner with whom he/she has contracted.
- (4) A current address, phone number, fax, and email address (if fax and email addresses are available) where communications may be sent that will be acknowledged as received by the owner or individual responsible for the care and control of the property. If certified mail/return receipt requested is sent to the address and the mail is returned marked "refused" or "unclaimed," or if ordinary mail sent to the address is returned for whatever reason, then such occurrence shall be prima facie proof that the owner has failed to comply with this requirement.
- (5) Authorization to the township staff to access the exterior of the property for inspection purposes.
- (6) Verification that the utilities and the furnace are functioning.

Section 8 - Annual registration and safety and blight inspection fee.

The annual registration and safety and blight inspection fees shall be set by the Township Board to offset the cost of processing the form, conducting the safety and blight inspection and maintaining the records. In addition, if an owner fails to register, the owner shall be assessed the added cost of the Township's expense in having to determine ownership, which may include, but is not limited to title search and legal expenses.

Section 9 - Requirement to keep information current.

If at any time the information contained in the registration form is no longer valid, the property owner shall within ten (10) days file a new registration form containing current information. There shall be no fee to update the current owner's information.

Section 10 - Inspections required.

Owners of vacant single family and duplex residential structures who are required to file an owner's registration form under this article must immediately obtain and pay for a township Office of Community Standards safety and blight inspection of the vacant property; and if applicable, obtain necessary permits for required repairs; make required repairs; obtain any follow-up inspections from the township Office of Community Standards thereafter to ensure the structure is safe, secure and maintained to the standards of the Township's Property Maintenance Code and Water and Sewer Requirements set forth in Chapters 48 and 62 of the Township Code. The owner or the owner's agent shall certify by affidavit that all water, sewer, electrical, gas, HVAC, plumbing systems, roofing, structural systems, foundations, and drainage systems are sound, operational, or properly disconnected. The owner or the owner's agent shall also certify by affidavit that the property is in compliance with the township's property maintenance code, and the water and sewer requirements set forth in Chapters 48 and 62 of the Township Code.

Section 11 - Building inspection; maintenance and security requirements.

Properties subject to this article shall be maintained and secured to comply with the minimum security fencing, barrier and maintenance requirements of the township's property maintenance code.

Pools, spas, and other water features shall be kept in working order or winterized to ensure that the water remains clear and free of pollutants and debris, or drained and kept dry and free of debris, and must comply with the minimum security fencing, barrier and maintenance requirements of the Property Maintenance Code.

Vacant properties subject to this article shall be maintained in a secure manner so as not to be accessible to unauthorized persons. Secure manner includes, but is not limited to, the closure and locking of windows, doors (walk-through, sliding and garage), gates and any other opening of such size that it may allow a child to access the interior of the property and/or structure(s). Broken windows must be repaired or replaced within 7 days. Boarding up of open or broken windows is prohibited except as a temporary measure for no longer than 30 days.

Section 12 - Open property; securing fee.

Property subject to this article that is left open and/or accessible shall be subject to entry by the township in order to ensure that the property has not become an attractive nuisance and to ensure that the property is locked and/or secured and in compliance with the Township's Property Maintenance Code. The owner of property subject to this article which property is found open or unsecured shall be responsible for paying a securing fee as set by the township board to offset the cost incurred by the township in contacting the owner or management company to secure the property. If the owner and/or management company cannot be contacted or does not secure the property within a reasonable time, the owner shall be responsible for paying the cost incurred by the township in securing the property.

Section 13 - Reoccupation of vacant property; notification to township.

Prior to reoccupation of property that is subject to this article, the owner shall notify the Township that the property has been sold or rented, and to whom.

Section 14 - Fire damaged property.

If an occupied structure is damaged by fire, the owner has 30 days, unless otherwise extended by the Director of Community Standards or his designee, from the date of the fire to apply for a permit to start construction or demolition. Failure to do so will result in the property being deemed vacant and subject to the requirements of this article.

Section 15 - Unpaid fees; assessment.

All fees hereunder that remain unpaid after 14 days written notice to the owner/management company shall be assessed against the property as a lien and placed on the tax roll.

Section 16 - Penalties; municipal civil infraction.

Except as otherwise provided, a violation of this article shall be a municipal civil infraction subject to prosecution and penalty under MCL 42.21(3). The requirements of this article are in addition to, and not in lieu of any other rights and remedies provided by law. Violation of this article shall be a municipal civil infraction and for the first offense subject to a minimum \$200.00 fine and any of the penalties authorized under MCL 600.8727 and/or MCL 600.8302. Second or subsequent offenses shall be subject to a minimum fine of \$400.00 and any of the penalties authorized under MCL 600.8727 and/or MCL 600.8302. Each day that a violation continues shall be considered a separate offense.

Severability

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

Publication

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

Effective date

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

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify adoption of Ordinance No. 2014-435 by the Charter Township of Ypsilanti Board of Trustees assembled at a Regular Meeting held on April 1, 2014 after first being introduced at a Regular Meeting held on March 4, 2014. The motion to approve was made by member Roe and seconded by member Eldridge. Yes: Mike Martin, Eldridge, Currie, Scott Martin, Stumbo, Roe, Doe. NO: None. ABSTAIN: None.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

**CHARTER TOWNSHIP OF YPSILANTI
2014 BUDGET AMENDMENT #4 Revised**

April 1, 2014

**248 - RENTAL INSPECTION FUND -- REQUEST TO CHANGE FUND NAME TO--
HOUSING & BUSINESS INSPECTION FUND**

Total Increase \$60,320.00

Increase budget to accommodate for the fees and expenditures for vacant residential property ordinance. Expenditures to cover two full-time temporary/seasonal employees, employer's portion of Medicare and deferred compensation, uniforms, equipment, and computers. This is funded by the service charge fee for vacant property inspections.

Revenues:	CHRG FOR SERV-VACANT PROP INSPECT	248-000-000-607.400	\$60,320.00
		Net Revenues	<u><u>\$60,320.00</u></u>
Expenditures:	TEMP/SEASONAL - VACANT PROP INSPECT	248-248-000-707.400	\$48,000.00
	FICA/MEDICARE	248-248-000-715.000	\$696.00
	DEFERRED COMPENSATION EMPLOYEE	248-248-000-723.000	\$624.00
	UNIFORMS-NEW AND BADGES	248-248-000-741.001	\$1,000.00
	EQUIPMENT	248-248-000-977.000	<u>\$10,000.00</u>
		Net Expenditures	<u><u>\$60,320.00</u></u>

Motion to Amend the 2014 Budget (#4) Revised:

Move to increase the RENTAL INSPECTION FUND budget by \$60,320 to \$181,605 and approve the department line item changes as outlined.

Move to change Rental Inspection Fund name to Housing & Business Inspection Fund.

CHARTER TOWNSHIP OF YPSILANTI

RESOLUTION 2014-11

VACANT RESIDENTIAL PROPERTY FEES

Whereas, the Township Board has adopted Ordinance 2014-435 which provides fees to offset the Township's cost of inspections, record keeping, and securing properties;

Now Therefore, Be it resolved, that the following fee schedule is adopted:

VACANT RESIDENTIAL PROPERTY FEES:

\$100.00	Annual registration and annual certification inspection
\$ 50.00	Late registration if applicable, plus the cost of a title search if necessary to identify the owner
\$ 30.00	Re-inspections required for certification
\$ 75.00	Township staff response to unsecured structure plus actual cost incurred by Township to secure structure if owner fails to secure structure within reasonable amount of time
\$150.00	Administrative search warrant to inspect vacant structure, if owner permission to enter is not provided within a reasonable amount of time

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. 2014-11 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on April 1, 2014.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

**STATE OF MICHIGAN
MICHIGAN DEPARTMENT OF STATE AND THE
TOWNSHIP OF YPSILANTI
GRANT AGREEMENT**

**QUALIFIED VOTER FILE (QVF) ORACLE/EQUIPMENT UPGRADE
PROJECT**

FUNDED BY HELP AMERICA VOTE ACT (HAVA), TITLE II, SECTION 251

This Grant Agreement is between the Michigan Department of State ("Department") and **Township of Ypsilanti** ("Grantee"). This document shall constitute the Grantee's agreement for the receipt of federal financial assistance provided to the Department under the provisions of Title II, Section 251, of the Help America Vote Act (HAVA), CFDA 90.401. The Department refers to this program as the QVF Oracle/ Equipment Upgrade Project.

The purpose of this grant is to upgrade the Qualified Voter File infrastructure to meet the objectives of Michigan's HAVA State Plan. In order to meet this objective, the Department must replace remote workstations for certain QVF local sites throughout the state and upgrade these sites to a more current version of the Microsoft Windows Operating System as well as the Oracle database management system. Both the current systems are facing end of life and are no longer supported.

1. Grant Period:

Original Grant Agreements must be signed and returned by April 4, 2014. **No photocopies, faxed copies, or altered Grant Agreements will be accepted.**

Grant Agreements should be returned to:

Zada Schriener
Michigan Department of State
Financial Services Division
430 West Allegan, 4th Floor
Lansing, MI 48918

2. Program:

This program provides a QVF system upgrade in 2014. A system upgrade consists of one QVF server using the Windows 7 operating system, and Oracle database software. For a list of technical specifications, please refer to the attachment A.

The equipment covered by this Grant Agreement will replace only current QVF system (s); any non-QVF software that has been locally installed on the current equipment will not be replaced. Although other uses are acceptable, the primary use of the equipment covered by this Grant Agreement must be QVF related. If this equipment is no longer used for QVF activities, the Grantee must request disposal instructions from the Department.

3. Equipment:

This program is a one-time purchase of computer equipment used by certain jurisdictions to access the QVF. This program includes only the equipment described in attachment A. The purchase and maintenance of additional workstations, laser printers and other peripheral equipment not included in this Grant Agreement remain the sole responsibility of each QVF site. Maintenance of the equipment included in this program is the sole responsibility of each QVF site once any applicable warranties expire.

4. Performance:

The Department will review and, once approved, provide the Applicant with a copy of a fully executed Grant Agreement signed by a signatory from the **Township of Ypsilanti** and the Department of State. The Department and or a designated representative will process all system orders. The Department will also coordinate the installation of these systems. Upon installation the Grantee must confirm the completion of the installation on a form provided by the Department.

5. Ownership:

Any equipment and software purchased pursuant to this Grant Agreement is the property of the Grantee. The jurisdiction is responsible for removing all QVF related software as well as all sensitive data prior to disposal.

6. Records Maintenance and Retention:

The Grantee will maintain a copy of all records pertaining to this program for a period of not less than six years from the date of the Department's final expenditure report to the federal government, or until any litigation or audit findings have been resolved. The Grantee must perform a physical inventory of the property and reconcile it with property records every two years.

7. Mandatory Conditions:

Laws

This is a State of Michigan Grant Agreement and is governed by the laws of the State of Michigan. Any dispute arising as a result of this agreement shall be resolved in the State of Michigan.

Validity

This Grant Agreement is valid upon approval by the State Administrative Board and approval and execution by the Department.

Funding

This Grant Agreement is subject to and contingent upon the availability and appropriation of federal funds and any necessary State appropriation.

Costs

The State will not assume any responsibility or liability for costs incurred in relation to this Grant Agreement.

Cancellation

The Department may cancel this Grant Agreement upon failure to comply with the terms of the grant.

Entire Agreement

This Grant Agreement shall represent the entire agreement between the Department and Grantee regarding HAVA funding for QVF infrastructure upgrades, and supersedes any prior oral or written agreements, and all other representations between the parties relating to this subject.

Adherence to Terms

The failure of a party to insist upon strict adherence to any term (s) of this Grant Agreement shall not be considered a waiver or deprive the party of the right thereafter to insist upon strict adherence to that term, or any other term of the Grant Agreement.

8. Administration of Agreement:

Questions regarding the completion and submission of this Grant Agreement or the upcoming purchase process should be directed to David Tarrant at (517) 373-2543 between 8 AM and 5 PM weekdays or by email at tarrantd2@Michigan.gov.

The Grant Administrator on behalf of the Department for this grant application and the final Grant Agreement will be:

Timothy Hanson, Director
Program Development Division
Bureau of Elections
P.O. Box 20126
Lansing, MI 48901-0726
HansonT@Michigan.gov

All questions, comments and correspondence regarding this grant process and this Grant Agreement must be submitted in writing to the Grant Administrator.

9. Certification/Signature:

The following signatory certifies s/he is authorized to sign and bind the **Township of Ypsilanti** to this Grant Agreement. Further, the person signing has reviewed and agrees to the conditions as outlined in this grant, and has personally examined and is familiar with the information submitted herein, as well as the requirements of the Help America Vote Act under which this grant has been submitted.

For the (Washtenaw County/Township of Ypsilanti):

Karen Lovejoy RDE

Name (print)

clerk

Title (print)

Signature

04-02-2014

Date

For the State of Michigan, Department of State:

Cindy Paradine
Financial Services Division

Date

ATTACHMENT A

QUALIFIED VOTER FILE INFRASTRUCTURE UPGRADE

TECHNICAL SPECIFICATIONS

Base PC: OptiPlex 7010 Desktop, Core i5-3470

Memory: 4GB non-ECC DDR3 (1 Dimm)

Keyboard: USB Mouse/Keyboard

Hard Drive: 250GB HD

Operating System: Windows 7 Enterprise 64-bit

CD/DVD-ROM: DVDRW

Software: Oracle Database Version 11g, QVF

Antivirus: Symantec Endpoint Protection

**CHARTER TOWNSHIP OF YPSILANTI
RESOLUTION NO. 2014-12**

**RESOLUTION REGARDING
TEMPORARY ROAD CLOSURE**

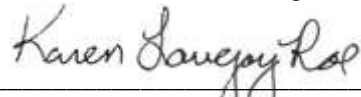
Resolution authorizing the temporary road closure of S. Harris Road between Foley Avenue and Marcus Street on Saturday, May 31, 2014 from 1:00 p.m. to 4:00 p.m. for the Grace Fellowship Church and St. Mark Lutheran Church "Community Street Fair (Block Party)".

WHEREAS, the Charter Township of Ypsilanti Board of Trustees has approved the temporary closure of S. Harris Road 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 Pastor Julianne Smeck of St. Mark Lutheran Church be the authorized official designated in this instance, when application is made to the Washtenaw County Road Commission for this temporary road closure.

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. 2014-12 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on April 1, 2014.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

GREEN OAKS GOLF COURSE

2014 RATE SCHEDULE

2014 WEEKDAY SPRING RATES EFFECTIVE OPEING DAY THROUGH APRIL 30, 2014		
	9 Holes	18 Holes
Walk	\$ 10.00	\$ 13.00
Ride (per person)	16.00	20.00

2014 WEEKEND/HOLIDAYS SPRING RATES 8:00 AM - NOON EFFECTIVE OPEING DAY THROUGH APRIL 30, 2014		
	9 Holes	18 Holes
Walk	\$ 14.00	\$ 20.00
Ride (per person)	20.00	32.00

2014 WEEKEND/HOLIDAYS SPRING RATES NOON-CLOSE EFFECTIVE OPEING DAY THROUGH APRIL 30, 2014		
	9 Holes	18 Holes
Walk	\$ 10.00	\$ 20.00
Ride (per person)	16.00	25.00

2014 RATES			2014 SEASONAL PASSES	
*Residents	9 Holes	18 Holes	*Residents	
Weekdays	\$ 15.00	\$ 20.00	Full 7 Days	\$ 800.00
Weekends	16.00	23.00	Spouse	225.00
Seniors - 60+ (weekdays only)	10.00	12.00	Seniors - 60+ (weekdays only)	500.00
Cart Rental (per person)	6.00	12.00		
Twilight (after 2 p.m. weekends)		18.00		
Leagues	16.00			
Seniors - 60+	11.00			
*Non-Residents			*Non-Resident	
Weekdays	\$ 16.00	\$ 23.00	Full 7 Days	\$ 1,000.00
Weekends	18.00	27.00	Spouse	355.00
Seniors - 60+ (weekdays only)	11.00	13.00	Seniors - 60+ (weekdays only)	690.00
Cart Rental (per person)	6.00	12.00		
Twilight (after 2 p.m. weekends)		20.00		