

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

November 17, 2015

Work Session – 4:30 p.m.

Regular Meeting – 7:00 p.m.

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

**BUILDING DEPARTMENT REPORT
ALEX MAMO - CHIEF BUILDING OFFICIAL**

BUILDING DEPARTMENT MONTHLY REPORT - October 2015													
Permit Type	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTALS
Building	46	61	87	116	114	128	148	125	152	125			1,102
	\$ 3,081	\$ 9,211	\$ 20,850	\$ 16,030	\$ 13,320	\$ 23,326	\$ 19,613	\$ 35,654	\$ 34,430	\$ 55,071			\$ 230,586
Electrical	23	78	38	43	59	51	62	59	60	44			517
	\$ 1,530	\$ 4,715	\$ 2,775	\$ 3,375	\$ 4,090	\$ 3,525	\$ 4,975	\$ 3,910	\$ 4,305	\$ 4,135			\$ 37,335
Mechanical	78	89	119	101	130	155	69	107	117	91			1,056
	\$ 4,600	\$ 6,140	\$ 9,060	\$ 7,370	\$ 8,650	\$ 10,110	\$ 5,924	\$ 8,890	\$ 9,400	\$ 7,850			\$ 77,994
Plumbing	31	49	48	53	39	46	41	51	53	32			443
	\$ 1,625	\$ 2,830	\$ 3,775	\$ 4,825	\$ 2,605	\$ 3,445	\$ 3,695	\$ 4,660	\$ 4,095	\$ 2,625			\$ 34,180
Zoning	2	-	3	13	20	27	17	14	8	15			119
	\$ 90	\$ -	\$ 105	\$ 455	\$ 740	\$ 945	\$ 645	\$ 455	\$ 280	\$ 525			\$ 4,240
Sub Totals	180	277	295	326	362	407	337	356	390	307	-	-	3,237
TOTAL YTD	\$ 10,926	\$ 22,896	\$ 36,565	\$ 32,055	\$ 29,405	\$ 41,351	\$ 34,852	\$ 53,569	\$ 52,510	\$ 70,206	\$ -	\$ -	\$ 384,335

BUILDING DEPARTMENT MONTHLY REPORT - 2014													
Permit Type	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTALS
Building	55	44	66	90	127	124	91	128	91	112	62	79	1,069
	\$ 16,244	\$ 16,632	\$ 12,783	\$ 18,614	\$ 96,726	\$ 56,621	\$ 12,936	\$ 17,586	\$ 16,583	\$ 20,770	\$ 14,954	\$ 17,582	\$ 318,031
Electrical	16	16	23	18	49	43	41	30	25	39	28	18	346
	\$ 1,290	\$ 2,175	\$ 1,815	\$ 1,800	\$ 3,855	\$ 2,775	\$ 3,465	\$ 2,670	\$ 2,250	\$ 2,820	\$ 2,325	\$ 1,290	\$ 28,530
Mechanical	85	51	50	58	81	98	75	35	59	96	80	66	834
	\$ 4,980	\$ 2,760	\$ 3,095	\$ 4,185	\$ 5,925	\$ 10,000	\$ 7,161	\$ 3,390	\$ 6,110	\$ 7,125	\$ 5,385	\$ 4,682	\$ 64,798
Plumbing	28	30	83	35	46	107	39	36	49	53	16	26	548
	\$ 2,145	\$ 2,010	\$ 4,545	\$ 2,745	\$ 3,525	\$ 6,300	\$ 2,955	\$ 2,430	\$ 3,885	\$ 3,780	\$ 1,080	\$ 1,905	\$ 37,305
Zoning	2	-	1	14	13	26	16	10	7	9	8	7	113
	\$ 90	\$ -	\$ 45	\$ 630	\$ 585	\$ 1,170	\$ 720	\$ 450	\$ 315	\$ 405	\$ 360	\$ 270	\$ 5,040
Sub Totals	186	141	223	215	316	398	262	239	231	309	194	196	2,910
TOTAL YTD	\$ 24,749	\$ 23,577	\$ 22,283	\$ 27,974	\$ 110,616	\$ 76,866	\$ 27,237	\$ 26,526	\$ 29,143	\$ 34,900	\$ 24,104	\$ 25,729	\$ 453,704

**BUILDING DEPARTMENT REPORT
ALEX MAMO - CHIEF BUILDING OFFICIAL**

INSPECTION RUNNING TOTALS													
Inspections	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTALS
Total 2015	337	442	456	584	417	624	556	713	458	572			
Total 2014	318	253	354	417	429	501	581	496	445	516	360	344	5,014
Total 2013	336	328	239	306	445	404	389	507	459	647	410	378	4,848
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

Rental Inspections	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTALS
Total 2015	327	287	361	339	297	318	286	287	354	420			
Total 2014	234	225	303	337	310	290	267	291	296	310	256	264	3,383
Total 2013	197	237	206	175	226	251	291	302	222	297	215	175	2,794
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

14-B District Court

Monthly Disbursements

October 2015

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.

October 2015 Disbursements:

Washtenaw County:	\$ 3,078.70
State of Michigan:	\$ 45,215.70
Ypsilanti Township Treasurer:	\$112,080.19

TOTAL: \$160,374.59

14-B District Court

Revenue Report for October 2015

General Account

Account Number
Due to Washtenaw County
(101-000-000-214.222) **\$3,078.70**

Due to State Treasurer

Civil Filing Fee Fund (MCL 600.171): \$16,226.00
State Court Fund (MCL 600.8371): \$700.00
Justice System Fund (MCL 600.181): \$19,517.99
Juror Compensation Reimbursement Fund:
 Civil Jury Demand Fee (MCL 600.8371): \$30.00
 Drivers License Clearance Fees (MCL 257.321a): \$1,440.00
Crime Victims Rights Fund (MCL 780.905): \$5,861.71
Judgment Fee (Dept. of Natural Resources): \$0.00
Due to Secretary of State
(101-000-000-206.136) \$1,440.00

Total: **\$45,215.70**

Due to Ypsilanti Township

Court Costs (101-000-000-602.136): \$37,276.39
Civil Fees (101-000-000-603.136): \$22,819.00
Probation Fees (101-000-000-604.000): \$6,968.50
Ordinance Fines (101-000-000-605.001): \$44,298.00
Bond Forfeitures (101-000-000-605.003): \$1,150.00
Interest Earned (101-000-000-605.004): \$0.00
State Aid-Caseflow Assistance (101-000-602.544): \$0.00
Expense Write-Off: \$0.00
Bank Charges (Expense - 101.136.000.957.000): (\$431.70)

Total: **\$112,080.19**

Total to General Account - (101.000.000.004.136): \$160,374.59

Escrow Account

(101-000-000-205.136)

Court Ordered Escrow: \$4,273.00
Garnishment Proceeds: \$0.00
Bonds: \$13,180.00
Restitution: \$4,174.99

Total to Escrow Account - (101.000.000.205.136): \$21,627.99

		Year to Date	
	Prior Year Comparison		
Month	Revenue	Revenue	
	2014	2015	
January	\$93,424.58	\$101,726.02	
February	\$134,377.46	\$127,974.93	
March	\$116,070.56	\$119,020.09	
April	\$104,192.57	\$119,225.82	
May	\$106,156.14	\$90,046.85	
June	\$107,897.55	\$87,731.39	
July	\$101,268.87	\$103,821.60	
August	\$98,053.38	\$110,392.69	
September	\$106,365.17	\$124,547.06	
October	\$108,958.51	\$112,911.89	
November	\$81,140.04		
December	\$93,416.84		
Grant:		\$41,250.00	
Standardization			
Payment:	\$45,724.00	\$45,724.00	
Year-to Date			
Totals:	\$1,297,045.67	\$1,184,372.34	
Expenditure			
Budget:	\$1,267,085.00	\$1,328,089.00	
Difference:	\$29,960.67	(\$82,712.66)	

YPSILANTI TOWNSHIP FIRE DEPARTMENT
MONTHLY REPORT

OCTOBER 2015

Fire Department staffing levels are as follows:

1 Fire Chief	3 Shift Captains	20 Fire Fighters
	3 Shift Lieutenants	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 382 requests for assistance. Of those requests, 261 were medical emergency service calls, with the remaining 121 incidents classified as non-medical and/or fire related.

Department activities for the month of October, 2015:

- 1) The Public Education Department participated in the following events:
 - a) Station 1 Tour & Truck Demonstration for Exploration Station Day Care
 - b) Fire Safety Speech for East Arbor Academy
 - c) Truck Demonstration at Wiard's Orchard Community Days
 - d) Station 1 Tour & Truck Demonstration for Cub Scout Troop
 - e) Station 4 Tour & Truck Demonstration for Teddy Bear Day Care
 - f) Trunk or Treat at Moose Lodge
 - g) Trunk or Treat at Pineview Church
 - h) Truck Demonstration at Greene Farm Subdivision Picnic
 - i) Truck Demonstration at E Michigan Ave Kroger
 - j) Trunk or Treat at Calvary Baptist Church
 - k) Trunk or Treat at Christian Life Center
 - l) Hosted Shred Services at Station 1 for Township Residents
 - m) Toured Visteon Plant
 - n) Donation of Fire Safety materials to Rawsonville Elementary for student / parent assembly
 - o) Smoke Alarms: 669 Calder (2) & 1910 Eileen (2)
 - p) Car Seat fittings for U of M Buckle Up program

- 2) Fire fighters attended 8 neighborhood watch meetings

- 3) Fire fighters received training in the following areas:
 - a) Washtenaw County Tech Rescue Team
 - b) Washtenaw County HazMat Team
 - c) MABAS with Pittsfield Township Fire Department
 - d) Search & Rescue with Pittsfield Township Fire Department

The Fire Chief attended these meetings / events for the month of October, 2015:

- 1) WAMAA meeting
- 2) 800 MHz Consortium meeting
- 3) Bid Opening for HQ roof replacement
- 4) Knox Box site review
- 5) Code Enforcement with inspector
- 6) Knox Box for Oakridge Apartment complex gate
- 7) Contractors Provisional checklist meeting for HQ roof replacement
- 8) Knox Box for Chestnut Lake Apartment complex
- 9) 4 Site Inspections for Burn Permits
- 10) Performance Bond meeting with contractor
- 11) Inspection at Bethesda Bible Church
- 12) Investigation of Citizens Complaint at Aspen Chase Apartments
- 13) Contractor meeting for concrete / sidewalk replacement at HQ
- 14) HazMat Authority Board meeting
- 15) Meeting with Firefighter Union
- 16) Revised contract meeting for HQ roof replacement
- 17) Meeting with Attorney John Hancock
- 18) Re-inspection of Bethesda Bible Church
- 19) Second meeting with Chestnut Lake Apartment complex
- 20) MABAS Mobilization Drill participation
- 21) Attended funeral for a community activist
- 22) Attended Ford Lake Emergency Action Plan workshop
- 23) Investigated Fire Safety Concerns at Fairway Trails Apartment complex
- 24) Board Up Vendor meeting
- 25) Department Head meeting
- 26) Attended Washtenaw 100 dinner
- 27) EMSC Committee meeting
- 28) Snow Emergency Committee meeting
- 29) Career Direction Management training
- 30) 2 Development Team meetings
- 31) Contracted sealcoating of parking lots for Station 3 (Hewitt) & Station 4 (Textile)
- 32) Warning Sirens Site Investigations / Tree removal for Munger Road Siren

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

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

This month the total fire loss, including vehicle fires, is estimated at **\$48,800.00**. All occurred at the following locations:

DATE OF LOSS	ADDRESS	ESTIMATED LOSS
1) 10/01/2015	578 Hamilton	\$ 0.00 (Mutual Aid-Ypsi City)
2) 10/02/2015	1714 Sheffield Drive	\$ 0.00 (Mutual Aid-Ypsi City)
3) 10/02/2015	2243 Ellsworth	\$ 0.00 (vehicle)
4) 10/03/2015	2881 Bynan #207	\$ 1,000.00 (building)
5) 10/04/2015	2954 Washtenaw	\$ 0.00 (cooking)
6) 10/09/2015	1327 Jeff	\$ 300.00 (fire, other – surge strip)
7) 10/13/2015	2720 Washtenaw	\$ 30,000.00 (building)
8) 10/13/2015	2720 Washtenaw-exp #1	\$ 10,000.00 (vehicle)
9) 10/17/2015	6988 McKean	\$ 4,500.00 (building-mobile home)
10) 10/19/2015	1150 Lexington Pkwy	\$ 0.00 (dumpster)
11) 10/23/2015	3012 Roundtree Blvd	\$ 3,000.00 (fire, other – dryer)
12) 10/23/2015	1209 Crestwood	\$ 0.00 (natural vegetation)
13) 10/24/2015	513 Pearl	\$ 0.00 (Mutual Aid-Ypsi City)

Respectfully submitted,

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

Attachment: Fire House Incident Type Report (Summary) 10/01/2015 – 10/31/2015

Ypsilanti Township Fire Department

Incident Type Report (Summary)

Alarm Date Between {10/01/15} And {10/31/15}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
100 Fire, Other	1	0.26%	\$3,000	6.14%
111 Building fire	6	1.57%	\$35,500	72.74%
112 Fires in structure other than in a building	1	0.26%	\$300	0.61%
113 Cooking fire, confined to container	1	0.26%	\$0	0.00%
131 Passenger vehicle fire	2	0.52%	\$10,000	20.49%
140 Natural vegetation fire, Other	1	0.26%	\$0	0.00%
154 Dumpster or other outside trash receptacle fire	1	0.26%	\$0	0.00%
	13	3.40%	\$48,800	100.00%
2 Overpressure Rupture, Explosion, Overheat(no fire)				
251 Excessive heat, scorch burns with no ignition	1	0.26%	\$0	0.00%
	1	0.26%	\$0	0.00%
3 Rescue & Emergency Medical Service Incident				
300 Rescue, EMS incident, other	26	6.81%	\$0	0.00%
311 Medical assist, assist EMS crew	12	3.14%	\$0	0.00%
320 Emergency medical service, other	18	4.71%	\$0	0.00%
321 EMS call, excluding vehicle accident with injury	72	45.03%	\$0	0.00%
322 Motor vehicle accident with injuries	13	3.40%	\$0	0.00%
323 Motor vehicle/pedestrian accident (MV Ped)	2	0.52%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	18	4.71%	\$0	0.00%
	261	68.32%	\$0	0.00%
4 Hazardous Condition (No Fire)				
400 Hazardous condition, Other	2	0.52%	\$0	0.00%
411 Gasoline or other flammable liquid spill	1	0.26%	\$0	0.00%
412 Gas leak (natural gas or LPG)	1	0.26%	\$0	0.00%
424 Carbon monoxide incident	1	0.26%	\$0	0.00%
440 Electrical wiring/equipment problem, Other	1	0.26%	\$0	0.00%
443 Breakdown of light ballast	1	0.26%	\$0	0.00%
444 Power line down	2	0.52%	\$0	0.00%
445 Arcing, shorted electrical equipment	2	0.52%	\$0	0.00%
	11	2.88%	\$0	0.00%
5 Service Call				
500 Service Call, other	1	0.26%	\$0	0.00%
511 Lock-out	1	0.26%	\$0	0.00%
531 Smoke or odor removal	2	0.52%	\$0	0.00%

Ypsilanti Township Fire Department

Incident Type Report (Summary)

Alarm Date Between {10/01/15} And {10/31/15}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
5 Service Call				
550 Public service assistance, Other	1	0.26%	\$0	0.00%
5501 Neighborhood Watch	8	2.09%	\$0	0.00%
5502 Community Outreach	5	1.31%	\$0	0.00%
551 Assist police or other governmental agency	5	1.31%	\$0	0.00%
553 Public service	1	0.26%	\$0	0.00%
561 Unauthorized burning	5	1.31%	\$0	0.00%
	29	7.59%	\$0	0.00%
6 Good Intent Call				
600 Good intent call, Other	6	1.57%	\$0	0.00%
611 Dispatched & cancelled en route	27	7.07%	\$0	0.00%
6111 Canceled on Arrival	9	2.36%	\$0	0.00%
622 No Incident found on arrival at dispatch address	4	1.05%	\$0	0.00%
650 Steam, Other gas mistaken for smoke, Other	1	0.26%	\$0	0.00%
651 Smoke scare, odor of smoke	1	0.26%	\$0	0.00%
652 Steam, vapor, fog or dust thought to be smoke	2	0.52%	\$0	0.00%
	50	13.09%	\$0	0.00%
7 False Alarm & False Call				
700 False alarm or false call, Other	3	0.79%	\$0	0.00%
713 Telephone, malicious false alarm	1	0.26%	\$0	0.00%
730 System malfunction, Other	1	0.26%	\$0	0.00%
733 Smoke detector activation due to malfunction	2	0.52%	\$0	0.00%
736 CO detector activation due to malfunction	2	0.52%	\$0	0.00%
740 Unintentional transmission of alarm, Other	3	0.79%	\$0	0.00%
743 Smoke detector activation, no fire - unintentional	2	0.52%	\$0	0.00%
744 Detector activation, no fire - unintentional	1	0.26%	\$0	0.00%
745 Alarm system activation, no fire - unintentional	1	0.26%	\$0	0.00%
746 Carbon monoxide detector activation, no CO	1	0.26%	\$0	0.00%
	17	4.45%	\$0	0.00%

Total Incident Count: 382

Total Est Loss:

\$48,800



WASHTENAW COUNTY

OFFICE OF THE SHERIFF



JERRY L. CLAYTON
SHERIFF

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

MARK A. PTASZEK
UNDERSHERIFF

To: Brenda Stumbo, Ypsilanti Township Supervisor
From: Mike Marocco, Police Services Lieutenant
Cc: Mike Radzik, Ypsilanti Township Police Administrator & Ypsilanti Township Board
Marlene Radzik, WCSO Police Services Commander
Date: November 9, 2015
Re: October 2015 Police Services Monthly Report

In October of 2015, there were 3474 calls for service in Ypsilanti Township, which is a 1.6% decrease in calls for service as compared to October of 2014.

OPERATIONS

October 2015 saw the Sheriff's Office continue to target high activity areas for traffic crashes, part one crimes (violent crimes, home invasions, burglaries, arson) and quality of life issues through the use of established zones. Those zones have been identified by Washtenaw County Sheriff's Office Crime Analysis and Information Unit. Patrol deputies are directed to patrol those areas during the times of highest call volume to each identified area. This is Phase 2 of the initiative. Phase 1 (June 1 through September 31) produced excellent results showing reductions in crime in the targeted areas during that period. The effectiveness of Phase 1 resulted in displacement of crime from those areas. Therefore, two of the three zones were changed for Phase 2 which will run through the first quarter of 2016 unless trends change and require adjustment.

Looking toward 2016, the Neighborhood Watch Liaison position (currently occupied by Deputy Spike) and (1) long term Community Action Team position (currently occupied by Deputy Arts) are due for rotation. Both Spike and Arts have been successful in the execution of their assignments and definitely furthered our combined mission to keep our community both safe and informed. A comprehensive process, that includes the Sheriff's Office and YTOWN leadership, to select their replacements is currently taking place.

We continue to collaborate with EMU, YPD and MSP for maximum effectiveness. Direct communication with Supervisor Stumbo and Director Radzik is open and ongoing. My cell phone number is 734-545-6684. Please feel free to call me directly with questions, comments or concerns.

COMMUNITY ACTION TEAM

During October, 2015 the Community Action Team continues to work extensively with the FBI to increase pressure on the "Gangs" that currently exist in our area and further the pending cases against the gang(s) membership. They have also been working with the Detective Bureau in reference to the Hargrove Homicide investigation. In addition, CAT has conducted commercial housing and private housing parole compliance checks with Michigan Department of Corrections.



WASHTENAW COUNTY OFFICE OF THE SHERIFF



JERRY L. CLAYTON
SHERIFF

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

MARK A. PTASZEK
UNDERSHERIFF

TRAFFIC AND CRIME ENFORCEMENT

The Sheriff's Office will continue working with the DDACTS (Data drive approaches to crime and traffic safety) model in efforts to address crime trends and traffic concerns throughout the Fall of 2015. The Jamar radar system has been deployed in several neighborhoods throughout the township identifying speed enforcement times for deputy sheriffs to target speeders.

A full accounting of the DDACTS efforts for the summer months (Phase 1) was provided to the YTOWN Executive Team on 9/14/15.

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT



Month:	October
Year:	2015
Print Option:	Print Both Monthly and YTD
Include Unfounded:	No
Report Offenses:	Include All (1,2,3,4)
Attempted/Completed/NA:	Includes Attempted, Completed
City:	Ypsilanti Twp-YPT

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

For The Month Of October

Classification	Oct/2014	Oct/2015	%Change
09001 MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	1	0	-100%
09004 JUSTIFIABLE HOMICIDE	0	0	0%
10001 KIDNAPPING/ABDUCTION	1	0	-100%
10002 PARENTAL KIDNAPPING	0	0	0%
11001 SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	3	0	-100%
11002 SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	1	0	-100%
11003 SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	0	0	0%
11004 SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	0	0	0%
11005 SEXUAL PENETRATION OBJECT -CSC 1ST DEGREE	0	1	0%
11006 SEXUAL PENETRATION OBJECT -CSC 3RD DEGREE	0	0	0%
11007 SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	2	1	-50%
11008 SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	3	1	-66.6%
12000 ROBBERY	3	10	233.3%
13001 NONAGGRAVATED ASSAULT	28	49	75%
13002 AGGRAVATED/FELONIOUS ASSAULT	8	10	25%
13003 INTIMIDATION/STALKING	5	8	60%
20000 ARSON	0	1	0%
21000 EXTORTION	0	0	0%
22001 BURGLARY -FORCED ENTRY	20	17	-15%
22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	4	11	175%
23001 LARCENY -POCKETPICKING	0	0	0%
23002 LARCENY -PURSESNAATCHING	0	0	0%
23003 LARCENY -THEFT FROM BUILDING	16	25	56.25%
23004 LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	0	0	0%
23005 LARCENY -THEFT FROM MOTOR VEHICLE	19	18	-5.26%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	8	0	-100%
23007 LARCENY -OTHER	5	16	220%
24001 MOTOR VEHICLE THEFT	10	4	-60%
24002 MOTOR VEHICLE, AS STOLEN PROPERTY	2	2	0%
24003 MOTOR VEHICLE FRAUD	0	0	0%
25000 FORGERY/COUNTERFEITING	1	3	200%
26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	4	9	125%
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	6	3	-50%
26003 FRAUD -IMPERSONATION	3	8	166.6%
26005 FRAUD -WIRE FRAUD	2	0	-100%
27000 EMBEZZLEMENT	1	0	-100%
28000 STOLEN PROPERTY	2	3	50%
29000 DAMAGE TO PROPERTY	22	39	77.27%
30001 RETAIL FRAUD -MISREPRESENTATION	1	2	100%
30002 RETAIL FRAUD -THEFT	9	17	88.88%
30003 RETAIL FRAUD -REFUND/EXCHANGE	0	0	0%
35001 VIOLATION OF CONTROLLED SUBSTANCE ACT	15	8	-46.6%
35002 NARCOTIC EQUIPMENT VIOLATIONS	7	4	-42.8%

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

For The Month Of October

Classification	Oct/2014	Oct/2015	%Change
37000 OBSCENITY	0	0	0%
40001 COMMERCIALIZED SEX -PROSTITUTION	0	0	0%
40002 COMMERCIALIZED SEX -ASSISTING/PROMOTING PROSTITUTION	0	0	0%
52001 WEAPONS OFFENSE- CONCEALED	2	0	-100%
52003 WEAPONS OFFENSE -OTHER	2	0	-100%
Group A Totals	216	270	25%
22003 BURGLARY - UNLAWFUL ENTRY (NO INTENT)	1	0	-100%
22004 POSSESSION OF BURGLARY TOOLS	0	0	0%
26006 FRAUD -BAD CHECKS	0	1	0%
36003 PEEPING TOM	1	1	0%
36004 SEX OFFENSE -OTHER	1	1	0%
38001 FAMILY -ABUSE/NEGLECT NONVIOLENT	4	3	-25%
38003 FAMILY -OTHER	1	1	0%
41002 LIQUOR VIOLATIONS -OTHER	1	2	100%
48000 OBSTRUCTING POLICE	5	10	100%
49000 ESCAPE/FLIGHT	1	1	0%
50000 OBSTRUCTING JUSTICE	13	10	-23.0%
53001 DISORDERLY CONDUCT	4	1	-75%
53002 PUBLIC PEACE -OTHER	1	1	0%
54001 HIT and RUN MOTOR VEHICLE ACCIDENT	3	1	-66.6%
54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	10	12	20%
55000 HEALTH AND SAFETY	2	1	-50%
56000 CIVIL RIGHTS	0	0	0%
57001 TRESPASS	0	1	0%
57002 INVASION OF PRIVACY -OTHER	0	0	0%
58000 SMUGGLING	0	0	0%
62000 CONSERVATION	0	0	0%
63000 VAGRANCY	0	0	0%
70000 JUVENILE RUNAWAY	2	13	550%
73000 MISCELLANEOUS CRIMINAL OFFENSE	1	1	0%
77000 CONSPIRACY (ALL CRIMES)	0	0	0%
Group B Totals	51	61	19.60%
2800 JUVENILE OFFENSES AND COMPLAINTS	42	50	19.04%
2900 TRAFFIC OFFENSES	36	19	-47.2%
3000 WARRANTS	54	32	-40.7%
3100 TRAFFIC CRASHES	124	113	-8.87%
3200 SICK / INJURY COMPLAINT	77	92	19.48%
3300 MISCELLANEOUS COMPLAINTS	784	827	5.484%
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	1	0	-100%
3500 NON-CRIMINAL COMPLAINTS	716	811	13.26%
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	969	760	-21.5%
3800 ANIMAL COMPLAINTS	59	52	-11.8%
3900 ALARMS	218	187	-14.2%

CLR-008 Monthly Summary Of Offenses (WD)

City: Ypsilanti Twp-YPT

Group C Totals	3080	2943	-4.44%
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	1	0	-100%
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	0	0%
4200 PARKING CITATIONS	11	5	-54.5%
4300 LICENSE / TITLE / REGISTRATION CITATIONS	2	0	-100%
4500 MISCELLANEOUS A THROUGH UUUU	5	15	200%
Group D Totals	19	20	5.263%
5000 FIRE CLASSIFICATIONS	2	0	-100%
5100 18A STATE CODE FIRE CLASSIFICATIONS	1	2	100%
Group E Totals	3	2	-33.3%
6000 MISCELLANEOUS ACTIVITIES (6000)	27	24	-11.1%
6100 MISCELLANEOUS ACTIVITIES (6100)	98	109	11.22%
6300 CANINE ACTIVITIES	6	3	-50%
6500 CRIME PREVENTION ACTIVITIES	26	30	15.38%
6600 COURT / WARRANT ACTIVITIES	0	0	0%
6700 INVESTIGATIVE ACTIVITIES	6	12	100%
Group F Totals	163	178	9.202%
City : Ypsilanti Twp Totals	3532	3474	-1.64%

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

Year To Date Through October

Classification	2014	2015	%Change
Group F Totals	0	0	0%
09001 MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	3	0	-100%
09004 JUSTIFIABLE HOMICIDE	1	0	-100%
10001 KIDNAPPING/ABDUCTION	6	3	-50%
10002 PARENTAL KIDNAPPING	1	3	200%
11001 SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	17	19	11.76%
11002 SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	6	6	0%
11003 SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	4	1	-75%
11004 SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	5	3	-40%
11005 SEXUAL PENETRATION OBJECT -CSC 1ST DEGREE	0	1	0%
11006 SEXUAL PENETRATION OBJECT -CSC 3RD DEGREE	0	1	0%
11007 SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	12	4	-66.6%
11008 SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	7	7	0%
12000 ROBBERY	48	46	-4.16%
13001 NONAGGRAVATED ASSAULT	348	408	17.24%
13002 AGGRAVATED/FELONIOUS ASSAULT	157	181	15.28%
13003 INTIMIDATION/STALKING	37	30	-18.9%
20000 ARSON	7	5	-28.5%
21000 EXTORTION	1	1	0%
22001 BURGLARY -FORCED ENTRY	221	168	-23.9%
22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	43	45	4.651%
23001 LARCENY -POCKETPICKING	4	0	-100%
23002 LARCENY -PURSESNAATCHING	4	1	-75%
23003 LARCENY -THEFT FROM BUILDING	167	126	-24.5%
23004 LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	2	2	0%
23005 LARCENY -THEFT FROM MOTOR VEHICLE	157	155	-1.27%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	37	22	-40.5%
23007 LARCENY -OTHER	94	107	13.82%
24001 MOTOR VEHICLE THEFT	99	74	-25.2%
24002 MOTOR VEHICLE, AS STOLEN PROPERTY	13	9	-30.7%
24003 MOTOR VEHICLE FRAUD	1	1	0%
25000 FORGERY/COUNTERFEITING	16	20	25%
26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	63	69	9.523%
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	52	55	5.769%
26003 FRAUD -IMPERSONATION	46	70	52.17%
26005 FRAUD -WIRE FRAUD	5	4	-20%
27000 EMBEZZLEMENT	8	10	25%
28000 STOLEN PROPERTY	24	17	-29.1%
29000 DAMAGE TO PROPERTY	301	319	5.980%
30001 RETAIL FRAUD -MISREPRESENTATION	7	8	14.28%
30002 RETAIL FRAUD -THEFT	65	88	35.38%
30003 RETAIL FRAUD -REFUND/EXCHANGE	2	1	-50%
35001 VIOLATION OF CONTROLLED SUBSTANCE ACT	158	123	-22.1%

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

Year To Date Through October

Classification	2014	2015	%Change
35002 NARCOTIC EQUIPMENT VIOLATIONS	69	44	-36.2%
37000 OBSCENITY	5	1	-80%
40001 COMMERCIALIZED SEX -PROSTITUTION	5	0	-100%
40002 COMMERCIALIZED SEX -ASSISTING/PROMOTING PROSTITUTION	7	0	-100%
52001 WEAPONS OFFENSE- CONCEALED	23	17	-26.0%
52003 WEAPONS OFFENSE -OTHER	10	11	10%
Group A Totals	2368	2286	-3.46%
22003 BURGLARY - UNLAWFUL ENTRY (NO INTENT)	11	3	-72.7%
22004 POSSESSION OF BURGLARY TOOLS	1	0	-100%
26006 FRAUD -BAD CHECKS	15	7	-53.3%
36003 PEEPING TOM	1	1	0%
36004 SEX OFFENSE -OTHER	5	3	-40%
38001 FAMILY -ABUSE/NEGLECT NONVIOLENT	43	26	-39.5%
38003 FAMILY -OTHER	1	1	0%
41002 LIQUOR VIOLATIONS -OTHER	17	18	5.882%
48000 OBSTRUCTING POLICE	67	68	1.492%
49000 ESCAPE/FLIGHT	7	6	-14.2%
50000 OBSTRUCTING JUSTICE	120	94	-21.6%
53001 DISORDERLY CONDUCT	36	32	-11.1%
53002 PUBLIC PEACE -OTHER	3	2	-33.3%
54001 HIT and RUN MOTOR VEHICLE ACCIDENT	9	9	0%
54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	80	102	27.5%
55000 HEALTH AND SAFETY	14	20	42.85%
56000 CIVIL RIGHTS	1	0	-100%
57001 TRESPASS	3	9	200%
57002 INVASION OF PRIVACY -OTHER	1	0	-100%
58000 SMUGGLING	3	3	0%
62000 CONSERVATION	0	2	0%
63000 VAGRANCY	4	4	0%
70000 JUVENILE RUNAWAY	78	92	17.94%
73000 MISCELLANEOUS CRIMINAL OFFENSE	8	20	150%
77000 CONSPIRACY (ALL CRIMES)	1	1	0%
Group B Totals	529	523	-1.13%
2800 JUVENILE OFFENSES AND COMPLAINTS	563	607	7.815%
2900 TRAFFIC OFFENSES	366	297	-18.8%
3000 WARRANTS	627	496	-20.8%
3100 TRAFFIC CRASHES	1121	1081	-3.56%
3200 SICK / INJURY COMPLAINT	671	900	34.12%
3300 MISCELLANEOUS COMPLAINTS	7900	7978	0.987%
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	20	15	-25%
3500 NON-CRIMINAL COMPLAINTS	8454	9133	8.031%
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	10004	8752	-12.5%
3800 ANIMAL COMPLAINTS	833	719	-13.6%

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

Year To Date Through October

Classification	2014	2015	%Change
3900 ALARMS	1886	1821	-3.44%
Group C Totals	32445	31799	-1.99%
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	6	9	50%
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	2	0	-100%
4200 PARKING CITATIONS	59	39	-33.8%
4300 LICENSE / TITLE / REGISTRATION CITATIONS	5	7	40%
4500 MISCELLANEOUS A THROUGH UUUU	78	97	24.35%
Group D Totals	150	152	1.333%
5000 FIRE CLASSIFICATIONS	4	4	0%
5100 18A STATE CODE FIRE CLASSIFICATIONS	19	5	-73.6%
Group E Totals	23	9	-60.8%
6000 MISCELLANEOUS ACTIVITIES (6000)	323	305	-5.57%
6100 MISCELLANEOUS ACTIVITIES (6100)	928	1148	23.70%
6300 CANINE ACTIVITIES	53	45	-15.0%
6500 CRIME PREVENTION ACTIVITIES	296	352	18.91%
6600 COURT / WARRANT ACTIVITIES	19	9	-52.6%
6700 INVESTIGATIVE ACTIVITIES	69	66	-4.34%
Group F Totals	1688	1925	14.04%
City : Ypsilanti Twp Totals	37203	36694	-1.36%



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

WORK SESSION AGENDA CHARTER TOWNSHIP OF YPSILANTI TUESDAY, NOVEMBER 17, 2015

4:30pm

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

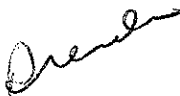
1. 2016 PRELIMINARY BUDGET SUPERVISOR STUMBO AND JAVONNA NEEL
 - a) 236 - 14B DISTRICT COURT
 - b) 248 - HOUSING AND BUSINESS INSPECTION
 - c) 249 - BUILDING
 - d) 252 - HYDRO
 - e) 266 - LAW ENFORCEMENT
 - f) 590 - COMPOST
 - g) 595 - MOTORPOOL
 - h) 893 - NUISANCE ABATEMENT
 - i) 584 - GOLF COURSE
2. DEDICATION OF CIVIC CENTER AND 14B COURT TRUSTEE SCOTT MARTIN
3. AGENDA REVIEW SUPERVISOR STUMBO
4. OTHER DISCUSSION BOARD MEMBERS

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



Supervisor's Office

7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 481-0617
Fax: (734) 484-0002
www.ytown.org

TO: Karen Lovejoy Roe, Clerk
FROM: Brenda L. Stumbo, Supervisor 
DATE: November 3, 2015
RE: Request for November 17, 2015 Work Session – Budget Discussion

We are requesting that the November 17, 2015 Work Session begin at 4:00 p.m. and that the following 2016 budget reviews be included on the agenda:

- a. Fund 236 – 14B District Court
- b. Fund 248 – Housing & Business Inspection
- c. Fund 249 – Building
- d. Fund 252 – Hydro
- e. Fund 266 – Law Enforcement
- f. Fund 584 – Golf Course
- g. Fund 590 – Compost
- h. Fund 595 – Motorpool
- i. Fund 893 – Nuisance Abatement

Accounting Director Javonna Neel will be presenting the classification summary and overview for each fund.

Board Members, please bring your line item budget books.

If you have any questions, please let me know.

tk

cc: Township Board
Javonna Neel, Accounting Director

Zimbra**lgarrett@ytown.org**

Re: sign

From : Brenda Stumbo
<bstumbo@ytown.org>

Wed, Oct 07, 2015 02:17 PM

Subject : Re: sign

To : Scott Martin
<SMartin@ScioTownship.org>

Cc : Karen Lovejoy Roe
<klovejoyroe@ytown.org>,
Larry Doe
<lroe@ytown.org>,
MIPANTHERS@aol.com
<mipanthers@aol.com>, Mike
Martin
<satur9@comcast.net>, Lisa
Garrett
<lgarrett@ytown.org>,
Brenda Stumbo
<bstumbo@ytown.org>,
Tammie Keen
<tkeen@ytown.org>

Scott, this is awesome.

When we named the Golf Course Pro Shop after Leon Jackson, it was brought to the board to vote in support of naming the building and then we had a dedication ceremony in honor of the naming. I will carbon copy this to the board members and township attorney and the clerk's office can assist with placing this on the agenda, the timing is perfect since we are updating our signs. Brenda

----- Original Message -----

From: "Scott Martin" <SMartin@ScioTownship.org>
To: "Brenda Stumbo" <bstumbo@ytown.org>
Sent: Wednesday, October 7, 2015 1:37:34 PM
Subject: sign

Dear Brenda,

At last night's Board meeting we decided to look at replacing the panels in our current sign in front for the civic center and our court office.

I am asking if the Ypsilanti Township Board would entertain naming our Civic Center and Court office after two people who has dedicated their life for the betterment of our township.

I am proposing the Civic Center being named after T.R. Stumbo, a man who ran our Township for many years and even after leaving office of the Township he still dedicated himself to helping not only the Township officials but all people of Ypsilanti Township.

I am proposing that we name the Ypsilanti Township Court office after John Collins. Judge Collins was a long time judge in our community who work for many years supporting the Township and dedicated his life to running our court system as one of the best in the State of Michigan.

Please let me know what we have to do to get this to the rest of the Township Board members and see if this can be supported by us all.

Thank you,
Scott Martin
Scio Township Utilities Director
(734) 369-9350

--

Brenda L. Stumbo
Ypsilanti Township Supervisor
(734) 481-0617

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

TUESDAY, NOVEMBER 17, 2015

7:00 P.M.

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE AND INVOCATION
3. PUBLIC HEARING
 - A. 7:00PM – CREATION OF SPECIAL ASSESSMENT STREETLIGHT DISTRICT LAKEVIEW #2 LOCATED IN THE LAKEVIEW SUBDIVISION – RESOLUTION 2015-45
(PUBLIC HEARING SET AT THE OCTOBER 6, 2015 REGULAR MEETING)
4. PUBLIC COMMENTS
5. CONSENT AGENDA
 - A. MINUTES OF THE OCTOBER 20, 2015 WORK SESSION AND REGULAR MEETING
 - B. STATEMENTS AND CHECKS
 1. STATEMENTS AND CHECKS FOR NOVEMBER 3, 2015 IN THE AMOUNT OF \$425,164.52
 2. STATEMENTS AND CHECKS FOR NOVEMBER 17, 2015 IN THE AMOUNT OF \$1,120,773.95
 3. CHOICE HEALTH CARE DEDUCTIBLE ACH EFT FOR OCTOBER IN THE AMOUNT OF \$42,150.42
 4. CHOICE HEALTH CARE ADMIN FEE FOR SEPTEMBER IN THE AMOUNT OF \$1,192.50
 - C. OCTOBER 2015 TREASURER'S REPORT
6. SUPERVISOR REPORT
7. CLERK REPORT
8. TREASURER REPORT
9. TRUSTEE REPORT
10. ATTORNEY REPORT
 - A. GENERAL LEGAL UPDATE

NEW BUSINESS

1. BUDGET AMENDMENT #14
2. REQUEST OF MARK NELSON, MAGISTRATE 14B COURT, FOR AUTHORIZATION FOR RENEWAL OF THE DRUG COURT DOCKET GRANT IN THE AMOUNT OF \$100,000.00 FOR 2016 AND TO AUTHORIZE SIGNING OF THE CONTRACT
3. REQUEST OF MIKE SARANEN, HYDRO OPERATIONS TO WAIVE FINANCIAL POLICY FOR APPROVAL OF CHANGE ORDER #1 FOR THE GENERATOR #1 REHAB FOR ADDITIONAL REPAIRS TO THE TURBINE SHAFT, SHAFT BRUSHING, TOP AND BOTTOM PLATE IN THE AMOUNT OF \$39,125.00 BUDGETED IN LINE ITEM #252-252-000-976-000
4. REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR AUTHORIZATION TO SEEK LEGAL ACTION IF NECESSARY TO ABATE PUBLIC NUISANCE FOR PROPERTIES LOCATED AT 102 WIARD, 1636 BAILEY AND 7472 KNOLLWOOD IN THE AMOUNT OF \$15,000.00 BUDGETED IN LINE ITEM #101-950-000-801-023
5. REQUEST TO SET A PUBLIC HEARING DATE OF DECEMBER 1, 2015 AT APPROXIMATELY 7:00PM - 2016 FISCAL YEAR BUDGET

OTHER BUSINESS

AUTHORIZATION AND BIDS

1. REQUEST OF JEFF ALLEN, RESIDENTIAL SERVICES DIRECTOR TO AWARD LOW QUOTE FOR THE UPDATE TO THE CIVIC CENTER SIGN AND INSTALLATION OF ADDITIONAL SIGNS ON THE CIVIC CENTER GROUNDS TO HURON SIGN IN THE AMOUNT OF \$12,084.00 BUDGETED IN LINE ITEM #101-970-000-976-007
2. REQUEST OF JEFF ALLEN, RESIDENTIAL SERVICES DIRECTOR TO AWARD LOW QUOTE FOR TRACKING SYSTEMS FOR TOWNSHIP VEHICLES TO GPS/FLEET TELEMATICS SOLUTION IN THE AMOUNT OF \$3,045.12 FOR ONE TIME START UP COSTS AND A PER MONTH CHARGE OF \$530.60 BUDGETED IN LINE ITEM #595-595-000-818-033

PUBLIC HEARING

- A. Resolution No. 2015-45, Creation of Special Assessment Streetlight District Lakeview #2 Located in the Lakeview Subdivision

RESOLUTION 2015-45

**Lakeview #2
Special Assessment District for a Streetlight to be Located on
Emerson Ave. between Smith St. and William Ave.**

WHEREAS, the Township Board of the Charter Township of Ypsilanti proposes to install a streetlight in the Lakeview area; and

WHEREAS, the Township Board proposes to pay for the purchase and installation of the streetlight; and

WHEREAS, the Township Board proposes the creation of a special assessment district consisting of 153 parcels within the Lakeview area which will be benefited to defray the operation and maintenance cost of the streetlight; and

WHEREAS, DTE Energy, prepared and submitted proposed plans to install, operate and maintain a streetlight to be located on Emerson Ave. between Smith St. and William Ave., located in the Lakeview area which consists of 153 parcels with the following estimated costs:

- Township Costs for purchase and installation of 1 streetlight: \$ 1,029.43
- Total Annual Residents' Cost for maintenance and operation of streetlight : \$ 156.10
- Annual cost per parcel \$ 1.02

WHEREAS, the plans, estimates of cost and proposed special assessment district were filed with the Township Clerk for public examination and notice of the public hearing upon the same was published and mailed in accordance with the law and statute provided as shown by affidavits pertaining thereto on file with the Township Clerk; and

WHEREAS, in accordance with the aforesaid notices, a hearing was held on the 17th day of November, 2015 commencing at 7:00pm and all persons given the opportunity to be heard in the matter; and

WHEREAS, as a result of the foregoing, the Township Board believes the project to be in the best interests of the Township and of the district proposed to be established therefore;

NOW, THEREFORE, BE IT HEREBY RESOLVED as follows:

1. That this Township Board does hereby approve the plans for a streetlight as prepared and presented by DTE and its annual estimate of costs for the operation and maintenance thereof of \$156.10.
2. That this Township Board creates a special assessment district for the Lakeview area, to be known as Lakeview #2 Streetlight Special Assessment District within which the costs of the operation and maintenance of the streetlight shall be assessed according to benefits.
3. That on the basis of the foregoing, this Township Board does hereby direct the Supervisor and Assessing Officer to make a special assessment roll in which shall be entered and described all the parcels of land to be assessed with the names of the respective owners thereof if known, and a total amount to be assessed against each parcel of land which amount shall be the relative portion of the whole sum to be levied against the parcels of land in the special assessment district as the benefit to the parcel of land bears to the total benefit to all the parcels of land in the special assessment district. When the same has been completed, the Supervisor or Assessing Officer shall affix thereto her certificate stating that it was made pursuant to this resolution and that in making such assessment roll, she has, according to her best judgment, conformed in all respects to the directions contained in this resolution and the applicable state statutes.

4. When the special assessment roll has been prepared and filed in the office of the Township Clerk, before said assessment roll has been confirmed, the Township Board shall appoint a time and place when it will meet, review and hear any objections to the assessment roll.
5. If the special assessment roll is confirmed, the Township Board intends to hold a public hearing once each year in future years, on or before October 31st, to reassess property in the special assessment district for the costs in the next year, and will provide notice of such hearing in such a manner as prescribed by law.
6. That all resolutions and parts of resolutions insofar as they conflict with the provisions of the within resolution be and the same are hereby rescinded.

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



Charter Township of Ypsilanti

Clerk's Office

7200 S. Huron River
Drive
Ypsilanti, MI 48197
Phone: (734) 484-4700
Fax: (734) 484-5156

October 28, 2015

Property Owner
Address
City, State Zip

Dear Property Owner:

Based on feedback from your Neighborhood Watch Group, the Charter Township of Ypsilanti Board of Trustees has set a public hearing to consider the creation of a Special Assessment District for the installation of one (1) streetlight to be located on William Avenue between Smith Street and Emerson Avenue.

This will include your property located at: Address
Parcel

Installation Charges for the one (1) streetlight total \$1,029.43. This cost will be paid for by the Township at no cost to the residents.

DTE has fixed the annual lamp charges for the first three (3) years, per agreement to \$156.10. This cost is divided among the one hundred fifty three parcels (153) and equals \$1.02 per parcel. After the third year, the costs will reflect the current rates set by DTE, as well as current electrical usage over the year.

The total cost per household for this yearly assessment would be approximately \$1.02 per year.

The public hearing will be held on Tuesday, November 17, 2015 at approximately 7:00pm at the Ypsilanti Township Civic Center, located at 7200 S. Huron River Drive, Ypsilanti, MI 48197 to consider creation of the special assessment district.

For your information, a map with the location where the streetlight will be placed is on the back of this letter.

If you have questions or comments and are unable to attend the public hearing, please contact our office at 734-484-4700 or by email at klovejoyroe@ytown.org or lgarrett@ytown.org.

Sincerely,

A handwritten signature in black ink that reads 'Karen Lovejoy Roe'.

Karen Lovejoy Roe
Clerk

A handwritten signature in black ink that reads 'Lisa R. Garrett'.

Lisa Garrett
Deputy Clerk

lrg
cc: File

PUBLIC NOTICE

Public Act of 2002 Proceedings - Notice of Special Assessment Hearing – Township of Ypsilanti, Washtenaw County, Michigan

TO: THE RESIDENTS AND PROPERTY OWNERS OF THE TOWNSHIP OF YPSILANTI, WASHTENAW COUNTY, MICHIGAN AND ANY OTHER INTERESTED PERSONS

PLEASE TAKE NOTICE that the Township Board of the Charter Township of Ypsilanti proposes to install one streetlight on William Ave. between Smith St. and Emerson in the Lakeview area and to create a special assessment for the recovery of the cost of operation by special assessment against the properties benefited therein.

PLEASE TAKE FURTHER NOTICE that the district within which the forgoing improvements are proposed to be constructed and within which the cost thereof is proposed to be assessed is more particularly described as follows:

COMMONLY KNOWN AS LAKEVIEW SUBDIVISION

PLEASE TAKE FURTHER NOTICE that said plans and special assessment district map may be examined at the office of the Township Clerk from the date of this notice until and including the date of the public hearing hereon and may further be examined at such public hearing.

PLEASE TAKE FURTHER NOTICE that a public hearing upon such proposed special assessment district, location and estimated costs will be held at the Charter Township of Ypsilanti Civic Center, 7200 S. Huron River Drive, Ypsilanti Township, MI commencing at approximately **7:00pm on Tuesday, November 17, 2015.**

An owner or party in interest, or his or her agent, may appear in person at the hearing to protest the special assessment in person, or may file his or her appearance and protest by letter before the hearing, and in that event, personal appearance shall not be required. The owner or any person having an interest in the real property who protests in writing at or before the hearing may file a written appeal of the special assessment with the State Tax Tribunal within 30 days after the special assessment roll is confirmed.

If the special assessment roll is confirmed, the Township Board intends to hold a public hearing once each year in future years to reassess property in the special assessment district for the costs in the next year, and will provide notice of such hearing by publication in the newspaper only, unless the amount to be specially assessed increases by more than 10 percent in any one year, then mailed notice of the public hearing will be provided to owners of property to be specially assessed.

The Ypsilanti Township Board will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting or public hearing, to individuals with disabilities upon a 10 day notice to the Ypsilanti Township Board by writing or calling **KAREN LOVEJOY ROE, CLERK, 7200 S. HURON RIVER DRIVE, YPSILANTI, MI 48197 (734)484-4700.**

KAREN LOVEJOY ROE, CLERK

CHARTER TOWNSHIP OF YPSILANTI

Publish: Thursday, October 29, 2015

Exhibit A to Master Agreement

Purchase Agreement

This Purchase Agreement (this "Agreement") is dated as of September 30, 2015 between The Detroit Edison Company ("Company") and Charter Township of Ypsilanti ("Customer").

This Agreement is a "Purchase Agreement" as referenced in the Master Agreement for Municipal Street Lighting dated March 28, 2013 (the "Master Agreement") between Company and Customer. All of the terms of the Master Agreement are incorporated herein by reference. In the event of an inconsistency between this Agreement and the Master Agreement, the terms of this Agreement shall control.

Customer requests the Company to furnish, install, operate and maintain street lighting equipment as set forth below:

1. DTE Work Order Number:	43673878	
	If this is a conversion or replacement, indicate the Work Order Number for current installed equipment: N/A	
2. Location where Equipment will be installed:	William Ave between Smith St & Emerson Ave in Ypsilanti Township, as more fully described on the map attached hereto as <u>Attachment 1</u> .	
3. Total number of lights to be installed:	1	
4. Description of Equipment to be installed (the " <u>Equipment</u> "):	Install 1 overhead fed black 65 watt Autobahn LED mounted on a 6' Code 46 arm on an existing wood pole.	
5. Estimated Total Annual Lamp Charges	\$156.10	
6. Computation of Contribution in aid of Construction (" <u>CIAC Amount</u> ")	Total estimated construction cost, including labor, materials, and overhead:	\$1,497.73
	Credit for 3 years of lamp charges:	\$468.30
	CIAC Amount (cost minus revenue)	\$1,029.43
7. Payment of CIAC Amount:	Due promptly upon execution of this Agreement	
8. Term of Agreement	5 years. Upon expiration of the initial term, this Agreement shall continue on a month-to-month basis until terminated by mutual written consent of the parties or by either party with thirty (30) days prior written notice to the other party.	
9. Does the requested Customer lighting design meet IESNA recommended practices?	(Check One) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If "No", Customer must sign below and acknowledge that the lighting design does not meet IESNA recommended practices Signature: _____	
10. Customer Address for Notices:	Charter Township of Ypsilanti 7200 S Huron River Dr Ypsilanti, MI 48197 Attn: Karen Lovejoy Roe	

11. Special Order Material Terms:

All or a portion of the Equipment consists of special order material: (check one) YES NO

If "Yes" is checked, Customer and Company agree to the following additional terms.

A. Customer acknowledges that all or a portion of the Equipment is special order materials ("SOM") and not Company's standard stock. Customer will purchase and stock replacement SOM and spare parts. When replacement equipment or spare parts are installed from Customer's inventory, the Company will credit Customer in the amount of the then current material cost of Company standard street lighting equipment.

B. Customer will maintain an initial inventory of at least N/A posts and N/A luminaires and any other materials agreed to by Company and Customer, and will replenish the stock as the same are drawn from inventory. Costs of initial inventory are included in this Agreement. The Customer agrees to work with the Company to adjust inventory levels from time to time to correspond to actual replacement material needs. If Customer fails to maintain the required inventory, Company, after 30 days' notice to Customer, may (but is not required to) order replacement SOM and Customer will reimburse Company for such costs. Customer's acknowledges that failure to maintain required inventory could result in extended outages due to SOM lead times.

C. The inventory will be stored at _____.
Access to the Customers inventory site must be provided between the hours of 9:00 am to 4:00 pm, Monday through Friday with the exceptions of federal Holidays. Customer shall name an authorized representative to contact regarding inventory: levels, access, usage, transactions, and provide the following contact information to the Company:

Name: _____ Title: _____

Phone Number: _____ Email: _____

The Customer will notify the Company of any changes in the Authorized Customer Representative. The Customer must comply with SOM manufacturer's recommended inventory storage guidelines and practices. Damaged SOM will not be installed by the Company.

D. In the event that SOM is damaged by a third party, the Company may (but is not required to) pursue a damage claim against such third party for collection of all labor and stock replacement value associated with the damage claim. Company will promptly notify Customer as to whether Company will pursue such claim.

E. In the event that SOM becomes obsolete or no longer manufactured, the Customer will be allowed to select new alternate SOM that is compatible with the Company's existing infrastructure.

F. Should the Customer experience excessive LED equipment failures, not supported by LED manufacturer warranties, the Company will replace the LED equipment with other Company supported Solid State or High Intensity Discharge luminaires at the Company's discretion. The full cost to complete these replacements to standard street lighting equipment will be the responsibility of the Customer.

12. Experimental Emerging Lighting Technology (“EELT”) Terms:

All or a portion of the Equipment consists of EELT: (check one) YES NO

If “Yes” is checked, Customer and Company agree to the following additional terms.

A. The annual billing lamp charges for the EELT equipment has been calculated by the Company are based upon the estimated energy and maintenance cost expected with the Customer’s specific pilot project EELT equipment. .

B. Upon the approval of any future MPSC Option I tariff for EELT street lighting equipment, the approved rate schedules will automatically apply for service continuation to the Customer under Option 1 Municipal Street Lighting Rate, as approved by the MPSC. The terms of this paragraph B replace in its entirety Section 7 of the Master Agreement with respect to any EELT equipment purchased under this Agreement.

Company and Customer have executed this Purchase Agreement as of the date first written above.

Company:

Customer:

The Detroit Edison Company

Charter Township of Ypsilanti

By: _____

By: _____

Name: _____

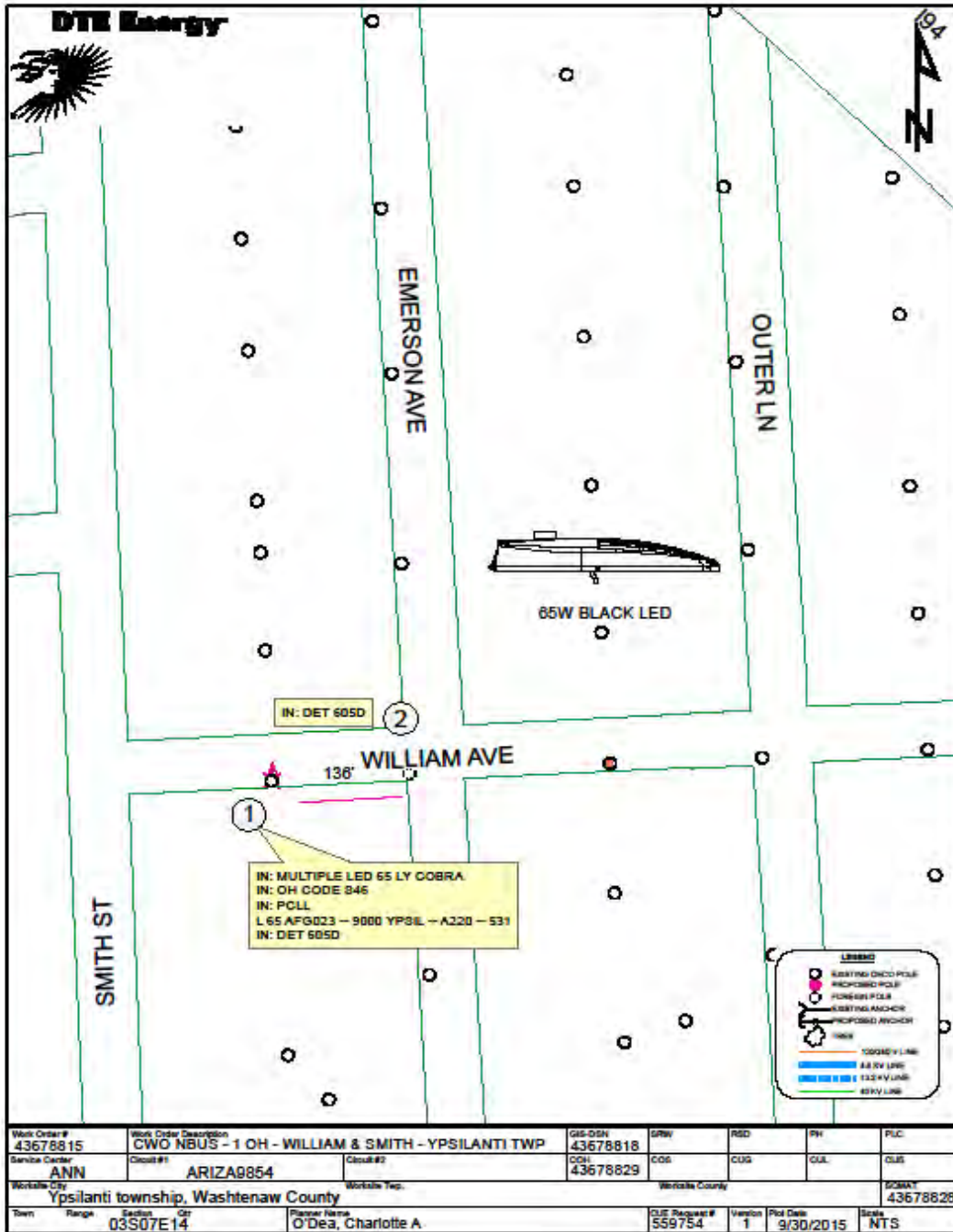
Name: _____

Title: _____

Title: _____

Attachment 1 to Purchase Agreement

Map of Location



PUBLIC COMMENTS

CONSENT AGENDA

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 20, 2015 WORK SESSION**

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

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

Members Absent: Trustee Jean Hall Currie

Legal Counsel: Wm. Douglas Winters

Supervisor Stumbo asked to move Authorization and Bids from The Regular Agenda up to allow Justin Blair and Tim Smith from the Golf Course to discuss their item because the Consultant for the Splash Pad Agenda Item had not arrived.

AUTHORIZATIONS & BIDS

3. REQUEST OF JUSTIN BLAIR, DIRECTOR OF GOLF TO WAIVE FINANCIAL POLICY AND AWARD LOW BID FOR RENOVATION OF GREENS #3 AND MAINTENANCE WORK OF GREENS #2 AND #5 TO EAGLE GOLF CONSTRUCTION IN THE AMOUNT OF \$19,087.50 BUDGETED IN LINE ITEM #584-584-000-971-000

Justin Blair, Director of Golf, stated he is asking to Waive Financial Policy and Award the Low Bid for Renovation of Greens #3 and Maintenance work of Greens #2 and #5 to Eagle Golf Construction in the Amount of \$19,087.50 Budgeted in Line Item #584-584-000-971-000. He stated that in past years they have had problems with drainage on these greens. He explained the problems have increased and now has killed the grass on these greens. Mr. Blair said he talked with Professionals on how to fix this problem. He received 3 bids in doing the work to correct the problem and the bid with Eagle Golf Construction was the

CHARTER TOWNSHIP OF YPSILANTI
OCTOBER 20, 2015 WORK SESSION MINUTES
PAGE 2

lowest bid. Trustee S. Martin repeated he had seen other Golf Courses that had this same issue and it was corrected with this process. Trustee Eldridge added that #6, #11, and #12 also need drainage improvements and asked if they could add these greens to the bid. Mr. Blair stated that they could put that in the 2016 budget. Supervisor Stumbo stated that adding this work would require a budget amendment. Treasurer Doe suggested that we look at the current budget and see if the funds were available to do this work. Mr. Blair said he will look and see if they can add the additional greens.

SPLASH PAD

Lonnie Scott, Park Commission Chair, introduced Corey Anderson, owner of Vortex Midwest. Mr. Anderson gave the presentation regarding adding a splash pad to Ford Lake Park. Mr. Anderson explained the splash pad to the board and reviewed a sketch of the design. He said the cost would be \$845,000.00 which would include a splash pad, with slides and interactive equipment on the play deck. Mr. Anderson said that after speaking with the Park Commission, they had asked to add a seating area, tables, concession area, rentals, fencing, bathrooms and trash receptacles. Trustee S. Martin asked the capacity of the structure. Mr. Anderson said that it would be between 300-500 people. He stated that it has UV sanitation and uses recyclable water. Clerk Roe ask what the cost would be to add all the extras including bathrooms. Mr. Anderson stated it would be approximately \$1.6 million. Supervisor Stumbo asked for members to be on the committee for this project. Clerk Roe, Treasurer Doe, and Trustee S. Martin accepted to participate on this committee. Supervisor Stumbo stated there may be grant funding to help with this project. Mr. Scott stated that the Park Commissions' recommendation was that if we move forward with this project that it would be constructed in one phase and not be broken down in phases.

**CHARTER TOWNSHIP OF YPSILANTI
OCTOBER 20, 2015 WORK SESSION MINUTES
PAGE 3**

2016 PRELIMINARY BUDGET

- a) 101 – GENERAL FUND
- b) 206 – FIRE
- c) 208 – PARKS
- d) 212 – BSR II
- e) 226 – ENVIRONMENTAL SERVICES
- f) 230 – RECREATION

Supervisor Stumbo and Javonna Neel, Accounting Director began with the 230 Recreation Fund Budget. Ms. Neel discussed the proposed 2016 Recreation budget with the Board explaining that this budget went down \$17,500.00.

Javonna Neel presented the proposed 212 BSR II Fund which she explained was to be used for bike paths, sidewalks, roads, golf course and other township needs.

Javonna Neel presented the proposed budget for the 226 Environmental Services Fund. She stated this fund was for garbage, refuse collection, recycling, composting, disposal of solid waste, energy conservation, alternative energy, water quality, and environmental protection.

Javonna Neel presented the proposed budget for the 208 Parks Fund. She stated that this was a small fund. Angela Verges said that most of the revenue comes from Racket Ball Leagues.

Javonna Neel presented the proposed budget for the 206 Fire Fund. She stated this fund was dedicated to finance the operations at the Fire Department including pensions and pension benefits. Trustee S. Martin asked if we have a Capital Improvement Program (CIP) for the Fire Department. Chief Copeland said that we do not have a CIP. Trustee S. Martin suggested that it would be helpful for the board to have an idea on upcoming capital expenditures. Trustee S. Martin stated that this was a good tool to use in preparing for the future. Chief Copeland stated he would look into it. Trustee Eldridge questioned the budgeted amount

**CHARTER TOWNSHIP OF YPSILANTI
OCTOBER 20, 2015 WORK SESSION MINUTES
PAGE 4**

for overtime. Chief Copeland stated that we have hired staff so there would be less paid overtime.

Javonna Neel presented the proposed 101 General Fund budget. Ms. Neel stated this fund included 24 departments. She explained the breakdown in the Fund for the various categories.

The meeting adjourned at approximately 7:01 p.m.

Respectfully Submitted,

Karen Lovejoy Roe, Clerk

* GENERAL FUND 2016 REQUESTED BUDGET

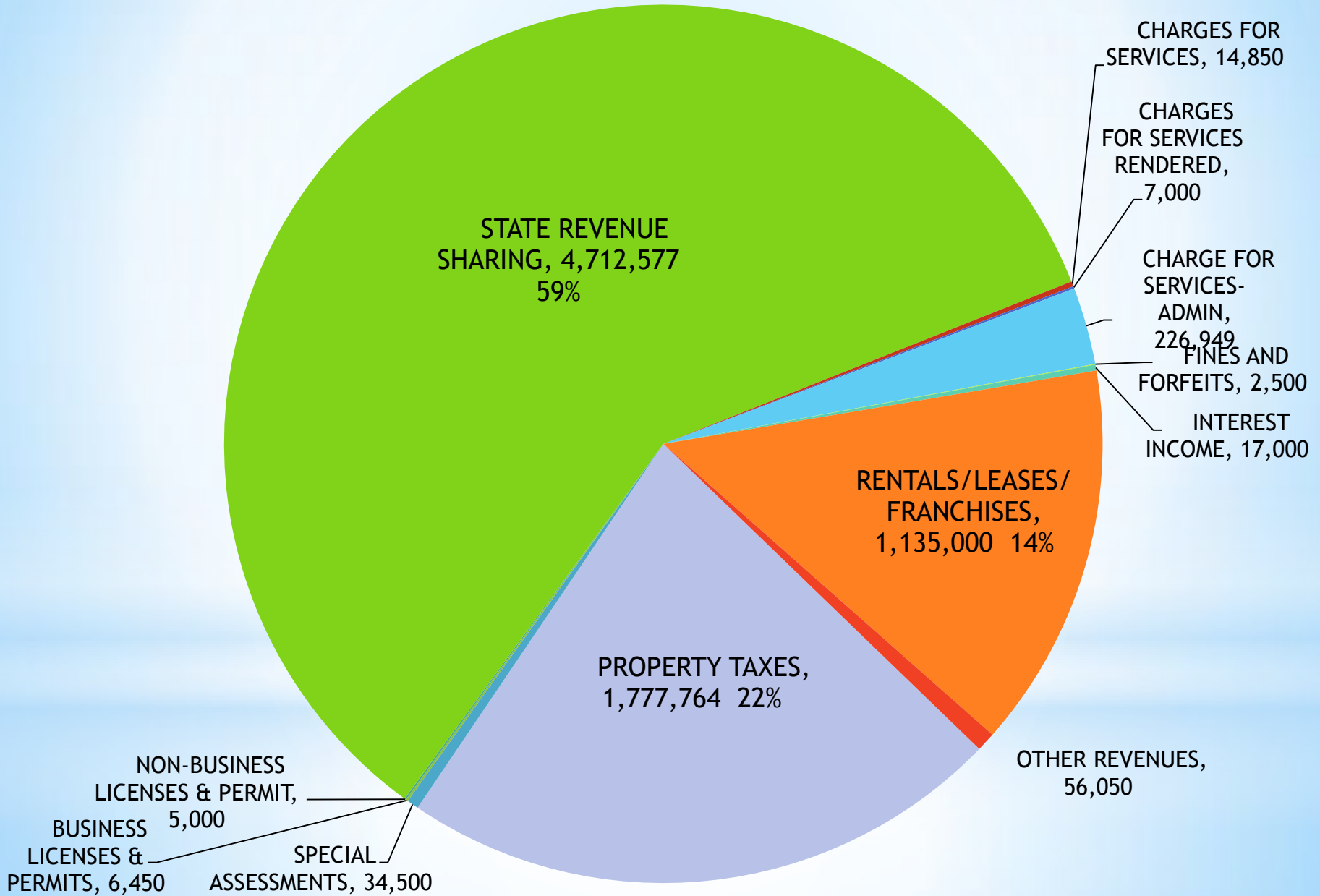
CLASSIFICATION SUMMARY, HISTORY, CHARTS, AND OVERVIEWS

September 30, 2015

General Fund Revenue Budget by Classification Summary

	2012	2013	2014	2015	2015	2015	2016	CHANGE
	AUDTIED	AUDITED	AUDITED	ORIGINAL	AMENDED	ACTIVITY	REQUESTED	FROM PY
				BUDGET	BUDGET	THRU	BUDGET	AMENDED
ESTIMATED REVENUES						9/30/2015		BUDGET
PROPERTY TAXES	1,892,217	1,718,890	1,747,148	1,725,125	1,725,125	1,753,627	1,777,764	52,639
SPECIAL ASSESSMENTS	37,097	31,557	28,585			36,439	34,500	34,500
BUSINESS LICENSES & PERMITS	6,614	6,811	7,056	6,100	6,100	6,999	6,450	350
NON-BUSINESS LICENSES & PERMIT	12,919	11,973	9,992	5,500	5,500	7,287	5,000	(500)
FEDERAL GRANTS	1,039	30,550	2,852					0
STATE GRANT		653,840						0
STATE REVENUE SHARING	4,278,057	4,410,265	4,508,273	4,573,966	4,573,966	2,920,783	4,712,577	138,611
CHARGES FOR SERVICES	21,387	22,960	19,493	15,400	15,400	19,742	14,850	(550)
CHARGES FOR SERVICES RENDERED	7,677	8,314	8,696	4,000	4,000	13,489	7,000	3,000
CHARGE FOR SERVICES-ADMIN	196,805	196,805	196,805	202,843	202,843	152,132	226,949	24,106
CHARGES FOR SERVICES-SALES	133	31	84			7		0
FINES AND FORFEITS	6,600	44,000	15,843	1,000	1,000	17,681	2,500	1,500
INTEREST INCOME	11,531	29,009	19,619	17,500	17,500	12,723	17,000	(500)
RENTALS/LEASES/FRANCHISES	1,026,272	1,047,713	1,089,151	1,050,600	1,050,600	665,498	1,135,000	84,400
OTHER REVENUES	120,905	206,469	133,399	54,750	94,693	147,181	56,050	(38,643)
CONTRIBUTION FROM OTHER FUNDS	24,367				170,000	170,000		(170,000)
APPROPRIATED PY FUND BALANCE					2,181,283			(2,181,283)
TOTAL ESTIMATED REVENUES	7,643,620	8,419,187	7,786,996	7,656,784	10,048,010	5,923,588	7,995,640	(2,052,370)

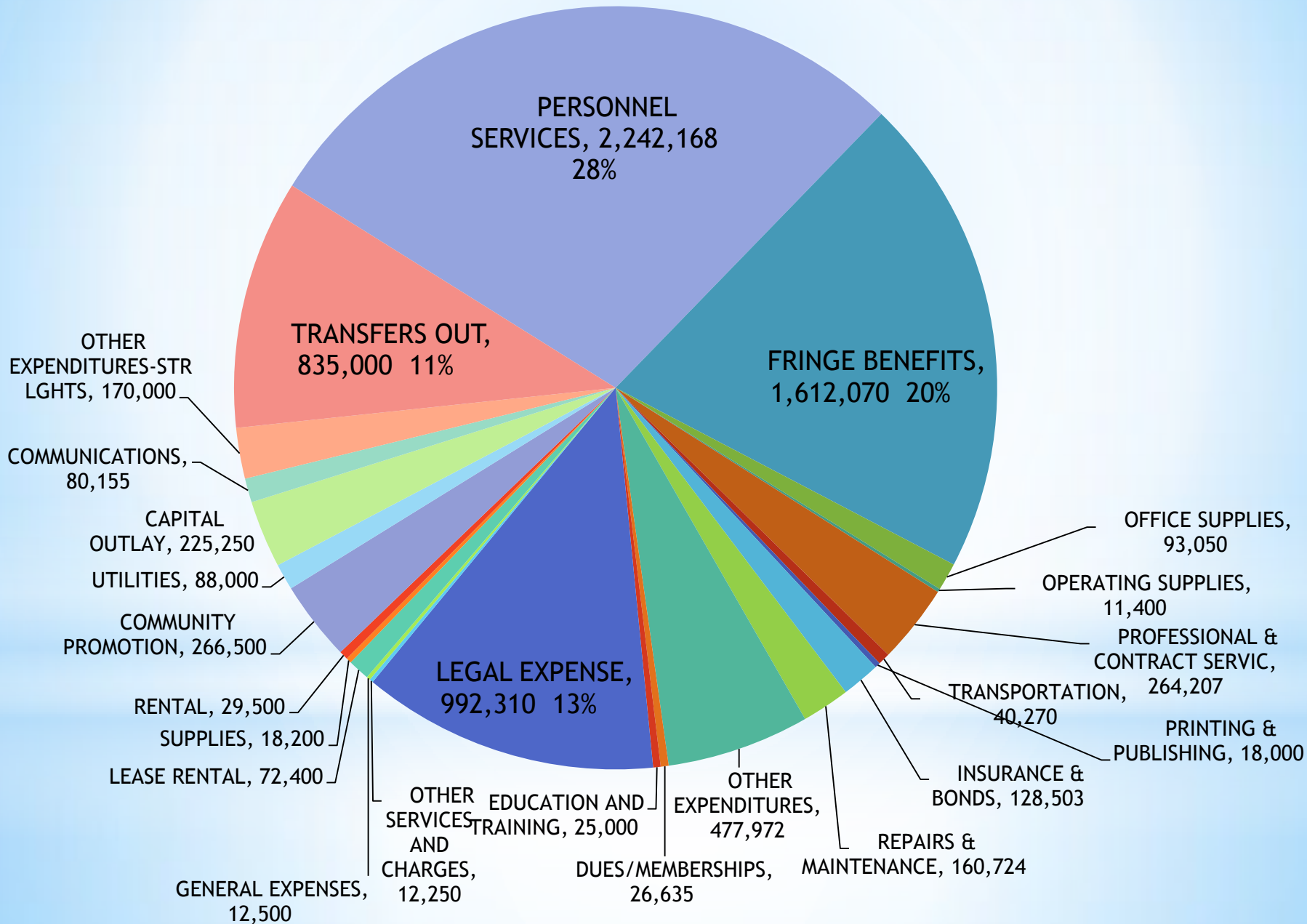
General Fund 2016 Requested Revenue Budget



General Fund Expenditure Budget by Classification Summary

	2012	2013	2014	2015	2015*	2015	2016*	*CHANGE
	AUDITED	AUDITED	AUDITED	ORIGINAL	AMENDED	ACTIVITY	REQUESTED	FROM PY
				BUDGET	BUDGET	THRU	BUDGET	AMENDED
ESTIMATED EXPENDITURES						09/30/15		BUDGET
PERSONNEL SERVICES	2,005,627	1,985,718	2,025,821	2,061,098	2,110,550	1,546,524	2,242,168	131,618
FRINGE BENEFITS	1,419,348	1,375,827	1,377,741	1,642,000	1,661,214	1,258,558	1,612,070	(49,144)
OFFICE SUPPLIES	123,908	107,857	103,929	108,918	111,078	58,591	93,050	(18,028)
OPERATING SUPPLIES	7,782	10,286	11,065	9,200	11,680	8,415	11,400	(280)
PROFESSIONAL & CONTRACT SERVIC	457,843	543,861	450,743	343,957	382,505	203,569	264,207	(118,298)
TRANSPORTATION	34,881	42,533	44,606	37,370	37,870	29,366	40,270	2,400
PRINTING & PUBLISHING	14,502	22,929	16,028	15,000	15,000	11,734	18,000	3,000
INSURANCE & BONDS	167,018	145,559	137,813	127,881	127,881	92,107	128,503	622
REPAIRS & MAINTENANCE	148,845	135,565	132,052	153,890	153,890	82,789	160,724	6,834
OTHER EXPENDITURES	462,226	496,264	972,826	557,881	481,044	368,693	477,972	(3,072)
DUES/MEMBERSHIPS	25,493	24,484	24,280	26,210	26,055	23,783	26,635	580
EDUCATION AND TRAINING	2,064	7,496	6,448	10,000	30,000	10,282	25,000	(5,000)
LEGAL EXPENSE	1,335,254	1,163,282	1,210,646	867,310	1,267,310	880,811	992,310	(275,000)
OTHER SERVICES AND CHARGES	14,819	14,122	10,597	9,000	10,300	7,088	12,250	1,950
GENERAL EXPENSES	56,525	24,097	22,904	15,000	13,960	3,786	12,500	(1,460)
LEASE RENTAL	44,020	44,020	43,700	46,500	46,500	35,575	72,400	25,900
SUPPLIES	85	89		200	1,200	387	18,200	17,000
RENTAL	24,954	26,199	31,458	25,200	26,300	20,945	29,500	3,200
COMMUNITY PROMOTION	406,880	508,221	262,014	266,500	266,500	130,212	266,500	0
UTILITIES	85,522	95,520	82,084	86,000	86,000	62,966	88,000	2,000
CAPITAL OUTLAY	233,454	560,433	1,922,479	309,500	2,084,868	701,108	225,250	(1,859,618)
COMMUNICATIONS	75,376	57,099	71,086	78,575	78,545	51,256	80,155	1,610
PROJECTS		653,840						0
OTHER EXPENDITURES-STR LGHTS	179,321	351,243	554,863	210,000	315,278	186,873	170,000	(145,278)
TRANSFERS OUT	212,059	633,833	541,057	394,000	446,889	193,634	835,000	388,111
TOTAL ESTIMATED EXPENDITURES	7,537,806	9,030,377	10,056,240	7,401,190	9,792,417	5,969,052	7,902,064	(1,890,353)

General Fund 2016 Requested Expenditure Budget



General Fund Requested Budget Net Revenues/Expenditures & Affects to Fund Balance

	2014	2015	2015	2015	2016
	AUDITED	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 09/30/15	REQUESTED BUDGET
GENERAL FUND					
NET OF REVENUES/EXPENDITURES	(2,269,244)	255,594	255,593	(45,464)	93,576
BUDGETED APPROPRIATION OF PRIOR YEAR FUND BALANCE - TO BE USED AT YEAR END IF NEEDED			(2,181,283)		
BEGINNING FUND BALANCE	6,493,720	4,224,479	4,224,479	4,224,479	2,298,789*
ENDING FUND BALANCE	4,224,476	4,480,073	2,298,789*	4,179,015**	2,392,365***
			* LOWEST BUDGETED	**AS OF 9/30/15	***Projected Fund balance is 30% of budgeted expenditures

2016 GENERAL FUND REVENUE BUDGET OVERVIEW

- ❖ Property tax increased approximately 1.7% or \$20,239
- ❖ State Shared revenues increased approximately 3.0% or \$138,611

2016 GENERAL FUND EXPENDITURE BUDGET OVERVIEW

- ❖ Personnel wages increased 5.9% or \$104,359 and includes 1.5% increase to employees and two new positions
- ❖ Health Care increased \$55,556 due to a 4.5% rate increase and additional personnel
- ❖ Sick & Accident insurance increased \$3,371 due to a rate increase of 34.6% - there have been no rate increases since 2012
- ❖ Life Insurance increased \$1,969 due to a rate increase of 37.5% - there have been no increases since 2012

2016 GENERAL FUND EXPENDITURE BUDGET OVERVIEW

❖ Capital Outlay

- Capital outlay decreased from \$2,084,868 to \$225,250 or 90%.
- Current \$225,250 budgeted capital include:
 - Equipment - \$37,000 for a new sound system for the Board room
 - Equipment - Information Technology (IT) \$87,800
 - Firewall upgrades
 - Workstation replacements/upgrades
 - Printer fleet replacements/upgrades
 - 18 laptops for elections

2016 GENERAL FUND EXPENDITURE BUDGET OVERVIEW

- Computer Software - IT \$53,800
 - Windows server upgrades
 - Windows server client access license
 - Network log management
 - Web application Firewall
 - Software deployment tools
- Network infrastructure expansion - Fiber connectivity \$43,900
 - From Civic Center to Civic Center maintenance garage
 - From Compost gate house to compost maintenance garage
 - From Civic Center to Fire Station #1
 - As needed network data runs

2016 GENERAL FUND EXPENDITURE BUDGET OVERVIEW

- ❖ Debt obligation on Seaver Farms Bond required a transfer of \$481,000 principal & interest from General Fund to Debt Obligation Fund. Payments on the Bond will be complete in 2019 or paid when land is sold.
- ❖ Any other capital project or equipment purchase will be brought before the Board for discussion and approval. A budget amendment will be requested at that time.

*** 2015 BUDGET
AMENDMENTS TO
GENERAL FUND
PRIOR YEAR FUND
BALANCE**

2015 BUDGET AMENDMENTS TO PRIOR YEAR FUND BALANCE FOR CAPITAL PROJECTS \$1,657,370

- ❖ Completion of 2014 Civic Center building improvements \$15,000
- ❖ Tyler Dam for completion of phase 2 & 3 study \$52,889
- ❖ Converted over 215 streetlights to LED \$87,335
- ❖ Veterans Drive out to Huron River Drive \$794,493
 - Note: \$170,000 was transferred to General Fund from 14B District Court
- ❖ Road Improvements \$108,089
- ❖ Fire Truck and on board equipment \$584,600
 - ❖ Note: Fire Fund to pay back General Fund over a 10 year period
- ❖ Neighborhood Cameras & installation \$14,964

2015 BUDGET AMENDMENTS TO PRIOR YEAR FUND BALANCE FOR OPERATIONS - \$523,913

- ❖ Non special assessment Cameras monthly operation \$8,200
- ❖ Human Resources - for additional employee training \$20,000
- ❖ Community Stabilization - Public Nuisance for legal, mowing, and board ups \$435,000
- ❖ Tree removal \$10,000
 - ❖ Note: \$10,000 was given by Washtenaw County Road Commission
- ❖ New IT and HR positions \$44,404
- ❖ PTO payouts \$3,377
- ❖ Ergonomic chairs \$2,932

BIKE PATH, SIDEWALK, AND RECREATION -BSRII FUND 2016 REQUESTED BUDGET

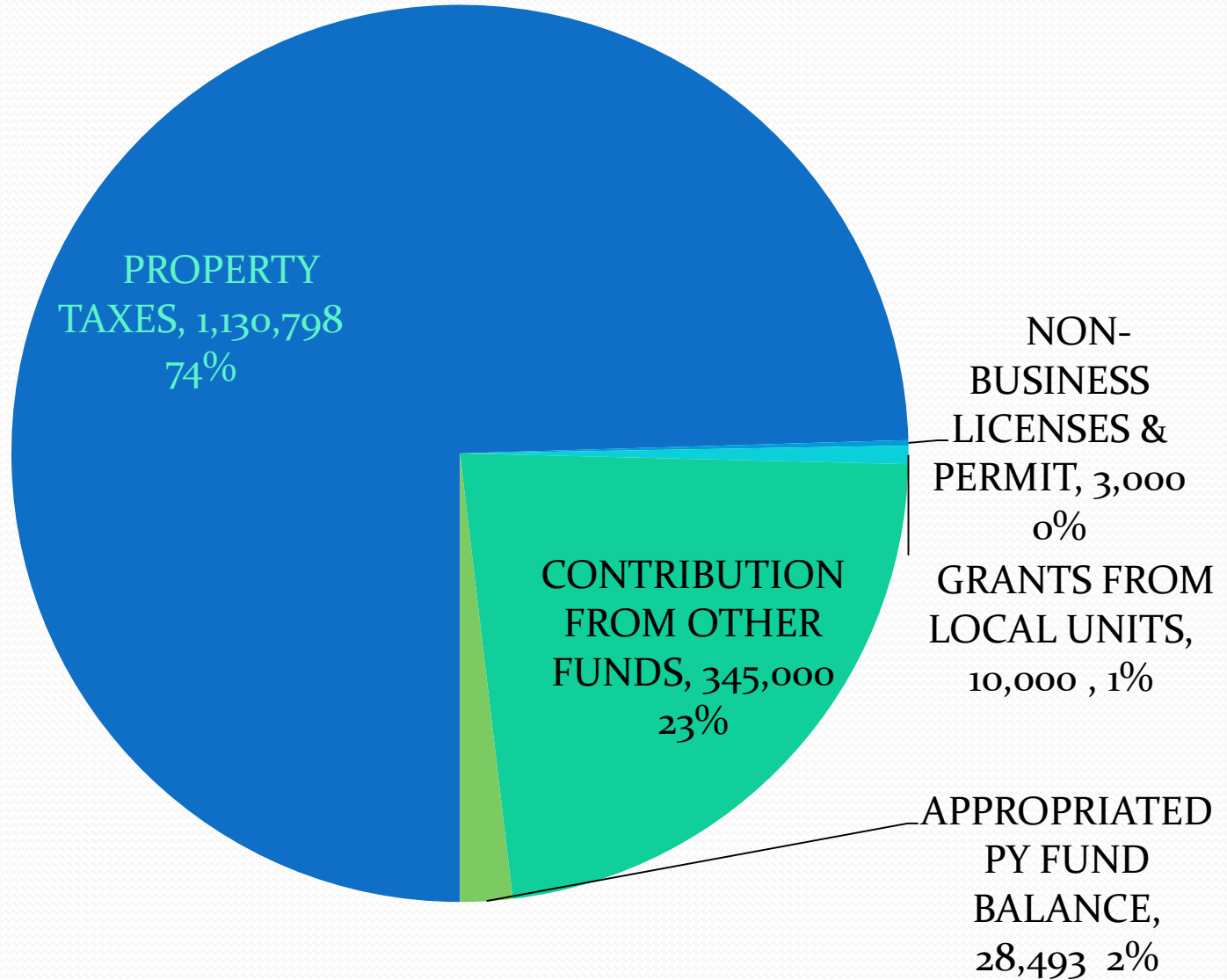
CLASSIFICATION SUMMARY, HISTORY, CHARTS, AND
OVERVIEWS

September 30, 2015

BSRII FUND REVENUE BUDGET BY CLASSIFICATION SUMMARY

	2012	2013	2014	2015	2015	2015	2016	CHANGE
	AUDITED	AUDITED	AUDITED	ORIGINAL	AMENDED	ACTIVITY	REQUESTED	FROM PY
				BUDGET	BUDGET	THRU	BUDGET	AMENDED
						9/30/2015		BUDGET
ESTIMATED REVENUES								
PROPERTY TAXES	1,215,655	1,098,638	1,120,006	1,111,075	1,111,075	1,109,254	1,130,798	19,723
NON-BUSINESS LICENSES & PERMIT	2,799	7,396	7,572	3,000	3,000	4,516	3,000	0
FEDERAL GRANTS	209,950		154,193	123,000	123,000	30,839		(123,000)
GRANTS FROM LOCAL UNITS	100,000		325,000				10,000	10,000
STATE GRANT			485,605		14,395			(14,395)
INTEREST INCOME	1,210	495	298			56		0
OTHER REVENUES	53,568	133,156	462,120		150,000			(150,000)
CONTRIBUTION FROM OTHER FUNDS		363,350	354,000	250,000	250,000		345,000	95,000
APPROPRIATED PY FUND BALANCE				171,054	219,459		28,493	(190,966)
TOTAL ESTIMATED REVENUES	1,583,182	1,603,035	2,908,794	1,658,129	1,870,929	1,144,665	1,517,291	(353,638)

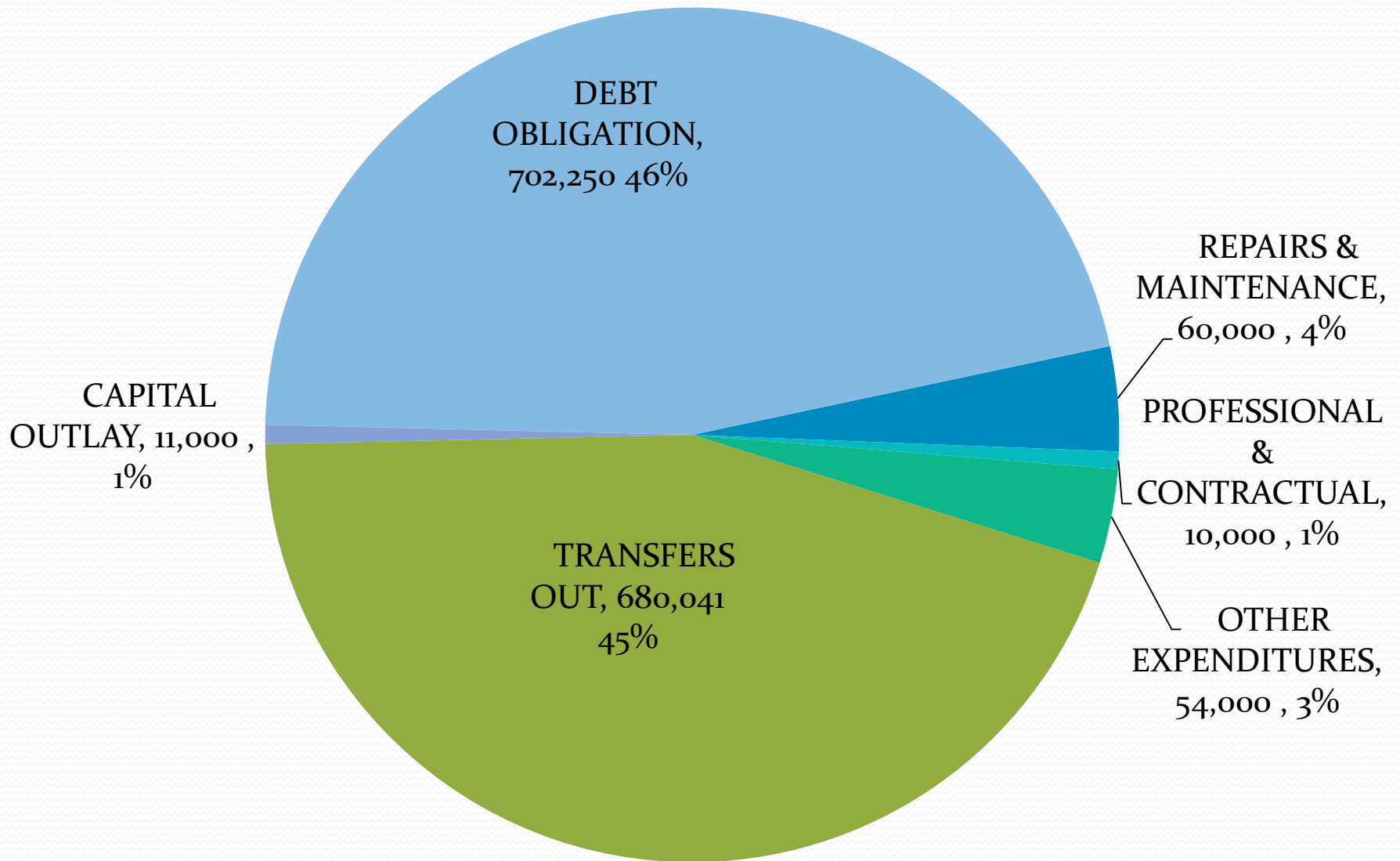
BSRII FUND 2016 REQUESTED REVENUE BUDGET



BSRII Fund Expenditure Budget by Classification Summary

	2012	2013	2014	2015	2015	2015	2016	CHANGE
	AUDITED	AUDITED	AUDITED	ORIGINAL	AMENDED	ACTIVITY	REQUESTED	FROM PY
				BUDGET	BUDGET	THRU	BUDGET	AMENDED
						9/30/2015		BUDGET
EXPENDITURES								
OFFICE SUPPLIES	1,600	1,750	3,100	5,500	5,500	2,968		(5,500)
REPAIRS & MAINTENANCE			31,777	60,000	60,000	4,620	60,000	0
PROFESSIONAL & CONTRACTUAL	17,725	460		10,000	10,000	6,543	10,000	0
OTHER EXPENDITURES	321,042	34,194	192,802	165,500	165,500	480	54,000	(111,500)
PRINTING & PUBLISHING	8,750	9,003	7,337	10,000	10,000	7,788		(10,000)
TRANSFERS OUT	476,534	520,131	527,786	694,129	694,129	500,000	680,041	(14,088)
CAPITAL OUTLAY	461,708	458,310	2,040,818	11,000	223,800	125,897	11,000	(212,800)
DEBT OBLIGATION	313,625	611,652	708,250	702,000	702,000	702,250	702,250	250
TOTAL EXPENDITURES	1,600,984	1,635,500	3,511,870	1,658,129	1,870,929	1,350,546	1,517,291	(353,638)

BRSII 2016 REQUESTED EXPENDITURE BUDGET



BSRII Fund Requested Budget Net Revenues/Expenditures & affects to Fund Balance

	2014	2015	2015	2015	2016
	AUDITED	ORIGINAL	AMENDED	ACTIVITY	REQUESTED
		BUDGET	BUDGET	THRU	BUDGET
				09/30/15	
NET OF REVENUES/EXPENDITURES	(603,076)			(205,881)	
BUDGETED APPROPRIATION OF PRIOR YEAR FUND BALANCE – TO BE USED AT YEAR END IF NEEDED		(171,054)	(219,459)		(190,966)
BEGINNING FUND BALANCE	1,081,903	478,826	478,826	478,826	259,367*
ENDING FUND BALANCE	478,826	307,772	259,367*	272,945**	68,401***

***Projected Fund balance is 4.5% of budgeted expenditures

* LOWEST BUDGETED

**AS OF 9/30/15

2016 BSRII FUND REVENUE BUDGET OVERVIEW

- ❖ This fund is financed by the voter approved tax levy of 1.0059 mills specifically dedicated for bike paths, sidewalks, recreation, roads, general operation operations.
- ❖ Revenues from property taxes increased approximately 2% from 2015 actual to 2016 budgeted or \$21,544
- ❖ To receive \$345,000 from General Fund for half of the road bond debt obligation

2016 RECREATION FUND EXPENDITURE BUDGET OVERVIEW

- ❖ Budgeted \$60,000 for repairs to the parks
- ❖ Budget \$40,000 for street sweeping
- ❖ Contribute \$576,715 to the Recreation Fund for operations
- ❖ Contribute \$103,326 to the Golf Course Fund for operations
- ❖ Debt obligation for the road bond with Washtenaw County Road Commission – principle \$600,000 and interest \$102,250
- ❖ Capital outlay budgeted for sidewalk improvements - \$11,000
- ❖ No other capital outlay projects were budgeted for 2016. They will need to come to the Board.

*** ENVIRONMENTAL
SERVICES FUND 2016
REQUESTED BUDGET**

CLASSIFICATION SUMMARY, HISTORY, CHARTS, AND OVERVIEWS

September 30, 2015

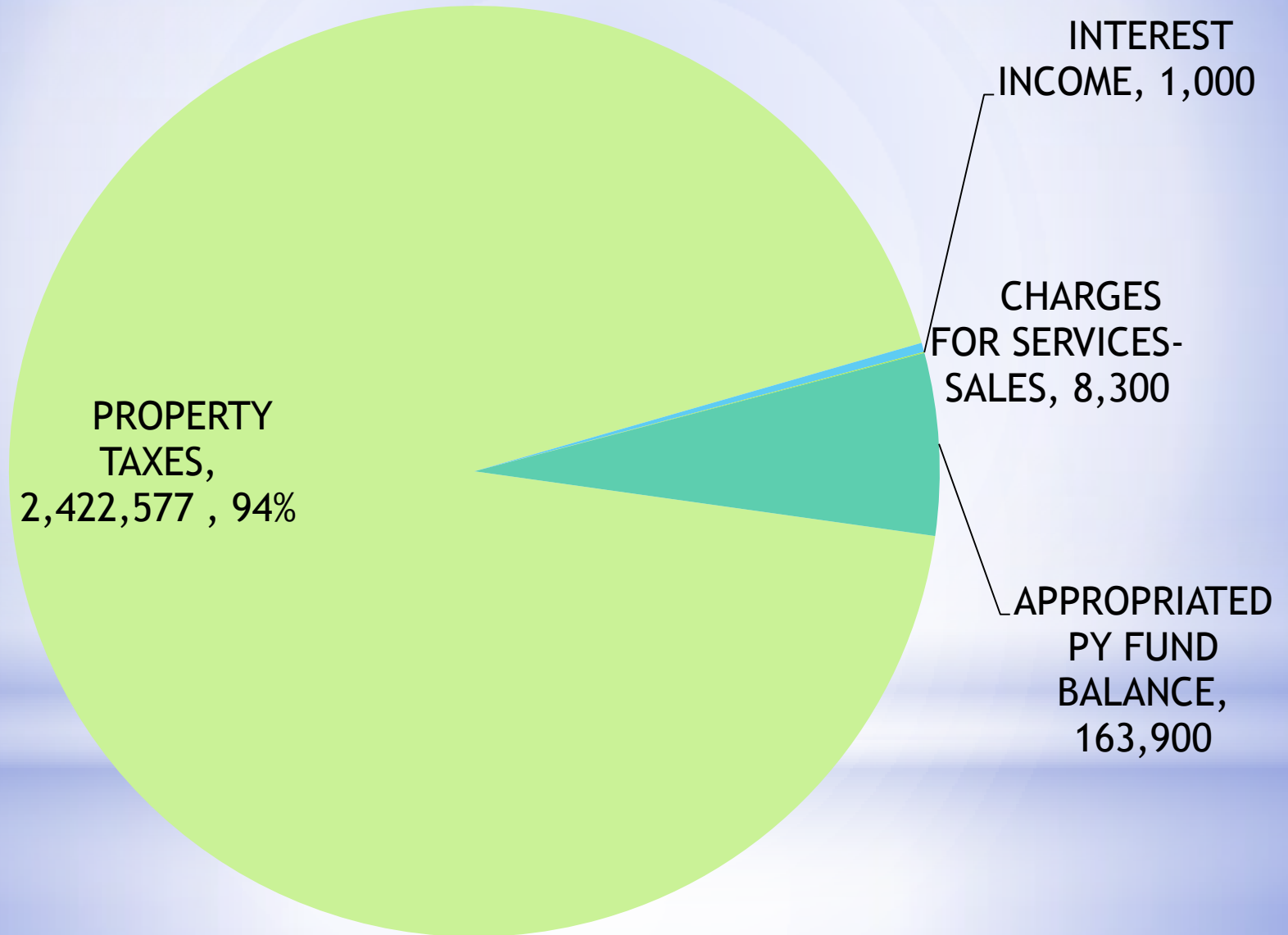


This fund is financed by the voter approved tax levy of 2.1550 mills specifically designated for: garbage; refuse collection; recycling; composting; disposal of solid waste; energy conservation; alternative energy; water quality and environmental protection.

ENVIRONMENTAL FUND REVENUE BUDGET BY CLASSIFICATION SUMMARY

	2012	2013	2014	2015	2015	2015	2016	CHANGE
	AUDITED	AUDITED	AUDITED	ORIGINAL	AMENDED	ACTIVITY	REQUESTED	FROM PY
				BUDGET	BUDGET	THRU	BUDGET	AMENDED
						9/30/2015		BUDGET
PROPERTY TAXES	2,030,322	1,829,089	2,395,275	2,380,323	2,380,323	2,375,313	2,422,577	42,254
CHARGES FOR SERVICES-SALES	8,219	7,650	9,433	8,450	8,450	6,856	8,300	(150)
INTEREST INCOME	7,057	5,219	1,991	2,000	2,000	1,391	1,000	(1,000)
OTHER REVENUES	2,622	1,714	1,210			1,308		0
APPROPRIATED PY FUND BALANCE				49,483	51,012		163,900	112,888
TOTAL ESTIMATED REVENUES	2,048,220	1,843,672	2,407,909	2,440,256	2,441,785	2,384,868	2,595,777	153,992

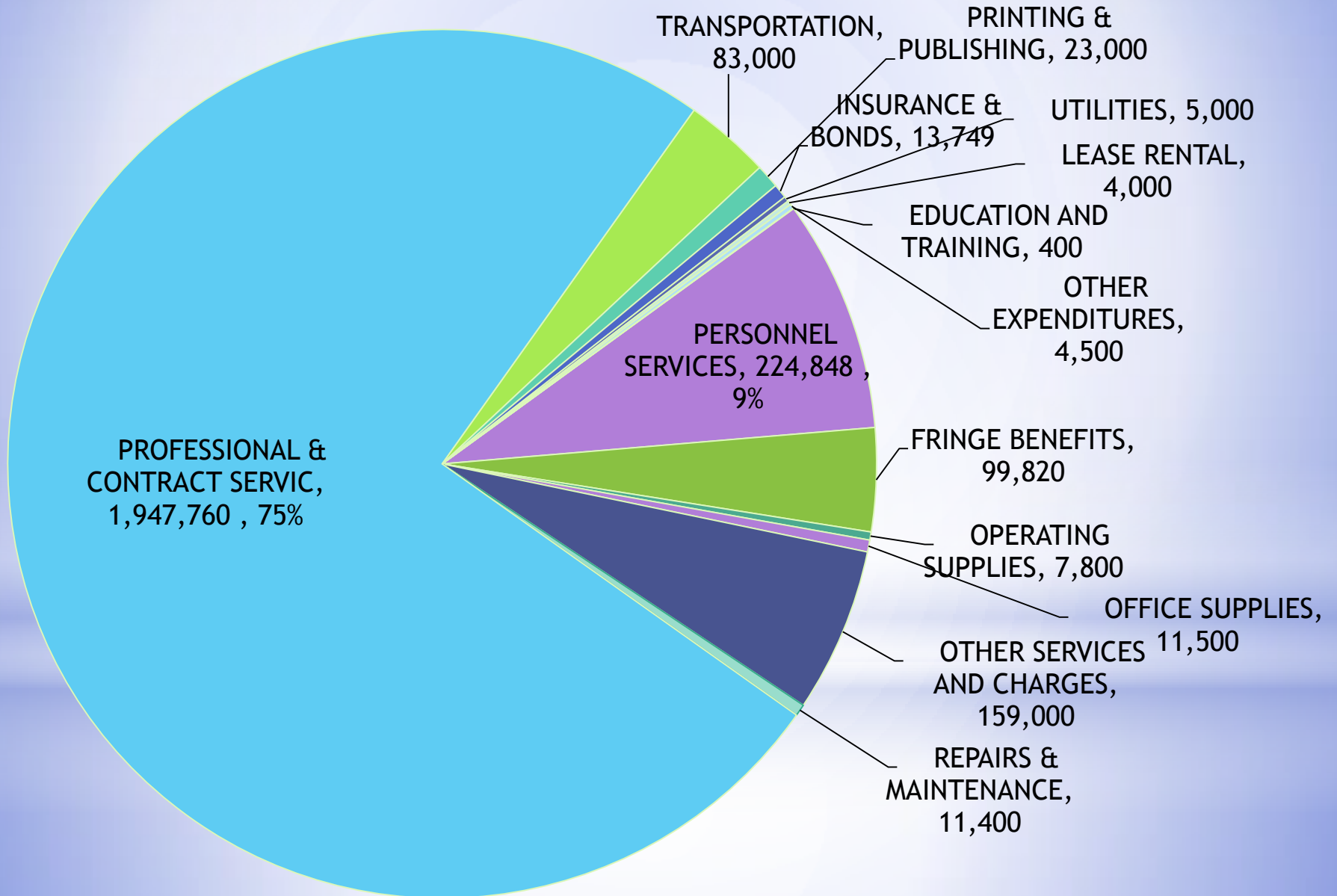
Environmental Fund 2016 Requested Revenue Budget



* Environmental Fund Expenditure Budget by Classification Summary

	2012	2013	2014	2015	2015	2015	2016	CHANGE
	AUDITED	AUDITED	AUDITED	ORIGINAL	AMENDED	ACTIVITY	REQUESTED	FROM PY
				BUDGET	BUDGET	THRU	BUDGET	AMENDED
						9/30/2015		BUDGET
EXPENDITURES								
PERSONNEL SERVICES	265,683	244,354	210,732	224,525	226,054	163,299	224,848	(1,206)
FRINGE BENEFITS	122,397	115,712	88,270	100,303	100,303	77,350	99,820	(483)
OPERATING SUPPLIES	2,737	4,600	7,879	9,500	8,500	2,828	7,800	(700)
OFFICE SUPPLIES	2,315	3,652	8,097	9,000	8,850	4,036	11,500	2,650
OTHER SERVICES AND CHARGES	148,122	171,914	184,018	146,400	147,550	120,062	159,000	11,450
REPAIRS & MAINTENANCE	12,548	8,430	7,324	11,400	11,400	4,779	11,400	0
PROFESSIONAL & CONTRACT SERVIC	1,875,814	1,963,688	1,973,989	1,801,100	1,801,100	1,289,286	1,947,760	146,660
COMMUNICATIONS	219			200	200			(200)
TRANSPORTATION	89,308	91,819	77,422	95,000	95,000	18,846	83,000	(12,000)
PRINTING & PUBLISHING	11,423	9,438	9,452	13,000	13,000	8,250	23,000	10,000
INSURANCE & BONDS	11,562	11,407	11,070	12,728	12,728	9,517	13,749	1,021
UTILITIES	3,743	4,158	2,713	5,000	5,000	1,940	5,000	0
LEASE RENTAL	7,200	7,200	7,200	7,200	7,200	5,400	4,000	(3,200)
OTHER EXPENDITURES	68,542	25,109	312	4,500	4,500	87	4,500	0
DUES/MEMBERSHIPS		75			75	75		(75)
EDUCATION AND TRAINING			75	400	325		400	75
TOTAL EXPENDITURES	2,621,613	2,661,556	2,588,553	2,440,256	2,441,785	1,705,755	2,595,777	153,992

Environmental Fund 2016 Requested Expenditure Budget



* **Environmental Fund Requested Budget Net Revenues/Expenditures & affects to Fund Balance**

	2014	2015	2015	2015	2016
	AUDITED	ORIGINAL	AMENDED	ACTIVITY	REQUESTED
		BUDGET	BUDGET	THRU 09/30/15	BUDGET
NET OF REVENUES/EXPENDITURES	(180,644)			679,113	0
BUDGETED APPROPRIATION OF PRIOR YEAR FUND BALANCE - TO BE USED AT YEAR END IF NEEDED		(49,483)	(51,012)		(163,900)
BEGINNING FUND BALANCE	1,840,184	1,659,543	1,659,543	1,659,543	1,608,531*
ENDING FUND BALANCE	1,659,540	1,610,060	1,608,531*	2,338,656**	1,444,631***
			* LOWEST BUDGETED	**AS OF 9/30/15	***Projected Fund balance is 55.6% of budgeted expenditures

****Projected percentage of fund balance does not include the major capital project at Tyler Pond and Dam that has not been budgeted.*

2016 ENVIRONMENTAL FUND REVENUE BUDGET OVERVIEW

- ❖ Revenues from property taxes increased approximately 2% from 2015 actual to 2016 budgeted for operations or \$42,254

* 2016 ENVIRONMENTAL FUND EXPENDITURE BUDGET OVERVIEW

- ❖ Personnel wages increased \$1,206 due to a 1.5% increase per contract and some percentage changes of personnel to other departments.
- ❖ Health care increased \$1,282 due to a rate increase of 4.5%
- ❖ Sick & Accident insurance increased \$216 due to a rate increase of 34.6% - there have been no rate increases since 2012
- ❖ Life insurance increased \$172 due to a rate increase of 37.5% - there have been no rate increases since 2012

* 2016 ENVIRONMENTAL FUND EXPENDITURE BUDGET OVERVIEW

- ❖ Refuse contract with Waste Management will increase \$.08 from \$6.37 to \$6.45 per resident curbside pickup. Last monthly count of curbside pickups - 14622 x 6.45 or \$94,312 plus government franchise fee \$.02, education program fee \$.11 and fuel surcharges. The budgeted amount of \$1,175,000 includes new pickup numbers.
- ❖ Compost contract for yard waste with Waste Management will increase \$.02 from \$1.93 to \$1.95 per pickup. Last monthly count of curbside pickups - 14546 x \$1.95 or \$28,365 monthly. The budgeted amount of \$340,750 includes additional new pickup numbers.
- ❖ Publishing for the annual brochure increased by \$10,000 to \$23,000 to cover 100% of the cost this year

* 2016 ENVIRONMENTAL FUND EXPENDITURE BUDGET OVERVIEW

- ❖ No capital outlay projects were budgeted for 2016. They will need to come to the Board.

NOTE:

- ❖ Anticipated capital expenditure for 2016 will be Tyler pond project. This will be brought before the Board. We will rebid the project and cost sharing will be with general fund. This is water quality that is allowed under current millage.

The background is a solid light green color with a pattern of butterfly silhouettes in various shades of green and white, scattered across the page. The silhouettes are of different sizes and orientations, creating a decorative border effect.

PARKS FUND 2016 REQUESTED BUDGET

CLASSIFICATION SUMMARY, HISTORY, AND OVERVIEWS

September 30, 2015

PARKS FUND REVENUE BUDGET BY CLASSIFICATION SUMMARY

	2012	2013	2014	2015	2015	2015	2016	CHANGE
	AUDITED	AUDITED	AUDITED	ORIGINAL	AMENDED	ACTIVITY	REQUESTED	FROM PY
				BUDGET	BUDGET	THRU	BUDGET	AMENDE
						9/30/2015		D
								BUDGET
ESTIMATED REVENUES								
PARKS & RECREATION	7,382	6,884	7,016	7,300	7,300	5,380	7,200	(100)
INTEREST INCOME	16	4	3			1		0
TOTAL ESTIMATED REVENUES	7,398	6,888	7,019	7,300	7,300	5,381	7,200	(100)

❖ Revenues are the fees received from the rental of the racquetball courts at the Recreation Center.

PARKS Fund Expenditure Budget by Classification Summary

	2012	2013	2014	2015	2015	2015	2016	CHANGE
	AUDITED	AUDITED	AUDITED	ORIGINAL	AMENDED	ACTIVITY	REQUESTE	FROM PY
				BUDGET	BUDGET	THRU	D BUDGET	AMENDED
						9/30/2015		BUDGET
EXPENDITURES								
PERSONNEL SERVICES	4,400	5,450	3,700	6,300	6,300	2,550	6,300	0
FRINGE BENEFITS	135	150	102	174	174	70	173	(1)
PROFESSIONAL & CONTRACTUAL	5,939	8,786	480					0
OTHER EXPENDITURES				126	126			(126)
DUES/MEMBERSHIPS	500	500	500	500	500	500	500	0
EDUCATION AND TRAINING		152		200	200		200	0
TOTAL EXPENDITURE	10,974	15,038	4,782	7,300	7,300	3,120	7,173	(127)

❖ Personnel services are wages paid to the 7 members of the Parks Commission Board

PARKS Fund Requested Budget Net Revenues/Expenditures & affects to Fund Balance

	2014	2015	2015	2015	2016
	AUDITED	ORIGINAL	AMENDED	ACTIVITY	REQUESTED
		BUDGET	BUDGET	THRU 09/30/15	BUDGET
NET OF REVENUES/EXPENDITURES	2,237			2,261	27
BUDGETED APPROPRIATION OF PRIOR YEAR FUND BALANCE – TO BE USED AT YEAR END IF NEEDED					
BEGINNING FUND BALANCE	23,915	26,152	26,152	26,152	26,152*
ENDING FUND BALANCE	26,152	26,152	26,152*	28,413**	26,179***
			* LOWEST BUDGETED	**AS OF 9/30/15	***Fund balance is 364% of budgeted expenditures

* FIRE FUND 2016 REQUESTED BUDGET

CLASSIFICATION SUMMARY, HISTORY, CHARTS, AND OVERVIEWS

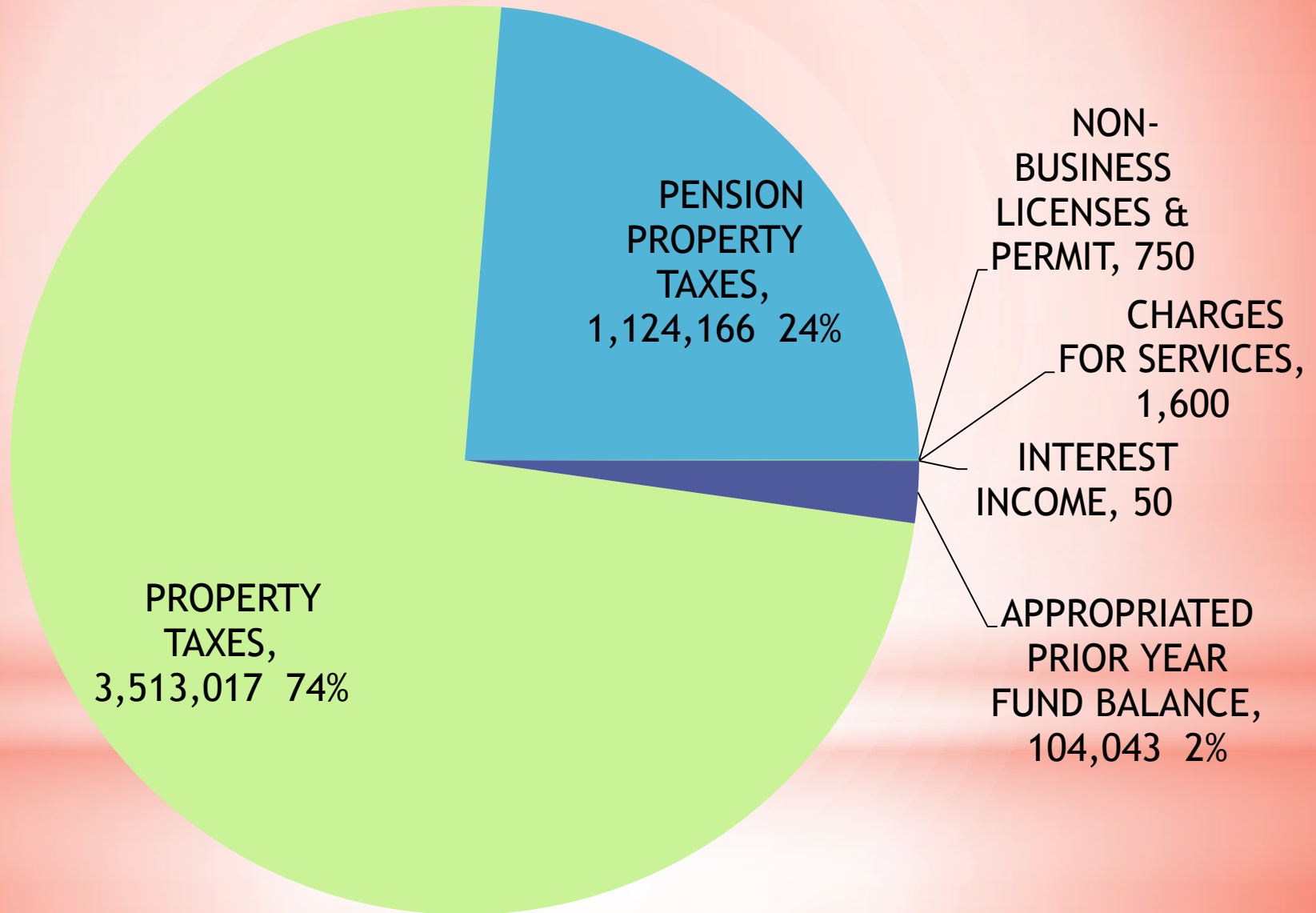
September 30, 2015

* The Fire Fund was established to account for the voter approved tax levy of 3.1250 mills specifically dedicated to finance operations of the Fire Departments and the voter approved PA235 fire pension tax levy currently 1 mill specifically dedicated to pensions and pension benefits.

FIRE FUND REVENUE BUDGET BY CLASSIFICATION SUMMARY

	2012	2013	2014	2015	2015	2015	2016	CHANGE
	AUDITED	AUDITED	AUDITED	ORIGINAL	AMENDED	ACTIVITY	REQUESTED	FROM PY
				BUDGET	BUDGET	THRU	BUDGET	AMENDED
						9/30/2015		BUDGET
ESTIMATED REVENUES								
PROPERTY TAXES	3,383,428	3,053,594	3,486,399	3,451,745	3,451,745	3,445,329	3,513,017	61,272
PENSION PROPERTY TAXES	461,920	655,812	1,107,745	1,104,558	1,104,558	1,101,304	1,124,166	19,608
NON-BUSINESS LICENSES & PERMIT	1,785	630	720	750	750	550	750	0
FEDERAL GRANTS	2,621	70,924						0
CHARGES FOR SERVICES	2,070	2,460	2,650	1,600	1,600	2,675	1,600	0
INTEREST INCOME	3,612	2,572	341	100	100	143	50	(50)
OTHER REVENUES	65,324	64,435	34,605		8,873	32,883		(8,873)
APPROPRIATED PY FUND BALANCE				590,358	590,358		104,043	(486,315)
TOTAL ESTIMATED REVENUES	3,920,760	3,850,427	4,632,460	5,149,111	5,157,984	4,582,884	4,743,626	(414,358)

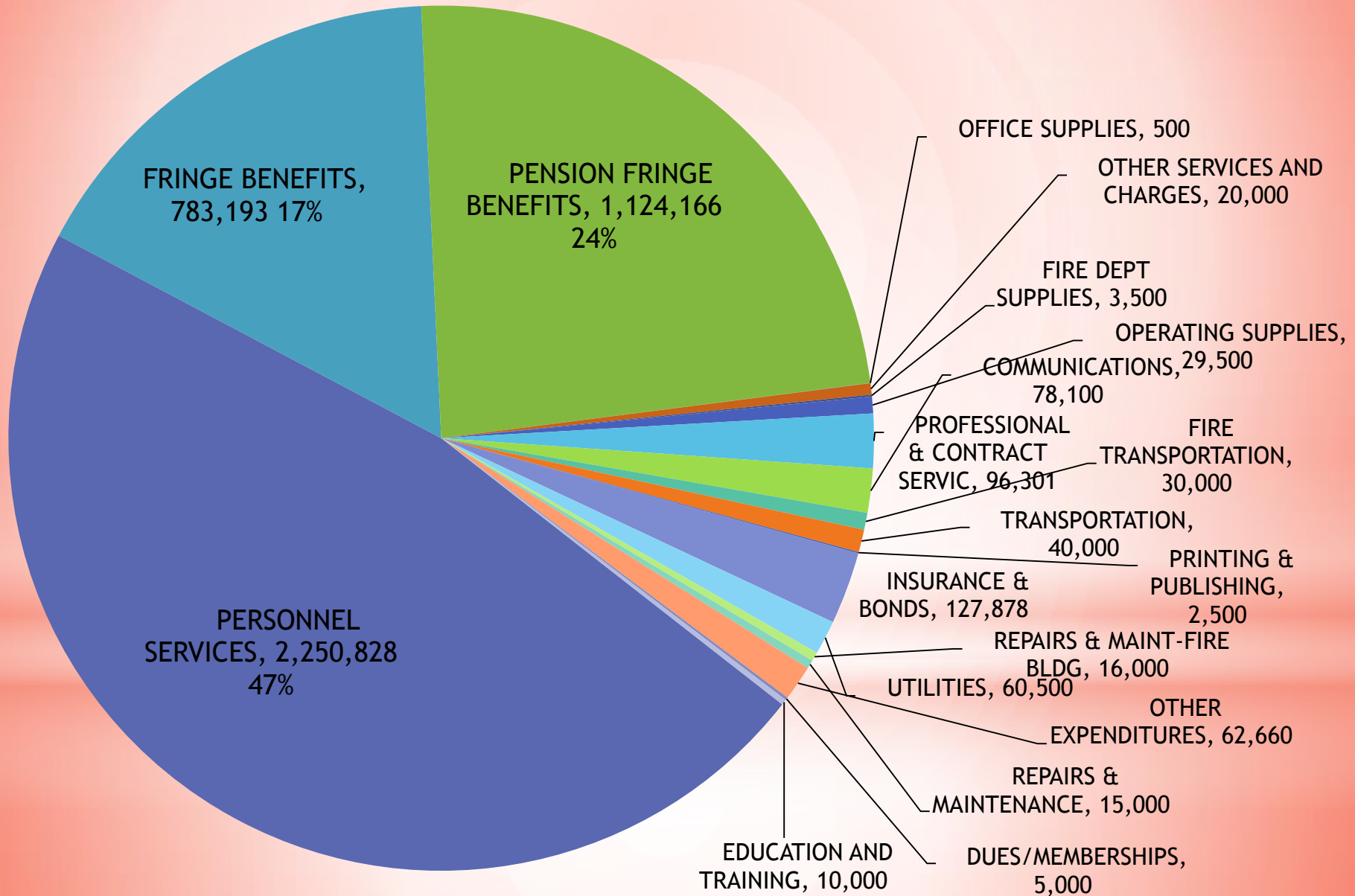
Fire Fund 2016 Requested Revenue Budget



* Fire Fund Expenditure Budget by Classification Summary

	2012	2013	2014	2015	2015	2015	2016	CHANGE
	AUDITED	AUDITED	AUDITED	ORIGINAL	AMENDED	ACTIVITY	REQUESTED	FROM PY
				BUDGET	BUDGET	THRU	BUDGET	AMENDED
						9/30/2015		BUDGET
EXPENDITURES								
PERSONNEL SERVICES	2,198,869	2,094,503	2,186,993	2,249,613	2,249,613	1,488,883	2,238,828	(10,785)
FRINGE BENEFITS	507,187	530,074	594,826	746,076	746,076	515,543	783,193	37,117
PENSION FRINGE BENEFITS	1,311,947	1,372,309	1,237,931	1,328,611	1,328,611	1,328,611	1,124,166	(204,445)
OFFICE SUPPLIES	441	510	341	600	600	166	500	(100)
OTHER SERVICES AND CHARGES	15,448	15,174	17,245	20,000	20,000	11,397	20,000	0
FIRE DEPT SUPPLIES	1,501	1,833	3,189	3,000	4,000		3,500	(500)
OPERATING SUPPLIES	20,345	21,744	23,456	29,500	29,500	20,698	29,500	0
PROFESSIONAL & CONTRACT SERVIC	77,074	102,574	118,067	82,284	93,757	77,632	96,301	2,544
COMMUNICATIONS	73,778	80,676	73,869	87,000	87,000	57,269	78,100	(8,900)
FIRE TRANSPORTATION	45,951	53,625	148,215	75,000	90,000	70,643	30,000	(60,000)
TRANSPORTATION	38,658	42,744	40,950	42,000	42,000	18,224	40,000	(2,000)
PRINTING & PUBLISHING	115	1,186	959	2,500	2,500		2,500	0
INSURANCE & BONDS	125,308	114,809	107,217	117,267	117,267	84,747	127,878	10,611
UTILITIES	85,828	53,099	60,915	63,500	63,500	42,669	60,500	(3,000)
REPAIRS & MAINT-FIRE BLDG	17,047	20,162	16,985	28,000	28,000	11,060	16,000	(12,000)
REPAIRS & MAINTENANCE	13,004	10,617	14,114	16,500	16,500	5,818	15,000	(1,500)
OTHER EXPENDITURES	129,701	48,361	2,409	67,660	67,660	7	62,660	(5,000)
DUES/MEMBERSHIPS	3,123	3,567	2,269	5,000	5,000	3,216	5,000	0
EDUCATION AND TRAINING	3,755	6,498	6,772	15,000	15,000	11,901	10,000	(5,000)
CAPITAL OUTLAY	3,674	101,418	19,543	170,000	151,400	58,697		(151,400)
TOTAL EXPENDITURES	4,672,754	4,675,483	4,676,265	5,149,111	5,157,984	3,807,181	4,743,626	(414,358)

Fire Fund 2016 Requested Expenditure Budget



* Fire Fund Requested Budget Net Revenues/Expenditures & affects to Fund Balance

	2014	2015	2015	2015	2016
	AUDITED	ORIGINAL	AMENDED	ACTIVITY	REQUESTED
		BUDGET	BUDGET	THRU 09/30/15	BUDGET
NET OF REVENUES/EXPENDITURES	(43,805)	0	0	775,703	0
BUDGETED APPROPRIATION OF PRIOR YEAR FUND BALANCE - TO BE USED AT YEAR END IF NEEDED		(590,358)	(590,358)		(104,043)
BEGINNING FUND BALANCE	1,019,827	976,024	976,024	976,024	385,666*
ENDING FUND BALANCE	976,022	385,666	385,666*	1,751,727**	281,623***
			* LOWEST BUDGETED	**AS OF 9/30/15	***Projected Fund balance is 5.9% of budgeted expenditures

2016 FIRE FUND REVENUE BUDGET OVERVIEW

- ❖ Revenues from property taxes increased approximately 2% from 2015 actual to 2016 budgeted for operations or \$61,272
- ❖ Revenue from property taxes increased approximately 2% from 2015 actual to 2016 budgeted for pension or \$19,608
- ❖ Currently budgeting \$104,043 from prior year fund balance to budget 2016. This is down from \$590,358 budgeted in 2015 from prior year (2014) fund balance.

* 2016 FIRE FUND EXPENDITURE BUDGET OVERVIEW

- ❖ Firefighter personnel wages increased by 3% per contract. Chief and clerical wages increased 1.5%.
 - Personnel = Chief, Fire Marshal, 6 Officers, 20 Firefighters, and 1 clerical staff
 - Personnel Services Classification includes all wages, PTO payouts, comp time payouts, contractual overtime, overtime, holiday pay, holiday overtime, food and clothing allowances, retiree PTO payouts, year end payroll accrual, and Civil services officials.
 - Even with the wage increases the total requested budget for Personnel Services in 2016 was \$10,785 less than the 2015 budget. Due mainly to there being no retiree time payouts budgeted for 2016.

* 2016 FIRE FUND EXPENDITURE BUDGET OVERVIEW

- ❖ Health care coverage increased \$20,632 due to an increase of 4.5%
- ❖ Life Insurance increased \$1,755 due to an increase of 37.5% - there have been no increases since 2012
- ❖ Retiree Pension & Health contributions decreased \$204,445 to match the \$1,124,166 levied for pension.
- ❖ Auto & Truck maintenance decreased by approximately 67% or \$60,000.
- ❖ Building maintenance decreased by approximately 4.3% or \$12,000
- ❖ No capital outlay projects were budgeted for 2016. They will need to come to the Board.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE OCTOBER 20, 2015 REGULAR MEETING**

Supervisor Stumbo called the meeting to order at approximately 7:14 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 observed.

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

Members Absent: Trustee Jean Hall Currie

Legal Counsel: Wm. Douglas Winters

PUBLIC COMMENTS

Ms. Kaiser, Township Resident, stated that the Road Commission had published a brochure and put up signs that she felt was a waste of tax dollars.

Linda Mealing, Township Resident, thanked Supervisor Stumbo for the new streetlight in West Willow.

JoAnn McCullum, Township Resident, questioned whether the Splash Pad would increase employment within the township. Supervisor Stumbo stated that when the proposal comes back to the board she will know more about employment but definitely there would be an increase in summer employment.

CONSENT AGENDA

A. MINUTES OF THE OCTOBER 6, 2015 WORK SESSION AND REGULAR MEETING

B. STATEMENTS AND CHECKS

1. STATEMENTS AND CHECKS FOR OCTOBER 20, 2015 IN THE AMOUNT OF \$1,072,041.39.
2. CHOICE HEALTH CARE DEDUCTIBLE ACH EFT FOR SEPTEMBER IN THE AMOUNT OF \$31,422.88
3. CHOICE HEALTH CARE ADMIN FEE FOR AUGUST IN THE AMOUNT OF \$1,177.50

C. SEPTEMBER 2015 TREASURER'S REPORT

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

The motion carried unanimously.

**CHARTER TOWNSHIP OF YPSILANTI
OCTOBER 20, 2015 REGULAR MEETING MINUTES
PAGE 2**

SUPERVISORS REPORT (none given)

CLERKS REPORT (see attached)

Clerk Lovejoy Roe reminded residents in Van Buren School District that there is an election on Tuesday, November 3, 2014. She stated that if they need absentee ballots to notify the Clerks' Office. Clerk Lovejoy Roe said that the Township may be getting new election equipment for 2016. She stated the Washtenaw Work Flow/Document Management Committee had met and hopefully with Board approval that we would move forward starting with the Accounting Department. Clerk Lovejoy Roe also had a request from a Neighborhood Watch Coordinator to put in a light and after discussion with Supervisor Stumbo we would ask the Board to purchase the light under Other Business.

TREASURERS REPORT (none given)

TRUSTEE REPORT (none given)

ATTORNEY REPORT:

A. GENERAL LEGAL UPDATE

1. Attorney Winters stated that the Township had closed on seven additional properties for Habitat for Humanity on Friday, October 16, 2015. He said the Township continued to highlight Neighborhood Stabilization with Habitat adding to the Townships' tax base with these homes. Attorney Winters said he had contact with a high level Associate for Fannie Mae and Freddie Mac and hoped that with this contact the process for handling foreclosed properties in the Township would be streamlined.

OLD BUSINESS

1. **2nd READING OF RESOLUTION 2015-41, PROPOSED ORDINANCE 2015-453, AN ORDINANCE AMENDING THE CODE OF ORDINANCES CHAPTER 30, ARTICLE II, ENTITLED FIRE PREVENTION CODE BY ADOPTION OF THE 2012 EDITION OF THE INTERNATIONAL FIRE PREVENTION CODE (1ST READING HELD AT THE OCTOBER 6, 2015 REGULAR MEETING)**

**CHARTER TOWNSHIP OF YPSILANTI
OCTOBER 20, 2015 REGULAR MEETING MINUTES
PAGE 3**

A motion was made by Clerk Lovejoy Roe, supported by Trustee S. Martin to Approve the 2nd Reading of Resolution 2015-41, Proposed Ordinance 2015-453 an Ordinance Amending the Code of Ordinances Chapter 30, Article II, Entitled Fire Prevention Code by Adoption of the 2012 Edition of the International Fire Prevention Code (see attached).

The motion carried as follows:

Eldridge:	Yes	S. Martin:	Yes	Stumbo:	Yes
Lovejoy Roe:	Yes	Doe:	Yes	M. Martin:	Yes

- 2. 2ND READING OF RESOLUTION 2015-42 PROPOSED ORDINANCE 2015-454, AN ORDINANCE AMENDING ORDINANCE NO. 74, TOWNSHIP ZONING ORDINANCE, TO REZONE 2590 EAST MICHIGAN AVENUE, PARCEL K-11-01-300-004, FROM ITS CURRENT MHP (MOBILE HOME PARK) ZONING CLASSIFICATION TO B-3 (GENERAL BUSINESS) ZONING CLASSIFICATION (1ST READING HELD AT THE OCTOBER 7, 2015 REGULAR MEETING)**

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve the 2nd Reading of Resolution 2015 Proposed Ordinance 2015-454, an Ordinance Amending Ordinance No.74, Township Zoning Ordinance, to Rezone 2590 East Michigan Avenue, Parcel K-11-01-300-004, From Its Current MHP (Mobile Home Park) Zoning Classification to B-3 (General Business) Zoning Classification (see attached).

The motion carried as follows:

Eldridge:	Yes	S. Martin:	Yes	Stumbo:	Yes
Lovejoy Roe:	Yes	Doe:	Yes	M. Martin:	Yes

- 3. 2ND READING OF RESOLUTION 2015-43, PROPOSED ORDINANCE 2015-455, AN ORDINANCE AMENDING ORDINANCE NO. 74, TOWNSHIP ZONING ORDINANCE, TO REZONE 953 EAST MICHIGAN AVENUE, PARCEL K-11-10-205-039, FROM ITS CURRENT MHP (MOBILE HOME PARK) ZONING CLASSIFICATION TO B-3 (GENERAL BUSINESS) ZONING CLASSIFICATION (1ST READING HELD AT THE OCTOBER 6, 2015 REGULAR MEETING)**

**CHARTER TOWNSHIP OF YPSILANTI
OCTOBER 20, 2015 REGULAR MEETING MINUTES
PAGE 4**

A motion was made by Clerk Lovejoy Roe, supported by Trustee M. Martin to Approve the 2nd Reading of Resolution 2015-43, Proposed Ordinance 2015-455, an Ordinance Amending Ordinance No. 74, Township Zoning Ordinance, to Rezone 953 East Michigan Avenue, Parcel K-11-10-205-039, From its Current MHP (Mobile Home Park) Zoning Classification to B-3 (General Business) Zoning Classification (see attached).

The motion carried as follows:

Eldridge:	Yes	S. Martin:	Yes	Stumbo:	Yes
Lovejoy Roe:	Yes	Doe:	Yes	M. Martin:	Yes

NEW BUSINESS

1. BUDGET AMENDMENT #13

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to approve Budget Amendment #13 (see attached).

The motion carried unanimously.

2. REQUEST FOR APPROVAL OF CONCEPTUAL SPLASH PAD DESIGN AS PRESENTED TO THE PARK COMMISSION AND TOWNSHIP BOARD FROM VORTEX TO BE LOCATED AT FORD LAKE PARK AND THE ESTABLISHMENT OF A JOINT PARK COMMISSION/BOARD OF TRUSTEES COMMITTEE TO RESEARCH FINANCES, GRANTS AND DEVELOP A PLAN TO MOVE THE SPLASH PAD PROJECT FORWARD WITH A RECOMMENDATION TO THE TOWNSHIP BOARD WITH SUPPORT OF THE PARK COMMISSION.

A motion by Trustee Eldridge, supported by Trustee S. Martin to approve Conceptual Splash Pad Design as Presented to the Park Commission and Township Board from Vortex to be Located at Ford Lake Park and the Establishment of a Joint Park Commission/Board of Trustees Committee to Research Finances, Grants and Develop a Plan to Move the Splash Pad Project Forward with a recommendation to the Township Board with Support of the Park Commission and to Appoint Trustee S. Martin, Trustee M. Martin, and Clerk Lovejoy Roe to the Committee.

The motion carried unanimously.

3. REQUEST TO APPROVE NEW POLICY ON SALE OF TOWNSHIP OWNED PROPERTY

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve the Request to Approve New Policy on Sale of Township owned Property (see attached).

The motion carried unanimously.

**CHARTER TOWNSHIP OF YPSILANTI
OCTOBER 20, 2015 REGULAR MEETING MINUTES
PAGE 5**

4. REQUEST AUTHORIZATION FOR SALE OF TWO TOWNSHIP OWNED PARCELS, K-11-11-202-004 AND K-11-11-202-040 TO ERICK AND CLAIRA ELICOTT AND AUTHORIZATION TO SIGN THE LETTER OF AGREEMENT

A motion was made by Clerk Lovejoy, supported by Treasurer Doe to Approve the Request for Authorization for sale of Two Township Owned Parcels, K-11-11-202-004 and K-11-11-202-040 to Erick and Claira Ellicott and Authorization to sign the letter of Agreement (see attached).

The motion carried unanimously.

5. RESOLUTION 2015-44, DECLARING OCTOBER 24 AS ROSIE THE RIVETER DAY

A motion was made by Clerk Lovejoy Roe, supported Trustee Eldridge to Approve the Resolution 2015-44, Declaring October 24 as Rosie the Riveter Day (see attached)

The motion carried as follows:

Eldridge:	Yes	S. Martin:	Yes	Stumbo:	Yes
Lovejoy Roe:	Yes	Doe:	Yes	M. Martin:	Yes

6. REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR AUTHORIZATION TO SEEK LEGAL ACTION IF NECESSARY TO ABATE PUBLIC NUISANCE FOR PROPERTIES LOCATED AT 881 ALLEN, 535 GLENWOOD, 1847 WATSON AND 582 ONANDAGA IN THE AMOUNT OF \$20,000.00 BUDGETED IN LINE ITEM #101-950-000-801-023

A motion was made by Clerk Lovejoy Roe, supported by Trustee M. Martin to Approve the Request of Mike Radzik, OCS Director for Authorization to Seek Legal Action if Necessary to Abate Public Nuisance for Properties Located at 881 Allen, 535 Glenwood, 1847 Watson, and 582 Onandaga in the Amount of \$20,000.00 Budgeted in Line Item #101-950-000-801-023.

The motion carried unanimously.

OTHER BUSINESS

A motion was made by Treasurer Doe, supported by Trustee Eldridge to Approve the Purchase of One Light for William Avenue and Smith in the Amount of \$1,029.43.

The motion carried unanimously.

**CHARTER TOWNSHIP OF YPSILANTI
OCTOBER 20, 2015 REGULAR MEETING MINUTES
PAGE 6**

AUTHORIZATION AND BIDS

- 1. REQUEST OF JEFF ALLEN, RESIDENTIAL SERVICES DIRECTOR TO SEEK SEALED BIDS FOR PRINTING OF THE "HELPFUL HANDBOOK"**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to approve the Request of Jeff Allen, Residential Services Director to Seek Sealed Bids for Printing of the "Helpful Handbook".

The motion carried unanimously.

- 2. REQUEST OF ERIC COPELAND, FIRE CHIEF TO AMEND THE COST OF THE FIRE STATION HEADQUARTERS ROOF REPLACEMENT BY AN INCREASE OF \$3,500.00 FOR A TOTAL AMOUNT OF \$53,450.00 BUDGETED IN LINE ITEM #206-970-000-971-008**

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to approve the Request of Eric Copeland, Fire Chief to Amend the Cost of the Fire Station Headquarters Roof Replacement by an Increase of \$3,500.00 for a Total Amount of \$53,450.00 Budgeted in Line Item #206-970-000-971-008.

The motion carried unanimously.

- 3. REQUEST OF JUSTIN BLAIR, DIRECTOR OF GOLF TO WAIVE FINANCIAL POLICY AND AWARD LOW BID FOR RENOVATION OF GREENS #3 AND MAINTENANCE WORK OF GREENS #2 AND #5 TO EAGLE GOLF CONSTRUCTION IN THE AMOUNT OF \$19,087.50 BUDGETED IN LINE ITEM #584-584-000-971-000**

A motion was made by Trustee Eldridge, supported by Treasurer Doe to approve the Request of Justin Blair, Director of Golf to Waive Financial Policy and Award Low Bid for Renovation of Greens #3 and Maintenance Word of Greens #2 and #5 to Eagle Golf Construction in the Amount of \$19,087.50 Budgeted in Line Item #584-584-000-971-000.

The motion carried unanimously.

A motion was made by Clerk Lovejoy Roe to adjourn at 7:53 p.m., supported by Treasurer Doe.

The motion carried unanimously.

The meeting adjourned at approximately 7:53 p.m.

**CHARTER TOWNSHIP OF YPSILANTI
OCTOBER 20, 2015 REGULAR MEETING MINUTES
PAGE 7**

Respectfully Submitted,

Brenda L. Stumbo, Supervisor
Charter Township of Ypsilanti

Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

CLERK REPORT

OCTOBER 20, 2015

Submitted by Karen Lovejoy Roe, Clerk

- **POLLARD BANKNOTE RIBBON CUTTING MONDAY, SEPTEMBER 21, 2015-** Supervisor Stumbo, Clerk Lovejoy Roe and Treasurer Doe attended the Ribbon Cutting Ceremony at Pollard Banknote in celebration of a new \$20 million printing press. It was a grand event attended by many State of Michigan Lottery Commissioners and lottery related businesses along with Pollard Banknote employees. There were many out of state guests from lottery associated businesses and commissions also. Federal, state and local elected officials were also in attendance. The purchase and installation of the new printing press is the largest investment in the history of Pollard Banknote. It clearly demonstrates the long term commitment of Pollard Banknote to the Ypsilanti Township community.
- **DEVELOPING QUALIFICATIONS FOR REQUESTS FOR PROPOSALS FOR WORKFLOW AND DOCUMENT MANAGEMENT-**On Tuesday, September 22, 2015 representatives from the Office of Community Standards, Accounting, Clerk's, and the Information Systems Departments met to formalize the qualifications that Ypsilanti Township would require from a professional services consultant that would contract with the Township for leading the township in the management of documents and workflow processes. A timeline was agreed upon to move this project forward before the end of 2015.
- **VAN BUREN SCHOOLS ELECTION-NOVEMBER 3, 2015-**Van Buren Schools is having a bond renewal election on November 3, 2015. This election impacts the two Van Buren Schools precincts in Ypsilanti Township. Ypsilanti Township will be handling the election for these two precincts at Rawsonville School. The ballots are available and are being mailed out daily as residents request an Absentee Ballot.
- **WASHTENAW COUNTY MUNICIPAL CLERK'S ASSOCIATION-**Clerk Lovejoy Roe, Deputy Clerk Lisa Garrett and Elections Specialist Angela Robinson attended the Washtenaw County Municipal Clerk's Association meeting on Wednesday, September 23, 2015 at Superior Township Hall. Vendors made presentations on the proposed new election equipment that may be available before the 2016 Presidential Election cycle. The State of Michigan is currently reviewing the equipment proposals and a recommendation to the County Clerks across the state is expected by the first of 2016. It was explained that the State would allow some jurisdictions to pilot the new equipment in 2016. The new equipment appears to be very user friendly with many features to allow voting to take less time and more efficient calculations of results, with more safety features built in. The election equipment that was demonstrated is already being used in other states and countries around the world.

- **TOURISM AND ECONOMIC DEVELOPMENT IN THE YPSILANTI COMMUNITY-** Supervisor Stumbo and Clerk Lovejoy Roe attended a meeting at the Marriott Hotel on Tuesday, September 9, 2015 to participate in a presentation hosted by the Ypsilanti Visitors and Convention Bureau. This event featured a specialist sharing research and ideas that have been practiced to increase the number of tourists in a community. He also expanded on ways tourism can be a crucial part of the engine that drives economic development in your community.
- **WAYFINDING MEETING-**On Tuesday, October 13, 2015 Supervisor Stumbo and Clerk Lovejoy Roe attended a meeting with representatives from Washtenaw County and the Ypsilanti Area Visitors and Convention Bureau to discuss the plan for installing directional signs in Ypsilanti Township. This group has been working on this plan for coordinated signage in both the City and Township of Ypsilanti for over a year. The sign locations, type and designs have been agreed upon and now the group is seeking funding from many different agencies and groups to proceed. The Township Board will be asked to authorize financing for three signs to be placed in the township by the first part of 2016. This will be the first phase, there are many other signs to be placed in the township but the group is attempting to keep the costs for each phase at \$145,000 to be shared amongst a large group of institutions. The Township's portion will be around \$8,000 for the three signs.
- **REIMAGINE WASHTENAW-**Clerk Lovejoy Roe attended the Reimagine Washtenaw monthly meeting on Wednesday, October 14, 2015. Discussion included access management plan implementation, updates on mid-block crossings, CDBG funded sidewalk infill projects and the Arborland Super Stop. Ways to have MDOT adopt or support the Corridor Improvement Study was discussed along with community updates being provided. Joe Lawson is working on obtaining the easements for the CDBG funded portion of Ypsilanti Township sidewalk infill project on Washtenaw.

RESOLUTION 2015-41

Amending the Code of Ordinances, Chapter 30, Article II Entitled Fire Prevention Code by Adoption of the 2012 Edition of the International Fire Prevention Code

Whereas, the Charter Township of Ypsilanti Board of Trustees recognizes the need for a modern, up-to-date fire code addressing conditions hazardous to life and property from fire and explosion hazards; the storage, handling and use of hazardous substances and materials; and the use and occupancy of buildings and premises; and

Whereas, the International Fire Code, 2012 Edition, is designed to meet these needs through model code regulations that safeguard public health and safety; and

Whereas, the International Fire Code, 2012 Edition, is fully compatible with the Michigan Building Code, Michigan Residential Code, Michigan Rehabilitation Code and the 2012 International Property Maintenance Code.

Whereas, the Township Fire Department recommends adoption of Ordinance 2015-453.

Now Therefore,

Be it resolved, that the Charter Township of Ypsilanti Board of Trustees hereby adopts by reference attached Ordinance No. 2015-453 amending the Code of Ordinances of the Charter Township of Ypsilanti, Article II, Fire Prevention Code.

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. 2015-41 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on October 20, 2015.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

PROPOSED ORDINANCE NO. 2015-453

*An Ordinance Amending the Code of Ordinances,
Charter Township of Ypsilanti, Chapter 30, Article II
Entitled Fire Prevention Code by Adoption of the
2012 Edition of the International Fire Prevention Code*

The Charter Township of Ypsilanti hereby **Ordains** that Chapter 30 of the Code of Ordinances for Ypsilanti Township, Article II entitled Fire Prevention Code is hereby amended as follows:

DELETE in its entirety the current Article II entitled Fire Prevention Code (Sections 30-26 through 30-31, inclusive).

ADD the following new provision:

A. Adoption by Reference.

A certain document, copies of which are on file with the office of the Township Clerk and the Bureau of Fire Prevention, being marked and designated as the "**International Fire Code, 2012 Edition, International Code Council,**" is adopted by reference, including Appendix Chapters A through J, and all references therein printed – except those section and appendices herein amended, deleted or added. This document shall be known and may be cited as the "**Fire Prevention Code of the Charter Township of Ypsilanti,**" regulating and governing conditions hazardous to life and property from the standpoint of fire and explosion and for defining the scope of authority of the chief of the fire department and the bureau of fire prevention.

B. Purpose of Article.

The purpose of this article is to provide for the prevention of fires and the protection of persons and property from exposure to the dangers of fire and explosion; to authorize the investigation of fires and the discovery of crime or other offenses in relation thereto; to require the razing, repair and alterations of building, and the clearing and improvement of premises which constitute a fire hazard or a menace to the peace, security or safety of persons or property; to control the use and occupancies of such premises; to provide for the transportation, use and storage of inflammable liquids, compressed gases, and corrosive liquids; to prohibit the use of certain fire extinguishers and fire extinguishing agents; to provide for the administration of this article; and to fix penalties for violation of the provisions of this article.

C. Code Available for Public Use and Inspection.

Complete printed copies of the **Fire Prevention Code** of the Charter Township of Ypsilanti and supplements, therein adopted, are available for public use and inspection at the office of the Township Clerk and at the office of the Bureau of Fire Prevention.

D. References in Code.

References in the **Fire Prevention Code** of the Charter Township of Ypsilanti and supplements to the word "*state*" shall mean the State of Michigan; reference to the word "*municipality*"

shall mean the Township of Ypsilanti; references to the term “*corporation counsel*” shall be held to mean the attorney for the township; reference to the term “*bureau of fire prevention*” shall mean the township fire department; and reference to the term “*fire official*” shall be held to mean the chief of the fire department or his authorized designee.

E. Code Revisions.

The following sections of the International Fire Code, 2012 Edition, International Code Council, are hereby revised.

Section 101.1 - insert Charter Township of Ypsilanti

Section 109.3 – delete in its entirety and replace with the following provision:

Section 109.3. Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the code official, or of a permit or certificate used under the infraction, and shall be subject to a fine as follows:

- a. The fine for any first violation of Article II shall be \$100.00.
- b. The fine for any violation which the violator has, within the past two years, been found in violation of once before, shall be \$250.00.
- c. The fine for any violation which the violator has, within the past two years, been found in violation of twice before, shall be \$500.00.

The imposition of one penalty for any violation shall not excuse the violations or permit it to continue. All such persons shall be required to correct or remedy such situation or defects within a reasonable time, and, when not otherwise specified, each act or violation and every day upon which such violation shall occur shall constitute a separate offense.

The application of the penalties of this section shall not be held to prevent the enforced removal of prohibited conditions by injunctive or other relief.

Each day that a violation continues after due notice has been served shall be deemed a separate violation.

Section 111.4 – insert \$100 or more than \$500

Section 901.2 – Fire Sprinkler Plan Submittal (Added to read)

All fire sprinkler plans shall be submitted to the *fire official* for review. The *fire official* may request review of the sprinkler plans by a third party. The third party shall be included on a list of companies approved by the Charter Township of Ypsilanti Fire Prevention Bureau. The Charter Township of Ypsilanti Fire Prevention Bureau shall witness all required tests and field inspections of all fire sprinkler systems.

- a. A list of approved companies will be available in the Fire Prevention Bureau and the Office of Community Standards.
- b. No company will be allowed to review its own plans.

Section 906.1 - Residential Fire Extinguisher Requirements Rental Units. (Added to read)

- a. It shall be the responsibility of the owner(s) of single family and multiple family rental units to provide each living unit with a portable fire extinguisher.
- b. The fire extinguisher shall have a minimum 1A-10BC rating or higher, and shall be mounted in a readily accessible location within each dwelling unit. Each extinguisher shall be tagged to include a maintenance and inspection record and must be operable at all times.
- c. It shall be the owner's responsibility to maintain the extinguisher in accordance with NFPA 10, and such maintenance shall include, but is not limited to, recharging the extinguisher of the unit which was discharged when attempting to extinguish a documented fire. For the purpose of this section, a documented fire shall mean any fire that the Ypsilanti Township Fire Department has responded to and/or has a record of. In all other cases it shall be the responsibility of the resident to recharge the extinguisher.
- d. The resident of a single family or multiple family rental unit shall be responsible to advise the building owner, or his designated agent, whenever a required fire extinguisher is missing, damaged, discharged or in need of service.
- e. Anyone tampering with, damaging or interfering with the effectiveness of a fire extinguisher shall be in violation of this code.

Section 907.2 - Minimum Smoke Detection Requirements Rental Units. (Added to read)

- a. Each apartment, suite, or sleeping area of every single or multiple dwelling units shall be provided with a minimum of one smoke detector capable of sensing visible or invisible products of combustion.
- b. The smoke detector shall be approved or listed by recognized or independent testing laboratories and, when actuated, shall provide an alarm suitable to warn the occupants within the individual dwelling unit.
- c. A minimum of one smoke detector shall be located in the immediate area of all sleeping quarters.
- d. All single family and multiple dwelling units, including duplexes, shall comply with this section.
- e. It shall be the responsibility of the owner(s) of each rental unit to install and maintain in operating condition smoke detectors in each dwelling unit as herein provided.

f. All devices, combination of devices and equipment required herein are to be installed in conformance with the Michigan Building and Residential Codes and this section.

g. At least one smoke detector shall be installed to protect each sleeping area. A sleeping area is defined as the area or areas of the family living unit in which the bedrooms or sleeping rooms are located. When bedrooms ordinarily used for sleeping are separated by other used areas, such as kitchens or living rooms, but not bathrooms or closets, they shall be considered as separate sleeping areas for the purpose of this section.

F. Geographic Limits Referred to in Certain Sections of the Code.

The geographic limits referred to in certain sections of the 2012 International Fire Code are hereby established as follows:

Section 5704.2.9.6.1 (geographic limits in which the storage of Class I and Class II liquids in above-ground storage tanks outside of buildings is prohibited): *Storage of greater than 50 gallons is prohibited within 50 feet of a structure.*

Section 5706.2.4.4 (geographic limits in which the storage of Class I and Class II liquids in above-ground ground storage tanks is prohibited): *Amend to add the following language:*

- a. *An above ground storage tank shall not be erected less than 300 feet (92 meters) from any of the following:*
 - i. *a mineshaft.*
 - ii. *an air escape shaft for a mine.*
 - iii. *a school*
 - iv. *a church*
 - v. *a hospital*
 - vi. *a theater*
 - vii. *assembly occupancies for 50 or more persons.*
- b. *The above ground storage tank, loading operation, or unloading operation shall not be installed closer than 25 feet (7.6 meters) plus 1 inch (25 millimeters) per 1,000 volts, measured horizontally from the nearest conductor or power lines, except that a service entrance and service line may be closer than 25 feet (7.6 meters), but shall not be over a tank loading or unloading area.*

Section 5806.2 (geographic limits in which the storage of flammable cryogenic fluids in stationary containers is prohibited): *Amend to add the following language:*

- a. *Stationary containers with storage greater than 45 gallons is prohibited within 50 feet of the following:*
 - i. *Places of public assembly*
 - ii. *Non-ambulatory patient areas*
- b. *Stationary containers with storage greater than 45 gallons is prohibited within 15 feet of the following:*
 - i. *Combustible materials such as paper, leaves, weeds, dry grass or debris exposure hazards*

- c. *Stationary containers with storage greater than 45 gallons is prohibited within 10 feet of the following:*
 - i. *Air intakes*

- d. *Stationary containers with storage greater than 45 gallons is prohibited within 5 feet of the following:*
 - i. *Lot lines*

Section 6104.2 (geographic limits in which the storage of liquefied petroleum gas is restricted for the protection of heavily populated or congested areas): *Amend to add the following language:*

For the protection of heavily populated and congested areas, the maximum aggregate capacity of any installation of liquefied petroleum gas shall not exceed a water capacity of 2,000 gallons within 50 feet (15.2 meters) of a structure.

G. Rights and Remedies are Cumulative.

The rights and remedies provided herein are cumulative and in addition to any other remedies provided by law.

H. Severability Clause.

That if any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance. The Charter Township of Ypsilanti hereby declares that it would have passed this ordinance, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsection, sentences, clauses or phrases by declared unconstitutional.

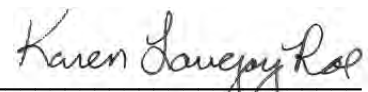
I. Publication.

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

J. Effective Date.

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

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify approval of the first reading of Proposed Ordinance No. 2015-453 by the Charter Township of Ypsilanti Board of Trustees assembled at a regular meeting held on October 6, 2015. The second reading is scheduled to be heard on October 20, 2015.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

RESOLUTION 2015-42

Rezoning of 2590 East Michigan Avenue, Parcel K-11-01-300-004, From its Current MHP (Mobile Home Park) District Zoning Classification to B-3 (General Business) District Classification

Whereas, at its regularly scheduled meeting held **August 25, 2015**, the Charter Township of Ypsilanti (Township) Planning Commission (Commission) recommended that the Township Board approve a rezoning request for a certain parcel of property comprising 5.55 acres, commonly identified as 2590 East Michigan Avenue, Parcel ID K-11-01-300-004, from the MHP (mobile home park) zoning district to the B-3 (general business district) zoning district; and

Whereas, the rezoning request is consistent with the Township's current Master Plan; and

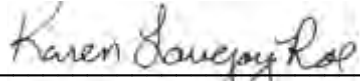
Whereas, proposed Ordinance No. 2015-454 rezones 2590 East Michigan Avenue, Parcel ID K-11-01-300-004, from MHP District to B-3 District zoning classification; and

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

Now Therefore,

Be it resolved that the Charter Township of Ypsilanti hereby adopts and incorporates by reference Ordinance No. 2015-454 attached hereto, by reference, in its entirety.

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. 2015-42 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on October 20, 2015.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

ORDINANCE 2015-454

***An Ordinance Amending Ordinance No. 74,
Township Zoning Ordinance, So As To Rezone
2590 East Michigan Avenue, being Parcel ID K-11-01-300-004,
From Its Current MHP (mobile home park) District Zoning
Classification To B-3 (general business) District Zoning Classification***

The Charter Township of Ypsilanti hereby ordains that

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

Real Property consisting of 5.55 acres of land located at 2590 East Michigan Avenue, also known as Parcel ID K-11-01-300-004, and more particularly described as follows:

See attached legal description labeled "Attachment A" shall be rezoned from its current MHP (mobile home park) District zoning classification to the B-3 (general business) District zoning classification.

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

Severability

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

Non Exclusivity

The prohibitions and penalties provided for in this Ordinance shall be in addition to, and not exclusive of, other prohibitions and penalties provided for by other law, ordinance, or rule/regulation.

Publication

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

Effective date

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

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify approval of the first reading of Proposed Ordinance No. 2015-454 by the Charter Township of Ypsilanti Board of Trustees assembled at a regular meeting held on October 6, 2015. The second reading is scheduled to be heard on October 20, 2015.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

RESOLUTION 2015-43

Rezoning of 953 East Michigan Ave, Parcel K-11-10-205-039, From Its Current MHP (Mobile Home Park) District Zoning Classification to B-3 (General Business) District Zoning Classification

Whereas, at its regularly scheduled meeting held **August 25, 2015**, the Charter Township of Ypsilanti (Township) Planning Commission (Commission) recommended that the Township Board approve a rezoning request for a certain parcel of property comprising 6.52 acres, commonly identified as 953 East Michigan Avenue, Parcel ID K-11-10-205-039, from the MHP (mobile home park) zoning district to the B-3 (general business district) zoning district; and

Whereas, the rezoning request is consistent with the Township's current Master Plan; and


Whereas, proposed Ordinance No. 2015-455 rezones 953 East Michigan Avenue, Parcel ID K-11-10-205-039, from MHP District to B-3 District zoning classification; and

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

Now Therefore,

Be it resolved that the Charter Township of Ypsilanti hereby adopts and incorporates by reference Ordinance No. 2015-455 attached hereto, by reference, in its entirety.

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. 2015-43 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on October 20, 2015.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

PROPOSED ORDINANCE 2015-455

***An Ordinance Amending Ordinance No. 74,
Township Zoning Ordinance, So As To Rezone
953 East Michigan Avenue, being Parcel ID K-11-10-205-039,
From Its Current MHP (mobile home park) District Zoning
Classification To B-3 (general business) District Zoning Classification***

The Charter Township of Ypsilanti hereby ordains that

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

Real Property consisting of 6.52 acres of land located at 953 East Michigan Avenue, also known as Parcel ID K-11-10-205-039, and more particularly described as follows:

See attached legal description labeled "Attachment A" shall be rezoned from its current MHP (mobile home park) District zoning classification to the B-3 (general business) District zoning classification.

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

Severability

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

Non Exclusivity

The prohibitions and penalties provided for in this Ordinance shall be in addition to, and not exclusive of, other prohibitions and penalties provided for by other law, ordinance, or rule/regulation.

Publication

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

Effective date

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

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify approval of the first reading of Proposed Ordinance No. 2015-455 by the Charter Township of Ypsilanti Board of Trustees assembled at a regular meeting held on October 6, 2015. The second reading is scheduled to be heard on October 20, 2015.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

CHARTER TOWNSHIP OF YPSILANTI
2015 BUDGET AMENDMENT #13

October 20, 2015

584 - GOLF COURSE FUND

Total Increase \$22,138.00

Increase budget for the renovation of hole #3 and drainage for hole #2 & #5 in the amount of \$19,088; and for the purchase of an Evergreen cover for hole #3 at \$1,550; and for an architecture audit by Chris Wilczynski of \$1,500. The total projects cost will be \$22,138. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	584-000-000-699.000	\$22,138.00
		Net Revenues	<u>\$22,138.00</u>
Expenditures:	Capital Outlay	584-584-000-971.000	\$22,138.00
		Net Expenditures	<u>\$22,138.00</u>

Motion to Amend the 2015 Budget (#13):

Move to increase the Golf Course Fund budget by \$22,138 to \$676,450 and approve the department line item changes as outlined.

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



Charter Township of Ypsilanti

Assessor's Office

7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 487-4927
Fax: (734) 484-5159

POLICY ON SALE OF TOWNSHIP OWNED PROPERTY

- 1. Identify lots to sell, take to Township Board for authorization to enter into negotiations for sale of the property.**
- 2. Conduct a valuation of the property based upon Assessing Department review and analysis. Determine the asking price as a starting point of negotiation.**
- 3. Send letter to adjacent home owners. Priority is given to owner occupied homes.**
- 4. Negotiate a sale price. No land contracts. Township will hold offer, assuming no other offer is received, up to 6 months or an otherwise agreed upon time period for buyer to pay.**
- 5. Consent from Township Supervisor and Legal Counsel to proceed and prepare Letter of Agreement with buyer to take to the Township Board.**
- 6. As a requirement to purchase the property, lots must be maintained and meet the criteria of the Ypsilanti Township Ordinance and all other specific requirements from the Township as agreed upon within the letter of agreement.**
- 7. Present offer to the Ypsilanti Township board for their approval.**
- 8. Closing. Quit Claim deed to be prepared and signed by Township Officials. The buyer pays Township by certified check. Buyer is responsible for paying all closing costs associated with the purchase of the property, if applicable.**

Supervisor
BRENDA L. STUMBO
City of Agreement- Continued
KAREN LOVEJOY ROE
Treasurer
LARRY J. DOE
Trustees
JEAN HALL CURRIE
STAN ELDRIDGE
MIKE MARTIN
SCOTT MARTIN



Charter Township of Ypsilanti

Assessor's Office

7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 487-4927
Fax: (734) 484-5159

Letter of Agreement

October 7, 2015

Erick Ellicott
36 Ohio St
Ypsilanti, MI 48197

Dear Mr. Ellicott,

This letter (the "Agreement") summarizes the understanding of the agreement that we reached during our meeting on September 25, 2015. If this Agreement is acceptable to you, please sign below in the space designated for your signature.

The agreement is as follows:

1. Agreement

The following is agreed upon for the Purchase of Township Owned Property:

The two properties listed below will be purchased for the combined price of \$2,500 paid by certified check. The Property is to be combined with purchaser's primary residence parcel at 36 Ohio St, parcel id K-11-11-202-035

Parcel **K-11-11-202-004** described as:
Lot 598 Except the South 30 feet and all of lots 599 and 600
Devonshire Sub #4

Parcel **K-11-11-202-040** described as:
The North 30 feet of lot 597 and the South 30 feet of lot 598
Devonshire Sub #4

2. Term

The term of this Agreement ("Term") will commence as of October 7, 2015 and will continue to be in effect for 6 months or until April 7, 2016, at which point it

shall terminate, unless the Term is extended or terminated earlier in a written document signed by both parties.

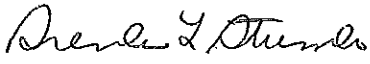
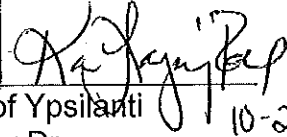
3. Closing

For the agreed upon sum of \$2,500 paid in full by certified check, Ypsilanti Township agrees to sell the above described properties to you via the recording of a Quit Claim Deed in the name of Eric & Clair Ellicott.

4. Termination


This agreement shall terminate upon the closing of the sale of the above property or the expiration of the Term after April 7, 2016.

If the above correctly expresses your understanding of the terms reached during the negotiations, please sign and date a copy of this Agreement and return the signed and dated Agreement to me.

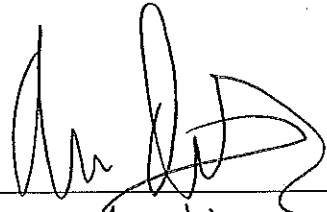
 Charter Township of Ypsilanti 10-21-15
 7200 S. Huron River Dr.
 Ypsilanti, MI 48197

Accepted and agreed to on Oct 7, 2015 by



 Eric Ellicott

Aaron Dietz
Notary Public, Washtenaw County, MI
My Commission expires Nov. 13, 2017



 Notary Public, Washtenaw County
 My Commission Expires on 11/13/17

Resolution 2015-44

In Honor of Rosie the Riveter Day
October 24, 2015

WHEREAS American women entered the workforce in unprecedented numbers during World War II, as widespread male enlistment left gaping holes in the industrial labor force; and

WHEREAS between 1940 and 1945, the female percentage of the U.S. workforce increased from 27 percent to nearly 37 percent, and by 1945 nearly one out of every four married women worked outside the home; and

WHEREAS the Willow Run Bomber Plant was constructed in the early years of World War II by Ford Motor Company for the mass production of war munitions, especially the B-24 Liberator heavy bomber; and

WHEREAS “Rosie the Riveter,” star of a government campaign aimed at recruiting female workers for the munitions industry, became perhaps the most iconic image of working women during the war; and

WHEREAS Henry Ford employed "Rosie the Riveters" on his assembly lines at the Willow Run Bomber Plant and throughout America; and

WHEREAS at its peak, the historic plant produced one B-24 per hour; and

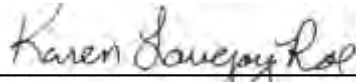
WHEREAS in March 2014 at the historic Willow Run Bomber Plant site, the Guinness World Record was set by having the most “Rosie the Riveters” in one place with 778; and

WHEREAS in August 2015, the Guinness record was taken by Richmond, California with 1,084 “Rosies”; and

WHEREAS on October 24, 2015, we will be joining forces with women across the State of Michigan to take our record back;

NOW THEREFORE BE IT RESOLVED, that the Charter Township of Ypsilanti Board of Trustees does hereby proclaim October 24, 2015 as “Rosie the Riveter Day” in Ypsilanti Township and honor all the women who answered the call to help our great nation and forever changed the opportunities for women in the workforce.

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. 2015-44 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on October 20, 2015.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

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



**Accounting
Department**

7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 48-3702
Fax: (734) 484-5154

Charter Township of Ypsilanti

STATEMENTS AND CHECKS

NOVEMBER 3, 2015 BOARD MEETING

ACCOUNTS PAYABLE CHECKS -	\$ 240,535.82
HAND CHECKS -	<u>\$ 184,628.70</u>
GRAND TOTAL -	\$ 425,164.52

Check Date	Bank	Check	Vendor	Vendor Name	Amount
<i>HAND checks</i>					
Bank AP AP					
10/13/2015	AP	170115	0363	COMCAST CABLE	102.85
10/13/2015	AP	170116	0363	COMCAST CABLE	102.85
10/13/2015	AP	170117	0363	COMCAST CABLE	102.85
10/13/2015	AP	170118	1475	VERIZON WIRELESS	1,563.01
10/13/2015	AP	170119	1475	VERIZON WIRELESS	1,132.14
10/13/2015	AP	170120	1475	VERIZON WIRELESS	100.90
10/13/2015	AP	170121	1475	VERIZON WIRELESS	70.94
10/13/2015	AP	170122	15934	WASTE MANAGEMENT	216.66
10/13/2015	AP	170123	15934	WASTE MANAGEMENT	120.26
10/13/2015	AP	170124	15934	WASTE MANAGEMENT	3,023.47
10/13/2015	AP	170125	15934	WASTE MANAGEMENT	753.02
10/13/2015	AP	170126	15934	WASTE MANAGEMENT	505.61
10/13/2015	AP	170127	15934	WASTE MANAGEMENT	4,186.76
10/13/2015	AP	170128	15934	WASTE MANAGEMENT	875.00
10/13/2015	AP	170129	15934	WASTE MANAGEMENT	31,840.51
10/13/2015	AP	170130	15934	WASTE MANAGEMENT	1,598.40
10/13/2015	AP	170131	15934	WASTE MANAGEMENT	97,212.45
10/13/2015	AP	170132	15934	WASTE MANAGEMENT	28,073.78
10/13/2015	AP	170133	15421	WEX BANK	1,708.50
10/20/2015	AP	170134	6821	AT & T	3,113.03
10/20/2015	AP	170135	COMCAST B	COMCAST BUSINESS	825.00
10/20/2015	AP	170136	0363	COMCAST CABLE	4,407.00
10/20/2015	AP	170137	0363	COMCAST CABLE	93.89
10/20/2015	AP	170138	0363	COMCAST CABLE	264.35
10/20/2015	AP	170139	0363	COMCAST CABLE	142.85
10/20/2015	AP	170140	0426	GUARDIAN ALARM	570.19
10/20/2015	AP	170141	16486	PAETEC	515.87
10/20/2015	AP	170142	6786	HERITAGE-CRYSTAL CLEAN, LLC	292.49
10/20/2015	AP	170143	16461	MICHIGAN LINEN SERVICE, INC.	1,114.07

AP TOTALS:

Total of 29 Checks:	184,628.70
Less 0 Void Checks:	0.00
Total of 29 Disbursements:	<u>184,628.70</u>

User: mharris

CHECK NUMBERS 170144 - 170250

DB: Ypsilanti-Twp

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank AP AP					
11/03/2015	AP	170144	0657	14-B DISTRICT COURT	240.00
11/03/2015	AP	170145	2937	A & R TOTAL CONSTRUCTION, INC.	401.22
11/03/2015	AP	170146	0468	ACUSHNET COMPANY	93.62
11/03/2015	AP	170147	15493	ADAM KURTINAITIS	1,715.00
11/03/2015	AP	170148	A. FREY	ANDREW FREY	16.00
11/03/2015	AP	170149	A. WATTS	ANGELA WATTS	63.56
11/03/2015	AP	170150	ANGLIN	ANGLIN CIVIL LLC	96,150.88
11/03/2015	AP	170151	0017	ANN ARBOR CLEANING SUPPLY	635.03
11/03/2015	AP	170152	A. HESTER	ANTHONY HESTER	10.00
11/03/2015	AP	170153	A SMITH	ARIEL SMITH	75.00
11/03/2015	AP	170154	0215	AUTO VALUE YPSILANTI	701.69
11/03/2015	AP	170155	6885	BACK TO NATURE LAWN CARE	108.25
11/03/2015	AP	170156	BADER	BADER & SONS CO.	400.00
11/03/2015	AP	170157	6397	BARR ENGINEERING COMPANY	2,004.50
11/03/2015	AP	170158	B. UDEH	BASIL UDEH	184.00
11/03/2015	AP	170159	6345	BELLE TIRE	956.88
11/03/2015	AP	170160	6486	BIG GEORGES HOME APPLIANCE	450.00
11/03/2015	AP	170161	16209	BRIDGESTONE GOLF INC	154.35
11/03/2015	AP	170162	C. JUSTICE	CATHERINE JUSTICE	498.06
11/03/2015	AP	170163	6015	CENTRON DATA SERVICES	4,372.00
11/03/2015	AP	170164	C. PATR	CHELSEI PATRIARCHE	100.00
11/03/2015	AP	170165	2276	CINCINNATI TIME SYSTEMS	796.55
11/03/2015	AP	170166	CINTAS	CINTAS CORPORATION	156.73
11/03/2015	AP	170167	0582	CONGDON'S	90.15
11/03/2015	AP	170168	16157	COOPER WEST	30.00
11/03/2015	AP	170169	C. MELCHER	COREY MELCHER	52.00
11/03/2015	AP	170170	DAWN FARM	DAWN FARM	460.00
11/03/2015	AP	170171	DST	DST INDUSTRIES	2,100.00
11/03/2015	AP	170172	15987	EDGAR RAINERY	120.00
11/03/2015	AP	170173	E. CHAMBER	ELKA CHAMBERLAIN	553.50
11/03/2015	AP	170174	2913	EMERGENCY VEHICLE SERVICES	360.70
11/03/2015	AP	170175	1200	FEDERAL EXPRESS CORPORATION	126.70
11/03/2015	AP	170176	15796	FIRST DUE FIRE SUPPLY	394.80
11/03/2015	AP	170177	FAC	FRANK'S AMERICAN CONCRETE	4,468.00
11/03/2015	AP	170178	15897	GARY STAFFORD	90.00
11/03/2015	AP	170179	0073	GENE BUTMAN FORD	401.98
11/03/2015	AP	170180	1233	GORDON FOOD SERVICE INC.	359.81
11/03/2015	AP	170181	0107	GRAINGER	122.23
11/03/2015	AP	170182	3391	GRAYBAR	225.02
11/03/2015	AP	170183	6414	GRIFFIN PEST SOLUTIONS	93.00
11/03/2015	AP	170184	H.V. FIRE	H.V. FIRE DETECTION PARTS	60.00
11/03/2015	AP	170185	0503	HOME DEPOT	369.08
11/03/2015	AP	170186	0500	HORNUNG'S	40.02
11/03/2015	AP	170187	15496	J.F. MOORE & ASSOCIATES, LLC	102.00
11/03/2015	AP	170188	15496	J.F. MOORE & ASSOCIATES, LLC	292.00
11/03/2015	AP	170189	J. ROSEMAN	JEFFREY ROSEMAN	16.00
11/03/2015	AP	170190	15972	JESSE HILDEBRANDT	66.00
11/03/2015	AP	170191	J. HOARD	JESSICA HOARD	125.00
11/03/2015	AP	170192	JOSMITH	JOSEPH SMITH	30.00
11/03/2015	AP	170193	K. KUMPELI	KADEN KUMPELIS	52.00
11/03/2015	AP	170194	6280	KAREN LOVEJOY ROE	23.50
11/03/2015	AP	170195	K. TRUESDE	KATHLEEN TRUESDELL	40.00
11/03/2015	AP	170196	K. WHITE	KEVIN WHITE	30.00
11/03/2015	AP	170197	L. DOBBINS	LAYLA DOBBINS	9.00
11/03/2015	AP	170198	LCI	LEO'S CONEY ISLAND	100.00
11/03/2015	AP	170199	6550	LOOKING GOOD LAWN	6,217.00
11/03/2015	AP	170200	0244	MARGOLIS COMPANIES, INC.	3,511.00
11/03/2015	AP	170201	0158	MARK HAMILTON	1,500.00
11/03/2015	AP	170202	15195	MARK NELSON	527.66
11/03/2015	AP	170203	0253	MCLAIN AND WINTERS	9,775.00
11/03/2015	AP	170204	16445	MCMASTER-CARR	111.61
11/03/2015	AP	170205	MDRC	MICH DISABILITY RIGHTS COALITION	600.00
11/03/2015	AP	170206	16165	MICHIGAN ABILITY PARTNERS	1,450.80
11/03/2015	AP	170207	16461	MICHIGAN LINEN SERVICE, INC.	964.82
11/03/2015	AP	170208	2986	NAPA AUTO PARTS*	13.16
11/03/2015	AP	170209	N. HAWLEY	NATE HAWLEY	45.00
11/03/2015	AP	170210	1983	O'CONNOR, DEGRAZIA & TAMM, P.C.	736.00
11/03/2015	AP	170211	OC	OAKLAND COUNTY	1,863.25
11/03/2015	AP	170212	2997	OFFICE EXPRESS	567.37
11/03/2015	AP	170213	OMNI CHEER	OMNI CHEER	326.80
11/03/2015	AP	170214	0309	ORCHARD, HILTZ & MCCLIMENT INC	22,015.15
11/03/2015	AP	170215	0147	OSCAR W. LARSON CO.	410.00
11/03/2015	AP	170216	15971	PARKER ALLEN	66.00
11/03/2015	AP	170217	0913	PARKWAY SERVICES, INC.	190.00
11/03/2015	AP	170218	P. POWER	PETER POWER	1,750.00
11/03/2015	AP	170219	6045	Q.P.S PRINTING	270.27
11/03/2015	AP	170220	R. FREY	RACHAEL FREY	16.00
11/03/2015	AP	170221	15386	RICOH USA, INC.	66.50

User: mharris

CHECK NUMBERS 170144 - 170250

DB: Ypsilanti-Twp

Check Date	Bank	Check	Vendor	Vendor Name	Amount
11/03/2015	AP	170222	6308	RKA PETROLEUM	4,863.82
11/03/2015	AP	170223	R. UDEH	ROBERA UDEH	16.00
11/03/2015	AP	170224	R. LEONE	ROCCO LEONE	28.00
11/03/2015	AP	170225	6105	SAKSTRUP'S	412.50
11/03/2015	AP	170226	SERVERSUPP	SERVER SUPPLY INC	368.00
11/03/2015	AP	170227	0383	SHERWIN WILLIAMS COMPANY	512.94
11/03/2015	AP	170228	6288	SIGNS BY TOMORROW	180.00
11/03/2015	AP	170229	15751	SOUTHERN COMPUTER WAREHOUSE	322.01
11/03/2015	AP	170230	1507	SPARTAN DISTRIBUTORS	211.10
11/03/2015	AP	170231	TERMINX	TERMINIX PROCESSING CENTER	50.00
11/03/2015	AP	170232	6974	TERRY CONDIT	162.00
11/03/2015	AP	170233	TETRA TECH	TETRA TECH, INC	1,505.00
11/03/2015	AP	170234	6824	THD AT- HOME SERVICES	79.50
11/03/2015	AP	170235	15787	THOMAS REUTERS	741.00
11/03/2015	AP	170236	15941	TODD BARBER	3,825.00
11/03/2015	AP	170237	T. MALONE	TONI MALONE	400.00
11/03/2015	AP	170238	T. ZYNGIER	TROY ZYNGIER	18.00
11/03/2015	AP	170239	15792	V & J CEMENT	10,920.00
11/03/2015	AP	170240	VTS	VALENTINE TREE SERVICE	3,575.00
11/03/2015	AP	170241	V. BASS	VALERIE BASS	513.00
11/03/2015	AP	170242	0497	VAN BUREN STEEL & FABRICATING	50.00
11/03/2015	AP	170243	6627	VICTORY LANE	72.14
11/03/2015	AP	170244	16302	W.J. O'NEIL COMPANY	1,191.00
11/03/2015	AP	170245	16425	WASHTENAW COUNTY LEGAL NEWS	115.00
11/03/2015	AP	170246	0444	WASHTENAW COUNTY TREASURER#	15,097.50
11/03/2015	AP	170247	WOLVERINE	WOLVERINE CRANE	180.00
11/03/2015	AP	170248	0480	YPSILANTI COMMUNITY	10,223.87
11/03/2015	AP	170249	0257	YPSILANTI MEALS ON WHEELS	10,000.00
11/03/2015	AP	170250	6417	YPSILANTI TOWNSHIP PETTY CASH	224.24

AP TOTALS:

Total of 107 Checks:

240,535.82

Less 0 Void Checks:

0.00

Total of 107 Disbursements:

240,535.82

Supervisor
BRENDA L. STUMBO
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KAREN LOVEJOY ROE
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Charter Township of Ypsilanti

STATEMENTS AND CHECKS

NOVEMBER 17, 2015 BOARD MEETING

ACCOUNTS PAYABLE CHECKS -	\$ 839,012.30
HAND CHECKS -	<u>\$ 281,761.65</u>
GRAND TOTAL -	\$ 1,120,773.95

Choice Health Care Deductible – OCTOBER 2015

ACH EFT -	\$ 42,150.42
ADMIN FEE -	\$ 1,192.50 (SEPT)

Check Date	Bank	Check	Vendor	Vendor Name	Amount
<i>Hand Checks</i>					
Bank AP AP					
10/28/2015	AP	170251	5049	BLUE CROSS BLUE SHIELD OF MI	137,429.74
10/28/2015	AP	170252	BCBS	BLUE CROSS BLUE SHIELD OF MI	33,846.44
10/28/2015	AP	170253	16509	CLEAR RATE COMMUNICATIONS, INC	1,090.68
10/28/2015	AP	170254	0363	COMCAST CABLE	114.94
10/28/2015	AP	170255	0363	COMCAST CABLE	156.56
10/28/2015	AP	170256	0363	COMCAST CABLE	214.90
10/28/2015	AP	170257	0363	COMCAST CABLE	102.85
10/28/2015	AP	170258	2002	DELTA DENTAL PLAN OF MICHIGAN	13,353.07
10/28/2015	AP	170259	0119	DTE ENERGY**	72,402.04
10/28/2015	AP	170260	0426	GUARDIAN ALARM	1,398.00
10/28/2015	AP	170261	6263	STANDARD INSURANCE COMPANY	4,258.41
10/28/2015	AP	170262	VSP	VISION SERVICE PLAN	2,481.84
10/28/2015	AP	170263	0480	YPSILANTI COMMUNITY	70.00
10/29/2015	AP	170264	A. KORTZ	ANNETTE KORTZ-JONES	14.00
10/29/2015	AP	170265	B. LAWSON	BIANCA LAWSON	35.50
10/29/2015	AP	170266	B. MCCURDY	BLAINA MCCURDY	35.50
10/29/2015	AP	170267	C. COLLINS	CHARLES COLLINS	35.50
10/29/2015	AP	170268	D. DUPERON	DARIN DUPERON	14.00
10/29/2015	AP	170269	D. GUTHRIE	DARREN GUTHRIE	14.00
10/29/2015	AP	170270	D. DERKSEN	DAVID DERKSEN	14.00
10/29/2015	AP	170271	4813	DAVID STACHLEWITZ	14.00
10/29/2015	AP	170272	D. TUMBARE	DAVID TUMBARELLO	14.00
10/29/2015	AP	170273	D. BRATKOV	DEBORAH BRATKOVICH	14.00
10/29/2015	AP	170274	D COOPER	DEBRA COOPER	14.00
10/29/2015	AP	170275	E. SOUCHOC	ERICA SOUCHOCK	14.00
10/29/2015	AP	170276	15645	GARRY DOTSON	14.00
10/29/2015	AP	170277	13157	JEFFREY TEEFT	14.00
10/29/2015	AP	170278	K CALDWELL	KENNETH CALDWELL	14.00
10/29/2015	AP	170279	K STODDARD	KRISTY STODDARD	14.00
10/29/2015	AP	170280	L. KIND	LAURA KIND	14.00
10/29/2015	AP	170281	16132	MARCUS TURNER	35.50
10/29/2015	AP	170282	M. MICHAEL	MARGARET MICHAEL	14.00
10/29/2015	AP	170283	M. ANDERS	MARK ANDERSON	14.00
10/29/2015	AP	170284	M. BUCZEK	MICHAEL BUCZEK	14.00
10/29/2015	AP	170285	M. OLIVERO	MICHELLE OLIVERO	35.50
10/29/2015	AP	170286	N. TOMCZAK	NANCY TOMCZAK	14.00
10/29/2015	AP	170287	N. CHOUDHA	NEERU CHOUDHARY	14.00
10/29/2015	AP	170288	O. YOUNG	ONEILL YOUNG	14.00
10/29/2015	AP	170289	P. YOHN	PENNY YOHN	35.50
10/29/2015	AP	170290	R. MARION	RICHARD MARION	14.00
10/29/2015	AP	170291	R. ELLIOTT	ROBERT ELLIOTT	14.00
10/29/2015	AP	170292	R. NECULA	RODICA NECULA	14.00
10/29/2015	AP	170293	S. PETERS	SCOTT PETERSON	14.00
10/29/2015	AP	170294	S. PATEL	SHANTIBHAI PATEL	14.00
10/29/2015	AP	170295	S. RUTLEDG	SHARON RUTLEDGE	14.00
10/29/2015	AP	170296	S. BROWN	SHEREN BROWN	35.50
10/29/2015	AP	170297	T. BLACK	TIMOTHY BLACK	14.00
10/29/2015	AP	170298	T. KIMMEL	TIMOTHY KIMMEL	14.00
10/29/2015	AP	170299	V. LAZAROV	VIKTORIYA LAZAROVA	14.00
11/03/2015	AP	170300	6821	AT & T	80.69
11/03/2015	AP	170301	6821	AT & T	25.72
11/03/2015	AP	170302	0363	COMCAST CABLE	485.20
11/03/2015	AP	170303	0118	DTE ENERGY	13,475.52
11/03/2015	AP	170304	15934	WASTE MANAGEMENT	120.55

AP TOTALS:
 Total of 54 Checks: 281,761.65
 Less 0 Void Checks: 0.00
 Total of 54 Disbursements: 281,761.65

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank AP AP					
11/17/2015	AP	170305	2937	A & R TOTAL CONSTRUCTION, INC.	220.56
11/17/2015	AP	170306	15493	ADAM KURTINAITIS	1,295.00
11/17/2015	AP	170307	ADV. RH&C	ADVANCED REFRIG. HTG & CLG	161.25
11/17/2015	AP	170308	0049	ALL SEASONS LANDSCAPING CO.	46.71
11/17/2015	AP	170309	0560	ALLGRAPHICS CORPORATION	323.75
11/17/2015	AP	170310	6981	ALLIED SUBSTANCE ABUSE	38.00
11/17/2015	AP	170311	15184	AMERIGAS - YPSILANTI	436.96
11/17/2015	AP	170312	A. FREY	ANDREW FREY	18.00
11/17/2015	AP	170313	0017	ANN ARBOR CLEANING SUPPLY	411.05
11/17/2015	AP	170314	0022	ANN ARBOR WELDING SUPPLY CO	191.70
11/17/2015	AP	170315	0215	AUTO VALUE YPSILANTI	130.86
11/17/2015	AP	170316	AC LLC	AUTOMATED CONFIRMATIONS, LLC	28.25
11/17/2015	AP	170317	15524	AUTOMATIC IRRIGATION SUPPLY	227.41
11/17/2015	AP	170318	6397	BARR ENGINEERING COMPANY	640.00
11/17/2015	AP	170319	B. UDEH	BASIL UDEH	69.00
11/17/2015	AP	170320	6971	BIO-CARE, INC.	8,890.00
11/17/2015	AP	170321	0898	BS & A SOFTWARE	17,924.00
11/17/2015	AP	170322	6959	BUTZEL LONG	189.00
11/17/2015	AP	170323	C.W. GOLF	C.W. GOLF ARCHITECTURE, LLC	1,950.00
11/17/2015	AP	170324	4833	CALLAWAY GOLF SALES COMPANY	160.38
11/17/2015	AP	170325	CTA	CAMPBELL TITLE AGENCY OF MICHIGAN	1,550.00
11/17/2015	AP	170326	C. JUSTICE	CATHERINE JUSTICE	382.09
11/17/2015	AP	170327	C. JUSTICE	CATHERINE JUSTICE	351.00
11/17/2015	AP	170328	0336	CHARLES POPE	203.60
11/17/2015	AP	170329	CINTAS	CINTAS CORPORATION	298.14
11/17/2015	AP	170330	0582	CONGDON'S	39.90
11/17/2015	AP	170331	16157	COOPER WEST	66.00
11/17/2015	AP	170332	C. MELCHER	COREY MELCHER	26.00
11/17/2015	AP	170333	6375	COSTUME GALLERY	89.00
11/17/2015	AP	170334	DANI'S	DANI'S TRANSPORT	2,600.00
11/17/2015	AP	170335	DAWN FARM	DAWN FARM	460.00
11/17/2015	AP	170336	D OTROMPKE	DEVIN OTROMPKE	43.00
11/17/2015	AP	170337	15987	EDGAR RAINEY	120.00
11/17/2015	AP	170338	E. CHAMBER	ELKA CHAMBERLAIN	1,462.36
11/17/2015	AP	170339	2913	EMERGENCY VEHICLE SERVICES	878.53
11/17/2015	AP	170340	4863	FRED PRYOR SEMINARS	3,383.00
11/17/2015	AP	170341	15897	GARY STAFFORD	120.00
11/17/2015	AP	170342	15962	GLORIA MAYER	26.00
11/17/2015	AP	170343	GWORXS	GOOSEWORKS, LLC	400.00
11/17/2015	AP	170344	1233	GORDON FOOD SERVICE INC.	97.77
11/17/2015	AP	170345	6161	GOVERNMENTAL CONSULTANT	2,850.00
11/17/2015	AP	170346	0107	GRAINGER	528.96
11/17/2015	AP	170347	G. MAYER	GRANT MAYER	26.00
11/17/2015	AP	170348	0503	HOME DEPOT	164.74
11/17/2015	AP	170349	0500	HORNUNG'S	250.66
11/17/2015	AP	170350	15788	HYDROCHEM	12,047.50
11/17/2015	AP	170351	16303	I-94 MARINE & WATERSPORTS LLC	83.93
11/17/2015	AP	170352	J. ROSEMAN	JEFFREY ROSEMAN	16.00
11/17/2015	AP	170353	15972	JESSE HILDEBRANDT	30.00
11/17/2015	AP	170354	KAFTAN	KAFTAN MANAGEMENT	50,000.00
11/17/2015	AP	170355	6568	KIDETTE BATON CORP	34.00
11/17/2015	AP	170356	LLS	LANGUAGE LINE SERVICES	75.37
11/17/2015	AP	170357	L. DOBBINS	LAYLA DOBBINS	8.00
11/17/2015	AP	170358	LIGHT UP	LIGHT UP DISTRIBUTION, INC	44.10
11/17/2015	AP	170359	6550	LOOKING GOOD LAWNS	4,313.00
11/17/2015	AP	170360	6467	LOWE'S	272.35
11/17/2015	AP	170361	11330	LSL PLANNING INC	601.75
11/17/2015	AP	170362	6185	LUBRICATION ENGINEERS	1,087.20
11/17/2015	AP	170363	0158	MARK HAMILTON	1,500.00
11/17/2015	AP	170364	15195	MARK NELSON	38.53
11/17/2015	AP	170365	0253	MCLAIN AND WINTERS	99,576.25
11/17/2015	AP	170366	16445	MCMMASTER-CARR	34.49
11/17/2015	AP	170367	SEMEYN.	MICHAEL SEMEYN	33.00
11/17/2015	AP	170368	1485	MICHIGAN CAT	9,455.32
11/17/2015	AP	170369	0343	MICHIGAN CHAMBER SERVICES INC.	402.00
11/17/2015	AP	170370	16461	MICHIGAN LINEN SERVICE, INC.	1,036.57
11/17/2015	AP	170371	SEMEYN	MITCHEL SEMEYN	33.00
11/17/2015	AP	170372	MR SEAL	MR. SEALCOAT LLC	1,720.00
11/17/2015	AP	170373	2986	NAPA AUTO PARTS*	31.56
11/17/2015	AP	170374	N. HAWLEY	NATE HAWLEY	30.00
11/17/2015	AP	170375	2997	OFFICE EXPRESS	848.28
11/17/2015	AP	170376	0309	ORCHARD, HILTZ & MCCLIMENT INC	14,820.75
11/17/2015	AP	170377	0566	ORIENTAL TRADING COMPANY, INC.	114.45
11/17/2015	AP	170378	15971	PARKER ALLEN	30.00
11/17/2015	AP	170379	9822	PENNYMAC LOAN SERVICING	12,000.00
11/17/2015	AP	170380	P. POWER	PETER POWER	1,050.00
11/17/2015	AP	170381	0144	PLANNING & ZONING CENTER, INC.	92.00
11/17/2015	AP	170382	PREFERRED	PREFERRED TONER SOLUTIONS	374.85

User: mharris

CHECK NUMBERS 170305 - 170422

DB: Ypsilanti-Twp

Check Date	Bank	Check	Vendor	Vendor Name	Amount
11/17/2015	AP	170383	0928	PROFESSIONAL TREE SERVICE	5,720.00
11/17/2015	AP	170384	3801	PUBLIC SAFETY CENTER	488.56
11/17/2015	AP	170385	6045	Q.P.S PRINTING	270.00
11/17/2015	AP	170386	R. FREY	RACHEL FREY	18.00
11/17/2015	AP	170387	RHI	RAPID HOME IMPROVEMENT	52,447.50
11/17/2015	AP	170388	1637	RESIDEX, LLC	2,021.44
11/17/2015	AP	170389	15386	RICOH USA, INC.	5,572.33
11/17/2015	AP	170390	6308	RKA PETROLEUM	175.00
11/17/2015	AP	170391	R. UDEH	ROBERA UDEH	24.00
11/17/2015	AP	170392	R. LEONE	ROCCO LEONE	24.00
11/17/2015	AP	170393	0634	SAM'S CLUB DIRECT	470.02
11/17/2015	AP	170394	SAND SALES	SAND SALES COMPANY LLC	1,559.96
11/17/2015	AP	170395	S WILLIAMS	SEIRRA WILLIAMS	100.00
11/17/2015	AP	170396	0383	SHERWIN WILLIAMS COMPANY	304.62
11/17/2015	AP	170397	SITEONE	SITEONE LANDSCAPE SUPPLY, LLC	229.08
11/17/2015	AP	170398	8399	SMAFC	40.00
11/17/2015	AP	170399	15751	SOUTHERN COMPUTER WAREHOUSE	3,347.24
11/17/2015	AP	170400	1507	SPARTAN DISTRIBUTORS	396.94
11/17/2015	AP	170401	0399	SPEARS FIRE & SAFETY SERVICE	284.00
11/17/2015	AP	170402	1338	STADIUM TROPHY	825.70
11/17/2015	AP	170403	6384	STAPLES* - ACCOUNT #1026071	1,127.10
11/17/2015	AP	170404	2188	STATE OF MICHIGAN***	100.00
11/17/2015	AP	170405	2188	STATE OF MICHIGAN***	130.00
11/17/2015	AP	170406	0632	STERICYCLE INC	173.87
11/17/2015	AP	170407	1227	TARGET INFORMATION	117.26
11/17/2015	AP	170408	6974	TERRY CONDIT	108.00
11/17/2015	AP	170409	15941	TODD BARBER	3,475.00
11/17/2015	AP	170410	T. ZYNGIER	TROY ZYNGIER	9.00
11/17/2015	AP	170411	3082	UNIVERSITY TRANSLATORS	140.00
11/17/2015	AP	170412	VTS	VALENTINE TREE SERVICE	4,400.00
11/17/2015	AP	170413	V. BASS	VALERIE BASS	270.00
11/17/2015	AP	170414	0497	VAN BUREN STEEL & FABRICATING	331.00
11/17/2015	AP	170415	6627	VICTORY LANE	58.77
11/17/2015	AP	170416	0163	WASHTENAW COUNTY ROAD COMMISSION	22,799.06
11/17/2015	AP	170417	0444	WASHTENAW COUNTY TREASURER#	452,541.25
11/17/2015	AP	170418	WASHTENAW	WASHTENAW URGENT CARE	105.00
11/17/2015	AP	170419	6149	WEISSMAN'S	667.82
11/17/2015	AP	170420	0460	WEST SHORE SERVICES, INC.	4,800.00
11/17/2015	AP	170421	YING CHEN	YING CHEN-PLEWS	8,426.00
11/17/2015	AP	170422	0480	YPSILANTI COMMUNITY	3,311.90

AP TOTALS:

Total of 118 Checks:

839,012.30

Less 0 Void Checks:

0.00

Total of 118 Disbursements:

839,012.30

**OFFICE OF THE TREASURER
LARRY J. DOE**



**MONTHLY TREASURER'S REPORT
OCTOBER 1, 2015 THROUGH OCTOBER 31, 2015**

Account Name	Beginning Balance	Cash Receipts	Cash Disbursements	Ending Balance
101 - General Fund	2,983,819.26	1,301,656.08	1,117,173.46	3,168,301.88
101 - Payroll	327,738.68	767,968.63	759,517.44	336,189.87
101 - Willow Run Escrow	142,282.08	24.17	0.00	142,306.25
206 - Fire Department	1,388,498.24	1,492.02	446,935.59	943,054.67
208 - Parks Fund	5,446.26	0.04	256.88	5,189.42
212 - Roads/Bike Path/Rec/General Fund	78,887.86	150,706.82	11,764.53	217,830.15
225 - Environmental Clean-up	444,416.83	3.69	0.00	444,420.52
226 - Environmental Services	2,485,170.81	684.25	302,108.87	2,183,746.19
230 - Recreation	204,126.97	13,816.48	92,257.52	125,685.93
236 - 14-B District Court	57,752.45	125,700.74	128,712.10	54,741.09
244 - Economic Development	67,192.11	0.56	0.00	67,192.67
248 - Rental Inspections	174,434.18	13,931.46	17,594.66	170,770.98
249 - Building Department Fund	518,012.45	72,279.53	54,101.13	536,190.85
250 - LDFA Tax	75,001.67	0.62	0.00	75,002.29
252 - Hydro Station Fund	562,464.16	8,923.27	26,423.64	544,963.79
266 - Law Enforcement Fund	3,747,867.61	477.06	982,926.65	2,765,418.02
280 - State Grants	18,387.19	0.15	0.00	18,387.34
301 - General Obligation	5,167.60	0.04	0.00	5,167.64
397 - Series "B" Cap. Cost of Funds	38,669.12	0.32	5,868.86	32,800.58
398 - LDFA 2006 Bonds	39,679.11	0.22	35,040.00	4,639.33
498 - Capital Improvement 2006 Bond Fund	337,120.26	57.27	0.00	337,177.53
584 - Green Oaks Golf Course	227,895.57	36,918.25	59,540.48	205,273.34
590 - Compost Site	890,011.85	118,534.96	21,869.59	986,677.22
595 - Motor Pool	228,117.52	79,465.80	10,572.75	297,010.57
701 - General Tax Collection	30,391.12	12,832.47	11,683.35	31,540.24
703 - Current Tax Collections	13,553,493.12	520,585.22	12,934,437.60	1,139,640.74
707 - Bonds & Escrow/GreenTop	774,742.77	15,666.95	16,175.17	774,234.55
708 - Fire Withholding Bonds	207,818.41	12,037.01	0.00	219,855.42
893 - Nuisance Abatement Fund	62,469.63	1,684.53	4,687.72	59,466.44
ABN AMRO Series "B" Debt Red. Cap.Int.	17,453.43	0.00	0.00	17,453.43
GRAND TOTAL	29,694,528.32	3,255,448.61	17,039,647.99	15,910,328.94

SUPERVISOR REPORT

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

CLERK REPORT

NOVEMBER 17, 2015

Submitted by Karen Lovejoy Roe, Clerk

- **PROPOSALS FOR WORKFLOW AND DOCUMENT MANAGEMENT**-Bids were opened for the document management and workflow proposals on Wednesday, October 14, 2015. The Document Management/Work Flow Team which is made up of representatives from the Office of Community Standards, Accounting, Clerk's, and the Information Systems Departments met to rate the proposals and voted to decide which companies would be invited to make a presentation to the team. The four professional informational systems service providers that were selected were Hasselbring-Clark, Image Soft, General Code and Data Bank. The presentations to the team are scheduled to begin the second week of November and completed during the third week of November. The township team is hopeful of having a recommendation to the township board for the December 1, 2015 meeting.
- **VAN BUREN SCHOOLS ELECTION-NOVEMBER 3, 2015**-Van Buren Schools had a bond renewal election on November 3, 2015. This election was for the two Van Buren Schools precincts in Ypsilanti Township. Ypsilanti Township conducted this election. The bond proposal was approved by 60.9% of the voters in Ypsilanti Township.
- **NEW ELECTION EQUIPMENT**-The State of Michigan has announced that new election equipment will not be available for the 2016 elections. The State is re-issuing the requests for proposals to include information that was not included in the initial request for proposals. The new equipment is estimated to cost \$2,000-\$4,000 per precinct. These costs will need to be included in the 2017 budget to purchase new election equipment.
- **HABITAT FOR HUMANITY**-On Friday, October 16, 2015 Ypsilanti Township Supervisor Stumbo and Clerk Lovejoy Roe signed the documents to close on the seven residential properties, purchased at the 2015 Washtenaw County tax sale, and sold to Habitat for Humanity. The property addresses are: 1476 Blossom, 1410 Blossom, 1334 Fall River Road, 1191 Laurel Court, 5977 S. Mohawk, 1156 Parkwood and 1241 Red Leaf Lane. Habitat paid the taxes that were due on all the properties. The properties will be completely renovated and then sold with zero interest loans to families. These properties will continue to help in the efforts to stabilize neighborhoods in Ypsilanti Township.
- **IMPACT 2015 EQUITY SUMMIT**-On Friday October 23, 2015 Supervisor Stumbo and Clerk Karen Lovejoy Roe attended the Impact 2015 Equity Summit that was hosted and organized by the Chamber of Commerce. The Summit featured the business response to economic inequalities in Washtenaw County. There were many business owners and leaders that presented ideas and ways their companies were working on building a strong and vibrant economy in Washtenaw County that depended on changing the economic inequalities that are taking place on the eastern side of the county. Mary Jo Callan, Director of the Edward Ginsberg

Center at the University of Michigan outlined the data illuminating the growing economic disparity across Washtenaw County. Albert Berriz, CEO and Co-Owner of McKinley, a real estate investment company that owns and operates a \$4.6 billion dollar real estate portfolio, with 1,600 full time staff members and consists of 35,398 apartment units and 21.0 million square feet of shopping centers and offices, was the key note speaker. Mr. Berriz focused on workforce housing and the need for this type of housing in the City of Ann Arbor and other areas of Washtenaw County. The panelists shared practices of their companies or employers that were engaging in changing the face of the inequalities in Washtenaw County.

- **WORLD RECORD BREAKING GATHERING OF ROSIE THE RIVETERS**-On Saturday, October 24, 2015 the World Record for the most Rosie's gathered in one place was once again set at the Willow Run Airport, right next to the future new Willow Run Air Museum. Supervisor Stumbo and Clerk Lovejoy Roe, along with other Ypsilanti Township employees and residents were a part of this historic event. The event was approved and sanctioned by the Guinness Book of Records. It was a great day for Willow Run Airport, Willow Run Air Museum and Ypsilanti Township.
- **14-B COURT AND YPSILANTI TOWNSHIP CIVIC CENTER SECURITY**-Court Magistrate Mark Nelson, Supervisor Stumbo, Treasurer Doe, Clerk Lovejoy Roe, Residential Services Director Jeff Allen and Office of Community Standards Director Mike Radzik all met on Monday, October 26, 2015 to discuss implementing new security measures at 14-B Court and the Civic Center buildings. More information is being gathered on the best ways to secure the safety of the employees and residents utilizing the facilities.
- **URBAN COUNTY EXECUTIVE COMMITTEE**-Clerk Lovejoy Roe attended the Urban County Executive Committee meeting on Tuesday, October 27, 2015. An update on the Fair Housing Analysis was presented. There was a lot of discussion on possible modifications to the current RFP scoring rubric for HOME funds.

TREASURER REPORT

THERE IS NO WRITTEN TREASURER REPORT

TRUSTEE REPORT

THERE IS NO WRITTEN TRUSTEE REPORT

ATTORNEY REPORT

GENERAL LEGAL UPDATE

NEW BUSINESS

**CHARTER TOWNSHIP OF YPSILANTI
2015 BUDGET AMENDMENT #14 REVISED**

November 17, 2015

101 - GENERAL OPERATIONS FUND

Total Increase \$50,266.00

Increase budget for payout of PTO & Sick time for approved payout of accrued time of hours at 75% (this is over the 32 hours that was originally budgeted for employees) . This is funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$1,266.00
		Net Revenues	<u><u>\$1,266.00</u></u>
Expenditures:	Salaries Payout PTO & Sick	101-227-000-708-004	\$1,266.00
		Net Expenditures	<u><u>\$1,266.00</u></u>

Increase budgets for temporary wages for Ford Lake Park and other Township parks. There were more inspections completed this year that resulted in more maintenance, upgrades, repairs, and grass cutting. This is funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$49,000.00
		Net Revenues	<u><u>\$49,000.00</u></u>
Expenditures:	Salary -Temporary/Seasonal	101-774-000-707.000	\$24,000.00
	Salary -Temp Ford Lake Park	101-774-000-707.775	\$25,000.00
		Net Expenditures	<u><u>\$49,000.00</u></u>

Request a budget line transfer for Meals on Wheels contribution. There was a change in the management at Meals on Wheels and they did not sent out their invoice for the 2014 budgeted \$10,000 contribution until May of 2015. There was only \$10,000 budgeted for 2015. We will need a budget line transfer to make the 2015 \$10,000 contribution on the invoice received in October. This transfer will be from available budgeted funds in professional services.

Expenditures:	Meals on Wheels	101-956-000-844.000	\$10,000.00
	Professional Consultant Comm Dev	101-956-000-817.371	(\$10,000.00)
		Net Expenditures	<u><u>\$0.00</u></u>

**CHARTER TOWNSHIP OF YPSILANTI
2015 BUDGET AMENDMENT #14 REVISED**

November 17, 2015

252 - HYDRO STATION FUND

Total Increase \$5,500.00

Increase budget for regular overtime expense due to using the operator to oversee on Gen 1 project and fulfilling EAP document requirements set by FERC. This is funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	252-000-000-699.000	\$2,500.00
		Net Revenues	<u><u>\$2,500.00</u></u>
Expenditures:	Regular Overtime	252-252-000-709.000	\$2,500.00
		Net Expenditures	<u><u>\$2,500.00</u></u>

Increase budget for telephone expenses that are higher than budgeted due to a delay in the DTE communication project. The project, when completed will eliminate 2 AT&T lines that cost about \$3,200 per month. This is funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	252-000-000-699.000	\$3,000.00
		Net Revenues	<u><u>\$3,000.00</u></u>
Expenditures:	Telephone	252-252-000-850.000	\$3,000.00
		Net Expenditures	<u><u>\$3,000.00</u></u>

**CHARTER TOWNSHIP OF YPSILANTI
2015 BUDGET AMENDMENT #14 REVISED**

November 17, 2015

236 - 14B DISTRICT COURT FUND

Total Increase \$56,187.00

Increase budget for salary permanent wages due to one full time open position that was omitted from the 2015 budget. This is funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	236-000-000-699.000	\$21,200.00
		Net Revenues	<u><u>\$21,200.00</u></u>
Expenditures:	Salary - Permanent Wages		\$21,200.00
		Net Expenditures	<u><u>\$21,200.00</u></u>

Increase budget for health care insurance due to one full time person (single person coverage) that was omitted and one full time person (family coverage) opting into the Township insurance during open enrollment. This is funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	236-000-000-699.000	\$34,987.00
		Net Revenues	<u><u>\$34,987.00</u></u>
Expenditures:	Health Insurance	236-136-000-719.000	\$34,987.00
		Net Expenditures	<u><u>\$34,987.00</u></u>

Motion to Amend the 2015 Budget (#14) REVISED:

Move to increase the General Fund budget by \$50,266 to \$10,201,680 and approve the department line item changes as outlined.

Move to increase the Hydro Fund by \$5,500 to \$767,966 and approve the department line changes as outlined.

Move to increase the 14B District Court Fund by \$56,187 to \$1,577,851 and approve the department line item changes as outlined.



14-B DISTRICT COURT

7200 SOUTH HURON RIVER DRIVE
YPSILANTI, MICHIGAN 48197-7099

CRIMINAL/TRAFFIC (734) 483-1333
CIVIL (734) 483-5300
FAX (734) 483-3630



HON. CHARLES POPE
DISTRICT COURT JUDGE

MARK W. NELSON
MAGISTRATE

To: Karen Lovejoy Roe, Clerk

From: Mark Nelson, Magistrate / Court Administrator

Re: Request to authorize renewal of drug court grant and accept grant funds in the amount of \$110,000.00 to line item 236.000.000-569.019 and expenditure in a corresponding amount to line item 236.136.000-802.100.

Date: November 9, 2015

Cc: Board of Trustees

The 14B Court is requesting renewal approval of the attached contract to accept grant funds from State Court Administrative Office under Office of Highway Safety Planning for the Court's Drug Court Docket. This grant is a one year grant in the amount of \$110,000.00 to allow continued operation of the drug court docket at the 14B District Court. Under Michigan Statute, drug courts can place defendants for non-violent drug related offenses on probation with more intensive and directed supervision and treatment. In addition to planning, the grant allows for treatment and supervision in the current grant year.

Along with approval of the contract, the Court is requesting that grant funds in the amount of \$110,000.00 be accepted and added to the 2015 budget and the 2016 budget prorated over the two years. The income and expenditure line items are 236.000.000-569.019 and 236.136.000-802.100 respectively. While the current request is to prorate the entire amount between the two fiscal years, it may be necessary to make adjustments at the end of 2015 to the budgets to accommodate for actual expenditures in 2015.

Attached is a copy of the contract, a copy of the grant application and a copy of the award letter for the grant. If any additional information is needed, please do not hesitate to contact me.

**STATE COURT ADMINISTRATIVE OFFICE (SCAO)
OFFICE OF HIGHWAY SAFETY PLANNING (OHSP) GRANT**

**Subcontract Agreement
between**

SCAO

Federal I.D. Number: 38-600134

and

GRANTEE: 14B District Court - Adult District Drug Court

Federal I.D. Number: 38-6007433

Contract Number: 5178

Grant Amount: \$110,000

Project Title: SCAO OHSP Grant Program

CFDA Number: 20.601

CFDA Title: Alcohol Traffic Safety and Drunk Driving Prevention Incentive Grant

Federal Agency Name: U.S. Department of Transportation, National Highway Traffic Safety Administration (NHTSA)

Federal Grant Award Number: AL-16-05

Federal Program Title: Alcohol Impaired Driving Countermeasures Incentive Grants I

- I. **Period of Agreement:**
This agreement shall commence on October 1, 2015, and terminate on September 30, 2016. This agreement is in full force and effect for the period specified in this section and must be signed prior to the initiation of any associated subcontract activity unless an exception is explicitly granted by the SCAO.
- II. **Agreement Amount and Budget:**
This agreement incorporates the Grantee's approved grant application request and most recently approved budget. Any changes to the Project Budget must be requested by the Grantee with a Contract Amendment form in WebGrants, subject to approval by the SCAO. Budget deviation allowances are not permitted.
- III. **Relationship:**
The Grantee is an independent contractor, and it is understood that the Grantee is not an employee of the SCAO. No employee, agent, or subcontractor of the Grantee is an employee of the SCAO. No liability or benefits, including, but not limited to, retirement benefits or liabilities, pension rights or liabilities, insurance rights or liabilities, fringe benefits, training, holiday pay, sick pay, vacation pay, or such other rights, provisions, or liabilities arising out of an agreement of hire or employer-employee relationship, either

express or implied, shall arise or accrue to either party as a result of this contract. The Grantee is not eligible for, and will not participate in, any such benefits. The Grantee is responsible for payment of all taxes, including federal, state, and local taxes arising out of the Grantee's activities in accordance with this agreement, including, but not limited to, income taxes, social security taxes, unemployment insurance taxes, and any other taxes or fees. The Grantee understands and agrees that all parties furnishing services pursuant to this agreement are, for purposes of workers' compensation liability or other actions of employee-related liability, not employees of the SCAO. The Grantee bears the sole responsibility and liability for furnishing workers' compensation benefits to any of its employees for injuries arising from or connected with services performed pursuant to this agreement. The Grantee does not, and shall not, have the authority to enter into contracts on the SCAO's behalf.

IV. **Insurance:**

The Grantee should carry insurance coverage or self-insurance in such amounts as necessary to cover all claims arising out of the Grantee's operations under the terms of this agreement.

V. **Scope of Services:**

Upon signing of this agreement, the SCAO agrees to provide funding from the Grant in an amount not to exceed the amount of this agreement. In no event does this agreement create a charge against any other funds of the SCAO or the Michigan Supreme Court. The Grantee, and the Grantee's employees or subcontractors, shall devote such time, attention, skill, knowledge, and professional ability as is necessary to most effectively and efficiently carry out and perform the services as described in this agreement and in any amendments to this agreement. Commitment of state resources for the acquisition of goods and services, and execution of purchase orders, agreements, and similar agreements, shall remain the sole responsibility of the SCAO.

VI. **Statement of Work:**

The Grantee agrees to undertake, perform, and complete the services described in its approved grant application. Any changes to the work described in the grant application must be requested using a Contract Amendment form in WebGrants. The Grantee may not assign the performance under this agreement to any other entity or person who is not an employee of the Grantee except with prior written approval of the SCAO. All provisions and requirements of this agreement shall apply to any agreements the Grantee may enter into in furtherance of its obligations under this agreement and shall be responsible for the performance of any contracted work.

VII. **Publication Rights:**

The Grantee shall give proper recognition in any and all publications, papers and presentations arising from the program (including from subcontractors) herein by placing the following disclaimer on any and all publications, papers and presentations:

"The opinions, findings, and conclusions expressed in this publication are those of the author(s) and not necessarily those of the State Court Administrative Office, Michigan Office of Highway Safety Planning, or the U.S. Department of Transportation, National Highway Traffic Safety Administration. The report was prepared in cooperation with the State Court Administrative Office, the Michigan Office of Highway Safety Planning, and the U.S. Department of Transportation,

National Highway Traffic Safety Administration."

The SCAO shall, in return, give recognition to the Grantee and/or Subcontractor when applicable.

VIII. General Public Information and Education Requirements:

- A. All original electronic files including, designs, concepts, photographs, video, and audio financed with grant funds shall be delivered to the SCAO by an agreed upon due date between SCAO and the grantee. The items will remain property of the Michigan State Police, Office of Highway Safety Planning, and shall not be subject to copyright protection by the Grantee or their agents. Items will be submitted to the SCAO immediately after production of the item. The SCAO will hold the final grant reimbursement until all of the above items have been submitted. The Grantee shall not enter into agreement that includes any time limits on rights for music, talent, artwork, or photographs. The Grantee shall inform all vendors, subcontractors, or their agents of this requirement before authorizing work to be performed.
- B. All printed public information and education materials and videos are required to contain logos as designated by the OHSP, which are available in electronic formats upon request. See printing requirements listed below for more details. Audio materials must include the OHSP tag line. All materials, including audio and video materials, must be approved by the SCAO prior to production. Audio and video scripts must be submitted for review and approval. Approval will be given within one week of receipt by the SCAO. All videos, print photography, or graphics shall depict drivers and passengers to be properly restrained by safety belts or child passenger safety devices unless the lack of restraints is for demonstration and educational purposes.
- C. In accordance with Title II Part 225 of the Code of Federal Regulations, messaging costs which are of a public relations nature, and designed in whole or in part to promote either an individual or a governmental unit, is prohibited and not eligible for reimbursement.
- D. The following byline shall be placed on all printed public information and education materials: "This material was developed through a project funded by the Michigan Office of Highway Safety Planning and the U.S. Department of Transportation."
- E. All public communications or news releases concerning this project shall state the project is financed with funds administered through OHSP.
- F. The purchase of program advertising space by Grantees on TV, radio, magazines, newspapers, billboards, etc. is not an allowable expense and will not be reimbursed.

IX. State of Michigan Printing Requirements:

The following items require the prior approval of the SCAO:

- Flyers
- Posters
- Brochures
- Printing requirement two or more colors of ink
- Annual reports
- Newsletters
- Printing requiring photographs

- Printing projects that include silk screened folders or binders, die-cut folders or covers, holograms, foil printing, embossing, or engraving.

Paper stock shall be standard sizes, as unusual sizes and special-order paper stock is more expensive than standard size and result in additional waste.

X. **Copies:**

The SCAO will require one electronic copy of any publication produced with federal traffic safety grant funds if the items are not distributed statewide. The copy can be submitted via email, CD, or flash drive. The SCAO will require three copies of any of the following produced with federal traffic safety grant funds if they are distributed statewide. These copies are distributed throughout the state of Michigan's library system:

- Annual reports
- Manuals, handbooks, and training materials
- News releases
- Statistics

The SCAO will require three copies of any of the following produced with federal traffic safety grant funds if they are distributed statewide. These copies are housed as part of Michigan's library system:

- Posters
- Brochures
- Flyers

If the publication is available on a publicly accessible website, a link to the document must also be provided to the SCAO. The state of Michigan's library system will then include it in its digital archive.

XI. **Closed Captioning:**

All DVDs must be closed captioned. This includes any online videos. Public communications or news releases concerning this project shall state that the project was financed with funds administered through the OHSP.

XII. **Social Media Use and Approval:**

Posts to social media accounts such as Facebook and Twitter associated with federally funded grants and projects require prior approval from the SCAO before release to the public. Approval will be granted on a case by case basis.

XII. **Performance Measurement Data and Reporting:**

The Grantee agrees to submit and is responsible for timely, complete, and accurate reports as identified in Attachment 1. The failure of the Grantee to comply with this requirement may result in the withholding of funds and or termination of this agreement. The data for each participant who is screened or accepted into the program must be entered into the Drug Court Case Management Information System (DCCMIS). If any report is thirty days past due, a delinquency notice will be sent via email notifying the Grantee that it has 15 days to comply with the reporting requirement. Forty-five days past the due date, a forfeiture notice will be sent to the Grantee via the U.S. Postal Service notifying it that its funding award has been rescinded due to contract noncompliance.

XIII. **Payment Processing:**

- A. The SCAO, in accordance with the general purposes, objectives, and terms and conditions of this agreement, will provide payment to the Grantee based upon appropriate reports, records, and documentation maintained by the Grantee. Any billing or request for reimbursement for subcontract costs must be supported by adequate source documentation on costs and services. A document entitled “Acceptable Back up Documentation for Federal Cost Claims” is available from the OHSP to assist with identifying adequate back-up documentation. Costs charged to this grant cannot be charged to any other program. Costs must be net of all applicable credits such as purchase discounts, rebates or adjustments of overpayments or erroneous charges. Payment requests must be submitted to the SCAO in a timely manner such that the SCAO can subsequently request reimbursement from the OHSP within the required reimbursement period. The Grantee must sign up through the online vendor registration process to receive payments as Electronic Funds Transfers (EFT)/Direct Deposits. Registration information is available through the Department of Technology, Management, and Budget’s website at: http://www.michigan.gov/budget/0,1607,7-157-13404_37161-179392--,00.html.
- B. The Grantee shall make reasonable efforts to collect 1st and 3rd party fees, where applicable, and report these as outlined in the SCAO’s fiscal procedures. Any under-recoveries of otherwise available fees resulting from failure to bill for eligible services will be excluded from reimbursable expenditures.
- C. Any program income received shall be used exclusively to further traffic safety project activities. Program income is defined as gross income earned by the Grantee from grant supported activities. Some examples are proceeds from the sale of items purchased or developed with grant funds, or revenue received from attendees at trainings or conferences paid for with grant funds. Program income must be netted against costs incurred within the grant or returned to the SCAO, unless prior permission is obtained from the SCAO to use the funds for other traffic safety projects.
- D. Payments for salaries and wages shall be supported by time and attendance reports, based on an after-the-fact distribution of time, which shows details of the activities performed. Grantees must maintain activity logs which document the actual amount of time spent on this grant project, and describe the nature of the activities performed. If the grant is funded from multiple sources, the logs must show the activity by fund source. This documentation must be submitted with the financial reimbursement request.
- E. Reimbursement for wages and fringe benefits shall be based on actual costs not budgeted rates. Only those fringe benefit costs that actually increase as a result of hours worked on this project can be claimed for reimbursement. For overtime wages, those costs typically include FICA, workers compensation, and retirement, but if any of these costs are structured so that they do not increase with overtime, such increases cannot be reimbursed. For straight-time grant-funded positions, all fringe benefits associated with the position may be claimed to the extent that the position has been approved for reimbursement (e.g., if 50 percent of the position is grant funded, 50 percent of the fringe benefits can be claimed). Fringe benefit rates must be reasonable, in accordance with federal cost principles. Grantees shall comply with all state labor laws.

- F. Contractual services are services of individual consultants or consulting firms engaged in performing special services pertinent to highway safety. All Grantees or subgrantees awarding contracts or subcontracts shall comply with the terms and conditions of Title 49 Code of Federal Regulations, Part 18 – Uniform Administrative Requirements For Grant And Cooperative Agreements To State and Local Governments, § 18.36 Procurement. All contracts for the purpose of developing public information materials (print, audio, or video) must be submitted to the SCAO for review prior to entering into the contractual agreement with the vendor.
- G. Automotive expenses submitted shall be based on the actual costs incurred. In most cases, this will be calculated by multiplying actual miles driven times mileage rate. The maximum rate is the State’s standard travel rate, but if the grantee’s rate is less, then the lesser amount must be used. The rate will be determined when the budget is approved.
- H. Reimbursements for travel (meals, lodging, mileage, etc.) cannot exceed the lesser of the Grantee’s published travel rates or allowable State of Michigan travel rates. Exceptions to this for unusual situations require prior approval by the SCAO prior to incurring the expense.
- I. Postage, telephone, and grant related travel costs shall be documented by log or meter and submitted with the reimbursement request.
- J. Only program activities and expenses detailed in the approved grant budget and incurred during the grant period are eligible for reimbursement. Expenses incurred that are not detailed in the approved grant budget or outside the grant period will not be reimbursed. Costs cannot exceed the approved grant award.
- K. Goods purchased through the grant shall be received in acceptable conditions. If goods are not received in acceptable condition within thirty (30) days prior to the grant ending, the grantee shall contact the SCAO program coordinator.
- L. The grantee shall use generally accepted accounting principles.
- M. A separate account or fund must be established for this project. A separate account is required to be maintained by all agencies receiving grant funds from the SCAO regardless of the dollar amount. In addition, grantees receiving from SCAO for multiple projects must have a separate account for each grant project. It is the responsibility of the oversight agency to insure that all sub-agencies meet this requirement. The general ledgers of the sub-agencies are not required to be submitted with requests for payment unless specifically requested by SCAO.
- N. Costs must be net of all applicable credits such as purchase discounts, rebates or adjustments of overpayments or erroneous charges.
- O. The following deviations from the approved budget require prior approval from SCAO:
 - A. A specific item of cost not included in the approved budget.
 - B. An increase in the number of specific item over and above the total authorized.
- P. A delay in submitting support documentation may result in the suspension of all grant activity.
- Q. Failure to submit cost statements with adequate supporting documentation prior to the fiscal year close out deadline will result in non-reimbursement of those costs. Costs from one fiscal year cannot be paid in a subsequent fiscal year.

XIV. **Employee Time Certifications:**

It is the Grantee's obligation to notify the SCAO immediately when an OHSP-funded employee:

- Is disabled or deceases while having been assigned to a grant-funded position;
- Is removed or reassigned from a grant-funded position; and/or,
- Is unable to report to work due to injury or illness not related to job performance (and is not replaced within 30 days by another employee).

All agreement-funded employees will complete and submit to the SCAO an executed Employee Time Certification form supplied in WebGrants. The grantee's failure to submit Employee Time Certification forms could result in loss of position funding.

XV. **Record Maintenance/Retention:**

The Grantee agrees to maintain adequate program and fiscal records and files, including source documentation to support program activities and all expenditures made under the terms of this agreement, as required. The Grantee must assure that all terms of this agreement will be appropriately adhered to and that records and detailed documentation for the project or program identified in this agreement will be maintained (may be off site) for a period of not less than four years from the date of grant closure or until any pending litigation and/or audit findings have been resolved. All retention record guidelines set by the SCAO and/or the Grantee must be adhered to if they require additional years beyond retention guidelines stated herein. The Grantee's accounting system must maintain a separate fund or account that segregates grant contract receipts and expenditures from other receipts and expenditures of the Grantee.

XVI. **Authorized Access:**

The Grantee must permit, upon reasonable notification and at reasonable times, access by authorized representatives of the SCAO, the OHSP, Program Evaluators (contracted by the OHSP or the SCAO), Federal Grantor Agency, Comptroller General of the United States and State Auditor General, or any of their duly authorized representatives, to records, files, and documentation related to this agreement, to the extent authorized by applicable state or federal law, rule, or regulation. The SCAO and/or the OHSP may conduct on-site monitoring visit(s) and/or grant audit(s) any time during the grant period. All grant records and personnel must be made available during any visit, if requested. The SCAO and/or the OHSP may request that a funded program be evaluated by a contracted outside evaluation team. Grantees shall work cooperatively with the evaluation team in such a manner that the program be able to be fully reviewed and assessed.

XVII. **Confidential Information:**

In order that the Grantee's employees or subrecipient subcontractors may effectively provide fulfillment of this agreement to the SCAO, the SCAO may disclose confidential or proprietary information pertaining to the SCAO's past, present, and future activities to the Grantee. All such information is proprietary to the SCAO and the Grantee shall not disclose such information to any third party without prior approval from the SCAO, unless disclosure is required by law or court order. If disclosure is required by law or court order, the SCAO will be notified of the request before disclosure. The Grantee agrees to return all confidential or proprietary

information to the SCAO immediately upon the termination of this agreement. Both the SCAO and the Grantee shall ensure that medical services to, and information contained in the medical records of, persons served under the provisions of this agreement or other such recorded information required to be held confidential by federal or state law, rule, or regulation, in connection with the provision of services or other activity under this agreement, shall remain confidential. Such information shall be held confidential, and shall not be divulged without the written consent of either the patient or a person responsible for the patient, except as may be otherwise required by applicable law or regulation. Such information may be disclosed in summary, statistical, or other form, if the disclosure does not directly or indirectly identify particular individuals.

XVIII. **Human Subjects:**

The Grantee must submit all research involving human subjects conducted in programs sponsored by the SCAO, or in programs that receive funding from or through the state of Michigan, to the Michigan Department of Health and Human Services (MDHHS) Institutional Review Board (IRB) for approval prior to the initiation of the research.

XIX. **Subcontractor/Vendor Monitoring:**

The Grantee must comply with the Single Audit Act of 1984, as amended, 31 USC 7501 *et seq.* requirements and must forward all single audits covering grant funds administered through this agreement to the SCAO. The SCAO is responsible for reviewing all single audit adverse findings, issuing management decisions on audit findings and ensuring that corrective actions are implemented in accordance of OMB Circular A-133. The SCAO is responsible for ensuring that the Grantee is expending grant funds appropriately as specified through this agreement, and shall conduct monitoring activities to ensure compliance with all associated laws, regulations and provisions as well as ensure that performance goals are achieved. The SCAO shall ensure compliance for for-profit subcontractors as required by OMB Circular A-133, Section .210(e). The SCAO must ensure that transactions with vendors comply with laws, regulations, and provisions of contracts or grant agreements in compliance with OMB Circular A-133, Section .210(f).

XX. **Notification of Criminal or Administrative Investigations/Charges:**

If any employee of the Grantee that is associated with this agreement project becomes aware of a criminal or administrative investigation or charge that directly or indirectly involves grant funds referenced in this agreement, the Grantee shall immediately notify the SCAO, in writing, that such an investigation is ongoing or that a charge has been issued.

XXI. **Agreement Suspension/Termination:**

In addition to forfeiture under Section XIII, the SCAO and/or the Grantee may suspend and/or terminate this agreement without further liability or penalty to the SCAO for any of the following reasons:

- A. This agreement may be suspended by the SCAO if any of the terms of this agreement are not adhered to. Suspension requires immediate action by the Grantee to comply with this agreement's terms; otherwise, termination by the SCAO may occur.
- B. Failure of the Grantee to make satisfactory progress toward the goals, objectives, or strategies set forth in this agreement.

- C. Proposing or implementing substantial plan changes to the extent that, if originally submitted, the application would not have been selected for funding.
- D. Filing false certification in this agreement or other report or document.
- E. This agreement may be terminated by either party by giving 15 days written notice to the other party. Such written notice will provide valid, legal reasons for termination along with the effective date.
- F. This agreement may be terminated immediately if the Grantee, an official of the Grantee, or an owner of a 25% or greater share of the Grantee is convicted of a criminal offense incident to the application for or performance of a State, public, or private grant or subcontract; or convicted of a criminal offense including but not limited to the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees; convicted under State or Federal antitrust statutes; convicted of any other criminal offense which, in the sole discretion of the National Highway Traffic Safety Administration, reflects on the Grantee's business integrity; any activity in Section XX of this agreement during the term of this agreement or any extension thereof.
- G. This agreement may be terminated immediately without further financial liability to the SCAO if funding for this agreement becomes unavailable to the SCAO.
- H. If a grant is terminated by the SCAO for failure to meet the grant management requirements, the Grantee shall not be eligible to seek grant funding from the SCAO OHSP grant program for a period of two years. In order to obtain grant funding after the two-year period, the Grantee will be required to submit written assurances that the identified deficiencies have been corrected. Additionally, the Grantee may be required to submit monthly financial reports to allow for increased financial monitoring.

XXII. **Final Reporting Upon Termination:**

Should this agreement be terminated by either party, within 30 days after the termination, the Grantee shall provide the SCAO with all financial, performance, and other reports required as a condition of this agreement. The SCAO will make payments to the Grantee for allowable reimbursable costs not covered by previous payments or other state or federal programs.

XXIII. **Severability:**

If any provision of this agreement or any provision of any document attached to or incorporated by reference is waived or held to be invalid, such waiver or invalidity shall not affect other provisions of this agreement.

XXIV. **Liability:**

- A. All liability to third parties, loss or damage as a result of claims, demands, costs, or judgments arising out of activities, such as the provision of policy and procedural direction, to be carried out by the Grantee in the performance of this agreement shall be the responsibility of the Grantee, and not the responsibility of the SCAO, if the liability, loss, or damage is caused by, or arises out of, the

action or failure to act on the part of any Grantee employee or agent, provided that nothing herein shall be construed as a waiver of any governmental immunity as provided by statute or court decisions.

- B. All liability to third parties, loss, or damage as a result of claims, demands, costs, or judgments arising out of activities, such as direct service delivery, to be carried out by the SCAO in the performance of this agreement shall be the responsibility of the SCAO, and not the responsibility of the Grantee, if the liability, loss, or damage is caused by, or arises out of, the actions or failure to act on the part of the SCAO, anyone directly or indirectly employed by the SCAO, provided that nothing herein shall be construed as a waiver of any governmental immunity that has been provided to the SCAO or its employees by statute or court decisions.
- C. In the event that liability to third parties, loss, or damage arises as a result of activities conducted jointly by the Grantee and the SCAO in fulfillment of their responsibilities under this agreement, such liability, loss, or damage shall be borne by the Grantee and the SCAO in relation to each party's responsibilities under these joint activities, provided that nothing herein shall be construed as a waiver of any governmental immunity by the Grantee, the SCAO, or their employees, respectively, as provided by statute or court decisions.

XXV. **Michigan Law:**

This agreement shall be subject to, and shall be enforced and construed under, the laws of Michigan.

XXVI. **Debt to State of Michigan:**

The Grantee covenants that it is not, and will not become, in arrears to the state of Michigan or any of its subdivisions upon contract, debt, or any other obligation to the state of Michigan or its subdivisions, including real property, personal property, and income taxes.

XXVII. **Disputes:**

- A. The Grantee shall notify the SCAO in writing of the Grantee's intent to pursue a claim against the SCAO for breach of any term of this agreement within seven days of discovery of the alleged breach.
- B. The Grantee and the SCAO agree that with regard to any and all disputes, controversies, or claims arising out of or in connection with or relating to this agreement; or any claim that the SCAO violated any local, state, or federal ordinance, statute, regulation, law, or common-law doctrine (including discrimination or civil rights claims); or committed any tort; the parties shall attempt to resolve the dispute through mediation. Selection of a mediator will be by mutual agreement of the parties.
- C. The Grantee and the SCAO agree that, in the event that mediation is unsuccessful, any disputes, controversies, or claims shall be settled by arbitration. Selection of an arbitrator will be by mutual agreement of the parties. The decision of the arbitrator shall be binding on both parties. The award, costs, and expenses of the arbitration shall be awarded at the discretion of the arbitrator. This agreement to arbitrate shall be specifically enforceable. A judgment of any circuit court shall be rendered upon the award made pursuant to submission to the arbitrator.

XXVIII. **Certifications and Assurances:**

The Grantee must adhere to all applicable Certifications and Assurances provided in this section. The failure to do so may result in the termination of grant funding or other remedies.

A. **Certifications:**

The Grantee should refer to the regulations cited below to determine the certification to which they are required to attest. Acceptance of this agreement requires compliance with certification requirements under 28 C.F.R. Part 69, "New Restrictions on Lobbying" and 28 C.F.R. Part 67, "Government-wide Debarment and Suspension (Non-procurement) and Government-wide Requirements for Drug-Free Workplace (Grants)."

B. **Lobbying:**

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 C.F.R. Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 C.F.R. Part 69, the Grantee certifies that:

1. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, 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 grantee shall complete and submit Standard Form -LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;
3. This certification is a material representation of fact upon which reliance was placed when the grant application was made and entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure; and
4. None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. A State official whose salary is supported with NHTSA funds is not precluded from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

C. **Business Integrity Clause:** The SCAO may immediately cancel the grant without further liability to the SCAO or its employees if the grantee is

convicted of a criminal offense incident to the application for or performance of a State, public, or private grant or subcontract; or convicted of a criminal offense including but not limited to any of the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees; convicted under State or Federal antitrust statutes; or convicted of any other criminal offense which, in the sole discretion of the SCAO, reflects the grantee's business integrity

D. Debarment, Suspension and Other Responsibility Matters (Direct Recipient): As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 C.F.R. Part 2867, for prospective participants in primary covered transactions, as defined at 28 C.F.R. Part 2867, Section 2867.20(a):

1. The Grantee certifies that it and its principals:
 - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of federal benefits by a state or federal court, or voluntarily excluded from covered transactions by any federal department or agency;
 - b. Have not within a three-year period preceding this application 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;
 - c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and,
 - d. Have not within a three-year period preceding this application had one or more public transactions (federal, state or local) terminated for cause or default.

E. Drug-Free Workplace: The grantee and subgrantees agrees to abide by the Federal Drug-Free Workplace Act (49 CFR Part 29 Sub-part F).

F. Standard Assurances:

The Grantee hereby assures and certifies compliance with all applicable federal statutes, regulations, policies, guidelines, and requirements, including OMB Circulars A-21, A-87, A-102, A-110, A-122, A-133; Executive Order 12372 (intergovernmental review of federal programs); and, 28 C.F.R. Parts 66 or 70 (administrative requirements for grants and cooperative agreements).

The Grantee also specifically assures and certifies that:

1. It has the legal authority to apply for federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
2. It will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

3. It will give the awarding agency or the general office, through any authorized representative, timely access to and the right to examine all paper or electronic records related to the financial assistance. It will comply with all lawful requirements imposed by the awarding agency, specifically including any applicable regulations, such as 28 C.F.R. Parts 18, 22, 23, 30, 35, 38, 42, 61 and 63, and the award term in 2 C.F.R. § 175.15(b).
4. It will assist the awarding agency, if necessary, in assuring compliance with section 106 of the National Historic Preservation Act of 1966, 16 U.S.C. § 470, Executive Order 11593 (Protection and Enhancement of the cultural Environment), the Archeological and Historical Preservation Act of 1974, 16 U.S.C. § 469 *et seq.*, and the National Environmental Policy Act of 1969, 42 U.S.C. § 4321 *et seq.*
5. It will comply with Executive Order 13279, Executive Order 13559, and the regulations on the Equal Treatment for Faith-Based Organizations, 28 C.F.R. Part. 38, which prohibits recipients from using federal financial assistance on inherently (or explicitly) religious activities and from discriminating in the delivery of services on the basis of religion. Programs and activities must be carefully structured to ensure that federal financial assistance is not being used for literature, classes, meetings, counseling sessions, or other activities that support twelve-step programs, which are considered to be religious in nature. The twelve-step programs must take place at a separate time or location from the activities supported with federal financial assistance and the participation of beneficiaries in twelve-step programs is strictly voluntary. It must make clear to any and all vendors and program participants that twelve-step programming is separate and distinct from federally-funded activities. It must also ensure that participants are not compelled to participate in twelve-step programs and cannot penalize a participant who chooses not to participate in a twelve-step program. It must ensure that employees fully funded by federal funds are not involved with twelve-step programs whereby they are instructing or indoctrinating clients on the twelve steps. Employees of the Grantee shall clearly document the number of hours spent on secular activities associated with the federally-funded program and ensure that time spent on twelve-step programs is completely separate from time spent on permissible secular activities. In addition, at least one secular program must be provided as an alternative to twelve-step programming.
6. The Grantee agrees to ensure that no person in the United States shall, on the grounds of race, color, religion, national origin, ancestry, age, sex, height, weight, marital status, physical or mental handicap or disability, political affiliation or beliefs, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under this program. The Grantee shall adhere to all applicable federal, state and local laws, ordinances, rules and regulations including, but not limited to, the following: The Grantee will comply with all state and federal statutes and implementing regulations relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (Pub. L. 88-352), which prohibits

discrimination on the basis of race, color or national origin (and 49 CFR Part 21); (b) Title IX of the Education Amendments of 1972, as amended (20 U.S. C. 1681-1683 and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), and the Americans with Disabilities Act of 1990 (Publ. L. 101-336), as amended (42 U.S.C. 12101, et seq.) which prohibits discrimination on the basis of disabilities (and 49 CFR Part 27); (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. 6101-6107), which prohibits discrimination on the basis of age; (e) the Civil Rights Restoration Act of 1987 (Pub. L. 100-259), which requires federal-aid recipients and all subrecipients to prevent discrimination and ensure nondiscrimination in all of their programs and activities; (f) the Drug Abuse Office and Treatment Act of 1972 (Pub. L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (g) the comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (Pub. L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (h) Section 523 and 527 of the Public Health Service Act of the 1912, as amended (42 U.S.C. 290dd-3 and 290ee-3), relating to confidentiality of alcohol and drug abuse patient records; (i) Title VIII of the Civil Rights Act of 1968, as amended (42 U.S.C. 3601, et seq.), relating to nondiscrimination in the sale, rental or financing of housing ; (j) any other nondiscrimination provision in the specific statute(s) under which application for federal assistance is being made; and (k) the requirements of any other nondiscrimination statute(s) which may apply to the application. The Elliott-Larsen Civil Rights Act, 1976 PA 453, as amended. The Grantee's highway safety program provides adequate and reasonable access for the safe and convenient movement of physically handicapped persons, including those in wheelchairs, across curbs constructed or replaced on or after July 1, 1976, at all pedestrian crosswalks (23 USC 402(b) (1) (D)).

7. If the Grantee is a governmental entity, it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Policies Act of 1970, 42 U.S.C. § 4601 *et seq.*, which governs the treatment of persons displaced as a result of federal and federally-assisted programs; and,
8. If the Grantee is a governmental entity, it will comply with requirements of 5 U.S.C. §§ 1501-08 and §§ 7324-26, which limit certain political activities of state or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

G. Non-Supplanting:

It is imperative that the Grantee understands that the non-supplanting requirement mandates that grant funds may be used only to supplement (increase) the Grantee's budget, and may not supplant (replace) state, local or tribal funds that otherwise would have been spent on positions and/or any other items approved in this agreement budget if it had not received a grant award. The Financial Officer or Authorizing Official may not be funded

under this grant. This means that if your agency plans to:

1. Hire new positions (including filling existing vacancies that are no longer funded in your agency's budget), it must hire these additional positions on or after the official grant award start date, above its current budgeted (funded) level of positions.
2. Rehire personnel who have already been laid off (at the time of application) as a result of state, local, or tribal budget cuts, it must rehire the personnel on or after the official grant award start date, and maintain documentation showing the date(s) that the positions were laid off and rehired.
3. Maintain personnel who are (at the time of application) currently scheduled to be laid off on a future date as a result of state, local or tribal budget cuts, it must continue to fund the personnel with its own funds from the grant award start date until the date of the scheduled lay-off (e.g., if the grant award start date is July 1 and the lay-off is scheduled for October 1, then the grant funds may not be used to fund the officers until October 1, the date of the scheduled layoff), and maintain documentation showing the date(s) and reason(s) for the lay-off. [Please note that as long as your agency can document the date that the lay-off(s) would occur if the grant funds were not available, it may transfer the personnel to the grant funding on or immediately after the date of the lay-off without formally completing the administrative steps associated with a lay-off for each individual personnel.]
4. Documentation that may be used to prove that scheduled lay-offs are occurring for local economic reasons that are unrelated to the availability of grant funds may include (but are not limited to) council or departmental meeting minutes, memoranda, notices, or orders discussing the lay-offs; notices provided to the individual personnel regarding the date(s) of the layoffs; and/or budget documents ordering departmental and/or jurisdiction-wide budget cuts. These records must be maintained with your agency's grant records.
5. The grantee shall not use grant funds to supplant state or local funds, or, the resources that would otherwise have been made available for this program. Further, if a position is created by a grant and is filled from within, the vacancy created by this action must be filled within 30 days. If the vacancy is not filled within 30 days, the grantee must stop charging the grant for the new position. Upon filling the vacancy, the grantee may resume charging the grant position.

H. The Hatch Act:

1. Grantees and sub-grantees will comply with the provisions of 5 USC §§ 1501-1508 and implementing regulations of 5 CFR Part 151, concerning "Political Activity of State or Local Offices or Employees.

I. Buy America Act:

1. Only items produced in the United States may be purchased with federal funds unless the Grantee can show that such domestic purchases would be inconsistent with the public interest; that such materials are not reasonably available and are of an unsatisfactory quality; or that inclusion of domestic materials will increase the cost of the overall

project contract by more than 25 percent. Clear justification for the purchase of non-domestic items must be in the form of a waiver request submitted to the SCAO for approval by the appropriate governing authority.

2. The Grantee or its contractors agree to ensure that minority business enterprises, as defined in 49 CFR Part 23, have the maximum opportunity to participate in the performance of contracts and subcontracts financed in whole or in part with federal funds provided under this agreement.

J. Health Insurance Portability and Accountability Act of 1996:

To the extent that the Health Insurance Portability and Accountability Act of 1996 is pertinent to the services that the Grantee provides to the SCAO under this agreement, the Grantee assures that it is in compliance with the HIPAA requirements including the following:

1. The Grantee must not share any protected health data and information provided by the SCAO or the OHSP that falls within the HIPAA prohibitions.
2. The Grantee must require the subcontractor not to share any protected health data and information from the SCAO that falls under the HIPAA requirements in terms and conditions of the subcontract.
3. The Grantee must only use the protected health data and information for the purposes of this agreement.
4. The Grantee must have written policies and procedures addressing the use of protected health data and information that falls under the HIPAA requirements. The policies and procedures must meet all applicable federal and state requirements including the HIPAA regulations. These policies and procedures must include restricting access to the protected health data and information by the Grantee's employees.
5. The Grantee must have a policy and procedure to report to the SCAO any unauthorized use or disclosure of protected health data and information that falls under the HIPAA requirements of which the Grantee becomes aware.
6. Failure to comply with any of these contractual requirements may result in the termination of this agreement in accordance with Section XXII, Agreement Suspension/Termination, above.
7. In accordance with the HIPAA requirements, the Grantee is liable for any claim, loss, or damage relating to unauthorized use or disclosure of protected health data and information received by the Grantee from the SCAO, the OHSP, or any other source.

XXIX. **Conditions on Expenses:**

Costs must be reasonable and necessary. Individual consultant fees are limited to \$450 (excluding travel, lodging and meal costs) per day, which includes legal, medical, psychological and accountant consultants. If the rate will exceed \$450 for an eight-hour day, prior written approval is required from the SCAO. Compensation for individual consultant services is to be responsible and consistent with that paid for similar services in the marketplace. Grantees shall conduct all procurement and contractual transactions, without regard to dollar value, to provide maximum, open, and free competition. Maximum, open, and free competition shall be assured

through the distribution of an adequate number of proposal solicitations.

1. Competition: Grantees shall conduct all procurement and contractual transactions, without regard to dollar value, to provide maximum, open and free competition. Maximum, open and free competition shall be assured through the distribution of an adequate number of proposal solicitations.
2. Small Purchase Procedures: Small purchase procedures are those relatively simple and informal procurement methods for securing services, supplies, or other property that do not cost more than \$25,000 in total. If small purchase procedures are used, price or rate quotations must be obtained from at least three (3) qualified sources.
3. Competitive Bids: For purchases over \$25,000, the Grantee shall follow their competitive bid process providing it is at least as restrictive as the process required by the State of Michigan. The Grantee or their contractor agrees to ensure that minority business enterprises, as defined in 49 CFR Part 23, have the maximum opportunity to participate in the performance of contracts and subcontracts financed, in whole or in part, with funds provided under this agreement.

XXX. **Conflict of Interest:**

The SCAO and the Grantee are subject to the provisions of 1968 PA 317, as amended, MCL 15.321 *et seq.*, and 1973 PA 196, as amended, MCL 15.341 *et seq.*

XXXI. **Compliance with Applicable Laws and Agreements:**

The Grantee will comply with applicable federal and state laws, guidelines, rules, and regulations in carrying out the terms of this agreement. The Grantee will also comply with all applicable general administrative requirements such as OMB Circulars covering cost principles, grant/agreement principles, and audits in carrying out the terms of this agreement, as well as the terms of the agreement between the OHSP and the SCAO. The SCAO shall supply the Grantee with a copy of said agreement.

XXXII. **Agreement Signatures:**

The Grantee hereby accepts this agreement in the amount and for the period indicated in the first page of this document on the basis of the application, assurances, and supporting documents submitted by the SCAO to the OHSP. This agreement becomes effective when signed by the parties. This award does not assure or imply continuation in funding beyond the funding period of this subcontract. The Grantee agrees to provide the SCAO with a copy of the Single Audit Report of the Grantee's entity.

XXXIII. **Entire Agreement:**

Except for the Grantee's approved grant application, application assurances, and most recently approved budget, this agreement contains the entire agreement between the parties and supersedes any prior written or oral promises and representations. No other understanding, oral or otherwise, regarding the subject matter of this agreement exists to bind either of the parties.

XXXIV. **Delivery of Notice:**

Written notices and communications required under this agreement shall be delivered

by electronic mail, regular mail, overnight delivery, or facsimile device to the following:

- A. The Grantee's contact Mark Nelson, 7200 S. Huron River Drive, Ypsilanti, MI 48197.

- B. The SCAO's contact person is Dr. Jessica Parks, State Court Administrative Office, Michigan Hall of Justice, P.O. Box 30048, Lansing, MI 48909.

Authorizing Official: Must be a person who is authorized to enter into a binding contract for the entity receiving funds. ***The authorizing official may not be a judge or other state employee.*** The authorizing official is normally from the Executive or Legislative Branch of the entity (e.g., City Manager, Mayor, Council President, Board Chairperson, Chief Financial Officer, etc.).

Court Authorized Official Signature:	SCAO Authorized Official Signature:
Name: Date:	Name: Date:

**OFFICE OF HIGHWAY SAFETY PLANNING GRANT PROGRAM (OHSP)
FY 2016 REPORTING REQUIREMENTS
October 1, 2015 through September 30, 2016**

DCCMIS DATA EXCEPTION REPORTS	
DUE DATE	NOTE
February 15, 2016	Courts will be reviewing error reports reflecting data entered into DCCMIS for the time period of October 1, 2015, through December 31, 2015.
May 15, 2016	Courts will be reviewing error reports reflecting data entered into DCCMIS for the time period of January 1, 2016, through March 31, 2016.
August 15, 2016	Courts will be reviewing error reports reflecting data entered into DCCMIS for the time period of April 1, 2016, through June 30, 2016.
November 15, 2016	Courts will be reviewing error reports reflecting data entered into DCCMIS for the time period of July 1, 2016, through September 30, 2016.
DCCMIS USER AUDIT	
DUE DATE	NOTE
January 31, 2016	Courts will be confirming user access to DCCMIS.
CLAIMS	
DUE DATE	NOTE
January 10, 2016	Courts will be reporting on expenditures from October 1, 2015, through December 31, 2015.
April 10, 2016	Courts will be reporting on expenditures from January 1, 2016, through March 31, 2016.
July 10, 2016	Courts will be reporting expenditures from April 1, 2016, through June 30, 2016.
October 10, 2016	Courts will be reporting expenditures from July 1, 2016, through September 30, 2016.
PROGRESS REPORTS	
DUE DATE	NOTE
April 30, 2016 Interim	Courts will be reporting on progress made during the first half of the grant period – October 1, 2015, through March 31, 2016.
October 30, 2016 Final Report	Courts will be reporting on progress made during the second half of the grant period – April 1, 2016, through September 30, 2016.
OHSP QUARTERLY PROGRAM REPORTS AND PROGRAM INCOME REPORTS	
DUE DATE	NOTE
January 10, 2016	Courts will be reporting on activity occurring during the time period of October 1, 2015, through December 31, 2015.
April 10, 2016	Courts will be reporting on activity occurring during the time period of January 1, 2016, through March 31, 2016.
July 10, 2016	Courts will be reporting on activity occurring during the time period of April 1, 2016, through June 30, 2016.
October 10, 2016	Courts will be reporting on activity occurring during the time period of July 1, 2016, through September 30, 2016.

PROGRAM INCOME VERIFICATION	
DUE DATE	NOTE
January 10, 2016	Courts will be verifying whether program income is collected.
OHSP EMPLOYEE TIME CERTIFICATION REPORTS	
DUE DATE	NOTE
April 10, 2016	Courts will be reporting on employee time paid for by the grant during the time period of October 1, 2015, through March 31, 2016.
October 10, 2016	Courts will be reporting on employee time paid for by the grant during the time period of April 1, 2016, through September 30, 2016.

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

TO: Charter Township of Ypsilanti Board of Trustees

FROM: Michael Saranen, Hydro Operator /
Manager Jeff Allen, Residential Services
Director

DATE: October 27, 2015

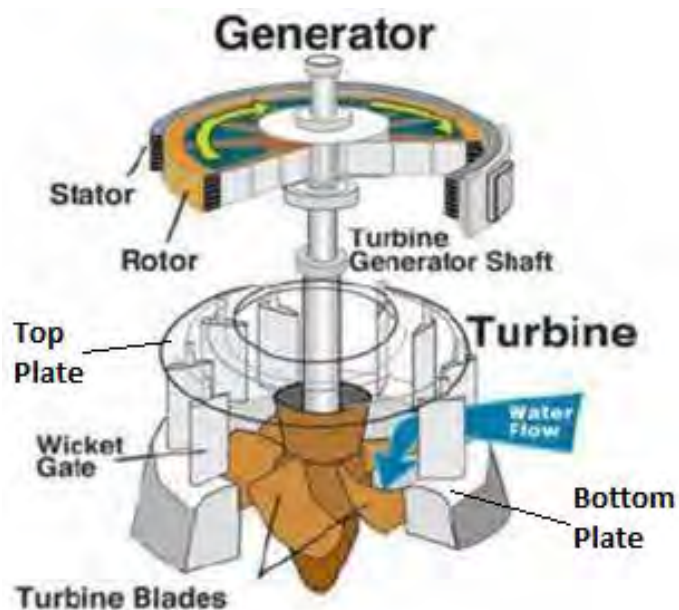
RE: Board Approval for Generator #1 Rehab -Change Order #1,
Additional Repairs; turbine shaft, shaft bushing, top and bottom
plate for \$39,125.00 budgeted in #252.252.000.976.000

I am requesting to waive the financial policy and authorize additional repairs to the Hydro Station's small generator to Padnos Leitelt. This work can be funded in 252.252.000.976.000.

On February 18, 2015 the Board approved a rehab of the small generator in the amount of \$374,102 which included at 15% contingency.

In early October, disassemble of the unit went well. After the parts were cleaned up it was apparent that some additional repairs are necessary to ensure the reliability and safe operation of the unit.

During reassembly, a 4 wire alignment is recommended to ensure the unit plumb. It will be necessary to remove the intermediate bearing on the second floor. If aligning the unit requires more than minor adjustments, the upper bearings may need to be removed and modified.



Padnos-Leitelt, Inc.

2301 TURNER NW
GRAND RAPIDS, MI 49544
Phone (616) 363-3817 Fax (616) 363-4081

October 26, 2015

Attention: Mr. Michael Saranen
Charter Township of Ypsilanti
Ford Lake Dam
7200 S. Huron River Drive
Ypsilanti, MI 48197

Subject: Additional Repairs For Unit # 1 @ The Ford Lake Dam.

Dear Michael:

Per your recent inspection of the components at our facility, please find the following proposal for your review and consideration.

Work Description:

Turbine Extension Shaft (Long Shaft):

Sandblast and inspect, set-up in lathe and true cut packing surface. Epoxy prime and paint areas exposed to water contact.

Runner Shaft (Short Shaft):

Sandblast and inspect, undercut worn bearing and packing surfaces and weld repair worn areas. Set-up shaft in lathe, machine bearing and packing surfaces to size. Epoxy prime and paint areas exposed to water contact.

Bottom Plate:

Sandblast, repair 10-stripped gate pin holes by machining plate manufacturing and installing 15-threaded inserts. Repair 5-cracked areas in bottom plate. Machine top surface of plate flat and parallel to bottom. Provide new fasteners to attach bottom plate to embedded curb ring.

-Continued-

Mr. Michael Saranen
Charter Township of Ypsilanti
October 26, 2015
Page # 2

Top Plate:

Sandblast and inspect, provide and install extra retaining screws in existing runner sealing ring. Machine sealing ring for clearance over runner crown. Epoxy prime and paint top surface of plate only.

Operating Ring:

Sandblast and inspect, epoxy prime and paint.

Turbine Guide Bearing Housing:

Sandblast and inspect and remove existing bearing. Machine bearing housing for the addition of 3-extra grease ports. Provide labor and material to manufacture and install new bronze guide bearing. Epoxy prime and paint bearing housing, provide new shaft packings and stainless steel fasteners.

Pit Cover Packing Housing:

Sandblast and inspect housing and packing rings. Epoxy prime and paint housing and provide new shaft packing.

Cost For Above Work \$30,625.00

Time Required to Complete Above Work..... Approximately 3-4 Weeks.

Notes:

We thank you for the opportunity of quoting on the above project and we look forward to working with you in the near future.

Sincerely,
Padnos-Leitelt, Inc.

Douglas J. Kesler
Sales

Padnos Leitelt, Inc.

2301 TURNER NW
GRAND RAPIDS, MI
49544

Phone (616) 363-3817 Fax (616) 363-4081

February 5, 2015

Attention: Michael Saranen
Charter Township of Ypsilanti
Ford Lake Dam
7200 S. Huron River Drive
Ypsilanti, MI 48197

Subject: Pricing to Rebuild Unit # 1 at the Ford Lake Hydro Plant

Dear Michael:

We are pleased to submit this revised proposal for your review and consideration.

Work Description-Task #1:

Supply material and labor to manufacture the following components as listed per your prior RFP:

- 25 pc. Gate Links, Cast iron bronze-bushed
- 21 pc. Gate Pins, Stainless Steel
- 21 pc. Gate Ring Pins, Stainless Steel
- 21 pc. Gate Ring Pin Jam Nut, Stainless Steel
- 21 pc. Gate Bolts, Stainless Steel
- 21 pc. Gate Bolt Bushings, Stainless Steel
- 21 pc. Lock Nuts, Bronze
- 4 pc. Connecting Rod Pins, Stainless Steel (2-pins to be equipped with locking nuts)
- 20 pc. Wicket Gates w/bronze bushings, Cast Ductile Iron
- 21 pc. Wicket Gate Pivot Washers, Stainless Steel

Cost for Above Work \$54,000.00

Additional Task # 1 Work:

- 1 pc. Spare Wicket Gate \$1,785.00
- 21 pc. Gate Bolt Bushing Lock Plates \$1,850.00
- 2 pc. Adjustable Connecting Rods (Identical to Unit # 2) \$6,400.00

Total for Task # 1 \$64,035.00

-Continued-

Work Description-Task #2:

Provide labor and equipment to completely disassemble the turbine components as listed above in Task # 1 along with following additional turbine components:

Disassembly:

- Pit Cover & Packing Housing
- Turbine Guide Bearing & Bearing Housing
- Turbine Extension Shaft
- Operating Ring
- Turbine Case Top and Bottom Plates
- Guide Vanes
- Runner

All of the above components will be placed on Level # 1 for inspection. (Note- If for some reason we cannot place the runner on Level # 1, we will set the runner on supports on Level # 3).

Inspection:

Perform a detail inspection of turbine case components and runner. Prepare an inspection report and a list of additional recommended repairs if any.

Re-Assembly:

Prep work area for acceptance of new parts and provide labor and equipment to assemble the turbine components as listed above in Task # 1 along with the additional components:

- Runner
- Turbine Case Top and Bottom Plates
- Guide Vanes
- Operating Ring
- Turbine Extension Shaft
- Turbine Guide Bearing & Bearing Housing
- Pit Cover & Packing Housing

-Continued-

Re-Assembly Cont.:

Turbine Shaft Alignment:

As part of the re-assembly process, we plan on performing an alignment of the Turbine Shafts and Runner. The alignment will consist of checking the Turbine Shafts for plumb and making minor adjustments to obtain plumb.

Final Checks and Adjustments:

- Check and confirm easy operation of Wicket Gates prior to installation of link pins.
- Cycle gate hydraulic system, check and adjust Wicket Gate closure.

Cost for Task # 2 Work

\$120,100.00 Bonding and Additional Insurance Coverage:

Based upon the requirements for the work on Unit # 2, we are assuming that this project will need to be bonded and also will require Owners Protective Liability Coverage; therefore we are including these costs into this project.

Bonding and Owners and Contractors Protective Liability Coverage @ Cost \$5,980.00

Pricing Schedule:

Price for Task #1	\$64,035.00
Price for Task #2	\$120,100.00
Bonding and Additional Insurance Coverage @ Cost	<u>\$5,980.00</u>
Grand Total	\$190,115.00

Potential Issues With Turbine Shaft Alignment:

Per our recent telephone conversation, we had discussion on potential issues we may encounter with the turbine shaft alignment. If for some reason we find that we cannot obtain an acceptable shaft alignment with some minor adjustments. There exists the possibility we may be required make modifications to the turbine shaft intermediate bearing/and or bearing housing. We may even have to go as far as moving the generator on its mounting pad or even disassembling portions of the generator and making additional modifications.

Per your request we have compiled the following estimates. Please keep in mind that these costs are our only best estimates of what we may encounter. Upon disassembly and inspection, we may find that the construction of these components may require a different scope of work, or that additional work may be required. Therefore, these cost estimates are not conclusive and are subject to change.

Turbine Shaft Intermediate Guide Bearing Modifications:

- Provide labor and equipment to remove Intermediate Bearing.
- Elongate bearing housing mounting holes.
- Provide labor and equipment to install Intermediate Bearing

Cost \$8,500.00

Move Generator and/or Remove & Modify Lower Generator Guide Bearing:

- Provide labor and equipment to move generator on its mounting pad.
- Provide labor and equipment to disassemble flywheel and lower to floor, remove generator guide bearing.
- Elongate bearing flange mounting holes.
- Provide labor and equipment to install generator guide bearing and install flywheel.

Cost \$22,000.00

Charter Township of Ypsilanti to be Responsible for Providing the Following:

- Turbine Shaft and Gate Shaft Packing.
- Sealant for the Pit Covers
- 115 VAC Electrical Service to operate hand tools and lights
- Restroom
- Compressed Air
- Lock Out/Tag Out Instructions
- Confined Space Program, permits if required, Rescue Personnel with equipment

Charter Township of Ypsilanti Responsibilities Cont.:

- Operation of the Overhead Crane if required
- Opening & Closing of Head Gates
- Providing a water tight environment in the turbine pit or maintaining an acceptable water level for our personal to perform the required work safely

Notes:

The above pricing schedule includes costs for bonding and additional insurance requirements. At our receipt of a purchase order we will provide the required documentation for your files.

During the course of this project we may find additional work, damaged or defective components that may require repair or replacement. We will bring any additional work to your attention and provide cost estimates for this work. Any additional work found outside of the above scope of work, will require Township approval along with a change order issued prior to commencement of this work.

If it would help you for budgeting, we would be willing to hold our current labor costs through 2015. We also will hold our material costs for period of 6-months from the date of this proposal. After this 6-month period we reserve the right to review our material costs and revise our proposal.

Due to the size of this project we will require some sort of progressive invoicing acceptable to all parties.

If you have any questions or concerns regarding this proposal, please feel free to contact us. We thank you for the opportunity of quoting on the above project and we look forward to working with you in the near future.

Sincerely, Padnos-
Leitelt, Inc.

Douglas J. Kesler Sales

CHARTER TOWNSHIP OF YPSILANTI

To: Karen Lovejoy Roe, Clerk
From: Mike Radzik, OCS Director
Re: Request authorization to seek legal action to abate public nuisances at properties located at 102 Wiard, 1636 Bailey and 7472 Knollwood Drive in the amount of \$15,000, with legal action budgeted in line item #101.950.000.801.023
Date: November 10, 2015
Cc: Board of Trustees
Doug Winters, Township Attorney

The Office of Community Standards has conducted investigations of two (2) vacant houses and one (1) occupied home and seeks authorization for legal action (if necessary) in Washtenaw County Circuit Court to abate the public nuisances that exist at:

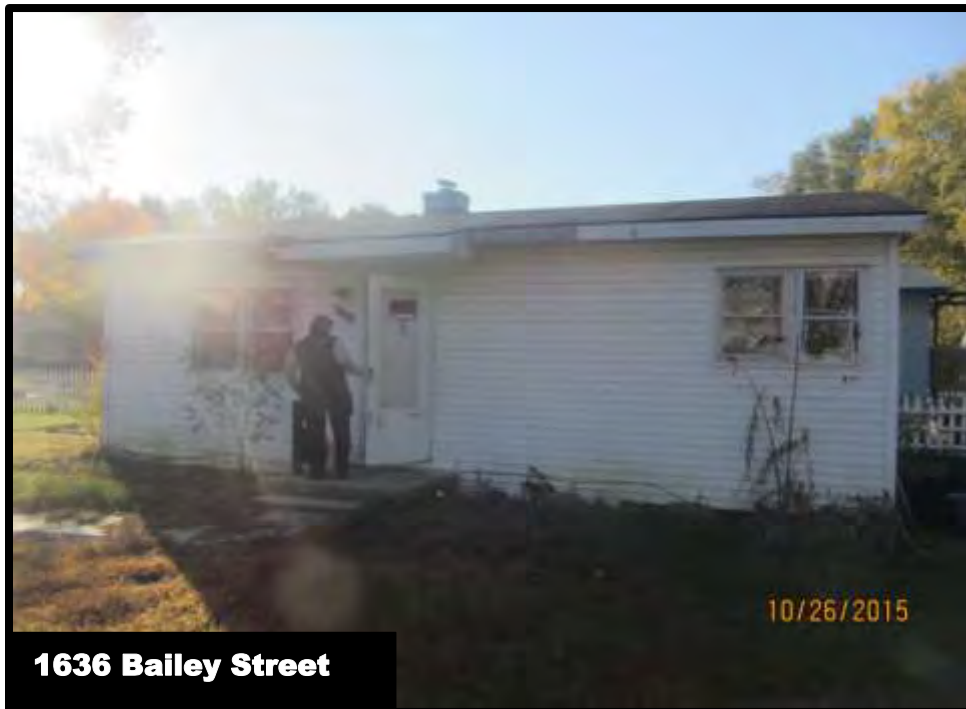
102 WIARD ROAD

This vacant house was previously stripped of siding and prepared for demolition by its owner, Martha Gatlin of Ypsilanti Township, who then never moved forward to demolish it. It was registered as a vacant house in December, 2014 and inspected in February, 2015 at which time the owner requested 90 days to complete the demolition. No demolition or repair permits have been obtained and a Notice of Violation and demolition order was issued. Legal counsel has written a letter to the owner asking for a firm time line to move forward. Authorization for legal action is requested in the event the owner fails to respond in a timely manner.



1636 BAILEY STREET

This single family house on an I-1 Industrial parcel of land has been vacant for an undetermined period of time and its owner, Michael McCord, has not provided a forwarding address of record. Despite having 100% homestead tax exemption status, invoices for vegetation enforcement and vacant housing inspection costs are delinquent and have been transferred to the winter tax bill. The house was condemned after being inspected by administrative warrant in September 2015. The interior is essentially gutted and it has broken windows and other dangerous conditions. The property owner is unresponsive and the house and accessory structures is a blighted eyesore for neighbors. Authorization for legal action is requested if necessary to abate this nuisance.



7472 KNOLLWOOD

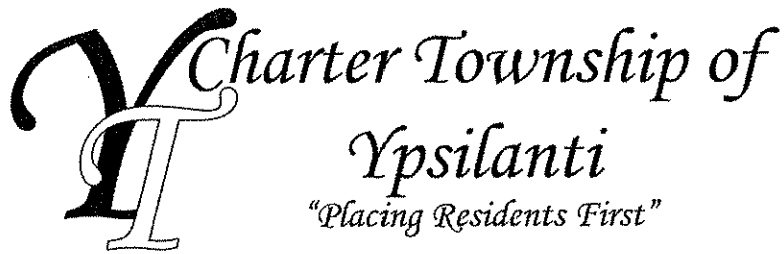
This home in the Mill Pointe subdivision was the subject of an animal rescue event conducted by the Humane Society of Huron Valley on October 27, 2015 in which more than 40 exotic birds and assorted other animals were removed from the premises. OCS staff responded to the property the previous day to investigate a reported sick dog left in a vacant house. Our ordinance officers observed what appeared to be many birds locked inside the house and alerted humane society investigators. As a result of a code inspection by consent of property owner Barbara Gould, the house was condemned and an emergency court order prohibiting occupancy was obtained pursuant to administrative authorization. The property owners are now communicating through legal counsel to abate the public nuisance as quickly as possible.

Formal authorization of the administrative approval to initiate legal action is now required.



Thank you for your consideration and support for our ongoing blight elimination and nuisance abatement program. Please contact me with 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



Supervisor's Office

7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 481-0617
Fax: (734) 484-0002
www.ytown.org

TO: Karen Lovejoy Roe, Clerk
FROM: Brenda L. Stumbo, Supervisor
DATE: November 3, 2015
RE: 2016 Fiscal Year Budget

Please place the following on the November 17, 2015 agenda for the Board's consideration:

1. Set public hearing date of Tuesday, December 1, 2015 for the 2016 Fiscal Year Budget

If you have any questions, please contact my office.

tk

OTHER BUSINESS

AUTHORIZATIONS AND BIDS

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



Residential Services

7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 484-0073
Fax: (734) 544-3501
www.ytown.org

MEMORANDUM

To: Ypsilanti Township Board of Trustees

From: Jeff Allen, Director-Residential Services

Date: November 9, 2015

Subject: Approval of Civic Center Sign package to Huron Signs

At the Board's direction, over the past few weeks I have contacted many sign companies in an attempt to get pricing for new sign copy and for installation of some additional signs.

I contacted the following:

1. Huron Signs-Kevin- met with them and have a price.
2. Fast Signs-Roger-Indicated they do not do this type of work
3. Express Signs- Matt-they came out and looked at the work and said they were too busy to do this project at this time.
4. Signs by Tomorrow- - The corporate office handles this type of work, they put me in contact with Annarborsigns.com-no reply.
5. Allied Signs-Patrick- replied interested, didn't submit
6. Townsend Sign-Jonathon-replied interested, didn't submit

In order to move forward, I am asking for approval of the quote from Huron Sign Company of Ypsilanti for \$12,084. At the prior meeting, you waived the normal requirement of sealed bids to get this project moving. I promised to contact companies for quotes. Unfortunately, business must be good for sign companies.

As you know, Huron Sign did the sign at the LEC Center and is very reputable in the area.

I am recommending that we pay this out of the Vets Drive construction account, line item 101.970.000.976.007.



Quotation

Bill To:

Charter Township of Ypsilanti
7200 S. Huron River Drive
Ypsilanti, MI 48197

Contact:

Jeff Allen

Job:

9403

Date:

November 9, 2015

Project Description:

Re-paint the existing signs

Consultant:

Kevin Short VP Sales

x.

Following is our quotation to remove the existing four (4) signs, repaint, fabricate new routed aluminum panels on the lit signs and to fabricate one (1) new & add new copy the existing directional signs.

Re-move, re-paint and re-install

\$12,084.00

Approval: x _____

Date: _____

Terms & Conditions:

1. Prices are valid for thirty days
2. Permits, State Sales Tax and city approval costs are not included in the above pricing
3. Sign finish may degrade if exposed to excessive sprinkler use.

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



Residential Services

7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 484-0073
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MEMORANDUM

To: Ypsilanti Township Board of Trustees

From: Jeff Allen, Director-Residential Services

Date: November 9, 2015

Subject: Approval of GPS/Fleet Telematics Solution

Please see the attached quotes from 2 Verizon providers to supply tracking systems for 28 of our Township vehicles.

1. GPS/ Fleet provides a lower monthly cost (\$18.95) at \$530.60 but has a slightly higher initial cost.
2. GTS Fleet has a higher monthly cost (\$25) but a lower initial cost.

Both offer a month to month contract that can be cancelled at any time. Running the numbers for a year provides the following analysis:

GPS-\$3,045 + \$6,372 monthly (\$18.95 X 12) = \$9,417

GTS- \$1,558 + \$8,400 monthly (\$25 X 12) = \$9,958.

In light of this, I am recommending that the Board approve the GPS/Telematics Solution in the amount of a one-time costs of \$3,045.12 and a monthly costs of 18.95 per unit.

I have already cancelled the former service we had that was much more expensive and would use some of that money to move forward with a plan to have these purchased and installed by the beginning of 2016. I would need to increase our monthly projected budgeted costs for 2016. As you may recall the last time I brought this to the board, we discussed that we were only monitoring 15 vehicles for \$407 and will now be monitoring 28 of them for \$530.60. I continue to plan for us to do the installation as I discussed previously.

I am recommending we pay this out of account #595.595.000.818.033.



October 28, 2015

Proposal for

GPS/FLEET TELEMATICS SOLUTION

Prepared for:

Township of Ypsilanti

Nicholas Rodriguez
Strategic Account Executive Public Sector

nicholas.rodriquez2@verizon.com



Networkfleet Pricing Proposal

Please review your custom Pricing Proposal below. This pricing is valid thru .
 For questions, please inquire with your sales contact.

Proposal Information			
Date	October 28, 2015	Sales Contact	Nicholas Rodriguez
Purchased Type	Purchase		
Contract Term	12 Months		nicholas.rodriguez2@verizon.com

Company Information	
Company Name	Township of Ypsilanti
Address	7200 S. Huron River Drive
City	Ypsilanti
State	MI
Zip	48197

Products & Services				
<i>Item Description</i>	<i>Code</i>	<i>Qty</i>	<i>Unit Price</i>	<i>One Time Total/ Monthly Recurring Total</i>
5500N3VD GPS Diagnostics	5500N3VD	28	\$80.00	\$2,240.00
Light Duty Harness plus OBD-II Adapter Kit (5500/5200)	PARTS047	24	\$30.23	\$725.52
9-pin Heavy Duty Harness with Square Flange (5500/5200)	PARTS044	1	\$30.23	\$30.23
6-pin Heavy Duty Harness (5500/5200)	PARTS043	1	\$30.23	\$30.23
Quick Install Harness	PARTS059	2	\$9.57	\$19.14
5500 monthly service fees	5500MS	28	\$18.95	\$530.60

Total One Time Purchase	\$3,045.12
Total Monthly Recurring	\$530.60

* Shipping and/or applicable taxes are not included in the above proposal. Any applicable shipping and taxes will be applied to your invoice. If Purchase Type above is Bundled, ground shipping is included in the above Unit Price.



QUOTE: #16October2015-00000539
 DATE: October 16, 2015

151 W Galvani Drive, Suite 150
 Meridian, ID 83642
 Phone (855) 487-9679
 Fax (855) 487-9680

INVOICE TO
 CHARTER TOWNSHIP OF YPSILANTI
 7200 S Huron River Dr
 Ypsilanti, MI 48197
 (734) 320-4705

SHIP TO
 CHARTER TOWNSHIP OF YPSILANTI
 7200 S Huron River Dr
 Ypsilanti, MI 48197

COMMENTS

No charge for hardware. No activation fees. No term commitment. Cancel anytime.
 Hardware ownership is retained by GTS and must be returned upon cancellation of services.
 GTS usually ships within 48 hours of receipt of initial payment.
 Visit www.gtsfleet.com for additional information and complete product descriptions.

VZW REP / E-CODE	CUSTOMER CONTACT	CONTACT E-MAIL	GTS REP	SHIP VIA
Jim Bergum	[Redacted] Jeff Allen	[Redacted] jallen@town.org	Craig Jolly	

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
4	FT2620 3-wire Install : Monthly Fee	\$ 25.00	\$ 100.00
24	FT3030 OBDII : Plug and Play hardware	\$ 25.00	\$ 600.00
28	Security Deposit : (Fully Refundable)	\$ 30.00	\$ 840.00
Notes		SUBTOTAL	\$ 1540.00
		SALES TAX	\$ 0.00
		SHIPPING & HANDLING	\$ 17.90
		TOTAL DUE	\$ 1557.90

\$700/mo

If you have any questions concerning this quote/invoice, contact Todd Points at todd.points@gtsfleet.com

THANK YOU FOR YOUR BUSINESS!