

CHARTER TOWNSHIP OF  
YPSILANTI BOARD OF TRUSTEES

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**September 20, 2016**

**Work Session – 4:00 p.m.**

**Regular Meeting – 7:00 p.m.**

Revised 9-20-16

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

# CHARTER TOWNSHIP OF YPSILANTI

## OFFICE OF COMMUNITY STANDARDS

Building Safety • Planning & Zoning • Ordinance Enforcement

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September 15, 2016

To: Planning Commission

From: Joe Lawson  
Planning Director

**Re: Planning Division (OCS) September 2016**

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Please be advised of the following activities related to the Planning Department for September 2016

### **Plans in Process**

Majestic Lakes – The final engineering plans for Majestic Lakes has been submitted and are in the process of being reviewed. This phase of the project is very early in the process with very few reviews received thus far. Once the final engineered plans are approved, the applicant may then apply for final site plan approval which will be presented to the Planning Commission and Township Board for consideration.

Nautica Point - As you may recall, the Redwood or Nautica Point phase of the Majestic Lakes Planned Development received a recommendation of approval for the PD Stage II Final Site Plan from the Planning Commission in recent months. Staff will be presenting the Final Site Plan and the Proposed Development Agreement to the Board of Trustees for consideration during their September 20<sup>th</sup> regular meeting. Should the plan be approved, construction would commence “within days” per the developer.

Yankee Air Museum (YAM) – The Yankee Air Museum continues their journey through the plan review process. The construction team has completed the construction of the exterior walls and new hanger door on the norther portion of the building. The design engineer continues to work with the RACER Trust, the Wayne County Airport Authority and now the American Center for Mobility (ACM) to resolve utility and other site related issues. These utility issues need to be resolved prior to final engineering submittal and ultimately final site plan approval. The Yankee Air Museum plans to complete their approval process and being renovations and upgrades in order to prepare for their grand opening in late 2018 or early 2019 depending on funding.

RoundHaus Pizza and Party Shop – The Round Haus preliminary site plan received approval from the Planning Commission on June 28<sup>th</sup> and subsequently received the necessary variances from the Township Zoning Board of Appeals during a special hearing held on July 20<sup>th</sup>. Staff continues to wait for the submittal of the final

engineered plans for review. As you may recall, the project calls for the demolition of the existing facility and the construction of a new 6,000 square-foot convenience store and carryout restaurant along with a 4 pump island fuel station.

MedExpress – 2169 Washtenaw : Plans are currently in review for the construction of a 4,770 square-foot medical office building upon property previously known as the College Sunoco Fuel Station and located at 2169 Washtenaw Avenue. The applicant is very motivated to move this project forward and has actually submitted both preliminary site plan and final engineering plans simultaneously in order to speed up the plan review process. With any luck, the applicant will have their approvals and start construction later this fall.

Fresh Thyme: Construction is nearly complete. Final building and site inspections have begun and final punch list items are also nearly complete. Representatives from InSite state that the store will be turned over to Fresh Thyme as early as next week. Staff is told that Fresh Thyme generally takes 4-8 weeks to equip the store and hire staff. Though no specific grand opening date has been announced, the community eagerly awaits the opening of our newest community partner. The new \$5 million facility will employ between 75 and 100 people when fully operational.

Sensitile: 1735 Holmes Road – The final engineered plans continue to be reviewed by the appropriate agencies. Sensitile also was granted a new Industrial Facilities Exemption by the in relation to their \$2.6 million dollars of improvement to the facility. As part of this agreement, Sensitile has agreed to create between 3-6 new jobs while retaining their existing 25 employee staff. Construction is anticipated to being later this summer.

Clark East Towers: National Church Residences Corporation has received sketch plan approval from the planning commission for the construction of 3 minor building additions. The additions include an addition to the community room, an expansion of the maintenance facility and a new entry vestibule. As previously mentioned, this is part of an overall \$9 million renovation to the facility. The property owner has also received approval of a requested Class 'A' Non-Conforming Use designation which will allow the property owner to reconstruct the existing non-conforming building should it be damaged or destroyed. The agreement was granted in exchange for the various facility upgrades and improvements. This agreement has been memorialized in a to be recorded Class 'A' Non-Conforming Designation Agreement.

VMAX USA - 1879 West Michigan Avenue: The final engineered plans are still in the process of being reviewed by the applicable reviewing agencies. Once final approval has been granted, staff will schedule the necessary pre-construction meeting with construction beginning shortly thereafter. Construction is anticipated later this fall.

American Center for Mobility (ACM): Township Officials and staff have attended a number of ongoing meetings in relation to the redevelopment of the Willow Run Bomber Site. As you may recall, a number of parties are working toward the goal of establishing the American Center for Mobility at the Willow Run Site. This center will act as a testing, research and certification center for the next generation of automated vehicles.

The estimated investment into the community has been stated at over \$120 million. Initial infrastructural improvements are planned to begin in the fall of 2016 and continue through the fall of 2017.

**Checkers – 2835 Washtenaw:** On August 29<sup>th</sup>, the Township Building Department issued a building permit for the renovation of the former A&W Restaurant. The overall plans call for the complete renovation of the interior and exterior of the building, installation of a public sidewalk along their frontage, restriping of the existing parking lot and landscape improvements. Though a grand opening date has not been announced, staff anticipates the opening to take place later this fall.

**Fairfield Inn – 326 James L Hart Parkway:** The final engineering plans are nearly approve in order to permit the construction of a 59,000 square-foot, 100 room hotel. The applicant must make a few minor revisions to their final site plan prior to the issuance of a building permit. Construction is anticipated to begin within the next couple of weeks and will continue throughout the winter months with a grand opening sometime in the summer of 2017.

**Hidaya Mosque –** Staff is in a process of scheduling a meeting with the representatives of the Hidaya Mosque. Due to the number and severity of the review comments received thus far, it was felt that offering a meeting with the design professionals would be most beneficial as opposed to going through another expensive and time consuming round of reviews. Additional updates will be provided as information becomes available.

**Tim Horton's/Wendy's – 760 S. Hewitt:** The existing Tim Horton's/Wendy's has submitted plans in order to permit a \$100,000.00 renovation to the existing facility. As of this report, no inspections have been conducted in relation to this renovation project. Further updates will be provided as they become available.

**Taco Bell – 2655 Washtenaw:** The existing Taco Bell located at 2655 Washtenaw has submitted plans in order to permit a \$232,000 interior and exterior renovation of the existing facility. The renovations have been moving at a brisk pace. The facility has nearly completed all necessary inspections and should be fully operational in the coming weeks.

### **Planning Projects:**

**Seaver Farm Master Plan –** Recently hired planning consultant Carlisle-Wortman has been commissioned to assist the Township with the development of a sub-area plan or master plan for the Township owned Seaver Farm property. The Seaver Farm property is a 36 acre parcel located on the west side of Huron Street just south of the post office. The master plan will provide the township with a layout that will provide for the highest and best use of the property. The plan will also assist in the future marketing of the property as any future user will be aware of the Township's goals for the property and further how their use will fit in as part of this placemaking project.

**Zoning Ordinance Updates –** Staff is currently working with the Township Attorney's office and Carlisle-Wortman in order to update a number of sections of the zoning code.

Earlier this year, the Township Planning Commission held a public hearing to consider an amendment that would no longer permit the establishment of a daycare center within a residential zoning district as principal use. If the amendment is approved by the Township Board during their September meeting date, child daycare center providing care for 13 or more children would be permitted in a residential district as an accessory use, generally accessory to a school or church and within any commercial zoning district. The Planning Commission has also scheduled public hearings during their upcoming September 27<sup>th</sup> meeting to consider an amendment that would regulate the length of stay within a hotel/motel within the Township. As proposed, a length of stay could not be shorter than 24 hours and not longer than 30 days within any given calendar year. The second public hearing scheduled for the September meeting relates to a zoning code amendment in order to more strongly define “boarding house” or “rooming house”. Currently the use of a home in a single-family residential district may not be used as a boarding house/rooming house. The proposed text amendment will update the ordinance language in order to make the intent of the ordinance more clear and better defined.

The Planning Commission will also be requested to schedule a public hearing to be held during the October meeting date in order to consider ordinance language relating to the keeping of back yard hens on parcels less than 5 acres as is currently required by ordinance.

If you should have any question or comments as it relates to this report, please contact me at my office (734-544-3651) or by email at [jlawson@ytown.org](mailto:jlawson@ytown.org).

14-B District Court

Revenue Report for August 2016

**General Account**

Account Number	
<b>Due to Washtenaw County</b>	
(101-000-000-214.222)	<b><u>\$3,967.01</u></b>
<b>Due to State Treasurer</b>	
Civil Filing Fee Fund (MCL 600.171):	\$16,359.00
State Court Fund (MCL 600.8371):	\$1,290.00
Justice System Fund (MCL 600.181):	\$30,674.40
Juror Compensation Reimbursement Fund:	
Civil Jury Demand Fee (MCL 600.8371):	\$10.00
Drivers License Clearance Fees (MCL 257.321a):	\$2,010.00
Crime Victims Rights Fund (MCL 780.905):	\$7,743.60
Judgment Fee (Dept. of Natural Resources):	\$30.00
E-File Fee (228.56):	\$4,755.00
<b>Due to Secretary of State</b>	
(101-000-000-206.136)	\$2,013.00
Total:	<b><u>\$64,885.00</u></b>

**Due to Ypsilanti Township**

Court Costs (101-000-000-602.136):	\$41,144.46
Civil Fees (101-000-000-603.136):	\$35,891.00
Probation Fees (101-000-000-604.000):	\$7,210.33
Ordinance Fines (101-000-000-605.001):	\$71,906.50
Bond Forfeitures (101-000-000-605.003):	\$1,000.00
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):	(\$796.15)
Total:	<b><u>\$156,356.14</u></b>

**Total to General Account - (101.000.000.004.136):** **\$225,208.15**

**Escrow Account**

(101-000-000-205.136)

Court Ordered Escrow:	\$3,018.00
Garnishment Proceeds:	\$0.00
Bonds:	\$15,641.05
Restitution:	\$5,065.71

**Total to Escrow Account - (101.000.000.205.136):** **\$23,724.76**

		Year to Date	
	Prior Year Comparison		
Month	Revenue	Revenue	
	2015	2016	
<b>January</b>	\$101,726.02	\$ 121,678.02	
February	\$127,974.93	\$ 175,343.69	
March	\$119,020.09	\$ 154,916.76	
April	\$119,225.82	\$ 133,933.35	
May	\$90,046.85	\$ 136,097.41	
June	\$87,731.39	\$ 138,669.47	
July	\$103,821.60	\$ 131,882.07	
August	\$110,392.69	\$ 156,356.14	
September	\$124,547.06		
October	\$112,911.89		
November	\$91,790.74		
December	\$108,226.82		
Grant:	\$41,250.00	\$ 82,500.00	
Standardization			
Payment:	\$45,724.00	\$ 45,724.00	
Year-to Date			
<b>Totals:</b>	\$1,384,389.90	\$ 1,277,100.91	
<b>Expenditure</b>			
<b>Budget:</b>	\$1,328,089.00	\$ 1,443,321.00	
<b>Difference:</b>	\$56,300.90	\$ 166,220.09	

14-B District Court

Monthly Disbursements

August 2016

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

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

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

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

All other revenues are transferred to the Ypsilanti Township Treasurer.

**August 2016 Disbursements:**

Washtenaw County:	\$ 3,967.01
State of Michigan:	\$ 64,885.00
Ypsilanti Township Treasurer:	\$156,356.14

TOTAL: \$225,208.15



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*Clark*  
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Charter Township of Ypsilanti  
Residential Services Division

7200 S. Huron River Drive  
Ypsilanti, MI 48197  
Phone: (734) 484.0073  
Fax: (734)544.3501

[www.ytown.org](http://www.ytown.org)

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# MEMORANDUM

To: Ypsilanti Township Board of Trustees  
From: Jeff Allen, Director – Residential Services Department  
Date: September 12, 2016  
RE: RSD Monthly Board Report- August – September

I met with OHM and walked Green Oaks with them to help identify cart path issues and go over the plans to help them draw up specifications. It took most of the afternoon, but luckily it was a nice day. Since then, the bidding has been advertised and a bid opening is scheduled for the 23<sup>rd</sup>. I also recommended to them and to Tim Smith that perhaps you close the front or back 9 holes when the contractor is ready and stage the other 9 holes once you open the original ones. This way play can still continue and revenue can be realized.

Michael Saranen and I met out at the Hydro Station with representatives from FERC to do our annual safety check. We don't have the report back yet from them, but it seemed like it went very well. You just never know what other ideas they may come up with after doing the walk around.

I continue to inspect sidewalks that are reported as a hazard. We use a general 2" trip hazard as a rule. I have inspected almost 70 sidewalks already and we have repaired 13 so far. We have another 10 scheduled to be done over the next couple of weeks as well. We are getting more problems in areas that have a 'Homeowners agreement' in place where the association is responsible for fixing them. All these agreements are in the newer subdivisions, built after the year 2000 or so.

We conducted the annual inspection for the generator at the LEC during the past month. We continue to do these annually as well as the generator here at the Civic / Court.

We interviewed for a replacement to our part-time dam operator. We had a couple of good candidates. We hope to have someone in place in the next week or so.

I met with a Comcast contractor out in the Holmes Rd area. I showed him the utility poles where we would like the modems to go, so we can put the cameras next to them. I believe the go ahead on this project is on your agenda tonight.

We conducted a bid opening for the Ford Lake Park Tennis court project. This also is on your agenda tonight for approval. The price has gone up quite a bit over the 4 years since we last were awarded the grant and had it bid out. It will be a real nice project and I have had them add it a pickle-ball court or 2 as well.

I toured the walk-ways of North Bay Park to evaluate the safety and effectiveness of the ramps & walkways. I had identified a few sections that could use some repair and we hope to have a solution in the coming weeks and perhaps get them repaired yet this year. As you may know, there is a 1 mile loop over and through the park, referred to as “the bridges”.

I met with Doug Winters, representatives from OHM, and James Tamm, ODT attorney, in regard to the AACIL lawsuit. We went over the various locations and agency responsibilities. This suit was filed in 2015 and there still have not been any depositions.

The staff continues to mow the parks and around the buildings, getting all the trash removed and progress on chipping in the routes. The cooler weather certainly helps with the chipping as it can be a grueling job.

Ford Lake is hanging in there as it refers to the water quality / algae bloom. Normally at this time of the year, there is much matting of the algae, so to see it with a slight green hue, it is pleasant.

OHM, Anglin Civil and I met to discuss Vet’s Drive and the punchlist of it. We walked the whole site and evaluated the project. Essentially the summer was so dry, the ground is so hard now that Anglin will have to re-do the grassing. There are also a couple of other items of note that they will correct as well. Hopefully with the cooler weather and morning dews, the grass will come in so that we have a respectable lawn area.

## **Ford Lake Dam**

### **General Summary:**

The Hydro Station continues to operate safely and continues to get routine safety inspections and preventive maintenance. Operators had 4 after hour call-ins for the month.

Average precipitation for the month of August is around 3.1”, this year it was about 4.36” and production for the month was well above average.

The lake’s water quality remains green, but with less algae matting. With the recent rain around the area, that is helping to improve the lake, but more rain is needed along with cool weather.

### **Regulatory:**

**For 2016-**

- update DSSMP (complete)
- EAP Training (complete)
- Part 12- recommendation plan (started)
- Concrete maintenance (started)
- Bridge light replacement (complete)
- Substation maintenance (complete)
- WQ Report (gathering data)
- Nuisance Plant Plan Report (completed)
- Wildlife Plan Report
- Historical Activity Report
- Gate Certification
- Security Review (started)
- Annual Safety inspection (complete)
- EAP annual update and test

**Projects:**

**Transfer Trip Communication**

The Township Board approved a construction agreement for new communication with the DTE substation. DTE Electric has provided a project cost of \$180,000. Installation was targeted for May 2015 and then October 2015, but now is planned for October 2016. The new equipment has been installed in the Hydro (by the Twp.) and now waiting on DTE. Once commissioning of the new equipment the old AT&T lines will no longer be needed saving over \$36K per year.

**Operation Summary**

<b>2016</b>	<b>August</b>	<b>YTD</b>	<b>3yr Ave.</b>
Precipitation	4.36"	19.50"	31.4
Days Online	31	237.5	348
Generation MWH (estimated) 8,558.000	431,365	5,973.706	
Generation lost MWH (estimated)*	0	223.598	
After Hour Call In			
Water levels	1	23	40
Mechanical/Electrical	1	3	3
Other	<u>2</u>	<u>2</u>	<u>5</u>
Totals	4	28	48

**Recent History**

	2013	2014	2015
Precipitation total	40.87"	34.31"	25.27"
Days Online	345	355	345
Generation MWH (estimated)	8,991.285	9,745.999	7,723.040
Generation lost MWH (estimated)*	454.824*	643.164*	419.050*

After Hour Call In

Water levels	44	43	32
Mechanical/Electrical	1	7	1
Other	<u>0</u>	<u>15</u>	<u>1</u>
Totals	45	65	34

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

\*\* NOAA, (36" average precipitation annually)

**Spilling Summary:**

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

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

**Sluice Gate Usage Summary**

<b>2016</b>	Current Year Days Spilled	Current Year Lost KWh*	Current Year Lost \$*	Prior Year Lost \$*
January	0	0	0	0
February	0	0	0	0
March	9	0	0	0
April	4.6	0	0	0
May	7.8	48,350	2,734	139
June	20.0	168,160	8,586	5,219
July	0	0	0	2,230
August	1.1	0	0	4,335
September				0
October				0
November				0
December				0
<b>Totals</b>	<b>42.5</b>	<b>216,510</b>	<b>\$ 11,320</b>	<b>\$ 11,923*</b>

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

**Sargent Charles Dam and Tyler Dam**

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

Tyler Dam –

Phase 4

The Construction project for Tyler Dam is now moving forward with approval to proceed by the Board in June. Dan’s has been selected as general contractor for the project.

Sargent Charles Dam -

Staff completed some embankment maintenance on the upstream side.

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

<b>BUILDING DEPARTMENT REPORT - August 2016</b>													
<b>Permit Type</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>TOTALS</b>
Building	46	66	77	138	183	158	107	129					904
	<b>\$ 15,022</b>	<b>\$ 12,486</b>	<b>\$ 51,384</b>	<b>\$ 29,532</b>	<b>\$ 50,604</b>	<b>\$ 36,148</b>	<b>\$ 29,746</b>	<b>\$ 27,432</b>					<b>\$ 252,354</b>
Electrical	43	43	30	38	23	76	38	59					350
	<b>\$ 4,780</b>	<b>\$ 3,630</b>	<b>\$ 2,855</b>	<b>\$ 6,205</b>	<b>\$ 2,110</b>	<b>\$ 6,680</b>	<b>\$ 3,235</b>	<b>\$ 4,925</b>					<b>\$ 34,420</b>
Mechanical	95	83	70	63	56	124	95	125					711
	<b>\$ 7,150</b>	<b>\$ 8,655</b>	<b>\$ 7,980</b>	<b>\$ 5,185</b>	<b>\$ 4,315</b>	<b>\$ 9,795</b>	<b>\$ 7,125</b>	<b>\$ 9,772</b>					<b>\$ 59,977</b>
Plumbing	44	54	45	32	62	55	35	59					386
	<b>\$ 4,345</b>	<b>\$ 3,975</b>	<b>\$ 3,440</b>	<b>\$ 2,580</b>	<b>\$ 4,575</b>	<b>\$ 7,795</b>	<b>\$ 2,960</b>	<b>\$ 5,770</b>					<b>\$ 35,440</b>
Zoning	1	4	5	19	13	17	10	14					83
	<b>\$ 35</b>	<b>\$ 140</b>	<b>\$ 250</b>	<b>\$ 935</b>	<b>\$ 650</b>	<b>\$ 850</b>	<b>\$ 485</b>	<b>\$ 700</b>					<b>\$ 4,045</b>
Sub Totals	229	250	227	290	337	430	285	386	-	-	-	-	2,434
<b>TOTAL YTD</b>	<b>\$ 31,332</b>	<b>\$ 28,886</b>	<b>\$ 65,909</b>	<b>\$ 44,437</b>	<b>\$ 62,254</b>	<b>\$ 61,268</b>	<b>\$ 43,551</b>	<b>\$ 48,599</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 386,236</b>

<b>INSPECTION RUNNING TOTALS (Building/Trades &amp; Rental)</b>													
<b>Inspections</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>TOTALS</b>
Total 2016	542	381	564	398	509	592	526	654					4,166
<b>Rental Inspections</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>TOTALS</b>
Total 2016	414	420	374	244	181	238	266	315					2,452

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

<b>BUILDING DEPARTMENT REPORT - 2015</b>													
<b>Permit Type</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>TOTALS</b>
Building	46	61	87	116	114	128	148	125	152	125	75	79	1,256
	<b>\$ 3,081</b>	<b>\$ 9,211</b>	<b>\$ 20,850</b>	<b>\$ 16,030</b>	<b>\$ 13,320</b>	<b>\$ 23,326</b>	<b>\$ 19,613</b>	<b>\$ 35,654</b>	<b>\$ 34,430</b>	<b>\$ 55,071</b>	<b>\$ 12,482</b>	<b>\$ 18,519</b>	<b>\$ 261,587</b>
Electrical	23	78	38	43	59	51	62	59	60	44	30	23	570
	<b>\$ 1,530</b>	<b>\$ 4,715</b>	<b>\$ 2,775</b>	<b>\$ 3,375</b>	<b>\$ 4,090</b>	<b>\$ 3,525</b>	<b>\$ 4,975</b>	<b>\$ 3,910</b>	<b>\$ 4,305</b>	<b>\$ 4,135</b>	<b>\$ 2,725</b>	<b>\$ 2,160</b>	<b>\$ 42,220</b>
Mechanical	78	89	119	101	130	155	69	107	117	91	72	79	1,207
	<b>\$ 4,600</b>	<b>\$ 6,140</b>	<b>\$ 9,060</b>	<b>\$ 7,370</b>	<b>\$ 8,650</b>	<b>\$ 10,110</b>	<b>\$ 5,924</b>	<b>\$ 8,890</b>	<b>\$ 9,400</b>	<b>\$ 7,850</b>	<b>\$ 6,260</b>	<b>\$ 5,680</b>	<b>\$ 89,934</b>
Plumbing	31	49	48	53	39	46	41	51	53	32	34	36	513
	<b>\$ 1,625</b>	<b>\$ 2,830</b>	<b>\$ 3,775</b>	<b>\$ 4,825</b>	<b>\$ 2,605</b>	<b>\$ 3,445</b>	<b>\$ 3,695</b>	<b>\$ 4,660</b>	<b>\$ 4,095</b>	<b>\$ 2,625</b>	<b>\$ 3,060</b>	<b>\$ 2,830</b>	<b>\$ 40,070</b>
Zoning	2	-	3	13	20	27	17	14	8	15	4	4	127
	<b>\$ 90</b>	<b>\$ -</b>	<b>\$ 105</b>	<b>\$ 455</b>	<b>\$ 740</b>	<b>\$ 945</b>	<b>\$ 645</b>	<b>\$ 455</b>	<b>\$ 280</b>	<b>\$ 525</b>	<b>\$ 140</b>	<b>\$ 140</b>	<b>\$ 4,520</b>
Sub Totals	180	277	295	326	362	407	337	356	390	307	215	221	3,673
<b>TOTAL YTD</b>	<b>\$ 10,926</b>	<b>\$ 22,896</b>	<b>\$ 36,565</b>	<b>\$ 32,055</b>	<b>\$ 29,405</b>	<b>\$ 41,351</b>	<b>\$ 34,852</b>	<b>\$ 53,569</b>	<b>\$ 52,510</b>	<b>\$ 70,206</b>	<b>\$ 24,667</b>	<b>\$ 29,329</b>	<b>\$ 438,331</b>

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

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

<b>INSPECTION RUNNING TOTALS</b>													
<b>Inspections</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>TOTALS</b>
Total 2015	337	442	456	584	417	624	556	713	458	572	419	441	6,019
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

<b>Rental Inspections</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>TOTALS</b>
Total 2015	327	287	361	339	297	318	286	287	354	420	411	342	4029
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

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

**JULY 2016**

Fire Department staffing levels are as follows:

1 Fire Chief	3 Shift Captains	15 Fire Fighters
1 Clerk III/Staff Support	3 Shift Lieutenants	3 Probationary Fire Fighters

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 407 requests for assistance. Of those requests, 261 were medical emergency service calls, with the remaining 146 incidents classified as non-medical and/or fire related.

Department activities for the month of July, 2016:

- 1) The Public Education Department participated in the following events:
  - a) Truck Demonstration at Clubview Park for Fairway Hills Neighborhood Picnic
  - b) Truck Demonstration at Parkside Preserves Subdivision Picnic
  - c) Truck Demonstration at Burns Park for Hewitt Road Neighborhood Watch Picnic
  - d) Truck Demonstration at Rolling Hills Park for County Health & Human Services Picnic
  - e) Truck Demonstration at Greenside Village South Subdivision Picnic
  - f) Smoke Alarms: 5586 Cary Drive (2) and 32 Ohio (2)
  - g) Car Seat fittings for U of M Buckle Up program
  
- 2) Fire fighters attended 9 neighborhood watch meetings
  
- 3) Fire fighters received training in the following areas:
  - a) Extrication
  - b) Ropes
  - c) Cyber Awareness



The Fire Chief attended these meetings / events for the month of July, 2016:

- 1) Welcomed a new Firefighter to the staff
- 2) Investigation with Insurance Inspector at Harry Street location
- 3) Draft for 2017 Fire Department Budget
- 4) Alarm Inspection at 2643 Ellsworth
- 5) Fire Alarm Tests (3 times) for Fresh Thyme Market
- 6) 2 Budget meetings with Accounting Director
- 7) Cyber Awareness Training
- 8) ISO Review meeting with ISO Agent
- 9) Lakeshore Complex Elevator Inspection
- 10) WAMAA Website presentation
- 11) WAMAA Subcommittee meeting
- 12) Quarterly Fire Dispatch meeting with HVA
- 13) Stuff The Bus meeting
- 14) Fire Department Capital Improvement Plan meeting
- 15) Officers meeting
- 16) Created Bid Specifications for Headquarters HVAC repairs
- 17) DTE Luncheon at Headquarters
- 18) 4<sup>th</sup> of July Parade
- 19) Liquor License / Fire Code Inspection meeting

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 **\$206,160.00**. All occurred at the following locations:

DATE OF LOSS	ADDRESS	ESTIMATED LOSS
1) 07/01/2016	1129 Lathers #33	\$ 1,000.00 (trash – inside)
2) 07/02/2016	5 Pine	\$ 0.00 (Mutual Aid – Van Buren Townshp)
3) 07/02/2016	2220 Glencoe Hills Drive	\$ 0.00 (Mutual Aid – Pittsfield Township)
4) 07/03/2016	Parkwood @ Airport Ind	\$ 0.00 (brush)
5) 07/04/2016	7194 Belle Meade Ct	\$ 37,500.00 (building)
6) 07/04/2016	6988 McKean	\$ 0.00 (grass)
7) 07/04/2016	166 James Hart Pkwy	\$ 0.00 (building – equipmt motor)
8) 07/04/2016	7188 Maplelawn Dr	\$ 5,000.00 (building)
9) 07/05/2016	1580 Harry	\$ 130,000.00 (building – garage)
10) 07/05/2016	9194 MacArthur	\$ 0.00 (Mutual Aid – Superior Township)
11) 07/06/2016	147 Carriage Way	\$ 100.00 (outside equipment)
12) 07/07/2016	Andrea @ Heatherridge	\$ 0.00 (grass)
13) 07/07/2016	2200 E Clark	\$ 0.00 (grass)
14) 07/07/2016	EB I-94 @ Huron	\$ 1,000.00 (vehicle)
15) 07/08/2016	9864 Woodland Court	\$ 0.00 (outside rubbish)
16) 07/12/2016	2111 Golfside	\$ 0.00 (special outside)
17) 07/12/2016	1310 Redleaf Lane	\$ 16,100.00 (building)
18) 07/16/2016	2375 Ellsworth	\$ 1,000.00 (vehicle)
19) 07/19/2016	166 James Hart Pkwy	\$ 0.00 (brush / grass)
20) 07/25/2016	7849 Tuttle Hill	\$ 0.00 (brush / grass)
21) 07/25/2016	2099 Tyler	\$ 0.00 (outside rubbish)
22) 07/25/2016	Hitchingham @ Textile	\$ 4,000.00 (vehicle)
23) 07/26/2016	767 Browning	\$ 0.00 (dumpster)
24) 07/26/2016	1230 Rue Willette	\$ 200.00 (outside rubbish)
25) 07/26/2016	1457 Chestnut	\$ 10.00 (building)
26) 07/27/2016	8606 Barrington	\$ 0.00 (Mutual Aid – Superior Township)
27) 07/30/2016	405 Bedford Drive	\$ 350.00 (cooking)

Respectfully submitted,

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

## Fire Department

### Incident Type Report (Summary)

Alarm Date Between {07/01/16} And {07/31/16}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
<b>1 Fire</b>				
111 Building fire	8	1.97%	\$193,510	93.86%
113 Cooking fire, confined to container	1	0.25%	\$350	0.16%
118 Trash or rubbish fire, contained	1	0.25%	\$1,000	0.48%
131 Passenger vehicle fire	3	0.74%	\$6,000	2.91%
140 Natural vegetation fire, Other	1	0.25%	\$5,000	2.42%
142 Brush or brush-and-grass mixture fire	3	0.74%	\$0	0.00%
143 Grass fire	3	0.74%	\$0	0.00%
151 Outside rubbish, trash or waste fire	3	0.74%	\$200	0.09%
154 Dumpster or other outside trash receptacle fire	2	0.49%	\$0	0.00%
160 Special outside fire, Other	1	0.25%	\$0	0.00%
162 Outside equipment fire	1	0.25%	\$100	0.04%
	<b>27</b>	<b>6.63%</b>	<b>\$206,160</b>	<b>100.00%</b>
<b>2 Overpressure Rupture, Explosion, Overheat(no fire)</b>				
251 Excessive heat, scorch burns with no ignition	1	0.25%	\$0	0.00%
	<b>1</b>	<b>0.25%</b>	<b>\$0</b>	<b>0.00%</b>
<b>3 Rescue &amp; Emergency Medical Service Incident</b>				
300 Rescue, EMS incident, other	31	7.62%	\$0	0.00%
311 Medical assist, assist EMS crew	22	5.41%	\$0	0.00%
320 Emergency medical service, other	11	2.70%	\$0	0.00%
321 EMS call, excluding vehicle accident with injury	69	41.52%	\$0	0.00%
322 Motor vehicle accident with injuries	10	2.46%	\$0	0.00%
323 Motor vehicle/pedestrian accident (MV Ped)	2	0.49%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	15	3.69%	\$0	0.00%
331 Lock-in (if lock out , use 511 )	1	0.25%	\$0	0.00%
	<b>261</b>	<b>64.13%</b>	<b>\$0</b>	<b>0.00%</b>
<b>4 Hazardous Condition (No Fire)</b>				
400 Hazardous condition, Other	2	0.49%	\$0	0.00%
412 Gas leak (natural gas or LPG)	1	0.25%	\$0	0.00%
421 Chemical hazard (no spill or leak)	1	0.25%	\$0	0.00%
422 Chemical spill or leak	1	0.25%	\$0	0.00%
424 Carbon monoxide incident	1	0.25%	\$0	0.00%
440 Electrical wiring/equipment problem, Other	4	0.98%	\$0	0.00%
441 Heat from short circuit (wiring), defective/worn	1	0.25%	\$0	0.00%
442 Overheated motor	1	0.25%	\$0	0.00%
444 Power line down	4	0.98%	\$0	0.00%
445 Arcing, shorted electrical equipment	4	0.98%	\$0	0.00%
460 Accident, potential accident, Other	1	0.25%	\$0	0.00%

**Fire Department**

**Incident Type Report (Summary)**

**Alarm Date Between {07/01/16} And {07/31/16}**

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
<b>4 Hazardous Condition (No Fire)</b>				
480 Attempted burning, illegal action, Other	1	0.25%	\$0	0.00%
	<b>22</b>	<b>5.41%</b>	<b>\$0</b>	<b>0.00%</b>
<b>5 Service Call</b>				
500 Service Call, other	1	0.25%	\$0	0.00%
510 Person in distress, Other	1	0.25%	\$0	0.00%
511 Lock-out	1	0.25%	\$0	0.00%
5111 Lock-in	1	0.25%	\$0	0.00%
531 Smoke or odor removal	3	0.74%	\$0	0.00%
542 Animal rescue	1	0.25%	\$0	0.00%
5501 Neighborhood Watch	7	1.72%	\$0	0.00%
5502 Community Outreach	1	0.25%	\$0	0.00%
551 Assist police or other governmental agency	1	0.25%	\$0	0.00%
554 Assist invalid	2	0.49%	\$0	0.00%
561 Unauthorized burning	5	1.23%	\$0	0.00%
	<b>24</b>	<b>5.90%</b>	<b>\$0</b>	<b>0.00%</b>
<b>6 Good Intent Call</b>				
600 Good intent call, Other	2	0.49%	\$0	0.00%
611 Dispatched & cancelled en route	14	3.44%	\$0	0.00%
6111 Canceled on Arrival	15	3.69%	\$0	0.00%
622 No Incident found on arrival at dispatch address	5	1.23%	\$0	0.00%
631 Authorized controlled burning	1	0.25%	\$0	0.00%
671 HazMat release investigation w/no HazMat	1	0.25%	\$0	0.00%
	<b>38</b>	<b>9.34%</b>	<b>\$0</b>	<b>0.00%</b>
<b>7 False Alarm &amp; False Call</b>				
700 False alarm or false call, Other	3	0.74%	\$0	0.00%
730 System malfunction, Other	3	0.74%	\$0	0.00%
733 Smoke detector activation due to malfunction	3	0.74%	\$0	0.00%
735 Alarm system sounded due to malfunction	2	0.49%	\$0	0.00%
736 CO detector activation due to malfunction	2	0.49%	\$0	0.00%
743 Smoke detector activation, no fire - unintentional	1	1.72%	\$0	0.00%
744 Detector activation, no fire - unintentional	3	0.74%	\$0	0.00%
745 Alarm system activation, no fire - unintentional	9	2.21%	\$0	0.00%
	<b>32</b>	<b>7.86%</b>	<b>\$0</b>	<b>0.00%</b>
<b>9 Special Incident Type</b>				

Fire Department

Incident Type Report (Summary)

Alarm Date Between {07/01/16} And {07/31/16}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
<b>9 Special Incident Type</b>				
900 Special type of incident, Other	2	0.49%	\$0	0.00%
	<u>2</u>	<u>0.49%</u>	<u>\$0</u>	<u>0.00%</u>

Total Incident Count: 407

Total Est Loss:

\$206,160



# 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](mailto: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:** September 2, 2016  
**Re:** August 2016 Police Services Monthly Report

In August of 2016, there were 4369 calls for service in Ypsilanti Township, which is a .5% increase in calls for service as compared to August of 2015.

## OPERATIONS

During August 2016, Patrol Operations has been efficient in handling calls for service, traffic enforcement and community engagement in pursuit of our total policy philosophy. The traffic unit has been an excellent initiative and currently is shouldering a significant portion of the traffic related incidents, crashes and enforcement. This is allowing Patrol additional time to work on case management, investigations and proactive policing. There was a significant increase in Larceny From Auto complaints throughout the Township this month. The vast majority of the incidents involve unlocked vehicles with change being the most prevalent item stolen. The Sheriff's Office continues to work through social media, neighborhood watch and direct communication to educate the community about locking up their vehicles. There were (4) juveniles arrested that were associated with these crimes during the month. The confessed to responsibility for at least 30 of the 50 reported larcenies. 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.

## YOUTH INITIATIVE

Deputies Dyer, Richardson and Guynes have been assigned as the Juvenile Team. Although juvenile calls for service have remained consistent with last year's numbers, it appears the new system is working. We have directly engaged multiple partners including courts, probation and social services to ensure that there is accountability beyond Sheriff's Office contact with the offenders that are consistently involved in crimes. Through placement and intensive oversight of the juveniles, and in some cases the guardians of those juveniles, we are making headway. It is an on-going process that our Team is actively engaged in.

## SEX OFFENDER AND PAROLE COMPLIANCE

We continue to partner with Parole, Michigan Department of Corrections, Michigan State Police and the United States Marshals Service to bring resources to Ypsilanti Township to ensure compliance. In addition to our regular and targeted parole checks, this month we verified

addresses and compliance of 250 persons on the Michigan Sex Offender Registry with personal contact. This was done at no cost to Ypsilanti Township.

#### **TRAFFIC SAFETY**

During the month of August, the Sheriff's Office obtained grant funding for additional seat belt and impaired driving enforcement through Michigan's Office of Highway Safety and Planning. These additional patrols were at no initial cost to Ypsilanti Township. Ypsilanti Township would be responsible for expenses incurred due to prosecution of the offender following charges or citation issuance.

# CLR-008 Monthly Summary Of Offenses (WD)

City: Ypsilanti Twp-YPT

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Month:	August
Year:	2016
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 August

Classification	Aug/2015	Aug/2016	%Change
09001 MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	0	1	0%
10001 KIDNAPPING/ABDUCTION	1	2	100%
10002 PARENTAL KIDNAPPING	0	0	0%
11001 SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	2	1	-50%
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	1	0%
11006 SEXUAL PENETRATION OBJECT -CSC 3RD DEGREE	0	0	0%
11007 SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	0	0	0%
11008 SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	0	3	0%
12000 ROBBERY	8	6	-25%
13001 NONAGGRAVATED ASSAULT	31	66	112.9%
13002 AGGRAVATED/FELONIOUS ASSAULT	17	32	88.23%
13003 INTIMIDATION/STALKING	5	8	60%
20000 ARSON	0	2	0%
21000 EXTORTION	0	0	0%
22001 BURGLARY -FORCED ENTRY	34	17	-50%
22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	4	4	0%
23001 LARCENY -POCKETPICKING	0	0	0%
23002 LARCENY -PURSESNAATCHING	0	1	0%
23003 LARCENY -THEFT FROM BUILDING	13	15	15.38%
23004 LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	0	0	0%
23005 LARCENY -THEFT FROM MOTOR VEHICLE	15	50	233.3%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	3	1	-66.6%
23007 LARCENY -OTHER	15	16	6.666%
24001 MOTOR VEHICLE THEFT	8	14	75%
24002 MOTOR VEHICLE, AS STOLEN PROPERTY	1	2	100%
24003 MOTOR VEHICLE FRAUD	0	0	0%
25000 FORGERY/COUNTERFEITING	3	2	-33.3%
26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	3	11	266.6%
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	9	25	177.7%
26003 FRAUD -IMPERSONATION	0	0	0%
26005 FRAUD -WIRE FRAUD	1	0	-100%
26007 FRAUD - IDENTITY THEFT	7	8	14.28%
26008 FRAUD - HACKING/COMPUTER INVASION	0	0	0%
27000 EMBEZZLEMENT	1	1	0%
28000 STOLEN PROPERTY	1	3	200%
29000 DAMAGE TO PROPERTY	34	58	70.58%
30001 RETAIL FRAUD -MISREPRESENTATION	0	1	0%
30002 RETAIL FRAUD -THEFT	22	22	0%
30003 RETAIL FRAUD -REFUND/EXCHANGE	0	0	0%
35001 VIOLATION OF CONTROLLED SUBSTANCE ACT	14	12	-14.2%
35002 NARCOTIC EQUIPMENT VIOLATIONS	3	4	33.33%

# CLR-008 Monthly Summary Of Offenses (WD)

## City:Ypsilanti Twp-YPT

For The Month Of August

Classification	Aug/2015	Aug/2016	%Change
37000 OBSCENITY	0	0	0%
40001 COMMERCIALIZED SEX -PROSTITUTION	0	0	0%
52001 WEAPONS OFFENSE- CONCEALED	1	3	200%
52002 WEAPONS OFFENSE -EXPLOSIVES	0	0	0%
52003 WEAPONS OFFENSE -OTHER	1	2	100%
<b>Group A Totals</b>	<b>258</b>	<b>394</b>	<b>52.71%</b>
09003 NEGLIGENCE HOMICIDE -VEHICLE/BOAT	0	0	0%
22003 BURGLARY - UNLAWFUL ENTRY (NO INTENT)	1	1	0%
22004 POSSESSION OF BURGLARY TOOLS	0	1	0%
26006 FRAUD -BAD CHECKS	2	0	-100%
36003 PEEPING TOM	0	0	0%
36004 SEX OFFENSE -OTHER	1	0	-100%
38001 FAMILY -ABUSE/NEGLECT NONVIOLENT	1	9	800%
38003 FAMILY -OTHER	0	1	0%
41002 LIQUOR VIOLATIONS -OTHER	1	5	400%
48000 OBSTRUCTING POLICE	5	12	140%
49000 ESCAPE/FLIGHT	1	2	100%
50000 OBSTRUCTING JUSTICE	13	12	-7.69%
53001 DISORDERLY CONDUCT	4	3	-25%
53002 PUBLIC PEACE -OTHER	0	0	0%
54001 HIT and RUN MOTOR VEHICLE ACCIDENT	0	3	0%
54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	15	27	80%
55000 HEALTH AND SAFETY	2	0	-100%
57001 TRESPASS	1	1	0%
58000 SMUGGLING	1	0	-100%
59000 ELECTION LAWS	0	0	0%
61000 TAX/REVENUE	0	0	0%
62000 CONSERVATION	0	0	0%
63000 VAGRANCY	1	1	0%
70000 JUVENILE RUNAWAY	8	4	-50%
73000 MISCELLANEOUS CRIMINAL OFFENSE	5	3	-40%
77000 CONSPIRACY (ALL CRIMES)	0	0	0%
<b>Group B Totals</b>	<b>62</b>	<b>85</b>	<b>37.09%</b>
2800 JUVENILE OFFENSES AND COMPLAINTS	106	110	3.773%
2900 TRAFFIC OFFENSES	24	20	-16.6%
3000 WARRANTS	52	53	1.923%
3100 TRAFFIC CRASHES	88	109	23.86%
3200 SICK / INJURY COMPLAINT	104	121	16.34%
3300 MISCELLANEOUS COMPLAINTS	944	876	-7.20%
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	0	3	0%
3500 NON-CRIMINAL COMPLAINTS	1334	968	-27.4%
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	785	1113	41.78%
3800 ANIMAL COMPLAINTS	85	73	-14.1%

# CLR-008 Monthly Summary Of Offenses (WD)

## City:Ypsilanti Twp-YPT

For The Month Of August

Classification	Aug/2015	Aug/2016	%Change
3900 ALARMS	203	183	-9.85%
<b>Group C Totals</b>	<b>3725</b>	<b>3629</b>	<b>-2.57%</b>
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	1	0	-100%
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	0	0%
4200 PARKING CITATIONS	0	2	0%
4300 LICENSE / TITLE / REGISTRATION CITATIONS	0	1	0%
4400 WATERCRAFT CITATIONS	0	0	0%
4500 MISCELLANEOUS A THROUGH UUUU	11	12	9.090%
<b>Group D Totals</b>	<b>12</b>	<b>15</b>	<b>25%</b>
5000 FIRE CLASSIFICATIONS	0	0	0%
5100 18A STATE CODE FIRE CLASSIFICATIONS	1	0	-100%
<b>Group E Totals</b>	<b>1</b>	<b>0</b>	<b>-100%</b>
6000 MISCELLANEOUS ACTIVITIES (6000)	25	32	28%
6100 MISCELLANEOUS ACTIVITIES (6100)	175	156	-10.8%
6300 CANINE ACTIVITIES	5	6	20%
6500 CRIME PREVENTION ACTIVITIES	67	37	-44.7%
6600 COURT / WARRANT ACTIVITIES	0	0	0%
6700 INVESTIGATIVE ACTIVITIES	16	15	-6.25%
<b>Group F Totals</b>	<b>288</b>	<b>246</b>	<b>-14.5%</b>
<b>City : Ypsilanti Twp Totals</b>	<b>4346</b>	<b>4369</b>	<b>0.529%</b>

# CLR-008 Monthly Summary Of Offenses (WD)

## City:Ypsilanti Twp-YPT

Year To Date Through August

Classification	2015	2016	%Change
<b>Group F Totals</b>	<b>0</b>	<b>0</b>	<b>0%</b>
09001 MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	0	2	0%
10001 KIDNAPPING/ABDUCTION	3	8	166.6%
10002 PARENTAL KIDNAPPING	3	1	-66.6%
11001 SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	18	14	-22.2%
11002 SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	6	6	0%
11003 SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	1	5	400%
11004 SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	3	3	0%
11006 SEXUAL PENETRATION OBJECT -CSC 3RD DEGREE	1	0	-100%
11007 SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	2	6	200%
11008 SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	6	9	50%
12000 ROBBERY	32	43	34.37%
13001 NONAGGRAVATED ASSAULT	316	358	13.29%
13002 AGGRAVATED/FELONIOUS ASSAULT	156	193	23.71%
13003 INTIMIDATION/STALKING	21	42	100%
20000 ARSON	3	11	266.6%
21000 EXTORTION	1	0	-100%
22001 BURGLARY -FORCED ENTRY	136	137	0.735%
22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	30	40	33.33%
23001 LARCENY -POCKETPICKING	0	1	0%
23002 LARCENY -PURSESNAATCHING	1	3	200%
23003 LARCENY -THEFT FROM BUILDING	92	108	17.39%
23004 LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	1	2	100%
23005 LARCENY -THEFT FROM MOTOR VEHICLE	117	176	50.42%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	19	8	-57.8%
23007 LARCENY -OTHER	81	66	-18.5%
24001 MOTOR VEHICLE THEFT	64	106	65.62%
24002 MOTOR VEHICLE, AS STOLEN PROPERTY	7	15	114.2%
24003 MOTOR VEHICLE FRAUD	1	0	-100%
25000 FORGERY/COUNTERFEITING	15	24	60%
26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	54	65	20.37%
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	48	85	77.08%
26003 FRAUD -IMPERSONATION	0	1	0%
26005 FRAUD -WIRE FRAUD	4	6	50%
26007 FRAUD - IDENTITY THEFT	57	65	14.03%
26008 FRAUD - HACKING/COMPUTER INVASION	0	1	0%
27000 EMBEZZLEMENT	9	22	144.4%
28000 STOLEN PROPERTY	14	14	0%
29000 DAMAGE TO PROPERTY	243	313	28.80%
30001 RETAIL FRAUD -MISREPRESENTATION	6	3	-50%
30002 RETAIL FRAUD -THEFT	63	125	98.41%
30003 RETAIL FRAUD -REFUND/EXCHANGE	1	2	100%
35001 VIOLATION OF CONTROLLED SUBSTANCE ACT	105	133	26.66%

# CLR-008 Monthly Summary Of Offenses (WD)

## City:Ypsilanti Twp-YPT

Year To Date Through August

Classification	2015	2016	%Change
35002 NARCOTIC EQUIPMENT VIOLATIONS	33	54	63.63%
37000 OBSCENITY	1	2	100%
40001 COMMERCIALIZED SEX -PROSTITUTION	0	1	0%
52001 WEAPONS OFFENSE- CONCEALED	16	31	93.75%
52002 WEAPONS OFFENSE -EXPLOSIVES	0	1	0%
52003 WEAPONS OFFENSE -OTHER	9	12	33.33%
<b>Group A Totals</b>	<b>1799</b>	<b>2323</b>	<b>29.12%</b>
09003 NEGLIGENT HOMICIDE -VEHICLE/BOAT	0	1	0%
22003 BURGLARY - UNLAWFUL ENTRY (NO INTENT)	3	14	366.6%
22004 POSSESSION OF BURGLARY TOOLS	0	1	0%
26006 FRAUD -BAD CHECKS	5	7	40%
36003 PEEPING TOM	0	1	0%
36004 SEX OFFENSE -OTHER	2	5	150%
38001 FAMILY -ABUSE/NEGLECT NONVIOLENT	19	35	84.21%
38003 FAMILY -OTHER	0	1	0%
41002 LIQUOR VIOLATIONS -OTHER	14	25	78.57%
48000 OBSTRUCTING POLICE	50	71	42%
49000 ESCAPE/FLIGHT	5	4	-20%
50000 OBSTRUCTING JUSTICE	75	112	49.33%
53001 DISORDERLY CONDUCT	27	21	-22.2%
53002 PUBLIC PEACE -OTHER	1	4	300%
54001 HIT and RUN MOTOR VEHICLE ACCIDENT	7	31	342.8%
54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	79	182	130.3%
55000 HEALTH AND SAFETY	18	12	-33.3%
57001 TRESPASS	8	5	-37.5%
58000 SMUGGLING	3	3	0%
59000 ELECTION LAWS	0	1	0%
61000 TAX/REVENUE	0	1	0%
62000 CONSERVATION	1	2	100%
63000 VAGRANCY	4	4	0%
70000 JUVENILE RUNAWAY	72	72	0%
73000 MISCELLANEOUS CRIMINAL OFFENSE	18	20	11.11%
77000 CONSPIRACY (ALL CRIMES)	1	0	-100%
<b>Group B Totals</b>	<b>412</b>	<b>635</b>	<b>54.12%</b>
2800 JUVENILE OFFENSES AND COMPLAINTS	504	516	2.380%
2900 TRAFFIC OFFENSES	256	179	-30.0%
3000 WARRANTS	417	472	13.18%
3100 TRAFFIC CRASHES	881	830	-5.78%
3200 SICK / INJURY COMPLAINT	706	868	22.94%
3300 MISCELLANEOUS COMPLAINTS	6305	6299	-0.09%
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	15	14	-6.66%
3500 NON-CRIMINAL COMPLAINTS	8865	8267	-6.74%
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	7357	8052	9.446%

# CLR-008 Monthly Summary Of Offenses (WD)

## City:Ypsilanti Twp-YPT

Year To Date Through August

Classification	2015	2016	%Change
3800 ANIMAL COMPLAINTS	605	569	-5.95%
3900 ALARMS	1473	1385	-5.97%
<b>Group C Totals</b>	<b>27384</b>	<b>27451</b>	<b>0.244%</b>
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	9	12	33.33%
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	3	0%
4200 PARKING CITATIONS	30	24	-20%
4300 LICENSE / TITLE / REGISTRATION CITATIONS	7	10	42.85%
4400 WATERCRAFT CITATIONS	0	1	0%
4500 MISCELLANEOUS A THROUGH UUUU	73	78	6.849%
<b>Group D Totals</b>	<b>119</b>	<b>128</b>	<b>7.563%</b>
5000 FIRE CLASSIFICATIONS	3	2	-33.3%
5100 18A STATE CODE FIRE CLASSIFICATIONS	3	11	266.6%
<b>Group E Totals</b>	<b>6</b>	<b>13</b>	<b>116.6%</b>
6000 MISCELLANEOUS ACTIVITIES (6000)	254	244	-3.93%
6100 MISCELLANEOUS ACTIVITIES (6100)	886	986	11.28%
6300 CANINE ACTIVITIES	39	54	38.46%
6500 CRIME PREVENTION ACTIVITIES	273	237	-13.1%
6600 COURT / WARRANT ACTIVITIES	8	13	62.5%
6700 INVESTIGATIVE ACTIVITIES	52	76	46.15%
<b>Group F Totals</b>	<b>1512</b>	<b>1610</b>	<b>6.481%</b>
<b>City : Ypsilanti Twp Totals</b>	<b>31232</b>	<b>32160</b>	<b>2.971%</b>



# 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, SEPTEMBER 20, 2016

**4:00PM**

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


1. 2017 PRELIMINARY BUDGET .....SUPERVISOR STUMBO AND JAVONNA NEEL
  - a) FUND 101 – GENERAL FUND
  - b) FUND 206 – FIRE DEPARTMENT
  - c) FUND 208 – PARKS DEPARTMENT
  - d) FUND 212 – BSR II
2. TRUSTEE ATTENDANCE POLICY .....JAVONNA NEEL  
AND KAREN WALLIN
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: September 12, 2016  
RE: 2017 Fiscal Year Budget Discussion

Javonna Neel, our Accounting Director will be presenting the following at the September 20, 2016 Work Session:

1. Discussion – 2017 Fiscal Year Budget:
  - Fund 101 – General Fund
  - Fund 206 – Fire Department
  - Fund 208 – Parks Department
  - Fund 212 – BSR II

Please place this on the Work Session agenda.

If you have any questions, please let us know.

cc: Javonna Neel, Accounting Director



## Fund 101 - General Fund

### Revenues

<b>Line Item</b>	<b>Explanation</b>
101-000-000-403-000 – Current Property Taxes	This line item reflects revenues from property taxes, based on values and millage rates. An increase of .86% is budgeted for 2017. Adjustments for the Board of Review and MTT refunds are included in this figure.
101-000-000-403-001 – ESA Reimbursement Op	This is a new line for Essential Service Assessment (ESA) reimbursement for Personal Property due to loss attributed to the small business tax payer exemption and eligible manufacturing personal property. This reimbursement is expected to be received in February of each year from the State of Michigan.
101-000-000-405-000 – In Lieu of Taxes	This line item is used for Payment In Lieu Of Taxes (PILOT). Clark East Towers currently receives this PILOT. On the recommendation of our Accounting Director, \$11,000 has been budgeted for 2017.
101-000-000-407-001 – Property Taxes/Administration Fees	This represents the 1% administrative fee charged on property tax bills. This is not charged on special assessments. This fee can only be used for the collection (Treasurer's Office) and assessment (Assessing Office) of property taxes and Tax Tribunal cases. We are projecting \$593,015 in revenue for this line item and \$815,118 in expenditures (\$381,312 in Treasurer's Office and \$433,806 in Assessing Office).

Line Item	Explanation
101-000-000-407-007 – Street Lights	This line reflects special assessment dollars received to pay back the Township for installation of street lights. It has been recommended by our Accounting Director that \$46,500 be budgeted for 2017, an increase of \$12,000.
101-000-000-417-000 – Delinquent Pers. Property Taxes	It is recommended that this line item be reduced to \$1,000 for the 2017 budget.
101-000-000-445-000 – Penalties and Interest	This line item reflects fees collected from delinquent taxes.
101-000-000-451-452 – Bus Lic & Permits Salvage Yard	This line item reflects fees charged for statutory annual license renewal fees for junk yards.
101-000-000-451-453 – Bus Lic & Permits Trailer Fee	This line item reflects fees charged for mobile home lots. Manufactured home park owners are taxed \$3.00 per home, \$.50 of that amount comes to the Township.
101-000-000-451-454 – Bus Lic & Permits Peddler Fee	This line item reflects fees charged for Peddler Permits to allow vendors to sell door-to-door in the Township.
101-000-000-451-455 – Bus Lic & Permits Bin Collection	This is a new line item and will be used for the fees association with collection bins in the Township. It is recommended that \$1,200 be budgeted for 2017.
101-000-000-476-483 – Non Bus Lic Dog License	This line item reflects fees charged for dog licenses. Based on revenues in 2014, 2015 and to date in 2016, it is recommended that \$7,000 be budgeted for 2017.
101-000-000-574-000 – State Revenue Sharing	This line item reflects revenues from the State of Michigan, based on Constitutional and Statutory amounts. Per our lobbyist, this amount will be \$4,699,770 in 2017.

Line Item	Explanation
101-000-000-607-001 – Chg for Services-Site Plan Review	This line item reflects fees charged for site plan reviews.
101-000-000-607-002 – Chg for Services-Board of Appeals	This line item reflects fees charged for applications to the Zoning Board of Appeals.
101-000-000-607-003 – Chg for Services-Prop Change App	This line item reflects fees charged for property split applications.
101-000-000-607-004 – Chg for Services-Fax,Copy & Other	This line item reflects fees charged for use of fax machines and copiers.
101-000-000-607-012 – Chg for Services-Address Assign	This line item reflects fees charged for assigning an address to a vacant parcel.
101-000-000-615-000 – Charge for Services-NSF Fees	This line item reflects fees charged for checks that are returned for non-sufficient funds.
101-000-000-626-630 – Chg for Services-IFT Exempt App	This line item reflects fees charged for processing Industrial Facilities Exemption applications.
101-000-000-626-633 – Passport Services	Our Township Clerk's office is a Passport Acceptance Facility. This line item reflects revenues received from passport processing. In reviewing what has been received in previous years and to date in 2016, it is recommended that it be increased to \$8,000 in 2017.
101-000-000-626-637 – Administration Fees/Fire Dept.	Calculations for Administration Fees are based on floor space, staffing levels, number of computers, etc. This amount was calculated by the Accounting Director.

<b>Line Item</b>	<b>Explanation</b>
101-000-000-626-638 – Administration Fees/Environ. Svcs.	Calculations for Administration Fees are based on floor space, staffing levels, number of computers, etc. This amount was calculated by the Accounting Director.
101-000-000-626-639 – Administration Fees/Law Enforc.	Calculations for Administration Fees are based on floor space, staffing levels, number of computers, etc. This amount was calculated by the Accounting Director.
101-000-000-626-640 – Administration Fees/Golf Course	Calculations for Administration Fees are based on floor space, staffing levels, number of computers, etc. This amount was calculated by the Accounting Director.
101-000-000-626-641 – Administration Fees/Compost	Calculations for Administration Fees are based on floor space, staffing levels, number of computers, etc. This amount was calculated by the Accounting Director.
101-000-000-626-642 – Administration Fees/Bldg. Dept.	Calculations for Administration Fees are based on floor space, staffing levels, number of computers, etc. This amount was calculated by the Accounting Director.
101-000-000-626-643 – Administration Fees/Recreation	Calculations for Administration Fees are based on floor space, staffing levels, number of computers, etc. This amount was calculated by the Accounting Director.
101-000-000-626-644 – Administration Fees/14B Court	Calculations for Administration Fees are based on floor space, staffing levels, number of computers, etc. This amount was calculated by the Accounting Director.
101-000-000-626-645 – Administration Fees/Housing & Business Inspection	Calculations for Administration Fees are based on floor space, staffing levels, number of computers, etc. This amount was calculated by the Accounting Director.

Line Item	Explanation
101-000-000-642-645 – Township & Precincts Maps, Etc.	This line item reflects fees charged for Township and precinct maps. Based on last year, nothing has been budgeted for 2017.
101-000-000-655-000 – Chrg-Nonrecording Prop Xfer	This line item reflects fees charged for transferring property. It is difficult to estimate but based on what has been spent to date in 2016, it is recommended that \$2,000 be budgeted for 2017.
101-000-000-655-100 – Settlements & Judgments	This line item reflects funds received through a legal settlement. We do not expect any in 2017.
101-000-000-655-200 – Court Ordered Garnishment	This line item reflects fees received by the Township that have been ordered by the court and are difficult to predict. Based on what has been spent to date in 2016, it is recommended that it be reduced to \$500 in 2017.
101-000-000-664-001 – Interest Earned	This line item reflects interest earned on funds deposited at various banks. This number was provided by the Accounting Director.
101-000-000-664-003 – Net Interest Earned-Cur Tax Coll	This line item reflects interest earned on the current tax collection funds held at the bank.
101-000-000-667-000 – Site Lease Revenues	This line item reflects lease revenues for cell towers.
101-000-000-667-001 – Rent Income	This line item reflects rent income from the building located at 2870 E. Clark Road, which is leased to YCUA.

Line Item	Explanation
101-000-000-674-000 – Reimbursement-Postage	This line item is used for postage reimbursement from individuals getting passports and from employees when doing a personal mailing.
101-000-000-674-001 – Employee Reimbursement-Phones	This line item is used for reimbursement from employees for phone use.
101-000-000-681-000 – Revenue-Radon Test Kit	This line item reflects fees charged for Radon test kits. These fees are difficult to project but we are estimating \$150 in 2017.
101-000-000-686-000 – Reimburs Election-Cnty/Twp/Ct	This line item reflects reimbursements for elections.
101-000-000-688-000 – Reimbursement-WCRC	In 2014, we entered into a pilot partnership with the Washtenaw County Road Commission for tree removal. We have continued this partnership with them and recommend that \$10,000 be budgeted in this line item for 2017.
101-000-000-688-100 – Reimbursement-Habitat for Humanity	This line item is used for reimbursement from Habitat for Humanity for properties the Township purchases under the Right of First Refusal. It is recommended that \$90,000 be budgeted for 2017.
101-000-000-694-001 – Other Income-Miscellaneous	This line item reflects miscellaneous income received, including worker's compensation checks for employees out on worker's comp, FOIA request payments, etc.
101-000-000-694-002 – Reimb-Small Claims Processor Fee	This line item is used for reimbursement of the small claims court processor fee.

Line Item	Explanation
101-000-000-694-004 – Misc Revenue-Insurance Reimb	This line item reflects the reimbursement we sometimes receive from MML after they do an annual audit on the worker's compensation and liability insurance. The insurance pool sometimes does so well that we receive funds back. Since this is difficult to project, nothing has been budgeted for 2017.
101-000-000-694-010 – Misc Rev-Right of Way-Metro	This line item is for the State of Michigan Department of Energy, Labor & Economic Growth METRO Authority's annual maintenance fee the Township receives, based on use and disposition of funds received under PA 48 of 2002.
101-000-000-694-100 – Other Revenue-Franchise Fees	This line item reflects dollars received for franchise cable fees from Comcast and AT&T. It is recommended by our Accounting Director that it remain at \$830,000 for 2017.
101-000-000-694-200 – Revenue-Vending Commissions	This line item reflects revenues from the vending machines at the Civic Center. This is used to purchase coffee and water for meetings and for residents who come to the Township.
101-000-000-697-100 – Trans In: For LEC Building	This line item reflects funds received from Fund 266 – Law Enforcement for improvements done to the LEC Building at 1501 S. Huron Street. The total amount is \$909,324, which will be paid in 5 installments of \$181,864.80 beginning in 2017.

9/9/16

09/14/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 08/31/2016

B

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 08/31/16	2017 REQUESTED BUDGET
Fund 101 - GENERAL FUND							
Dept 000.000							
101-000.000-403.000	CURRENT PROPERTY TAXES	1,139,865	1,138,257	1,160,364	1,160,364	1,161,429	1,170,292
101-000.000-403.001	ESA REIMBURSEMENT OP						10,746
101-000.000-403.002	CUR PROPERTY TAX ADJUSTMENTS	7,970	2,602			1,702	
101-000.000-405.000	IN LIEU OF TAXES	15,944	21,464	11,000	11,000	10,986	11,000
101-000.000-407.001	PROPERTY TAXES/ADMINST. FEES	555,517	572,098	575,000	575,000	588,144	593,015
101-000.000-407.007	STREET LIGHTS	28,585	36,439	34,500	34,500		46,500
101-000.000-417.000	DELINQUENT PERS.PROPERTY TAXE	1,417	1,061	1,400	1,400		1,000
101-000.000-445.000	PENALTIES AND INTEREST	26,435	27,072	30,000	30,000	28,777	28,000
101-000.000-451.452	BUS LIC. & PERMITS SALVAGE YR	1,250	1,250	1,250	1,250	875	1,250
101-000.000-451.453	BUS LIC. & PERMITS TRAILER FE	5,321	6,019	5,000	5,000	4,139	5,000
101-000.000-451.454	BUS LIC. & PERMITS PEDDLER FE	485	1,127	200	200	1,200	500
101-000.000-451.455	BUS LIC. & PERMITS BIN COLLECTION FEE						1,200
101-000.000-476.483	NON BUS. LIC. DOG LICENSES	9,992	8,389	5,000	5,000	7,534	7,000
101-000.000-476.485	NON BUS. LIC. SALE ORD & CODE					20	
101-000.000-529.100	FEDERAL HUD GRANT	2,852					
101-000.000-574.000	STATE REVENUE SHARING	4,508,273	4,497,343	4,712,577	4,712,577	2,952,490	4,699,770
101-000.000-607.001	CHG FOR SERVICES SITE PLAN RE	15,126	20,834	12,000	12,000	41,420	15,000
101-000.000-607.002	CHG FOR SERVICES BOARD APPEAL	2,250	3,200	2,000	2,000	2,000	2,000
101-000.000-607.003	CHG FOR SERV. PROP CHNG APPLI	550	625	500	500	450	500
101-000.000-607.004	CHG FOR SERV-FAX, COPY & OTHE	687	59	50	50	81	50
101-000.000-607.012	CHARGE FOR SERV-ADDRESS ASSIG	170	120			568	50
101-000.000-615.000	CHARGE FOR SERVICES-NSF FEES	710	450	300	300	270	300
101-000.000-626.627	VOTER LISTS,TAX ROLLS,FISCHE	25				10	
101-000.000-626.630	CHRG SVCS I.F.T. EXEMPT APPLI	1,000	2,000	1,000	1,000	2,000	1,000
101-000.000-626.633	PASSPORT SERVICES	7,671	14,953	6,000	6,000	18,612	8,000
101-000.000-626.637	ADMINISTRATION FEES/FIRE DEPT	62,289	64,184	66,201	66,201	44,134	66,201
101-000.000-626.638	ADMINISTRATION FEES/ENVIR SVC	12,424	12,824	13,810	13,810	9,207	13,810
101-000.000-626.639	ADMINISTRATION FEES/LAW ENFOR	26,333	27,230	27,369	27,369	18,246	28,037
101-000.000-626.640	ADMINISTRATION FEES/GOLF COUR	21,129	21,709	23,294	23,294	15,529	23,294
101-000.000-626.641	ADMINISTRATIVE FEES/COMPOST	5,714	5,860	6,272	6,272	4,181	6,272
101-000.000-626.642	ADMINISTRATION FEES/BLDG DEPT	16,618	16,823	18,162	18,162	12,108	21,076
101-000.000-626.643	ADMINISTRATION FEES/RECREATIO	22,219	23,110	25,051	25,051	16,701	25,051
101-000.000-626.644	ADMINISTRATION FEES/14B COURT	30,079	31,103	31,735	31,735	21,157	31,735
101-000.000-626.645	ADMINISTRATION FEES/HOUSING INSPECT			15,055	15,055	10,037	16,877
101-000.000-642.645	TOWNSHIP & PRECINTS MAPS ETC.	84	9			82	
101-000.000-655.000	CHRG--NONRECORDING PROP XFER	12,000	400	500	500	6,200	2,000



09/14/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 08/31/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 08/31/16	2017 REQUESTED BUDGET
101-000.000-655.100	SETTLEMENTS & JUDGMENTS	53	10,096			3,237	
101-000.000-655.200	COURT ORDERED GARNISHMENT	3,790	12,685	2,000	2,000	113	500
101-000.000-664.001	INTEREST EARNED	7,266	5,802	5,000	5,000	4,594	5,000
101-000.000-664.003	NET INTEREST EARN-CUR TAX COL	12,353	10,993	12,000	12,000	7,695	12,000
101-000.000-667.000	SITE LEASE REVENUES	81,225	95,672	85,000	85,000	86,026	88,665
101-000.000-667.001	RENT INCOME	220,145	220,000	220,000	220,000	146,667	220,000
101-000.000-673.000	SALE OF TOWNSHIP PROPERTIES		3,804				
101-000.000-674.000	REIMBURSEMENTS - POSTAGE	1,008	1,987	500	500	2,464	1,000
101-000.000-674.001	EMPLOYEE REIMB-PHONES	114	92	100	100	26	50
101-000.000-675.050	CONTRIBUTION-BEES		7,000				
101-000.000-675.100	REBATES & ENERGY SAVINGS CREDIT	20,678	8,760		8,552	8,552	
101-000.000-681.000	REVENUE - RADON TEST KIT	220	325			310	150
101-000.000-685.000	FEDERAL RDS SUBSIDY-Medc-PrtD	1,449					
101-000.000-686.000	REIMBURS ELECTION-CNTY/TWP/CT	19,091	34,687	32,000	74,100	24,016	
101-000.000-688.000	REIMBURSEMENT- WCRC	10,000	10,000	10,000	10,000		10,000
101-000.000-688.100	REIMBURSEMENT - HABITAT HUMANITY	26,365	173,147				90,000
101-000.000-694.001	OTHER INCOME-MISCELLANEOUS	33,071	22,279			3,668	
101-000.000-694.002	REIMBURSEMT-SMALL CLAIM PROCESSOR	1,136	776			635	
101-000.000-694.004	MISC REVENUE - INSURANCE REIM	4,719	16,430			15,537	
101-000.000-694.010	MISC REV-RIGHTOFWAY- METRO	15,300	13,713	13,200	13,200	18,492	12,800
101-000.000-694.100	FRANCHISE FEES	787,781	830,069	830,000	830,000	413,353	830,000
101-000.000-694.200	REVENUE-VENDING COMMISSIONS	248	273	250	250	154	250
101-000.000-697.100	TRANS IN: FOR LEC BLDG						181,865
101-000.000-697.236	TRANSFER IN: 14B DISTRICT COURT		170,000		16,524	16,524	
101-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.				614,804		
NET OF REVENUES/APPROPRIATIONS - 000.000-		7,786,996	8,207,204	7,995,640	8,677,620	5,732,352	8,288,806

## 101 – Township Board

### Expenditures

<b>Line Item</b>	<b>Explanation</b>
101-101-000-703-000 – Salaries-Elected Officials	Salaries for Township Trustees have remained the same since 2009. It is recommended that they remain at \$14,983.41 in 2017.
101-101-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
101-101-000-719-000 – Health Insurance	We were notified of our health care renewal rates and will only receive a .16% increase in 2017. Even though we budgeted for this increase, a decrease is shown in this line item due to new Township Trustees being elected in 2016. Per Resolution 2008-04, future Township Trustees are not eligible for health care coverage.
101-101-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.
101-101-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017. Even though there will be no increase in rates, a decrease is shown in this line item due to new Township Trustees being elected in 2016.

<b>Line Item</b>	<b>Explanation</b>
101-101-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017. Even though we budgeted for an increase, a decrease is shown in this line item due to new Township Trustees being elected in 2016.
101-101-000-719-020 – Health Care Deduction	This line item is used to fund the Choice Strategies cards associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended. Since the new Township Trustees are not eligible for health care coverage, a decrease is shown for 2017.
101-101-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductibles are administered by Choice Strategies. Since the new Township Trustees are not eligible for health care coverage, a decrease is shown for 2017.
101-101-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017. Even though there will be no increase in rates, a decrease is shown in this line item due to new Township Trustees being elected in 2016.
101-101-000-727-000 – Office Supplies	This line item is used for budget supplies (binders, dividers, labels, etc.). We are recommending that it be remain at \$250 for 2017.
101-101-000-801-000 – Professional Services	This line item is for our lobbyist at GCSI (\$34,200) and for Stauder Barch (\$500). It is recommended that we continue contracting with GCSI at the same rate for lobbyist services in 2017.

Line Item	Explanation
101-101-000-958-000 – Membership & Dues	This line item covers our membership dues for the Chamber of Commerce, SEMCOG, the Huron River Watershed Council, MTA and WATS. It is recommended that Arts Alliance also be included. Therefore, that line item has been increased to \$24,500 for the 2017 budget.

9/8/16

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## BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 08/31/2016

GL NUMBER	DESCRIPTION	2014	2015	2016	2016	2016	2017
		ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 08/31/16	REQUESTED BUDGET
<b>Dept 101.000-TOWNSHIP BOARD</b>							
101-101.000-703.000	SALARIES - ELECTED OFFICIALS	59,934	62,239	59,934	59,934	39,956	59,934
101-101.000-715.000	F.I.C.A./MEDICARE	4,432	4,486	4,585	4,585	2,873	4,585
101-101.000-719.000	HEALTH INSURANCE	19,868	23,785	21,122	21,122	15,842	14,934
101-101.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(7,920)				(1,800)
101-101.000-719.015	DENTAL BENEFITS	2,159	1,835	1,204	1,204	903	786
101-101.000-719.016	VISION BENEFITS		311	233	233	156	171
101-101.000-719.020	HEALTH CARE DEDUCTION	6,451	6,586	8,680	8,680	966	5,775
101-101.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	183	183	180	180	108	90
101-101.000-720.000	LIFE INSURANCE	226	254	293	293	233	198
101-101.000-727.000	OFFICE SUPPLIES	68	264	250	250	125	250
101-101.000-801.000	PROFESSIONAL SERVICES	34,300	34,800	34,700	34,700	23,900	34,700
101-101.000-958.000	MEMBERSHIP AND DUES	19,649	19,724	20,500	20,500	16,224	24,500
<b>NET OF REVENUES/APPROPRIATIONS - 101.000-TOWNSHIP BOARD</b>		<b>(147,270)</b>	<b>(146,547)</b>	<b>(151,681)</b>	<b>(151,681)</b>	<b>(101,286)</b>	<b>(144,123)</b>

## 137 – Due Process

### Expenditures

<b>Line Item</b>	<b>Explanation</b>
101-137-000-801-014 – Legal Services Prosecution	It is recommended that this line item remain at \$120,000 for 2017.
101-137-000-801-020 – Legal Services-Domestic Violence	It is recommended that this line item remain at \$120,000 for 2017.

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 08/31/2016

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GL NUMBER	DESCRIPTION	2014	2015	2016	2016	2016	2017
		ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 08/31/16	REQUESTED BUDGET
Dept 137.000-COURT DUE PROCESS							
101-137.000-801.014	LEGAL SERVICES PROSECUTION	113,877	123,847	120,000	120,000	85,912	120,000
101-137.000-801.020	LEGAL SERVICES - DOMESTIC VIO	116,523	124,156	120,000	120,000	73,318	120,000
NET OF REVENUES/APPROPRIATIONS - 137.000-COURT DUE PROCESS		(230,400)	(248,003)	(240,000)	(240,000)	(159,230)	(240,000)

## 101-171 Supervisor

### Expenditures

<b>Line Item</b>	<b>Explanation</b>
101-171-000-703-000 – Salaries-Elected Officials	Per Resolution No. 2015-36, the Supervisor's salary was set at \$78,226.79 for 2016. This draft budget is increased by 1.5% to \$79,400.19 in 2017, the same as Teamsters and AFSCME employees. This will be determined by the Board.
101-171-000-705-000 – Salary-Supervision	Per Resolution No. 2015-40, the Deputy Supervisor's salary was set at \$56,615 for 2016. This draft budget is increased by 1.5% to \$57,464 in 2017, the same as Teamsters and AFSCME employees. This will be determined by the Board. Even though an increase is budgeted, the amount shown is lower since no payroll accrual is needed for 2017.
101-171-000-706-000 – Salary-Permanent Wages	This line item is used for the salary of a full-time Floater II/Clerk III and a 1.5% increase is budgeted per the AFSCME contract. Even though an increase is budgeted, the amount shown is lower since no payroll accrual is needed for 2017.
101-171-000-708-004 – Salaries Pay Out-PTO & Sick Time	Employees may request a payout of 32 hours of PTO at 100%. It will be a Board decision if additional payouts of PTO time should be budgeted. This line item is for the Deputy Supervisor and Floater II/Clerk III, elected officials do not receive pay outs.



Line Item	Explanation
101-171-000-708-010 – Health Insurance Buyout	This line item is used for the health insurance buyout for employees who receive health insurance through another source. One employee in the Supervisor’s Office receives this buyout. Therefore, \$3,000 is budgeted in this line item for 2017.
101-171-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
101-171-000-719-000 – Health Insurance	We were notified of our health care renewal rates and will only receive a .16% increase in 2017. Although we are budgeting for the increase, the amount in this line item has been reduced due to an employee that will be moving from 2 person coverage to single coverage.
101-171-000-719-001 – Sick & Accident	The overall increase in rates is 19.45%, good through 8/31/18. It is recommended that we stay with our current carrier since only the LTD rates increased. Figures were provided by Human Resources.
101-171-000-719-003 – Employee Paid Health Contra	Our Accounting Director created this new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.
101-171-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017. Although we will not be receiving an increase, the amount budgeted in this line item has been reduced due to an employee that will be moving from 2 person coverage to single coverage.

<b>Line Item</b>	<b>Explanation</b>
101-171-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017. Although we are estimating an increase, the amount budgeted in this line item has been reduced due to an employee that will be moving from 2 person coverage to single coverage.
101-171-000-719-020 – Health Care Deduction	This line item is used to fund the Choice Strategies cards associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended. The amount budgeted in this line item has been reduced due to an employee that will be moving from 2 person coverage to single coverage.
101-171-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies.
101-171-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017.
101-171-000-727-000 – Office Supplies	Based on what has been spent to date in 2016, it is recommended that this line item remain at \$500 for 2017.
101-171-000-860-000 – Travel	This line item is used to cover mileage expenses for the Supervisor and Deputy Supervisor for travel to and from meetings. It is recommended that it remain at \$1,200 for 2017.

<b>Line Item</b>	<b>Explanation</b>
101-171-000-876-000 – Retirement/MERS	Employer's portion is based on a flat rate (\$461.00 per employee times 24 pays = \$11,064 per employee) for employees hired before January 1, 2014. For those hired after January 1, 2014, a percentage of 5.16% of payroll is paid. Figures provided by Accounting Director.
101-171-000-956-000 - Miscellaneous	It is recommended that this line item remain at \$100 for 2017.

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 08/31/2016

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GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 08/31/16	2017 REQUESTED BUDGET
Dept 171.000-TOWNSHIP SUPERVISOR							
101-171.000-703.000	SALARIES - ELECTED OFFICIALS	75,932	79,991	78,227	78,227	52,151	79,400
101-171.000-705.000	SALARY - SUPERVISION	54,954	56,228	57,704	57,704	35,688	57,464
101-171.000-706.000	SALARY - PERMANENT WAGES	45,154	46,591	47,700	47,700	29,874	47,507
101-171.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	2,034	858	1,591	1,591	871	1,615
101-171.000-708.010	HEALTH INS BUYOUT	3,000	3,000	3,000	3,000	1,500	3,000
101-171.000-715.000	F.I.C.A./MEDICARE	13,597	14,247	14,490	14,490	8,892	14,457
101-171.000-719.000	HEALTH INSURANCE	26,340	32,110	29,820	29,820	19,055	21,441
101-171.000-719.001	SICK AND ACCIDENT	596	664	802	802	615	958
101-171.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(7,920)				(3,600)
101-171.000-719.015	DENTAL BENEFITS	3,131	2,586	2,359	2,359	1,940	1,990
101-171.000-719.016	VISION BENEFITS		544	467	467	305	428
101-171.000-719.020	HEALTH CARE DEDUCTION	11,943	9,631	11,550	11,550	7,321	8,663
101-171.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	183	183	180	180	108	180
101-171.000-720.000	LIFE INSURANCE	432	486	594	594	446	594
101-171.000-727.000	OFFICE SUPPLIES	359	374	500	500	275	500
101-171.000-860.000	TRAVEL	1,334	1,114	1,200	1,200	947	1,200
101-171.000-876.000	RETIREMENT/MERS	24,599	23,949	24,963	24,963	16,167	33,192
101-171.000-956.000	MISCELLANEOUS		46	100	100		100
NET OF REVENUES/APPROPRIATIONS - 171.000-TOWNSHIP SUPERVISOR		(263,588)	(264,682)	(275,247)	(275,247)	(176,155)	(269,089)

## 101-201 - Accounting

### Expenditures

Line Item	Explanation
101-201-000-705-000 – Salary-Supervision	Per Resolution No. 2015-40, the Accounting Director's salary was set at \$72,765 for 2016. This draft budget is increased by 1.5% for 2017, the same as Teamsters and AFSCME employees. This will be determined by the Board. Even though an increase is budgeted, the amount shown is lower since no payroll accrual is needed for 2017.
101-201-000-706-000 – Salary-Permanent Wages	This line item is used for the salaries of two full-time employees in the Accounting Department. Per the AFSCME contract, there will be a 1.5% increase for 2017. Even though an increase is budgeted, the amount shown is lower since no payroll accrual is needed for 2017.
101-201-000-708-004 – Salaries Pay Out-PTO & Sick Time	Employees may request a payout of 32 hours of PTO at 100%. It will be a Board decision if additional payouts of PTO time should be budgeted.
101-201-000-709-000 – Regular Overtime	This line item is used for overtime for the two full-time employees in the Accounting Department. Overtime may be needed at year end.
101-201-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
101-201-000-719-000 – Health Insurance	We were notified of our health care renewal rates and will only receive a .16% increase in 2017. Even though the increase is budgeted, a decrease is shown due to an employee moving from family coverage to 2 person coverage.

Line Item	Explanation
101-201-000-719-001 – Sick & Accident	The overall increase in rates is 19.45%, good through 8/31/18. It is recommended that we stay with our current carrier since only the LTD rates increased. Figures were provided by Human Resources.
101-201-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.
101-201-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017. Even though there will be no increase, this line item has been reduced due to an employee in the department moving from family coverage to 2 person coverage.
101-201-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017. Even though we will receive an increase in rates, this line item has been reduced due to an employee in the department moving from family coverage to 2 person coverage.
101-201-000-719-020 – Health Care Deduction	This line item is used to fund the Choice Strategies cards associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended.
101-201-000-719-021 – Admin Fees/Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies.
101-201-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017.

<b>Line Item</b>	<b>Explanation</b>
101-201-000-727-000 – Office Supplies	To replenish office supplies, checks, W 2 and 1099 Forms.
101-201-000-876-000 – Retirement/MERS	Employer's portion is based on a flat rate (\$461.00 per employee times 24 pays = \$11,064 per employee) for employees hired before January 1, 2014. For those hired after January 1, 2014, a percentage of 5.16% is paid. Figures provided by Accounting Director.
101-201-000-958-000 – Membership & Dues	This line is budgeted for membership for: Government Finance Officer's - National at \$305, State at \$105; and the annual contract with Munetrix for Citizens Dashboard Transparence at \$2,800.

9/8/16

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## BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 08/31/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 08/31/16	2017 REQUESTED BUDGET
Dept 201.000-ACCOUNTING							
101-201.000-705.000	SALARY - SUPERVISION	70,625	72,789	74,164	74,164	46,448	73,856
101-201.000-706.000	SALARY - PERMANENT WAGES	92,368	95,755	97,711	97,711	61,195	97,302
101-201.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	3,567	3,891	2,594	6,051	4,932	2,633
101-201.000-709.000	REG OVERTIME	49	49	100	100		100
101-201.000-715.000	F.I.C.A./MEDICARE	12,413	13,246	13,496	13,761	8,277	13,303
101-201.000-719.000	HEALTH INSURANCE	41,286	53,516	53,427	53,427	41,934	52,268
101-201.000-719.001	SICK AND ACCIDENT	894	997	1,203	1,203	922	1,436
101-201.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(11,368)				(5,515)
101-201.000-719.015	DENTAL BENEFITS	4,693	3,735	4,252	4,252	2,801	3,621
101-201.000-719.016	VISION BENEFITS		700	700	700	467	684
101-201.000-719.020	HEALTH CARE DEDUCTION	17,718	9,106	17,325	17,325	8,749	17,325
101-201.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	275	275	270	270	162	270
101-201.000-720.000	LIFE INSURANCE	432	486	594	594	446	594
101-201.000-727.000	OFFICE SUPPLIES	1,056	1,492	1,400	1,400	1,037	1,500
101-201.000-876.000	RETIREMENT/MERS	24,336	25,125	24,963	24,963	16,914	33,192
101-201.000-958.000	MEMBERSHIP AND DUES	2,747	2,747	3,035	3,035	2,442	3,210
NET OF REVENUES/APPROPRIATIONS - 201.000-ACCOUNTING		(272,459)	(272,541)	(295,234)	(298,956)	(196,726)	(295,779)



## 101-202 – Independent Auditing

### Expenditures

<b>Line Item</b>	<b>Explanation</b>
101-202-000-802-000 – Independent Auditing	In 2012, the Township Board accepted the proposal of Post, Smythe, Lutz & Ziel for auditing services for fiscal years 2012-2016. Per their proposal, auditing services for 2016 will be \$29,000. If the Board agrees, we would like to continue with this firm.
101-202-000-803-000 – Independent Auditing Other	It is recommended that this line item remain at \$2,000 for 2017.

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 08/31/2016

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GL NUMBER	DESCRIPTION	2014	2015	2016	2016	2016	2017
		ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 08/31/16	REQUESTED BUDGET
Dept 202.000-INDEPENDENT AUDITING							
101-202.000-802.000	INDEPENDENT AUDITING	27,000	28,000	29,000	29,000	28,500	29,000
101-202.000-803.000	INDEPENDENT AUDITING OTHER		3,315	2,000	2,000		2,000
NET OF REVENUES/APPROPRIATIONS - 202.000-INDEPENDENT AUDITING		(27,000)	(31,315)	(31,000)	(31,000)	(28,500)	(31,000)

## 101-209 - Assessing

### Expenditures

<b>Line Item</b>	<b>Explanation</b>
101-209-000-705-000 – Salary-Supervision	This line item is used for the salary of our part-time Assessor. It is recommended that her salary remain at \$40,000 for 2017 and that an additional \$5,000 be budgeted to cover any additional hours she works.
101-209-000-706-000 – Salary-Permanent Wages	This line item is used for the salaries of the Deputy Assessor, the Michigan Advanced Assessing Officer/GIS Specialist, one Level III Assessing Clerk and one Level II Assessing Clerk. Even though a contractual 1.5% increase is been budgeted, the amount shown is less since no payroll accrual is needed for 2017.
101-209-000-706-013 – GIS Service	This line item is used for the GIS service approved by the Township Board on February 17, 2015.
101-209-000-708-004 – Salaries Pay Out-PTO & Sick Time	Employees may request a payout of 32 hours of PTO at 100%. It will be a Board decision if additional payouts of PTO time should be budgeted.
101-209-000-708-010 – Health Insurance Buyout	This line item is used for the health insurance buyout for employees who receive health insurance through another source.

Line Item	Explanation
101-209-000-709-000 – Regular Overtime	It is recommended that this line item remain at \$300 for 2017.
101-209-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
101-209-000-719-000 – Health Insurance	We were notified of our health care renewal rates and will only receive a .16% increase in 2017.
101-209-000-719-001 – Sick & Accident	The overall increase in rates is 19.45%, good through 8/31/18. It is recommended that we stay with our current carrier since only the LTD rates increased. Figures were provided by Human Resources.
101-209-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.
101-209-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017.
101-209-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017.
101-209-000-719-020 – Health Care Deduction	This line item is used to fund the Choice Strategies cards associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended.

Line Item	Explanation
101-209-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies.
101-209-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017.
101-209-000-727-000 – Office Supplies	This item is used for personal property statements and real property assessment notices and general office supplies. It is recommended to remain the same for 2017.
101-209-000-730-000 - Postage	This line item is used for the mailing of the personal property and real property notices, as well as general mailing. It is recommended to remain the same for 2017.
101-209-000-811-001 – Tax Appeals	This line item is used to retain professional appraisals for full and small claim tribunal cases, as well as legal expense for tax appeals. Based on the pending future appeals, in house negotiating and appraisals, it is recommended to remain the same as last year at \$12,500.
101-209-000-867-000 – Gas & Oil	This item is used to pay for gas & oil for township vehicles assigned to our department. It is recommended to remain at \$720 for 2017.
101-209-000-876-000 – Retirement/MERS	Employer's portion is based on a flat rate (\$461.00 per employee times 24 pays = \$11,064 per employee) for employees hired before January 1, 2014. For those hired after January 1, 2014, a percentage of 5.16% is paid. Figures provided by Accounting Director.

<b>Line Item</b>	<b>Explanation</b>
101-209-000-943-000 – Motorpool Lease/Maintenance	This item is used to pay for our lease and maintenance on Township vehicles we use in our department. It is recommended that \$4,000.00 be budgeted for 2017.
101-209-000-958-000 – Membership & Dues	This line item is used to pay MAA membership, annual certification, WAA memberships and personal property certification. It is recommend a slight increase of \$60.00 for a total of \$1060 to cover cost for employees.

9/8/16

09/14/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 08/31/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 08/31/16	2017 REQUESTED BUDGET
<b>Dept 209.000-ASSESSING DEPARTMENT</b>							
101-209.000-705.000	SALARY - SUPERVISION	39,900	40,185	45,000	45,000	35,193	45,000
101-209.000-706.000	SALARY - PERMANENT WAGES	173,835	207,713	219,992	220,367	135,623	219,084
101-209.000-706.013	GIS SERVICE		908	1,040	1,040	664	1,040
101-209.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	4,270	3,835	2,661	2,661		3,371
101-209.000-708.010	HEALTH INS BUYOUT	3,000	3,000	3,000	3,000	1,500	3,000
101-209.000-709.000	REG OVERTIME	284	416	300	300	171	300
101-209.000-715.000	F.I.C.A./MEDICARE	16,544	19,892	20,895	20,924	12,942	20,713
101-209.000-719.000	HEALTH INSURANCE	29,802	47,471	55,912	55,912	41,934	56,001
101-209.000-719.001	SICK AND ACCIDENT	894	1,205	1,604	1,604	1,229	1,915
101-209.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(9,845)				(5,400)
101-209.000-719.015	DENTAL BENEFITS	3,726	4,049	5,038	5,038	3,391	5,038
101-209.000-719.016	VISION BENEFITS		778	855	855	570	941
101-209.000-719.020	HEALTH CARE DEDUCTION	11,081	12,856	17,325	17,325	16,296	17,325
101-209.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	267	335	360	360	216	270
101-209.000-720.000	LIFE INSURANCE	432	588	792	792	594	792
101-209.000-727.000	OFFICE SUPPLIES	3,534	3,423	3,000	3,000	2,380	3,000
101-209.000-730.000	POSTAGE	7,158	7,261	7,700	7,700	7,524	7,700
101-209.000-811.001	TAX APPEALS	22,904	4,107	12,500	12,096	1,743	12,500
101-209.000-860.000	TRAVEL	4					
101-209.000-867.000	GAS & OIL	197	282	720	720	153	720
101-209.000-876.000	RETIREMENT/MERS	24,330	26,328	26,611	26,611	17,823	35,436
101-209.000-943.000	MOTORPOOL LEASE/MAINTENANCE	4,300	4,300	4,000	4,000	2,667	4,000
101-209.000-958.000	MEMBERSHIP AND DUES	804	1,382	1,000	1,000		1,060
<b>NET OF REVENUES/APPROPRIATIONS - 209.000-ASSESSING DEPARTMEN</b>		<b>(347,266)</b>	<b>(380,469)</b>	<b>(430,305)</b>	<b>(430,305)</b>	<b>(282,613)</b>	<b>(433,806)</b>

## 101-210 – Legal Services

### Expenditures

<b>Line Item</b>	<b>Explanation</b>
101-210-000-801-002 – Legal Services	It is proposed that in 2017, we begin including all legal services (with the exception of Domestic Violence, Prosecution and Nuisance Abatement cases) in one line item, Legal Services. This will include our attorneys providing legal opinions, preparing and reviewing documents, reviewing contracts, advising the Township on legal matters upon verbal and written request, attending Work Sessions, Board Meetings, Planning Commission, ZBA, Nuisance Abatement, development and police services meetings and conferences as requested, investigation, preparation, office time, court time, post-hearing services, etc. for all circuit court actions, representation of the Township in the appeal of any matter, including appeals from district court, circuit court, to or from the Court of Appeals and in the Supreme Court of the State of Michigan; appearances before administrative tribunals or courts other than the 14-B District Court, as well as labor consultant services.

9/12/16



09/14/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI  
 Calculations as of 08/31/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 08/31/16	2017 REQUESTED BUDGET
Dept 210.000-LEGAL SERVICES							
101-210.000-801.001	ATTORNEY RETAINER	94,344	94,344	94,350	94,350	62,896	
101-210.000-801.002	LEGAL SERVICES	164,209	89,610	50,000	50,000	16,036	207,310
101-210.000-801.011	ATTORNEY CLERICAL	22,956	22,956	22,960	22,960	15,304	
101-210.000-802.002	LABOR CONSULTANT	12,633	630	10,000	10,000	2,224	
NET OF REVENUES/APPROPRIATIONS - 210.000-LEGAL SERVICES		(294,142)	(207,540)	(177,310)	(177,310)	(96,460)	(207,310)

## 101-215 - Clerk

### Expenditures

<b>Line Item</b>	<b>Explanation</b>
101-215-000-703-000 – Salaries-Elected Officials	Per Resolution No. 2015-37, the Clerk's salary was set at \$78,226.79 for 2016. This draft budget is increased by 1.5% in 2017, the same as Teamsters and AFSCME employees. This will be determined by the Board.
101-215-000-704-000 – Appointed Officials	At this time, no election is planned for 2017. Therefore, this line item has been reduced to \$0.
101-215-000-705-000 – Salary-Supervision	Per Resolution No. 2015-40, the Deputy Clerk's salary was set at \$56,615 for 2016. This draft budget is increased by 1.5% in 2017, the same as Teamsters and AFSCME employees. This will be determined by the Board. Even though an increase is budgeted, this amount shown is reduced since no payroll accrual is needed in 2017.
101-215-000-706-000 – Salary-Permanent Wages	This line item is used for the wages of three Floater II/Clerk III positions. A 1.5% increase has been budgeted in 2017, per the AFSCME contract. Even though an increase is budgeted, the amount shown is reduced since no payroll accrual is needed in 2017.
101-215-000-708-004 – Salaries Pay Out-PTO & Sick Time	Employees may request a payout of 32 hours of PTO at 100%. It will be a Board decision if additional payouts of PTO time should be budgeted.

Line Item	Explanation
101-215-000-708-010 – Health Insurance Buyout	This line item is used for the health insurance buyout for employees who receive health insurance through another source.
101-215-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
101-215-000-719-000 – Health Insurance	We were notified of our health care renewal rates and will only receive a .16% increase in 2017.
101-215-000-719-001 – Sick & Accident	The overall increase in rates is 19.45%, good through 8/31/18. It is recommended that we stay with our current carrier since only the LTD rates increased. Figures were provided by Human Resources.
101-215-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.
101-215-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017.
101-215-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017.

Line Item	Explanation
101-215-000-719-020 – Health Care Deduction	This line item is used to fund the Choice Strategies cards associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended.
101-215-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies.
101-215-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017.
101-215-000-727-000 – Office Supplies	Includes costs to cover the daily operations of the Clerk's office.
101-215-000-740-001 – Ordinance & Zoning Code Books	Includes costs of maintaining ordinance and zoning updates through Municode and Ordinance, Resolution and Minute books.
101-215-000-740-010 – Office Supplies-Elections	At this time, no election is planned for 2017. Therefore, this line item has been reduced to \$0.
101-215-000-801-000 – Professional Services	\$9,000 is budgeted in this line item - \$8,000 for document conversion to digital images and \$1,000 for shredding costs for all departments
101-215-000-801-200 – Prof Svcs-Programming Ballots	At this time, no election is planned for 2017. Therefore, this line item has been reduced to \$0.
101-215-000-860-000 - Travel	Includes costs for mileage reimbursement for delivery of board packet, post office, and travel to various conferences, classes and meetings.

Line Item	Explanation
101-215-000-860-010 – Travel-Elections	At this time, no election is planned for 2017. Therefore, this line item has been reduced to \$0.
101-215-000-876-000 – Retirement/MERS	Employer's portion is based on a flat rate (\$461.00 per employee times 24 pays = \$11,064 per employee) for employees hired before January 1, 2014. For those hired after January 1, 2014, a percentage of 5.16% is paid. Figures provided by Accounting Director.
101-215-000-931-000 – Repairs & Maintenance	Includes any costs to cover any repairs due to the election or to the recording system used in the Board Room.
101-215-000-933-001 – Maintenance Contract	Contract with ES&S for tabulator maintenance.
101-215-000-941-000 – Equipment Rental/Leasing	At this time, no election is planned for 2017. Therefore, this line item has been reduced to \$0.
101-215-000-956-000 – Miscellaneous	No change for 2017. Miscellaneous expenses for the Clerk's office.
101-215-000-958-000 – Membership & Dues	Membership for the Clerk and Deputy Clerk in the Michigan Association of Municipal Clerks and the International Institute of Municipal Clerks.

9/9/16

- We would like to also request to purchase new election equipment in 2017 (It is expected the State will match our costs at 50%). The cost will be \$65,250.

09/14/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 08/31/2016

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GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 08/31/16	2017 REQUESTED BUDGET
Dept 215.000-TOWNSHIP CLERK							
101-215.000-703.000	SALARIES - ELECTED OFFICIALS	75,932	79,991	78,227	78,227	52,151	79,400
101-215.000-704.000	APPOINTED OFFICIALS	52,783	25,053	93,000	119,000	79,693	
101-215.000-705.000	SALARY - SUPERVISION	54,941	56,634	57,704	57,704	36,139	57,464
101-215.000-706.000	SALARY - PERMANENT WAGES	129,753	114,216	138,222	138,222	87,018	137,653
101-215.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	2,930	2,047	2,957	2,957	871	3,002
101-215.000-708.010	HEALTH INS BUYOUT	6,000	3,000	3,000	3,000	1,500	3,000
101-215.000-709.000	REG OVERTIME	9,650	7,490	15,000	21,000	14,715	
101-215.000-715.000	F.I.C.A./MEDICARE	21,299	20,231	22,746	22,746	14,526	22,607
101-215.000-719.000	HEALTH INSURANCE	38,743	54,507	67,094	67,094	50,320	67,201
101-215.000-719.001	SICK AND ACCIDENT	1,191	1,097	1,604	1,604	1,229	1,915
101-215.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(12,480)				(7,200)
101-215.000-719.015	DENTAL BENEFITS	6,240	5,300	5,825	5,825	4,067	5,825
101-215.000-719.016	VISION BENEFITS		966	1,011	1,011	726	1,112
101-215.000-719.020	HEALTH CARE DEDUCTION	10,245	14,608	23,100	23,100	6,831	23,100
101-215.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	275	305	360	360	216	360
101-215.000-720.000	LIFE INSURANCE	720	698	990	990	743	990
101-215.000-723.000	DEFERRED COMPENSATION EMPLOYE	4				5	
101-215.000-727.000	OFFICE SUPPLIES	13,632	6,475	4,000	4,000	3,052	4,000
101-215.000-740.001	Ordinance & Zoning Code Books	2,594	3,353	4,000	4,000	1,887	4,000
101-215.000-740.010	OFFICE SUPPLIES - ELECTIONS		493	18,000	23,000	20,908	
101-215.000-801.000	PROFESSIONAL SERVICES		2,355	8,000	8,000	1,583	9,000
101-215.000-801.200	PROFNLS SRV-PROGRAMMING BALLO	3,588	1,450	7,000	10,500	750	
101-215.000-860.000	TRAVEL	981	1,122	2,000	2,000	1,052	2,000
101-215.000-860.010	TRAVEL - ELECTIONS				500		
101-215.000-876.000	RETIREMENT/MERS	40,283	34,502	34,880	34,880	24,982	46,429
101-215.000-931.000	REPAIRS AND MAINTENANCE			500	500		500
101-215.000-933.001	MAINTENANCE CONTRACTS	1,857	1,920	2,000	2,000	1,920	2,000
101-215.000-941.000	EQUIPMENT RENTAL/LEASING	3,300	1,100	3,300	4,400	3,300	
101-215.000-956.000	MISCELLANEOUS	224		500	500		500
101-215.000-958.000	MEMBERSHIP AND DUES	270	405	500	500	120	500
101-215.000-977.000	EQUIPMENT	1,057	419	2,750	2,750	1,790	
NET OF REVENUES/APPROPRIATIONS - 215.000-TOWNSHIP CLERK		(478,492)	(427,257)	(598,270)	(640,370)	(412,094)	(465,358)

## 101-227 – Human Resources

### Expenditures

Line Item	Explanation
101-227-000-706-000 – Salary-Permanent Wages	This line item reflects the wages of the Human Resource Generalist and the Quality Assurance Specialist position. A 1.5% increase is budgeted for 2017, the same as AFSCME and Teamsters. This will be determined by the Board. Even though the increase is budgeted, the amount shown is less since no payroll accrual is needed for 2017.
101-227-000-708-004 – Salaries Pay Out-PTO & Sick Time	Employees may request a payout of 32 hours of PTO at 100%. It will be a Board decision if additional payouts of PTO time should be budgeted.
101-227-000-708-010 – Health Insurance Buyout	This line item is used for the health insurance buyout for employees who receive health insurance through another source. An employee within the department that was receiving this buyout has elected to receive health care benefits. Therefore, this line has been reduced to \$0.
101-227-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
101-227-000-719-000 – Health Insurance	We were notified of our health care renewal rates and will only receive a .16% increase in 2017. A larger increase is budgeted as an employee within the department that was receiving the health insurance buyout has elected to receive health care.

Line Item	Explanation
101-227-000-719-001 – Sick & Accident	The overall increase in rates is 19.45%, good through 8/31/18. It is recommended that we stay with our current carrier since only the LTD rates increased. Figures were provided by Human Resources.
101-227-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.
101-227-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017.
101-227-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017.
101-227-000-719-020 – Health Care Deduction	This line item is used to fund the Choice Strategies cards associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended. An employee within the department that was receiving the health insurance buyout has elected to receive health care benefits. Therefore, this line has been increased.
101-227-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies. An employee within the department that was receiving the health insurance buyout has elected to receive health care benefits. Therefore, this line has been increased.
101-227-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017.



Line Item	Explanation
101-227-000-727-000 – Office Supplies	It is recommended that this line item be budgeted at \$500.00 for 2017. With the addition of the Quality Assurance Specialist additional office supplies are needed to maintain and build files.
101-227-000-876-000 – Retirement/MERS	Employer's portion is based on a flat rate (\$461.00 per employee times 24 pays = \$11,064 per employee) for employees hired before January 1, 2014. For those hired after January 1, 2014, a percentage of 5.16% is paid. Figures provided by Accounting Director.
101-227-000-958-000 – Membership & Dues	It is recommended that this line item remain at \$400.00 for 2017. This will allow for both HR staff members to maintain their membership with SHRM (Society of Human Resource Management). SHRM provides updates and relative information for both staff members.
101-227-000-960-000 – Education & Training	It is recommended that this line item be budgeted at \$25,000 for 2017. During 2016 focus has been on providing Professional Development and identifying training needed for employees. The funds of 2017 would allow for continued development for employees. This line item also covers attendance to the annual MERS Meeting.

9/14/16

09/14/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI  
 Calculations as of 08/31/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 08/31/16	2017 REQUESTED BUDGET
<b>Dept 227.000-HUMAN RESOURCES</b>							
101-227.000-706.000	SALARY - PERMANENT WAGES	54,014	76,646	108,444	108,444	67,925	108,008
101-227.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	2,000	2,109	1,626	3,232	2,462	1,662
101-227.000-708.010	HEALTH INS BUYOUT		497	3,000	3,000	1,500	
101-227.000-715.000	F.I.C.A./MEDICARE	4,189	6,084	8,515	8,638	5,408	8,390
101-227.000-719.000	HEALTH INSURANCE	14,901	17,839	18,638	18,638	13,978	37,334
101-227.000-719.001	SICK AND ACCIDENT	298	399	802	802	615	958
101-227.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(3,960)				(3,600)
101-227.000-719.015	DENTAL BENEFITS	1,651	1,417	2,835	2,835	2,362	2,835
101-227.000-719.016	VISION BENEFITS		272	467	467	311	513
101-227.000-719.020	HEALTH CARE DEDUCTION	2,022	2,534	5,775	5,775	8,352	11,550
101-227.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	92	92	90	90	54	180
101-227.000-720.000	LIFE INSURANCE	144	195	396	396	297	396
101-227.000-727.000	OFFICE SUPPLIES	125	146	300	300	168	500
101-227.000-876.000	RETIREMENT/MERS	8,104	9,029	10,272	10,272	6,963	13,722
101-227.000-958.000	MEMBERSHIP AND DUES	185	190	400	400	380	400
101-227.000-960.000	EDUCATION AND TRAINING	6,448	14,409	25,000	25,000	11,977	25,000
<b>NET OF REVENUES/APPROPRIATIONS - 227.000-HUMAN RESOURCES</b>		<b>(94,173)</b>	<b>(127,898)</b>	<b>(186,560)</b>	<b>(188,289)</b>	<b>(122,752)</b>	<b>(207,848)</b>

**101-247 – Board of Review**

**Expenditures**

<b>Line Item</b>	<b>Explanation</b>
101-247-000-704-000 – Appointed Officials	This line item is used to pay board members. Board of Review is held in March, July and December and the rate is \$90.00 per meeting. Reducing this account from \$2500.00 to \$2000.00 for 2017.
101-247-000-715-000 – FICA/Medicare	Amount provided by the Accounting Director.
101-247-000-723-000 – Deferred Compensation Employer	Amount provided by the Accounting Director.

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09/14/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI  
 Calculations as of 08/31/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 08/31/16	2017 REQUESTED BUDGET
Dept 247.000-BOARD OF REVIEW							
101-247.000-704.000	APPOINTED OFFICIALS	2,070	1,890	2,500	2,500	1,530	2,000
101-247.000-715.000	F.I.C.A./MEDICARE	30	27	36	36	22	29
101-247.000-723.000	DEFERRED COMPENSATION EMPLOYE	27	25	33	33	20	26
NET OF REVENUES/APPROPRIATIONS - 247.000-BOARD OF REVIEW		(2,127)	(1,942)	(2,569)	(2,569)	(1,572)	(2,055)

## 101-253 - Treasurer

### Expenditures

Line Item	Explanation
101-253-000-703-000 – Salaries-Elected Officials	Per Resolution No. 2015-38, the Treasurer's salary was set at \$78,226.79 for 2016. This draft budget is increased by 1.5% in 2017, the same as Teamsters and AFSCME employees. This will be determined by the Board.
101-253-000-705-000 – Salary-Supervision	Per Resolution No. 2015-40, the Deputy Treasurer's salary was set at \$56,615 for 2016. This draft budget is increased by 1.5% in 2017, the same as Teamsters and AFSCME employees. This will be determined by the Board. Even though an increase is budgeted, the amount shown is less since no payroll accrual is needed for 2017.
101-253-000-706-000 – Salary-Permanent Wages	The Treasurer's Office currently has 1.5 Floater II/Clerk III positions. Due to the Deputy Treasurer now assisting with the Compost Site and the Golf Course, we are requesting that the half-time clerical position be restored to a full-time position. The salary for 2 Floater II/Clerk III positions has been budgeted with a 1.5% contractual increase for 2017.
101-253-000-708-004 – Salaries Pay Out-PTO & Sick Time	Employees may request a payout of 32 hours of PTO at 100%. It will be a Board decision if additional payouts of PTO time should be budgeted.
101-253-000-708-010 – Health Insurance Buyout	This line item is used for the health insurance buyout for employees who receive health insurance through another source.

<b>Line Item</b>	<b>Explanation</b>
101-253-000-709-000 – Regular Overtime	This line item reflects overtime costs for dog clinics and the last week of tax collection in September, December and February.
101-253-000-715-000 – FICA/Medicare	Figures provided by Accounting Director.
101-253-000-719-000 – Health Insurance	We were notified of our health care renewal rates and will only receive a .16% increase in 2017.
101-253-000-719-001 – Sick & Accident	The overall increase in rates is 19.45%, good through 8/31/18. It is recommended that we stay with our current carrier since only the LTD rates increased. Figures were provided by Human Resources. A larger increase is shown in this line item due to restoring the half-time clerical position to full-time.
101-253-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.
101-253-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017. Even though there is no increase in rates, this line item has been increased due to restoring the half-time clerical position to full-time.
101-253-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017. A larger increase is shown due to restoring the half-time clerical position to full-time.

Line Item	Explanation
101-253-000-719-020 – Health Care Deduction	This line item is used to fund the Choice Strategies cards associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended.
101-253-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies.
101-253-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017. Even though there is no increase in rates, this line item has been increased due to restoring the half-time clerical position to full-time.
101-253-000-727-000 – Office Supplies	Accounts for necessary supplies. Also includes envelopes for past due notices and A/P Mailings.
101-253-000-753-000 – Dog Licenses	Three year tags to be sold by the Treasurer's Office and the Humane Society.
101-253-000-830-000 – Tax Preparation	Printing and mailing of tax bills.
101-253-000-860-000 – Travel	Mileage reimbursement for Treasurer's meetings, banks, post office, County Treasurer and court cases.
101-253-000-876-000 – Retirement/MERS	Employer's portion is based on a flat rate (\$461.00 per employee times 24 pays = \$11,064 per employee) for employees hired before January 1, 2014. For those hired after January 1, 2014, a percentage of 5.16% is paid. Figures provided by Accounting Director.

<b>Line Item</b>	<b>Explanation</b>
101-253-000-931-000 – Repairs & Maintenance	Maintenance contracts with the check signer company.
101-253-000-956-000 - Miscellaneous	Court fees/parking for small claims.

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI  
 Calculations as of 08/31/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 08/31/16	2017 REQUESTED BUDGET
<b>Dept 253.000-TREASURER</b>							
101-253.000-703.000	SALARIES - ELECTED OFFICIALS	75,932	79,991	78,227	78,227	52,151	79,400
101-253.000-705.000	SALARY - SUPERVISION	54,941	56,634	57,704	57,704	36,139	57,464
101-253.000-706.000	SALARY - PERMANENT WAGES	68,358	70,612	72,072	72,072	44,937	95,792
101-253.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	4,131	4,193	1,945	4,967	4,255	2,356
101-253.000-708.010	HEALTH INS BUYOUT	1,500	1,500	1,500	1,500	750	3,000
101-253.000-709.000	REG OVERTIME	743	977	1,300	1,300	503	1,300
101-253.000-715.000	F.I.C.A./MEDICARE	15,446	16,257	16,289	16,521	10,227	18,307
101-253.000-719.000	HEALTH INSURANCE	41,723	49,948	52,184	52,184	39,138	52,268
101-253.000-719.001	SICK AND ACCIDENT	745	831	1,003	1,003	768	1,436
101-253.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(11,400)				(5,400)
101-253.000-719.015	DENTAL BENEFITS	5,068	4,330	4,330	4,330	3,247	5,038
101-253.000-719.016	VISION BENEFITS		739	739	739	492	941
101-253.000-719.020	HEALTH CARE DEDUCTION	15,705	14,990	17,325	17,325	14,751	17,325
101-253.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	275	275	270	270	189	270
101-253.000-720.000	LIFE INSURANCE	456	514	693	693	471	792
101-253.000-727.000	OFFICE SUPPLIES	912	915	1,300	1,300	521	1,300
101-253.000-753.000	DOG LICENSES	1,050		1,050	1,050	1,050	1,050
101-253.000-830.000	TAX PREPARATION	2,339	3,200	3,500	3,500	1,275	3,500
101-253.000-860.000	TRAVEL	224	246	250	250	62	250
101-253.000-876.000	RETIREMENT/MERS	28,965	29,337	29,124	29,124	19,576	44,323
101-253.000-931.000	REPAIRS AND MAINTENANCE	183	193	500	500	193	500
101-253.000-956.000	MISCELLANEOUS	31	75	100	100	20	100
<b>NET OF REVENUES/APPROPRIATIONS - 253.000-TREASURER</b>		<b>(318,727)</b>	<b>(324,357)</b>	<b>(341,405)</b>	<b>(344,659)</b>	<b>(230,715)</b>	<b>(381,312)</b>

## 101-265 – Building Operations

### Expenditures

<b>Line Item</b>	<b>Explanation</b>
101-265-000-706-000 – Salary-Permanent Wages	This line item is used for the salaries of 2 f/t maintenance tech staff, 1.5 f/t custodians (other .5 is budgeted in Fund 236) and 3 p/t custodians at the Community Center. A 1.5% Increase is budgeted per the AFSCME contract. Although the increase is budgeted, a decrease is shown due to one less f/t custodian position being budgeted (changed to p/t position) and no payroll accrual being needed for 2017.
101-265-000-707-775 – Salary-Temporary Ford Lake Park	This line item reflects wages for seasonal employees who work in building maintenance. It is recommended that it remain at \$5,000 for 2017.
101-265-000-708-004 – Salaries Pay Out-PTO & Sick Time	Employees may request a payout of 32 hours of PTO at 100%. It will be a Board decision if additional payouts of PTO time should be budgeted.
101-265-000-708-010 – Health Insurance Buyout	This line item is used for the health insurance buyout for employees who receive health insurance through another source.
101-265-000-709-000 – Regular Overtime	This line item is used for overtime costs. It is recommended that it remain at \$1,500 for 2017.
101-265-000-715-000 – FICA/Medicare	Figures provided by Accounting Director.

<b>Line Item</b>	<b>Explanation</b>
101-265-000-719-000 – Health Insurance	We were notified of our health care renewal rates and will only receive a .16% increase in 2017. Although we are budgeting for the increase, this line item has been reduced due to having one less full-time employee in the department.
101-265-000-719-001 – Sick & Accident	The overall increase in rates is 19.45%, good through 8/31/18. It is recommended that we stay with our current carrier since only the LTD rates increased. Figures were provided by Human Resources. Although we are budgeting for the increase, this line item has been reduced due to one less employee receiving coverage.
101-265-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.
101-265-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017. Although rates will be the same, this line item has been reduced due to one less employee receiving coverage.
101-265-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017. Although we will be receiving an increase, this line item has been reduced due to one less employee receiving coverage.

<b>Line Item</b>	<b>Explanation</b>
101-265-000-719-020 – Health Care Deduction	This line item is used to fund the Choice Strategies cards associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended. It has been reduced due to one less employee receiving coverage.
101-265-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies. This line item has been reduced due to one less employee receiving coverage.
101-265-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017. Although rates will be the same, this line item has been reduced due to one less employee receiving coverage.
101-265-000-723-000 – Deferred Compensation Employer	Figures provided by the Accounting Director.
101-265-000-727-000 – Office Supplies	This line item is used for to purchase office supplies. It is recommended that it remain at \$300 for 2017.
101-265-000-740-000 – Operating Supplies	This line item is used for tools and equipment for the Building Maintenance employees. It is recommended that it remain at \$2,500 for 2017.
101-265-000-741-000 – Boot Reimb & Uniform Purchase	This line item is used for floor mats and towels. It is also used to reimburse employees for purchasing boots, per the AFSCME contract. We are recommending that it be reduced to \$8,000 in 2017.

<b>Line Item</b>	<b>Explanation</b>
101-265-000-757-775 – Operating Supplies-Ford Lake Park	This line item is used for tools and equipment used within the Ford Lake Park system. In reviewing what has been spent to date, it is recommended that it be reduced to \$800 for 2017.
101-265-000-776-001 – Maint Supplies-Civic Center	This line item is used to purchase supplies for the Civic Center, such as vacuum bags, floor finish, etc. In reviewing what has been spent to date in 2016, it is recommended that it be increased from the 2016 original budget to \$6,500 in 2017.
101-265-000-776-002 – Maint Supplies-Graffiti Control	This line item is used for cleaners and paints for removal of graffiti. Based on what has been spent to date, it is recommended that it be increased to \$1,500 for 2017.
101-265-000-776-775 – Maint Supplies-Ford Lake Park	This line item reflects costs for supplies within the Ford Lake Park system. Soap dispensers and hand dryers are needed in the restrooms at these parks. Therefore, we are recommending that it be increased to \$1,000 for 2017.
101-265-000-777-000 – Bldg Oper Equipment Tools	Tools, lift gates, electrical and regulatory posters are charged to this line item. It is recommended that it remain at \$3,000 for 2017.
101-265-000-818-001 – Contractual Services-Civic Center	This line item is used for the alarm systems, elevator inspections, fire extinguishers, boiler inspections, building services, window washers, etc. In reviewing what has been spent to date in 2016, it is recommended that it be slightly increased to \$50,000 in 2017. We are seeking a maintenance contract for the mechanical system and would like to add the Civic Center.

Line Item	Explanation
101-265-000-818-775 – Maint-Contr Svcs-Ford Lake Park	This line item is used for contracting work in the Ford Lake Park system (alarm system, hot water heater, etc.). It is recommended that it remain at \$700 in 2017.
101-265-000-867-000 – Gas & Oil	This line item is used for fuel & oil for vehicles. In reviewing what was spent in past years, we are recommending that \$4,000 be budgeted for 2017.
101-265-000-876-000 – Retirement/MERS	Employer's portion is based on a flat rate (\$461.00 per employee times 24 pays = \$11,064 per employee) for employees hired before January 1, 2014. For those hired after January 1, 2014, a percentage of 5.16% is paid. Figures provided by Accounting Director.
101-265-000-920-001 – Utilities-Civic Center	Utilities for the Civic Center are charged to this line item. It is recommended that it remain at \$70,000 in 2017.
101-265-000-931-001 – Repairs-Civic Center	This line item is used for batteries, door repairs, closers, etc. in the Civic Center. It is recommended that it remain at \$2,000 in 2017.
101-265-000-931-020 – Non-Reoccurring R&M-Civic Ctr	Unexpected large item replacements such as electric ceiling sensors are charged to this line item. It is recommended that it remain at \$3,000 for 2017.
101-265-000-931-775 – Repairs-Ford Lake Parks	This line item is used for paint and maintenance staff repairs in the Ford Lake Park System. It is recommended that it remain at \$1,000 in 2017.
101-265-000-938-000 – Equipment Contractual Equipment	This line item is used for annual inspections on equipment. It is recommended that it remain at \$1,000 in 2017.

Line Item	Explanation
101-265-000-943-000 – Motorpool Lease/Maintenance	This line item is for the combined cost of the monthly vehicle lease/ maintenance & is at \$7,000.
101-265-000-956-000 – Miscellaneous	This line item is used for drug screenings, driving tests, etc. It is recommended that it remain at \$500 for 2017.
101-265-000-974-025 – Capital Outlay/Security	See deferred maintenance list.

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 08/31/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 08/31/16	2017 REQUESTED BUDGET
Dept 265.000-RESIDENT SVCS: BLDG OPERATIONS							
101-265.000-706.000	SALARY - PERMANENT WAGES	247,132	240,911	235,422	235,422	139,973	212,095
101-265.000-707.775	SALARY - TEMP. FORD LAKE PARK	4,919	3,164	5,000	5,000		5,000
101-265.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	6,068	407	2,481	2,481	788	2,447
101-265.000-708.010	HEALTH INS BUYOUT	652	1,691	3,000	3,000	1,500	3,000
101-265.000-709.000	REG OVERTIME	1,317	3,494	1,500	1,500	1,402	1,500
101-265.000-715.000	F.I.C.A./MEDICARE	19,078	18,577	17,521	17,521	10,812	13,545
101-265.000-719.000	HEALTH INSURANCE	52,485	44,042	51,563	51,563	23,148	36,855
101-265.000-719.001	SICK AND ACCIDENT	1,042	1,297	1,805	1,805	1,009	1,676
101-265.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(15,280)				(4,500)
101-265.000-719.015	DENTAL BENEFITS	5,144	2,961	3,985	3,985	1,926	3,199
101-265.000-719.016	VISION BENEFITS		577	739	739	337	642
101-265.000-719.020	HEALTH CARE DEDUCTION	21,016	11,994	18,778	18,778	7,724	13,003
101-265.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	390	312	315	315	144	225
101-265.000-720.000	LIFE INSURANCE	504	633	891	891	502	693
101-265.000-723.000	DEFERRED COMPENSATION EMPLOYE	146	157	293	293		754
101-265.000-727.000	OFFICE SUPPLIES	60	309	300	300	71	300
101-265.000-740.000	OPERATING SUPPLIES	2,222	2,479	2,500	2,500	818	2,500
101-265.000-741.000	BOOT REIMB & UNIFORMS PURCHASE	8,329	7,935	10,500	10,500	5,403	8,000
101-265.000-757.775	OPERATING SUPP: FORD LAKE PAR	665	844	900	900	16	800
101-265.000-776.001	MAINT SUPPLIES - CIVIC CENTER	3,514	4,003	5,000	6,650	6,556	6,500
101-265.000-776.002	MAINT SUPPLIES - GRAFFITI CON	771	1,031	1,000	1,000	461	1,500
101-265.000-776.775	MAINT SUPPLIES: FORD LAKE PAR		122	200	200	33	1,000
101-265.000-777.000	BLDG OPER EQUIP TOOLS	2,878	161	3,000	3,000	96	3,000
101-265.000-818.001	CONTRACTUAL SERVICES CIVIC CT	26,752	25,789	32,000	48,524	33,805	50,000
101-265.000-818.775	MAINT-CONTR SVCS - FORD LK PR	959	700	700	700	195	700
101-265.000-867.000	GAS & OIL	3,348	2,361	5,000	3,350	1,460	4,000
101-265.000-876.000	RETIREMENT/MERS	26,207	22,389	24,100	24,100	10,546	21,165
101-265.000-920.001	UTILITIES - CIVIC CENTER	67,778	66,605	70,000	70,000	40,860	70,000
101-265.000-931.001	REPAIRS CIVIC CENTER	756	1,145	2,000	2,000	494	2,000
101-265.000-931.020	NON REOCCURRING R & M - CIVIC		1,449	3,000	3,000	1,401	3,000
101-265.000-931.775	REPAIRS - FORD LAKE PARKS	225	877	1,000	1,000		1,000
101-265.000-938.000	EQUIPMENT CONTRACTUAL EQUIP	830	755	1,000	1,000		1,000
101-265.000-943.000	MOTORPOOL LEASE/MAINTENANCE	4,800	4,818	7,000	7,000	4,739	7,000
101-265.000-956.000	MISCELLANEOUS	158	484	500	500	40	500
101-265.000-974.025	CAPITAL OUTLAY/SECURITY	133,539					
101-265.000-977.000	EQUIPMENT			37,000	37,000		
NET OF REVENUES/APPROPRIATIONS - 265.000-RESIDENT SVCS: BLDG O		(643,684)	(459,193)	(549,993)	(566,517)	(296,259)	(474,099)



**101-266 - Computer Support**  
**Expenditures**

<b>Line Item</b>	<b>Explanation</b>
101-266-000-706-000 – Salary-Permanent Wages	This line item reflects the salaries of the IT Manager, the Help Desk Specialist and the Web Content & Design Manager. A contractual 1.5% increase is budgeted for 2017. Although an increase is budgeted, the amount shown is reduced since no payroll accrual is needed for 2017.
101-266-000-708-004 – Salaries Pay Out-PTO & Sick Time	Employees may request a payout of 32 hours of PTO at 100%. It will be a Board decision if additional payouts of PTO time should be budgeted.
101-266-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
101-266-000-719-000 – Health Insurance	We were notified of our health care renewal rates and will only receive a .16% increase in 2017.
101-266-000-719-001 – Sick & Accident	The overall increase in rates is 19.45%, good through 8/31/18. It is recommended that we stay with our current carrier since only the LTD rates increased. Figures were provided by Human Resources.
101-266-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.

Line Item	Explanation
101-266-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017.
101-266-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017.
101-266-000-719-020 – Health Care Deduction	This line item is used to fund the Choice Strategies cards associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended.
101-266-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies.
101-266-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017.
101-266-000-727-000 – Office Supplies	It is recommended that this line item remain at \$500 for 2017.
101-266-000-857-100 – Communications-Internet Access	Internet access connection and cloud based services. 6.5% Increase <ul style="list-style-type: none"> <li>• Comcast</li> <li>• Cloud VPS hosting</li> <li>• Cloud storage solutions</li> <li>• Cloud Systems Management Solutions</li> </ul>
101-266-000-867-000 – Gas & Oil	Fuel costs for the IT Department.

Line Item	Explanation
101-266-000-876-000 – Retirement/MERS	Employer's portion is based on a flat rate (\$461.00 per employee times 24 pays = \$11,064 per employee) for employees hired before January 1, 2014. For those hired after January 1, 2014, a percentage of 5.16% is paid. Figures provided by Accounting Director.
101-266-000-933-000 – Equipment Maintenance	Unexpected repair of hardware equipment.
101-266-000-933-001 – Maintenance Contracts	Hardware service and support maintenance agreements. No Change <ul style="list-style-type: none"> <li>• Uninterruptable Power Systems</li> <li>• Network Firewalls</li> </ul>
101-266-000-934-000 – Software Support & Maint	Software support and maintenance agreements. This includes all technical support, patches, updates and upgrades for various software applications. 10% Increase <ul style="list-style-type: none"> <li>• Apex Sketch Software</li> <li>• Barracuda</li> <li>• BS&amp;A Software</li> <li>• Email System</li> <li>• ESRI GIS</li> <li>• Microsoft Windows and Office</li> <li>• Network Management Tools</li> <li>• RecTrac</li> <li>• Server Backup Software</li> <li>• System Anti-Virus</li> <li>• VMWare</li> </ul> <p>Although the amount spent to date in 2016 seems low, approximately half of these agreements are renewed in November.</p>

Line Item	Explanation
101-266-000-941-000 – Equipment Rental/Leasing	Time and attendance software. No Change.
101-266-000-943-000 – Motorpool Lease/Maintenance	Shared vehicle for Computer Support, this was a new line item in 2016. The costs will be shared between Computer Support and the Township Building Director.
101-266-000-971-008 – Capital Outlay/Prop. Improvement	Network infrastructure expansion Significant Increase As needed network data runs  The amount spent to date in 2016 is low because the fiber between Fire Station 1 and the Community Center is not complete.
101-266-000-977-000 - Equipment	New hardware purchases. 20% Decrease <ul style="list-style-type: none"> <li>• Firewall Upgrades</li> <li>• Workstation Replacements/Upgrades (done in August through October)</li> <li>• Server Replacements/Upgrades</li> <li>• Spoke Site MFD Replacements/Upgrades</li> </ul>
101-266-000-977-001 – Computer Software	New software purchases. <ul style="list-style-type: none"> <li>• RecTrac upgrade</li> <li>• Windows Server Upgrades (anticipated release in September 2016)</li> <li>• Change Management and Helpdesk</li> <li>• Storage Replication Software</li> </ul>

Capital Outlay/Prop. Improvement – The following is also requested:

Fiber Connectivity from Civic Center to Fire Station 1

- \$450,000 is a generous estimate for an 8.5-mile underground installation. Aerial would cost significantly less. This fiber run would include the following buildings:
  - Civic Center
  - Textile Fire Station
  - Ford Lake Park
  - Hydro Station
  - Fire Station 1

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## BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 08/31/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 08/31/16	2017 REQUESTED BUDGET
Dept 266.000-COMPUTER SUPPORT							
101-266.000-706.000	SALARY - PERMANENT WAGES	103,542	127,450	148,759	148,759	93,309	148,152
101-266.000-707.000	SALARY - TEMPORARY/SEASONAL	11,045	14,983				
101-266.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	5,467	6,639	5,712	5,712		5,798
101-266.000-715.000	F.I.C.A./MEDICARE	8,528	10,646	11,946	11,946	6,826	11,777
101-266.000-719.000	HEALTH INSURANCE	19,868	28,988	43,478	43,478	32,615	43,842
101-266.000-719.001	SICK AND ACCIDENT	596	765	1,203	1,203	922	1,436
101-266.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(5,174)				(6,392)
101-266.000-719.015	DENTAL BENEFITS	2,146	2,189	3,252	3,252	2,439	3,252
101-266.000-719.016	VISION BENEFITS		389	544	544	363	599
101-266.000-719.020	HEALTH CARE DEDUCTION	468	4,775	14,455	14,455	3,704	14,438
101-266.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	183	213	270	270	162	270
101-266.000-720.000	LIFE INSURANCE	288	374	594	594	446	594
101-266.000-723.000	DEFERRED COMPENSATION EMPLOYE	12	203				
101-266.000-727.000	OFFICE SUPPLIES	1,330	954	500	500	359	500
101-266.000-801.000	PROFESSIONAL SERVICES	4,376	4,458				
101-266.000-857.100	COMMUNICATIONS-INTERNET ACCES	29,743	25,336	38,555	38,555	19,995	41,040
101-266.000-867.000	GAS & OIL			1,500	1,500	16	1,500
101-266.000-876.000	RETIREMENT/MERS	12,064	10,431	11,241	11,241	7,506	15,042
101-266.000-933.000	EQUIPMENT MAINTENANCE	3,641	3,913	5,000	5,000	3,755	5,000
101-266.000-933.001	MAINTENANCE CONTRACTS	73,786	462	4,680	5,016	5,015	4,680
101-266.000-934.000	SOFTWARE SUPPORT & MAINT		72,651	85,544	85,544	41,973	94,109
101-266.000-941.000	EQUIPMENT RENTAL/LEASING	8,841	9,126	8,700	8,700	5,048	8,700
101-266.000-943.000	MOTORPOOL LEASE/MAINTENANCE			3,750	3,750	2,500	2,200
101-266.000-971.008	CAPTL OUTLAY -IMPROVEMENT	4,963	3,474	43,900	43,900	2,787	15,000
101-266.000-977.000	EQUIPMENT	106,193	91,206	87,800	87,800	55,202	70,200
101-266.000-977.001	COMPUTER SOFTWARE	51,793	26,785	53,800	53,464	4,136	53,800
NET OF REVENUES/APPROPRIATIONS - 266.000-COMPUTER SUPPORT		(448,873)	(441,236)	(575,183)	(575,183)	(289,078)	(535,537)

## 101-267 General Services

### Expenditures

<b>Line Item</b>	<b>Explanation</b>
101-267-000-727-000 – Office Supplies	This line item is used to purchase general office supplies used by all departments, except 14-B Court, Recreation and the Fire Department. Some of the items purchased include paper, card stock and batteries. Based on what has been spent in previous years and to date in 2016, it is recommended that this line item be reduced to \$7,000 in 2017.
101-267-000-727-200 – Office Meeting/Welcome Supplies	This line item is used to purchase coffee, filters, cups, creamer, sugar and water at the Civic Center. Coffee and water are offered to residents that come in to the building. Profits from the vending machines (101-000-000-694-200) are used for this line item. It is recommended that it remain at \$500 for 2017.
101-267-000-730-000 - Postage	This line item is used for postage costs. It is recommended that it remain at \$60,000 in 2017.
101-267-000-850-000 - Telephone	This line item is used for all desk and cell phones in the Township. Based on what has been spent to date in 2016, it is recommended that it be increased to \$44,000 in 2017.

<b>Line Item</b>	<b>Explanation</b>
101-267-000-900-000 - Publishing	This line item is used for publishing of various notices in the newspaper and for printing of notices for Neighborhood Watch. In reviewing what has been spent to date in previous years and to date in 2015, it is recommended that it be decreased to \$15,000 in 2017.
101-267-000-933-000 – Equipment Maintenance	This line item is used for maintenance on all equipment except our copiers and computers. It is recommended that it remain at \$600 for 2017.
101-267-000-941-000 – Equipment Rental/Leasing	This line item is used for our copiers and postage machine. It is recommended that it remain at \$17,000 in 2017.
101-267-000-941-000 - Miscellaneous	This line item is used to replenish the First Aid boxes and pay for our Sam's Club membership. In reviewing what has been spent to date in 2016, it is recommended that it be reduced to \$1,000 for 2017.

8/18/16



09/14/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 08/31/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 08/31/16	2017 REQUESTED BUDGET
Dept 267.000-GENERAL SERVICES							
101-267.000-727.000	OFFICE SUPPLIES	7,382	7,108	8,000	8,000	3,564	7,000
101-267.000-727.200	OFFICE MEETING/WELC SUPPLIES	247	375	500	500	175	500
101-267.000-730.000	POSTAGE	64,280	49,770	60,000	59,140	42,432	60,000
101-267.000-801.000	PROFESSIONAL SERVICES	400					
101-267.000-850.000	TELEPHONE	40,501	41,546	41,000	41,000	27,083	44,000
101-267.000-900.000	PUBLISHING	16,028	16,163	18,000	18,000	7,314	15,000
101-267.000-933.000	EQUIPMENT MAINTENANCE	642	706	600	600		600
101-267.000-941.000	EQUIPMENT RENTAL/LEASING	19,190	23,372	17,000	17,000	10,910	17,000
101-267.000-956.000	MISCELLANEOUS	11,194	1,519	1,500	1,500	532	1,000
101-267.000-977.000	EQUIPMENT		500		860	854	
NET OF REVENUES/APPROPRIATIONS - 267.000-GENERAL SERVICES		(159,864)	(141,059)	(146,600)	(146,600)	(92,864)	(145,100)

## 101-371 - Planning

### Expenditures

<b>Line Item</b>	<b>Explanation</b>
101-371-000-705-000 – Salary-Supervision	This line item reflects the salary of the Planning Director and 12.5% of the OCS Administrator position. A 1.5% increase is budgeted for 2017, the same as AFSCME and Teamsters employees. Even though an increase is budgeted, the amount shown is lower since no payroll accrual is needed for 2017.
101-371-000-706-013 – GIS Service	This line item reflects 25% of the cost for GIS specialist services split between OCS and Assessing.
101-371-000-707-000 – Temporary Wages/Seasonal	This line item reflects the salary of an internship position within the Planning Department.
101-371-000-708-004 – Salaries Pay Out-PTO & Sick Time	Employees may request a payout of 32 hours of PTO at 100%. It will be a Board decision if additional payouts of PTO time should be budgeted.
101-371-000-708-010 – Health Insurance Buyout	This line item is used for the health insurance buyout for employees who receive health insurance through another source.
101-371-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.

Line Item	Explanation
101-371-000-719-000 – Health Insurance	We were notified of our health care renewal rates and will only receive a .16% increase in 2017.
101-371-000-719-001 – Sick & Accident	The overall increase in rates is 19.45%, good through 8/31/18. It is recommended that we stay with our current carrier since only the LTD rates increased. Figures were provided by Human Resources.
101-371-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.
101-371-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017.
101-371-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017.
101-371-000-719-020 – Health Care Deduction	This line item is used to fund the Choice Strategies cards associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended.
101-371-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies.

<b>Line Item</b>	<b>Explanation</b>
101-371-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017.
101-371-000-723-000 – Deferred Compensation Employee	Figures provided by the Accounting Director.
101-371-000-727-000 – Office Supplies	This line items reflects expenses for office supplies necessary for day to day operations within the department. No changes are proposed for 2017.
101-371-000-755-000 – Subscriptions & Publications	This line item is used to pay for subscriptions to professional publications such as Crain's Detroit Business and Planning and Zoning News. These publications assist in keeping staff current on planning, zoning and economic development issues. No changes are proposed for 2017.
101-371-000-801-003 – Township Projects-Planner	This line item will be used for the planning services of Carlisle Wortman. Their monthly retainer of \$1,000 provides attendance at one Planning Commission meeting per month, unlimited telephone/email consultation, keeping the Township current on State changes and grant programs, and one annual workshop. Planning and special projects will be an additional charge. This agreement was approved at the June 21, 2016 Township Board meeting.
101-371-000-817-000 – Township Projects Engineer	This line item reflects the anticipated expenses of our professional engineering consultant necessary to assist the Planning Department in our day to day operations, including the attendance at weekly development team meetings when necessary.

Line Item	Explanation
101-371-000-860-000 – Travel	This line item reflects the reimbursement of mileage driven utilizing a personal vehicle as it relates to township operations. No change requested for 2017.
101-371-000-876-000 – Retirement/MERS	Employer's portion is based on a flat rate (\$461.00 per employee times 24 pays = \$11,064 per employee) for employees hired before January 1, 2014. For those hired after January 1, 2014, a percentage of 5.16% is paid. Figures provided by Accounting Director.
101-371-000-956-000 – Miscellaneous	This line item reflects funding for minor unexpected expenses related to planning or zoning issues. No change proposed.
101-371-000-958-000 – Membership & Dues	Annual American Planning Association (APA) and Michigan Association of Planning (MAP) membership dues for staff. No change proposed.

9/9/16

Note: We would like to ask the Board to consider restoring the vacant Planning & Development Coordinator position. This position has been held open since 2011 when it was vacated by promotion and not filled. Previous to that, the planning director position was vacant since 2009. The Planning Department has been staffed by only one employee for the past 8 years. Restoration of this Teamster position is requested as new developments and general construction projects continue to increase which in turn requires additional staff in order to provide the services expected by our residents and the development community in a timely manner. This position would also assist residents with zoning requirement questions and advice on a daily basis. If approved, the Planning Department intern position would be eliminated.

09/14/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 08/31/2016

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GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 08/31/16	2017 REQUESTED BUDGET
Dept 371.000-COMMUNITY DEVELOPMENT							
101-371.000-705.000	SALARY - SUPERVISION	66,935	76,469	79,084	79,084	48,887	77,735
101-371.000-706.000	SALARY - PERMANENT WAGES	4,355					
101-371.000-706.013	GIS SERVICE		460	520	520	326	520
101-371.000-707.000	SALARY - TEMPORARY/SEASONAL		6,270	15,000	15,000	2,999	15,000
101-371.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	1,030	1,561	1,178	1,585	1,585	1,196
101-371.000-708.010	HEALTH INS BUYOUT		375	375	375	187	375
101-371.000-715.000	F.I.C.A./MEDICARE	5,526	6,187	6,454	6,485	3,851	8,362
101-371.000-719.000	HEALTH INSURANCE	15,398	17,839	18,637	18,637	13,978	18,667
101-371.000-719.001	SICK AND ACCIDENT	328	374	451	451	346	539
101-371.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(3,960)				(1,800)
101-371.000-719.015	DENTAL BENEFITS	1,700	1,516	1,516	1,516	1,137	1,516
101-371.000-719.016	VISION BENEFITS		246	253	253	161	278
101-371.000-719.020	HEALTH CARE DEDUCTION	6,373	1,108	5,775	5,775	2,494	5,775
101-371.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	102	99	90	90	54	90
101-371.000-720.000	LIFE INSURANCE	158	182	223	223	167	223
101-371.000-723.000	DEFERRED COMPENSATION EMPLOYE		82	195	195	39	195
101-371.000-727.000	OFFICE SUPPLIES	321	313	500	500	110	500
101-371.000-755.000	SUBSCRIPTIONS & PUBLICATIONS		181	200	200	260	200
101-371.000-801.003	TOWNSHIP PROJECTS-PLANNER	11,297	48	5,000	5,000	2,235	50,000
101-371.000-805.000	HUD PLANNING PROGRAM	2,852					
101-371.000-817.000	TOWNSHIP PROJECTS ENGINEER	6,920	17,466	7,500	7,500	2,545	7,500
101-371.000-860.000	TRAVEL	850	576	600	600	326	600
101-371.000-876.000	RETIREMENT/MERS	9,784	9,868	9,361	9,361	6,384	13,221
101-371.000-956.000	MISCELLANEOUS		80	250	250		250
101-371.000-958.000	MEMBERSHIP AND DUES			250	250		250
NET OF REVENUES/APPROPRIATIONS - 371.000-COMMUNITY DEVELOPM		(133,929)	(137,340)	(153,412)	(153,850)	(83,071)	(201,192)

## 101-400 – Planning Commission

### Expenditures

<b>Line Item</b>	<b>Explanation</b>
101-400-000-704-000 – Appointed Officials	This line item reflects expenses to compensate members of the Planning Commission for attending meetings. The Planning Commission is currently staffed at 7 members. It is recommended that the full complement of meetings be budgeted for 2016 (12 meetings) and that the per diem be restored to \$50 per meeting.
101-400-000-715-000 – FICA/Medicare	This line item reflects employer costs for FICA/Medicare for Planning Commissioners.
101-400-000-723-000 – Deferred Compensation Employer	This line item reflects employer costs for deferred compensation for Planning Commissioners.
101-400-000-958-000 – Membership & Dues	APA, MAP membership dues for commissioners. No changes proposed from 2016.
101-400-000-960-000 – Education & Training	This line item reflects the cost of providing training and educational opportunities provided by the Michigan Association of Planning to the Planning Commission members. It is understood that funding associated with this line items will be held and managed by the Human Resources Department as in recent years.

8/19/16

09/14/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 08/31/2016

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GL NUMBER	DESCRIPTION	2014	2015	2016	2016	2016	2017
		ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 08/31/16	REQUESTED BUDGET
Dept 400.000-PLANNING COMMISSION							
101-400.000-704.000	APPOINTED OFFICIALS	2,010	2,331	3,360	3,360	1,850	4,200
101-400.000-715.000	F.I.C.A./MEDICARE	30	34	49	49	27	61
101-400.000-723.000	DEFERRED COMPENSATION EMPLOYE	26	30	44	44	24	55
101-400.000-958.000	MEMBERSHIP AND DUES	375	400	400	400	400	400
NET OF REVENUES/APPROPRIATIONS - 400.000-PLANNING COMMISSION		(2,441)	(2,795)	(3,853)	(3,853)	(2,301)	(4,716)



**101-410 – Zoning Board of Appeals**

**Expenditures**

<b>Line Item</b>	<b>Explanation</b>
101-410-000-704-000 – Appointed Officials	This line item reflects expenses to compensate members of the Zoning Board of Appeals for attending meetings. The ZBA is currently staffed at the statutory minimum of 5 members.
101-410-000-715-000 – FICA/Medicare	This line item reflects employer costs for FICA/Medicare for ZBA members.
101-410-000-723-000 – Deferred Compensation Employer	This line item reflects employer costs for deferred compensation for ZBA members.
101-410-000-958-000 – Membership & Dues	APA, MAP membership and dues for zoning board members. No change from 2016.

8/4/16

09/14/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 08/31/2016

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GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 08/31/16	2017 REQUESTED BUDGET
Dept 410.000-ZONING BOARD OF APPEALS							
101-410.000-704.000	APPOINTED OFFICIALS	920	804	1,600	1,600	525	1,600
101-410.000-715.000	F.I.C.A./MEDICARE	13	12	23	23	8	23
101-410.000-723.000	DEFERRED COMPENSATION EMPLOYE	12	10	21	21	7	21
101-410.000-958.000	MEMBERSHIP AND DUES	250	250	250	250	250	250
NET OF REVENUES/APPROPRIATIONS - 410.000-ZONING BOARD OF APPEALS		(1,195)	(1,076)	(1,894)	(1,894)	(790)	(1,894)

## 101-446 Highways and Streets

### Expenditures

<b>Line Item</b>	<b>Explanation</b>
101-446-000-818-008 –Highways & Streets-Lift Stations	We contract with YCUA to maintain the lift stations the Township owns. This includes pumping out water, especially during a power outage and maintaining the operation of them. It is recommended that this line item remain at \$15,000 in 2017.
101-446-000-818-009 – Highways & Streets-Drain Costs	Per the Water Resources Commission, our estimated cost for 2017 will be \$167,613, a reduction of \$85,409.
101-446-000-818-022 – Highways & Streets-Road Construction	It is recommended that \$150,000 be budgeted in this line item for road projects and calming devices in 2017.

9/1/16

09/14/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 08/31/2016

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GL NUMBER	DESCRIPTION	2014	2015	2016	2016	2016	2017
		ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 08/31/16	REQUESTED BUDGET
Dept 446.000-HIGHWAYS AND STREETS							
101-446.000-818.008	HIGHWAYS & STREETS LIFT STATI	11,407	12,615	15,000	15,000	4,499	15,000
101-446.000-818.009	HIGHWAYS & STREETS DRAIN COST	174,797	227,931	253,022	253,022	252,870	167,613
101-446.000-818.022	HIGHWAY & ST-ROAD CONSTRUCTIO	715,634	94,306	150,000	150,000	80,065	150,000
NET OF REVENUES/APPROPRIATIONS - 446.000-HIGHWAYS AND STREET:		(901,838)	(334,852)	(418,022)	(418,022)	(337,434)	(332,613)

## 101-762 – Residential Services

### Expenditures

<b>Line Item</b>	<b>Explanation</b>
101-762-000-705-000 – Salary-Supervision	This line item is used for half of the Residential Services Director's salary, with the other half budgeted in Fund 226 – Environmental Services. A 1.5% increase is budgeted in 2017, the same as AFSCME and Teamsters employees. Even though an increase is budgeted, a reduction is shown since no payroll accrual is needed in 2017.
101-762-000-708-004 – Salaries Pay Out-PTO & Sick Time	Employees may request a payout of 32 hours of PTO at 100%. It will be a Board decision if additional payouts of PTO time should be budgeted.
101-762-000-708-009 – Auto Allowance	The auto allowance for the RSD Director is taken from this line item. The amount budgeted is half of the allowance, the other half is budgeted in Fund 226.
101-762-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
101-762-000-719-000 – Health Insurance	We were notified of our health care renewal rates and will only receive a .16% increase in 2017. Even though our increase was only .16%, a greater increase is shown due to an employee moving from single coverage to family coverage.

Line Item	Explanation
101-762-000-719-001 – Sick & Accident	The overall increase in rates is 19.45%, good through 8/31/18. It is recommended that we stay with our current carrier since only the LTD rates increased. Figures were provided by Human Resources.
101-762-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.
101-762-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017. Even though there is no increase in rates, an increase is shown in this line item due to an employee moving from single coverage to family coverage.
101-762-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017. A larger increase is shown in this line item due to an employee moving from single coverage to family coverage.
101-762-000-719-020 – Health Care Deduction	This line item is used to fund the Choice Strategies cards associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended. An increase is shown due to an employee moving from single coverage to family coverage.
101-762-000-719-021 – Admin Fees-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies.
101-762-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017.

<b>Line Item</b>	<b>Explanation</b>
101-762-000-876-000 – Retirement/MERS	Employer's portion is based on a flat rate (\$461.00 per employee times 24 pays = \$11,064 per employee) for employees hired before January 1, 2014. For those hired after January 1, 2014, a percentage of 5.16% is paid. Figures provided by Accounting Director.

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 08/31/2016

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GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 08/31/16	2017 REQUESTED BUDGET
Dept 762.000-RESIDENT SVCS: ADMINISTRATION							
101-762.000-705.000	SALARY - SUPERVISION	41,797	43,085	44,726	44,726	27,493	43,716
101-762.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	1,439	653	663	663		673
101-762.000-708.009	AUTO ALLOWANCE	3,000	3,000	3,000	3,000	2,000	3,000
101-762.000-715.000	F.I.C.A./MEDICARE	3,411	3,640	3,740	3,740	2,152	3,625
101-762.000-719.000	HEALTH INSURANCE	2,484	2,973	3,106	3,106	2,330	9,334
101-762.000-719.001	SICK AND ACCIDENT	149	166	201	201	154	239
101-762.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(1,980)				(900)
101-762.000-719.015	DENTAL BENEFITS	248	209	209	209	157	709
101-762.000-719.016	VISION BENEFITS		39	39	39	26	128
101-762.000-719.020	HEALTH CARE DEDUCTION	1,566	681	1,453	1,453	1,351	2,888
101-762.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	46	45	45	45	27	45
101-762.000-720.000	LIFE INSURANCE	72	81	99	99	74	99
101-762.000-876.000	RETIREMENT/MERS	4,929	4,190	4,161	4,161	2,827	5,532
NET OF REVENUES/APPROPRIATIONS - 762.000-RESIDENT SVCS: ADMINI		(59,141)	(56,782)	(61,442)	(61,442)	(38,591)	(69,088)



## 101-774 – Parks & Grounds

### Expenditures

<b>Line Item</b>	<b>Explanation</b>
101-774-000-705-000 – Salary-Supervision	This line item is used for half of the Public Services Superintendent's salary. The other half is budgeted in Fund 226 – Environmental Services. A 1.5% increase is budgeted for 2017, the same as Teamsters and AFSCME employees. Even though an increase is budgeted, a reduction is shown since no payroll accrual is needed in 2017.
101-774-000-706-000 – Permanent Wages	This line item is used for the salaries of 2 full-time group leaders (1 is currently on leave, we are using a temporary in his place) and 50% of the mechanic's wages. Per the AFSCME contract, a 1.5% increase is budgeted for 2017. Even though an increase is budgeted, a reduction is shown since no payroll accrual is needed in 2017.
101-774-000-707-000 – Salary-Temporary/Seasonal	The wages of seasonal employees are reflected in this line item. Based on what has been spent to date in 2016, it is recommended that it remain at \$60,000 for 2017.
101-774-000-707-050 – Wages – Back Fill Temp	This line item reflects the wages of the temporary employee who is filling in for the group leader (on leave). Nothing is budgeted in this line item, a line transfer will be made from 101-774-000-706-000 – Permanent Wages as needed to cover the temporary position.

Line Item	Explanation
101-774-000-707-775 – Salary-Temporary/Ford Lake Park	The wages of seasonal employees working within the Ford Lake Park system are budgeted in this line item. In 2017, we are proposing to create a new line item for gate staff (previously budgeted in this line item). Therefore, this line item has been reduced by \$24,000 to \$41,000.
101-774-000-707-776 – Salary Temp FLP Gate Staff	This is a new line item and reflects the wages of 3-4 gate staff personnel who open the gates at 5 Township parks during the summer and Ford Lake all year round. It is recommended that \$24,000 be budgeted for 2017.
101-774-000-708-004 – Salaries Pay Out-PTO & Sick Time	Employees may request a payout of 32 hours of PTO at 100%. It will be a Board decision if additional payouts of PTO time should be budgeted.
101-774-000-708-010 – Health Insurance Buyout	This line item is used for the health insurance buyout for employees who receive health insurance through another source.
101-774-000-709-000 – Regular Overtime	This line item reflects overtime costs. Most overtime is due to plowing snow and mowing occasionally. Based on what has been spent to date in 2016, it is recommended that it remain at \$10,000 for 2017.
101-774-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
101-774-000-719-000 – Health Insurance	We were notified of our health care renewal rates and will only receive a .16% increase in 2017.

Line Item	Explanation
101-774-000-719-001 – Sick & Accident	The overall increase in rates is 19.45%, good through 8/31/18. It is recommended that we stay with our current carrier since only the LTD rates increased. Figures were provided by Human Resources.
101-774-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.
101-774-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017.
101-774-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017.
101-774-000-719-020 – Health Care Deduction	This line item is used to fund the Choice Strategies cards associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended.
101-774-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies.
101-774-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017.
101-774-000-723-000 – Deferred Compensation Employer	Figures provided by the Accounting Director.
101-774-000-724-001 – Unemployment Expense	Figures provided by the Accounting Director.

<b>Line Item</b>	<b>Explanation</b>
101-774-000-727-000 – Office Supplies	This line item is used for office supplies for the Parks & Grounds Department. It is recommended that it remain at \$250 for 2017.
101-774-000-741-000 – Boot Reimbursement & Uniforms Purchase	This line item is used for boot reimbursement for 1 full-time group leader and 50% of the mechanic. It also covers the cost of linen service for mats, rags and towels. It is recommended that \$1,500 be budgeted in 2017.
101-774-000-741-775 – Boot Reimbursement & Uniforms Purchase-FLP	This line item is used for boot reimbursement for 1 full-time group leader and t-shirts for seasonal employees. It also covers the cost of linen service for mats, rags and towels. It is recommended that it be reduced to \$500 in 2017.
101-774-000-757-000 – Operating Supplies	This line item is used to purchase safety supplies needed for the parks, as well as trash bags, cans, etc. It is recommended that it remain at \$1,500 for 2017.
101-774-000-757-775 – Operating Supplies-Ford Lake Park	This line item is used to purchase safety supplies needed for the Ford Lake Park system. It is recommended that it remain at \$1,000 for 2017.
101-774-000-776-000 – Maintenance Supplies	This line item it used for athletic field paint, rock salt, signs, fall zone material in the playgrounds and tires for the trailer and equipment. We have also added weeding & seeding the athletic fields here (formerly in Fund 230 – Recreation). Therefore, it is recommended that this line item be increased to \$24,000 in 2017.
101-774-000-776-010 – Civic Center Landscaping	This was a new line item in 2016. We are recommending that \$3,000 be budgeted for 2017.

Line Item	Explanation
101-774-000-776-775 – Maint Supplies-Ford Lake Park	This line item is used for maintenance supplies (lumber, bolts, stone, signs, etc.) for the Ford Lake Park system. Based on what has been spent in 2016, it is recommended that it be reduced to \$5,000 for 2017.
101-774-000-783-004 – Tree Maintenance	The costs for new trees, as well as pruning existing trees is reflected in this line item. It is recommended that it remain at \$1,500 in 2017.
101-774-000-818-011 – Maintenance Contractual Service	This line item is used for electrical contractors and tree removal. In reviewing what has been spent to date in 2016, it is recommended that it be reduced to \$20,000 in 2017.
101-774-000-818-775 – Maint-Contr Svcs-Ford Lake Park	This line item is used for electrical contractors, tree contractors and the alarm system. Based on what has been spent to date in 2016, it is recommended that it remain at \$5,000 in 2017.
101-774-000-850-775 – Telephone-Ford Lake Park	Telephone service at Ford Lake Park is budgeted in this line item. Based on what has been spent in 2016, it is recommended that it be increased to \$800 in 2017.
101-774-000-867-000 – Gas & Oil	The cost of fuel for work done in the parks is budgeted in this line item. Based on what has been spent to date in 2016, it is recommended that it be reduced to \$15,000 in 2017, a reduction of approximately 29% from the 2016 original budget.
101-774-000-867-775 – Gas & Oil-Ford Lake Park	This line item reflects the cost of fuel for work done in the Ford Lake Park system. Based on what has been spent to date in 2016, it is recommended that it be reduced to \$6,000 in 2017, a reduction of 25%.

Line Item	Explanation
101-774-000-876-000 – Retirement/MERS	Employer's portion is based on a flat rate (\$461.00 per employee times 24 pays = \$11,064 per employee) for employees hired before January 1, 2014. For those hired after January 1, 2014, a percentage of 5.16% is paid. Figures provided by Accounting Director.
101-774-000-920-000 – Utilities-Parks	Electrical and water costs for the parks are shown in this line item. It is recommended that it remain at \$8,000 for 2017.
101-774-000-920-775 – Utilities-Ford Lake Parks	This line item is used for heating, A/C and electrical costs in the Ford Lake Park system. It is recommended that it remain at \$10,000 in 2017.
101-774-000-939-000 – Auto Maintenance	This line item is used for fuel and oil change costs. It is recommended that it remain at \$2,000 in 2017.
101-774-000-939-010 – Small Equipment & Parts	Parts for mowers, weed whips, etc. are budgeted in this line item. Based on what has been spent to date in 2016, it is recommended that it be reduced to \$12,000 in 2017.
101-774-000-939-011 – Parks Equipment Labor	Labor costs for repairing tractors for field maintenance are reflected in this line item. It is recommended that it remain the same in 2017.
101-774-000-939-030 – Labor/Fluid Chrgs-Motorpool	This line item is used for antifreeze and other fuel charges from the Motorpool. There is no change from the original 2016 budget.

<b>Line Item</b>	<b>Explanation</b>
101-774-000-941-000 – Equipment Rental/Leasing	This line item is used for renting equipment (rototillers and to saw cut areas). There is no change from the 2016 budget.
101-774-000-942-775 – Vehicle Charge-Ford Lake Park	It is recommended that this line item remain at \$2,800 for the 2017 budget.
101-774-000-943-000 – Motorpool Lease/Maintenance	This line item is used for motorpool leases for all non-FLP vehicles. It is recommended that this be set at \$27,425 for 2017.
101-774-000-943-775 – Motorpool Lease/Maintenance-FLP	This line item is used for motorpool leases for the Ford Lake Park system. It is recommended that it also be set at \$27,425 for 2017.
101-774-000-956-000 – Miscellaneous	Drug screenings and driving records are charged to this line item. It is recommended that it remain the same in 2017.
101-774-000-958-000 – Membership & Dues	This line item is used for our pesticide licensing. There is no change for 2017.

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 08/31/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 08/31/16	2017 REQUESTED BUDGET
Dept 774.000-RESIDENT SVCS: PARKS & GROUNDS							
101-774.000-705.000	SALARY - SUPERVISION	26,024	29,685	28,558	28,558	17,240	27,913
101-774.000-706.000	SALARY - PERMANENT WAGES	116,682	122,157	124,571	124,571	68,456	124,062
101-774.000-707.000	SALARY - TEMPORARY/SEASONAL	49,957	80,541	60,000	60,000	33,609	60,000
101-774.000-707.050	WAGES - BACK FILL TEMP				50,000	24,188	
101-774.000-707.775	SALARY - TEMP. FORD LAKE PARK	92,208	83,947	65,000	65,000	57,564	41,000
101-774.000-707.776	SALARY TEMP FLP GATE STAFF						24,000
101-774.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	4,013	3,746	4,951	4,951	765	5,014
101-774.000-708.010	HEALTH INS BUYOUT	1,500	1,255	1,500	1,500	750	1,500
101-774.000-709.000	REG OVERTIME	9,225	10,568	10,000	10,000	5,435	10,000
101-774.000-715.000	F.I.C.A./MEDICARE	13,656	15,349	14,917	14,917	8,467	14,702
101-774.000-719.000	HEALTH INSURANCE	34,273	44,597	46,593	46,593	34,945	46,668
101-774.000-719.001	SICK AND ACCIDENT	757	984	1,203	1,203	922	1,436
101-774.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(10,900)				(4,500)
101-774.000-719.015	DENTAL BENEFITS	4,322	3,871	3,936	3,936	2,952	3,936
101-774.000-719.016	VISION BENEFITS		648	661	661	441	727
101-774.000-719.020	HEALTH CARE DEDUCTION	16,810	8,996	14,438	14,438	8,226	14,438
101-774.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	210	229	225	225	135	225
101-774.000-720.000	LIFE INSURANCE	366	480	594	594	446	594
101-774.000-723.000	DEFERRED COMPENSATION EMPLOYE	1,900	2,165	1,625	1,625	1,525	1,625
101-774.000-724.001	UNEMPLOYMENT EXPENSE	8,141	366	10,000	10,000	91	5,000
101-774.000-727.000	OFFICE SUPPLIES	76	185	250	250	29	250
101-774.000-741.000	BOOT REIMB & UNIFORMS PURCHASE	1,792	1,265	1,000	1,150	1,149	1,500
101-774.000-741.775	BOOT REIMB & UNIFORMS PURCHASE - FLP	476	374	750	600	224	500
101-774.000-757.000	OPERATING SUPPLIES	1,209	1,438	1,500	1,500	1,306	1,500
101-774.000-757.775	OPERATING SUPP: FORD LAKE PAR	1,375	1,656	1,000	1,000	851	1,000
101-774.000-776.000	MAINTENANCE SUPPLIES	21,083	20,637	20,000	19,750	8,258	24,000
101-774.000-776.010	CIVIC CENTER LANDSCAPING				250	180	3,000
101-774.000-776.775	MAINT SUPPLIES: FORD LAKE PAR	6,292	7,176	7,500	7,500	3,610	5,000
101-774.000-783.004	TREE MAINTENANCE	3,000	1,500	1,500	1,500		1,500
101-774.000-818.011	MAINTENANCE CONTRACTUAL SRVC	23,571	23,056	25,000	25,000	2,519	20,000
101-774.000-818.775	MAINT-CONTR SVCS - FORD LK PR	3,336	7,347	5,000	5,000	3,447	5,000
101-774.000-850.000	TELEPHONE	66					
101-774.000-850.775	TELEPHONE - FORD LAKE PARK	776	729	600	600	555	800
101-774.000-867.000	GAS & OIL	28,272	21,667	21,000	20,780	9,808	15,000
101-774.000-867.775	GAS & OIL - FORD LAKE PARK	9,396	7,034	8,000	8,000	3,254	6,000
101-774.000-876.000	RETIREMENT/MERS	21,101	20,760	18,608	18,608	12,599	24,779
101-774.000-920.000	UTILITIES - PARKS	5,467	8,398	8,000	8,000	7,954	8,000



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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 08/31/2016

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GL NUMBER	DESCRIPTION	2014	2015	2016	2016	2016	2017
		ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 08/31/16	REQUESTED BUDGET
101-774.000-920.775	UTILITIES - FORD LAKE PARKS	8,839	14,336	10,000	10,000	6,610	10,000
101-774.000-939.000	AUTO MAINTENANCE	529	723	2,000	2,000	118	2,000
101-774.000-939.010	SMALL EQUIPMENT & PARTS	14,695	8,330	15,000	15,000	9,799	12,000
101-774.000-939.011	Parks Equipment Labor		466	1,000	1,000		1,000
101-774.000-939.030	LABOR/FLUID CHRGS - MOTORPOOL	1,200	1,200	1,200	1,420	800	1,200
101-774.000-941.000	EQUIPMENT RENTAL/LEASING	127	907	500	500	75	500
101-774.000-942.775	VEHICLE CHARGE - FLP		2,800	2,800	2,800	1,867	2,800
101-774.000-943.000	MOTORPOOL LEASE/MAINTENANCE	17,300	17,300	27,425	27,425	18,343	27,425
101-774.000-943.775	MOTORPOOL LEASE MAINT-FORD L	17,300	17,300	27,425	27,425	18,343	27,425
101-774.000-956.000	MISCELLANEOUS	344	340	500	500	90	500
101-774.000-958.000	MEMBERSHIP AND DUES			300	300		300
NET OF REVENUES/APPROPRIATIONS - 774.000-RESIDENT SVCS: PARKS &		(567,666)	(585,608)	(596,630)	(646,630)	(377,945)	(581,319)

## 101-780 – Stormwater Management

### Expenditures

<b>Line Item</b>	<b>Explanation</b>
101-780-000-801-000 – Professional Services	In 2013, the Township Board authorized signing a contract with the Huron River Watershed Council for stormwater management services from January 1, 2013 to December 31, 2018 in the amount of \$7,557 annually. In addition, this line is used to cover this cost of the permit fee to the State of Michigan and fees charged by OHM for water permit assistance. We are requesting that this line item be increased to \$25,000 in 2017 and include a study and action plan for algae blooms in Ford Lake.

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI  
Calculations as of 08/31/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 08/31/16	2017 REQUESTED BUDGET
Dept 780.000-RSD-STORMWATER MGMT DEPT							
101-780.000-801.000	PROFESSIONAL SERVICES	8,129	11,740	8,057	11,057	8,304	25,000
NET OF REVENUES/APPROPRIATIONS - 780.000-RSD-STORMWATER MGI		(8,129)	(11,740)	(8,057)	(11,057)	(8,304)	(25,000)

## 101-851 - Fringes

### Expenditures

<b>Line Item</b>	<b>Explanation</b>
101-851-000-719-005 – Hospital Physicals	This line item is used for physicals for seasonal employees. Based on what has been spent to date in 2016, it is recommended that it be increased to \$3,000 for 2017.
101-851-000-724-000 – Employee Assistance Program	As of this date, we have not been notified of any increase for our Employee Assistance Program.
101-851-000-803-100 – Contract Services-Flex Spending	This line item is used for fees associated with flex spending accounts that are paid to Choice Strategies. It is recommended by our Accounting Director that it remain at \$250 for 2017.

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 08/31/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 08/31/16	2017 REQUESTED BUDGET
Dept 851.000-FRINGS AND INSURANCE							
101-851.000-719.005	HOSPITAL PHYSICALS	2,150	2,300	2,500	2,500	2,143	3,000
101-851.000-724.000	EMPLOYEE ASSISTANCE PROGRAM	3,593	3,717	4,500	4,500	2,770	4,500
101-851.000-803.100	CONTRACT SRVS-FLEX SPENDING	807		250	250	24	250
NET OF REVENUES/APPROPRIATIONS - 851.000-FRINGS AND INSURANCE		(6,550)	(6,017)	(7,250)	(7,250)	(4,937)	(7,750)

## 101-950 – Community Stabilization

### Expenditures

<b>Line Item</b>	<b>Explanation</b>
101-950-000-801-023 – Public Nuisance – Legal Services	This line item was created in 2012 and is used to track legal services to abate public nuisances. Based on what has been spent to date in 2016, it is recommended that it be increased to \$600,000 for 2016.
101-950-000-801-024 – Land Use Issues	This line item reflects legal expenses for land use issues.
101-950-000-880-001 – Right Of Way Maintenance	This line item was created in 2012 and is used to cover the cost of contracting with Michigan Ability Partners (MAP) to pick up trash along our roadways. It is recommended that \$35,000 be budgeted for 2017.
101-950-000-880-001 – Mowing Properties	This line item is used for mowing of properties that we receive from the County through tax foreclosure. These costs were previously included in line item 101-950-000-880-001 but we have separated them for 2017 to assist in tracking expenses. Based on what has been spent to date in 2016, it is recommended that \$40,000 be budgeted in 2017.
101-950-000-880-050 – Community Organization	This line item is used for partnering with Habitat for Humanity to help enrich and organize the community. We anticipate Washtenaw County to assist in this partnership with a contribution in 2017. It is recommended that \$50,000 be budgeted.

<b>Line Item</b>	<b>Explanation</b>
101-950-000-969-010 – Land Bank-Habitat	This line item was created in 2012 and is used in partnership with Habitat for Humanity to stabilize neighborhoods and encourage home ownership. It is recommended that it be reduced to \$100,000 in 2017.
101-950-000-969-011 – Contribution-Land Bank	This line item is used to obtain title to certain tax foreclosed or tax reverted properties for the Township. The Township also obtains tax foreclosed properties for Habitat for Humanity under the First Right of Refusal in order to focus on neighborhood homeownership. This includes expenditures for demolitions, asbestos inspections, shut offs, winterizations and other related expenses. Habitat will reimburse the Township for any properties purchased for them through the First Right of Refusal – see line item 101-000-000-688-100. It is recommended that \$140,000 be budgeted in 2017.

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 08/31/2016

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GL NUMBER	DESCRIPTION	2014	2015	2016	2016	2016	2017
		ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 08/31/16	REQUESTED BUDGET
Dept 950.000-COMMUNITY STABILIZATION							
101-950.000-801.023	PUBLIC NUISANCE - LEGAL SVCS	686,104	852,116	575,000	575,000	392,129	600,000
101-950.000-801.024	LAND USE ISSUES				290,000	105,029	200,000
101-950.000-880.001	RIGHT OF WAY MAINT	36,831	85,454	45,000	55,000	52,644	35,000
101-950.000-880.002	MOWING PROPERTIES						40,000
101-950.000-880.050	COMMUNITY ORGANIZATION						50,000
101-950.000-969.010	LAND BANK - HABITAT	120,000	90,000	120,000	120,000	95,986	100,000
101-950.000-969.011	COMMUNITY STABILIZATION - LAND BANK	127,014	119,797	106,500	106,500	93,798	140,000
NET OF REVENUES/APPROPRIATIONS - 950.000-COMMUNITY STABILIZA		(969,949)	(1,147,367)	(846,500)	(1,146,500)	(739,586)	(1,165,000)



## 101-956 – Other Functions

### Expenditures

<b>Line Item</b>	<b>Explanation</b>
101-956-000-706-050 – Year End Odd Day Accrual	No year-end odd day accrual is needed for 2017. Therefore, this line item has been reduced to \$0.
101-956-000-719-010 – Health Care Tax	The health care tax is calculated by BCBS and is for the Affordable Care Act for Federal and State taxes and fees (Federal insurance premium tax, Comparative Effectiveness Fee, Reinsurance Fee, Marketplace Fee, Risk Adjustment Fee, Michigan Claims Tax, State Insurance Premium Tax). Taxes increase as our premiums increase. It is the recommendation of our Accounting Director that we increase this line item to \$51,000 for 2017.
101-956-000-724-001 – Unemployment Expense	This line item is used for non-seasonal employees. It is recommended that it remain at \$1,000 for 2017.
101-956-000-801-000 – Professional Services	This line item is used for various professional services the Township may need, i.e. HR services, economic development, planner for zoning amendments, Reimagine Washtenaw, bee keeping services, etc. Based on what was spent in 2015 and to date in 2016, it is recommended that it be increased from the 2016 original budget to \$20,000 for 2017.

Line Item	Explanation
101-956-000-801-110 – Profsnl Svcs-Env Cleanup WR/GM	This line item is used for professional services for environmental review and development of the RACER Trust property. It is recommended that it remain at \$5,000 for 2017.
101-956-000-817-371 – Consultant-Community Development	This line item was created for economic development. It is one of our identified goals to market our community and land for sale. We are recommending that \$35,000 be budgeted for 2017.
101-956-000-844-000 – Meals on Wheels	It is recommended that this line item remain at \$10,000 for 2017.
101-956-000-944-002 – Aerotropolis	It is recommended that this line item be maintained at \$15,000 at this time. Per contract, we must notify them by June 2017 if we want to withdraw from being a member, this is a Board decision.
101-956-000-876-002 – Other Retirement Costs	This line item is used for retiree life insurance. It is recommended by our Accounting Director that it remain at \$1,320 for 2016.
101-956-000-876-003 – OPEB Funding-Retiree Health	This line item covers the liability for the Township's Other Post Employment Benefits (OPEB) obligation. This is for all departments except 14B Court, Fire, Environmental Services, Recreation and Law Enforcement. Figures provided by the Accounting Director.
101-956-000-884-000 – Wash Dev Council-AA SPARK	It is recommended that this line item remain at \$15,000 for 2017 (\$10,000 for A2 SPARK and \$5,000 for SPARK East).

Line Item	Explanation
101-956-000-913-000 – Insurance & Bonds Fleet	Figures were provided by our Accounting Director.
101-956-000-917-000 – Workers Compensation Insurance	Figures were provided by our Accounting Director.
101-956-000-925-000 – Cameras Non Tax Assessment	This line item is used to cover the maintenance costs of cameras the Township pays for (the main server, 2 cameras at Harris Park and 1 at the Redwood overpass). No change is budgeted for 2017.
101-956-000-926-000 – Street Lighting Non-Assessible	This line item is used to cover the cost of maintaining street lights in areas where they are not part of a special assessment district. It is the recommendation of our Accounting Director that it remain at the amended budget of \$146,659 for 2017.
101-956-000-926-050 – Street Light-Construction-Non Assessible	This line item is used for new construction of street lights or conversions to LED that are not assessed to residents. No projects are planned at this time but if any come forward, they will be brought to the Board for approval at that time.
101-956-000-926-100 – Right of Way Tree Trim-Removal	We are recommending that we once again partner with the Washtenaw County Road Commission to trim/remove trees in the road right-of-way. It is recommended that this line item remain at \$20,000 for 2017.
101-956-000-956-000 - Miscellaneous	It is recommended that this line item remain at \$500 for 2017.
101-956-000-956-006 – Miscellaneous Tax Refunds	This line item is used by the Treasurer's Office and reflects costs to try to reach MTT settlements. The full settlement amounts are reserved in Fund Balance. It was recommended by our Accounting Director that it be reduced to \$3,000 for 2017.

<b>Line Item</b>	<b>Explanation</b>
101-956-000-956-020 – Property Taxes on Twp Property	When a property goes to the County Treasurer and is placed in the auction for back taxes, the Township has to pay the current year taxes if the property is not sold. Additionally, they must pay any special assessments for drains, street lights and cameras on these properties. It is recommended that it remain at \$20,000 in 2017.
101-956-000-956-022 – Settlement &/or Claim Deductibles	This line item will be used for any insurance claims filed against the Township and represented by the Michigan Municipal Liability legal staff. It is recommended that it remain at \$10,000 for 2017.
101-956-000-957-000 – Bank Charges	It is recommended by our Accounting Director that this line item remain at \$10,000 for 2017.
101-956-000-969-007 – Contribution Water Hardship	This line item is used for our Water Subsidy Program. It is recommended that it be increased to \$12,000 in 2017 to absorb the increase from YCUA.

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 08/31/2016

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GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 08/31/16	2017 REQUESTED BUDGET
Dept 956.000-OTHER FUNCTIONS							
101-956.000-706.050	YE ODD DAY ACCRUAL			18,178	18,178		
101-956.000-719.010	HEALTH CARE TAX	41,044	40,503	49,663	49,663	31,175	51,000
101-956.000-724.001	UNEMPLOYMENT EXPENSE			1,000	1,000		1,000
101-956.000-801.000	PROFESSIONAL SERVICES	8,288	19,149	15,000	35,762	11,600	20,000
101-956.000-801.110	PROFSNL SRV - ENVIRO CLEAN UP WR/GM	7,058	14,554	5,000	5,000	3,225	5,000
101-956.000-817.371	CONSULTANT - COMMUNITY DEVELOPMENT			35,000	10,248		25,000
101-956.000-818.014	A.A.T.A. CONTRACT	247,131					
101-956.000-844.000	MEALS ON WHEELS		20,000	10,000	10,000		10,000
101-956.000-844.002	AEROTROPOLIS		15,000	15,000	15,000		15,000
101-956.000-876.002	OTHER RETIREMENT COSTS	903	1,094	1,320	1,320	1,050	1,320
101-956.000-876.003	OPEB FUNDING- RETIREE HEALTH	443,891	493,291	485,193	485,193	485,193	458,560
101-956.000-884.000	WASH DEV COUNCIL-AA SPARK	15,000	15,000	15,000	15,000		15,000
101-956.000-913.000	INSURANCE & BONDS FLEET	118,015	105,762	109,245	109,245	71,261	112,656
101-956.000-917.000	WORKERS COMPENSATION INSURANC	19,798	17,029	19,258	19,258	12,350	17,837
101-956.000-925.000	CAMERAS NON TAX ASSESSMENT		9,001	10,000	10,000	5,612	10,000
101-956.000-926.000	STREET LIGHTING NON ASSESSABL	311,229	124,293	150,000	146,659	89,561	146,659
101-956.000-926.050	STREET LIGHT -CONSTRUCTION NON-A	226,759	104,551		66,340	66,339	
101-956.000-926.100	RIGHT OF WAY TREE TRIM - REMOVAL	16,875	20,655	20,000	20,990	20,990	20,000
101-956.000-956.000	MISCELLANEOUS	13	131	500	500	126	500
101-956.000-956.006	MISCELLANEOUS TAX REFUNDS	6,439	3,162	5,000	5,000	1,986	3,000
101-956.000-956.020	PROPERTY TAXES ON TWP PROPERT	22,090	14,120	20,000	20,000		20,000
101-956.000-956.022	SETTLEMENTS &/or CLAIM DEDUCTIBLES	15,000		10,000	10,000	5,000	10,000
101-956.000-957.000	BANK CHARGES	11,813	8,942	10,000	10,000	6,217	10,000
101-956.000-969.007	CONTRIBUTION WATER HARDSHIP	8,865	8,595	9,000	9,000	3,720	12,000
NET OF REVENUES/APPROPRIATIONS - 956.000-OTHER FUNCTIONS		(1,520,211)	(1,034,832)	(1,013,357)	(1,073,356)	(815,405)	(964,532)

09/14/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 08/31/2016

GL NUMBER	DESCRIPTION	2014	2015	2016	2016	2016	2017
		ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 08/31/16	REQUESTED BUDGET
Dept 970.000-CAPITAL OUTLAY							
101-970.000-971.008	CAPTL OUTLAY -IMPROVEMENT	562,763	11,692				
101-970.000-971.010	CAPITAL OUTLAY - NETWORK EXPANSION		74,095		101,214	1,732	
101-970.000-972.000	CAPO NEIGHBORHOOD CAMERA SYSTEM	94,853	19,756				
101-970.000-975.266	CAP OUTLAY - HURON POLICE STATION	909,324					
101-970.000-976.007	CAPITAL OUTLAY - VETERANS DRIVE	57,994	987,086		100,000	22,936	
NET OF REVENUES/APPROPRIATIONS - 970.000-CAPITAL OUTLAY		(1,624,934)	(1,092,629)		(201,214)	(24,668)	

**101-999 – Other Financing Uses**

**Expenditures**

<b>Line Item</b>	<b>Explanation</b>
101-999-000-969-212 – Transfer to BSR II-Fund 212	This line item reflects the transfer of funds to BSR II – Fund 212 to pay a portion of the cost of the Township's road bond.
101-999-000-969-301 – Transfer to General Obligation	This line item reflects the transfer of funds to pay the General Obligation Limited Tax Capital Improvement Series B bond payment. This will be the first principal and interest payment. We hope to sell 4 acres in 2016 which will defray this cost.

8/16/16

09/14/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 08/31/2016

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GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 08/31/16	2017 REQUESTED BUDGET
Dept 999.000-OTHER FINANCING USES							
101-999.000-968.252	TRANSFER TO HYDRO STATION	19,111	52,889				
101-999.000-969.212	TRANSFER TO BSR II Fund 212	354,000	250,000	345,000	345,000	345,000	363,455
101-999.000-969.301	TRANSFER OUT: TO GEN OBLIGATION		135,000	481,000	481,000	481,000	487,714
101-999.000-969.584	CONTRIBUTION TO GOLF COURSE	159,081					
NET OF REVENUES/APPROPRIATIONS - 999.000-OTHER FINANCING USES		(532,192)	(437,889)	(826,000)	(826,000)	(826,000)	(851,169)
ESTIMATED REVENUES - FUND 101		7,786,996	8,207,204	7,995,640	8,677,620	5,732,352	8,288,806
APPROPRIATIONS - FUND 101		10,056,240	8,322,966	7,937,774	8,619,754	5,750,336	8,036,689
NET OF REVENUES/APPROPRIATIONS - FUND 101		(2,269,244)	(115,762)	57,866	57,866	(17,984)	252,117



## Fund 206 – Fire Department

### 2017 Revenues

<b>Line Item</b>	<b>Explanation</b>
206-000-000-402-005 – Current Taxes Fire Retirement, Pension & OPEB	Line item reflects revenues from property taxes for the fire pension, based on value & millage rates. Based on review of OPEB & pension obligations, the millage was increased to 1.2 mills, totaling \$1,368,495. This is an increase of 21.73% from the 2016 budget.
206-000-000-402-006 – ESA Reimbursement Pension	This is a new line item for 2017 for Essential Service Assessment (ESA) reimbursement for Personal Property due to loss attributed to the small business taxpayer exemption and eligible manufacturing personal property. The reimbursement is expected to be received in February of each year from the State of Michigan. This is the first year for ESA reimbursement.
206-000-000-403-000 – Current Property Taxes	Line item reflects revenues from property taxes for the fire department, based on value & millage rates. Projections are \$3,543,149.
206-000-000-403-001 – ESA Reimbursement Operating	This is a new line item for 2017 for Essential Service Assessment (ESA) reimbursement for Personal Property due to loss attributed to the small business taxpayer exemption and eligible manufacturing personal property. The reimbursement is expected to be received in February of each year from the State of Michigan. This is the first year for ESA reimbursement.

Line Item	Explanation
206-000-000-405-000 – In Lieu of Taxes	Per the agreement with National Church Residences (for Clark East Towers), they will pay for essential services which include Fire & Police. This line item reflects the dollars received for these services.
206-000-000-476-491 – Non-Bus Lic-Fire Protection Permit	Line item reflects fees charged for non-business licenses for fire alarm / fire suppression systems inspections. Projections are \$750.
206-000-000-607-011 – Chg for Service – Fire Plan Review	Line item reflects fees charged for fire plan reviews. Projections are \$500.
206-000-000-607-012 – Chg for Service – Address Assign	Line item reflects fees charged for an address assignment for residence / business. Based on what was spent in 2014, 2015 and to date in 2016, it is recommended that it be increased to \$200 for 2017.
206-000-000-607-270 – Chg for Service – Liquor Inspect	Line item reflects fees charged for a business liquor license inspection. Projections are \$1,000.
206-000-000-664-001 – Interest Earned	Line item reflects interest earned. Projections are \$200.
206-000-000-694-001 – Other Income – Miscellaneous	Line item reflects miscellaneous income. Projections are \$2000.
206-000-000-699-000 – Appropriated Prior Year Balance	Line item reflects revenues from fund balance to fund capital outlays and debt service. Projections are \$36,888 for the 2017 budget.

## 2017 Expenditures

<b>Line Item</b>	<b>Explanation</b>
206-206-000-705-000 – Salary-Supervision	Line item includes the salary of the Fire Chief. A 1.5% increase is budgeted for 2017, the same as AFSCME and Teamsters employees. Even though an increase is budgeted, a decrease is shown in this line due to the fact that no payroll accrual is needed for 2017.
206-206-000-705-002 – Salaries-Officers	This line item reflects the salaries of officers in the Fire Department. A though a 1.5% increase is budgeted for 2017, a decrease from the 2016 original budget is shown since no payroll accrual is needed.
206-206-000-706-000 – Salary-Permanent Wages	This line item is used for firefighters' salaries. A 1.5% increase is budgeted for 2017. No payroll accrual is needed.
206-206-000-706-011 – Permanent Wages-Fire Clerical	Line item includes the salary for the AFSCME clerical staff. A contractual 1.5% increase is budgeted for 2017. Even though an increase is budgeted, a decrease is shown in this line due to the fact that no payroll accrual is needed for 2017.
206-206-000-706-050 – YE Odd Day Accrual	As no year-end odd day accrual is needed for 2017, this line item has been reduced to \$0.
206-206-000-708-004 – Salaries Pay Out-PTO & Sick Time	Line item includes the costs for paying of any PTO or sick time accrued in 2016 to firefighters. Request \$54,361.

Line Item	Explanation
206-206-000-708-005 – Salaries Pay Out of Retirees	This line item reflects payouts to employees who are eligible for the drop program. Payouts for four employees are budgeted in 2017.
206-206-000-708-007 – Fire Comp Time Payout	Line item is for the costs associated with paying (banked) comp time to the firefighters. Reduction due to no scheduled wage increase for 2017. Request \$45,000.
206-206-000-708-008 – Retiree Time Payouts	Line item is for the costs associated with payout of retiree or terminal leave time to firefighters. Anticipate retirement of one firefighter in 2017. Request \$62,417.
206-206-000-708-010 – Health Insurance Buyout	Line item is for the costs associated with the buyout of any health insurance for the firefighters. Request \$6,000.
206-206-000-708-200 – Fire Fighter Clothing Allowance	Line item is for costs associated with clothing allowance to the firefighters. Anticipate 26 FF's at \$200 and \$400 to Fire Marshal. Request \$5,400.
206-206-000-708-206 – Fire Fighter Food Allowance	Line item is for the costs associated with the purchase of firefighter meals (\$1300 x 23 / 650 x 5) Request \$28,600.
206-206-000-709-000 – Regular Overtime	Line item is for the costs associated with regular overtime for the firefighters. Request \$90,000.
206-206-000-709-001 – Holiday Overtime	Line item is for the costs associated with holiday overtime for the firefighters. Request \$20,000.
206-206-000-709-002 – Salary-Contractual Overtime	Line item is for the costs associated with contractual (FLSA) overtime for the firefighters. Request 120,894.

Line Item	Explanation
206-206-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
206-206-000-717-000 – Salaries-Holiday Pay	Line item is for the costs associated with salaries holiday pay for the firefighters. Request \$73,821.
206-206-000-719-000 – Health Insurance	We were notified of our health care renewal rates and will only receive a .16% increase in 2017. Even though the increase is budgeted, this amount is reduced due to employee changes within the department.
206-206-000-719-001 – Sick & Accident	The overall increase in rates is 19.45%, good through 8/31/18. It is recommended that we stay with our current carrier since only the LTD rates increased. Figures were provided by Human Resources.
206-206-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.
206-206-000-719-005 – Hospital Physicals	Line item is for the costs associated with annual respiratory testing & physicals for firefighters. Request \$13,000.
206-206-000-719-010 – Health Care Tax	The health care tax is calculated by BCBS and is for the Affordable Care Act for Federal and State taxes and fees (Federal insurance premium tax, Comparative Effectiveness Fee, Reinsurance Fee, Marketplace Fee, Risk Adjustment Fee, Michigan Claims Tax, State Insurance Premium Tax). Taxes increase as our premiums increase. It is the recommendation of our Accounting Director that \$22,440 be budgeted for 2017.

<b>Line Item</b>	<b>Explanation</b>
206-206-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017. Even though no increase is budgeted, this line item has decreased due to employee changes in the department.
206-206-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017. Even though a 10% increase is budgeted, a smaller increase is shown due to employee changes in the department.
206-206-000-719-020 – Health Care Deduction	This line item is used to fund the Choice Strategies cards associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended.
206-206-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies.
206-206-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017. Even though no change in rates is budgeted, a decrease is shown due to employee changes in the department.
206-206-000-727-000 – Office Supplies	This line item reflects the cost for office supplies for the department. It is recommended that \$1,000 be budgeted. This is a new line item in 2017.
206-206-000-730-000 - Postage	Line item is for postage of department mail. Request \$500.
206-206-000-741-000 – Uniforms-Laundry & Cleaning	Line item is for costs associated with cleaning firefighter uniforms, sheets, towels and bedding. Request \$15,000.

<b>Line Item</b>	<b>Explanation</b>
206-206-000-741-001 – Uniforms-New and Badges	Line item is for the costs associated with the purchase of new dress uniforms, accessories, dress hats, and badges for firefighters including new hires. Request \$5,000.
206-206-000-742-000 – Fire Prevention Materials	Line item is for the costs associated with the purchase of fire prevention demonstration materials. Request \$3,500.
206-206-000-757-000 – Operating Supplies	Line item is for costs associated with the purchase of departmental supplies. Request \$14,000.
206-206-000-757-004 – Medical Supplies	Line item is for costs associated with the purchase of EMS supplies. Request \$9,000.
206-206-000-757-005 – Fire Investigation	Line item is for costs associated with the purchase of fire investigative manuals, equipment, supplies and smoke alarms. Request \$1,000.
206-206-000-757-006 – Operating Supplies/Tools	Line item is for costs associated with supplies and batteries necessary for firefighting equipment. Request \$500.
206-206-000-800-001 – Administration Fees	Figures provided by the Accounting Director.
206-206-000-801-000 – Professional Services	Line item is for costs associated with legal, professional and administrative services provided to the department. Request \$40,000 increase projected for labor negotiations.
206-206-000-818-012 – Retirement Board & Trust Fees	Line item is for costs associated with the department retirement board (stationery). No request.

<b>Line Item</b>	<b>Explanation</b>
206-206-000-857-000 - Communications	Line item is for costs associated with the maintenance & service of department radios (portable, mobile, fixed). Request \$5,000.
206-206-000-857-001 – Communications-Dispatch	Line item is for costs associated with dispatching services contracted with Emergent Health (HVA). Increase of 4% projected in July of 2016 for half of 2017. Request \$73,000.
206-206-000-863-001 – Auto & Truck Main Station #1	Line item is for costs associated with maintenance & repairs of autos & trucks at Station #1/Ford Blvd. Request \$40,000.
206-206-000-863-003 – Auto & Truck Main Station #3	Line item is for costs associated with maintenance & repairs of autos & trucks at Station #3/Hewitt St. Request \$15,000.
206-206-000-863-004 – Auto & Truck Main Station #4	Line item is for costs associated with maintenance & repairs of autos & trucks at Station #4/Textile Rd. Request \$15,000.
206-206-000-867-000 – Gas & Oil	Line item is for the purchase of gas & oil for department vehicles. Request \$25,000.
206-206-000-876-000 – Retirement/MERS	Employer's portion is based on a flat rate (\$461.00 per employee times 24 pays = \$11,064 per employee) for employees hired before January 1, 2014. For those hired after January 1, 2014, a percentage of 5.16% is paid. Figures provided by Accounting Director.
206-206-000-876-100 – Retiree Health Care Savings	Line item is associated with Health Care Saving accounts for firefighters hired post 2014. Total includes 7 @ \$1300. Request \$9,100.



Line Item	Explanation
206-206-000-900-000 - Publishing	Line item is for costs associated with electronic & print publications for postings. Request \$1,000.
206-206-000-913-000 – Insurance & Bonds Fleet	Figures provided by the Accounting Director.
206-206-000-917-000 – Workers Compensation Insurance	Figures provided by the Accounting Director.
206-206-000-920-004 – Utilities Heat	Line item is for costs of providing heat (Natural Gas) to all department stations / facilities. Request \$20,000.
206-206-000-920-005 – Utilities Light	Line item is for costs to provide electricity to all department stations / facilities. Request \$22,000.
206-206-000-920-006 – Utilities Telephone	Line item is for costs associated with providing telephone / internet service to department facilities. Request \$17,000.
206-206-000-920-007 – Utilities Water and Sewer	Line item is for costs of providing water/sewer services to department facilities. Request \$4,000.
206-206-000-931-005 – Bldg Maintenance Station #1	Line item is for costs associated with building maintenance and repairs for Station #1/Ford Blvd. Request \$9,000.
206-206-000-931-007 – Bldg Maintenance Station #3	Line item is for costs associated with building maintenance and repairs for Station #3/Hewitt St. Request \$4,000.
206-206-000-931-008 – Bldg Maintenance Station #4	Line item is for costs associated with building maintenance and repairs for Station #4/Textile Rd. Request \$4,000.
206-206-000-933-000 – Equipment Maintenance	Line item is for costs associated with maintenance/testing of SCBA equipment & fire extinguishers. Request \$3,000.

<b>Line Item</b>	<b>Explanation</b>
206-206-000-933-001 – Maintenance Contracts	Line item is for costs associated to maintenance contracts for copiers, sirens, generators, etc. Request \$5,000.
206-206-000-943-000 – Motorpool Lease Maintenance	Line item is for debt service for purchase of rescue engine in 2015. Request \$59,520.
206-206-000-944-000 – Fire Hydrant Charge	Line item is for YCUA charges for hydrant maintenance (\$1 X 2700 hydrants). Request \$2,700.
206-206-000-956-000 - Miscellaneous	Line item is for miscellaneous department expenses. Request \$500.
206-206-000-956-010 – Tax Refund Expense	Line item is for costs associated with any Michigan Tax Tribunal expenses. Request \$500. Figures provided by the Accounting Director.
206-206-000-958-000 – Membership and Dues	Line item is for all firefighter membership fees and dues (IAFC, IAAI, NFPA, MFIS, etc.). Request \$4,500.
206-206-000-960-000 – Education and Training	Line item is for costs associated with education & training of department personnel. Request \$12,000.

## 2017 Civil Service Commission

Line Item	Explanation
206-220-000-704-000 – Appointed Officials	Line item is for the salary of an appointed official. Request \$2,500.
206-220-000-706-000 – Salary-Permanent Wages	Line item is for the salaries of 3 Civil Service committee personnel. Request \$400.
206-220-000-715-000 – FICA/Medicare	Line item is for FICA / Medicare costs for the Civil Service Commission. Request \$50.
206-220-000-723-000 – Deferred Compensation Employer	Line item is for Deferred Compensation costs for the Civil Service Commission. Request \$30.
206-220-000-801-000 – Professional Services	Line item is for costs associated with Professional Services to the Civil Service Commission. Request \$15,000.
206-220-000-876-000 – Retirement/MERS	Line item is for costs associated with MERS retirement for the Civil Service Commission. Request \$40.
206-220-000-900-000 - Publishing	Line item is for costs associated with publishing by the Civil Service Commission. Request \$1,500.

## 2017 Pension & Insurance

<b>Line Item</b>	<b>Explanation</b>
206-852-000-876-003 – OPEB Funding – Retiree Health	Line item is for costs associated with Retiree Health Care – OPEB funding. Request \$629,226.
206-852-000-876-004 – Retirement-Fire Department	Line item is for costs associated with the Township's portion of the Fire / Act 345 retirement. Request \$763,874.

## 2017 Capital Outlay

Line Item	Explanation
206-970-000-971-008 – Capital Outlay – Improvement	Line item is for costs of capital improvements to department facilities. Request \$20,000 for two new furnace-A/C units for the west side of HQ station. Request \$15,000 for new carpet at Fire HQ and \$5,000 for replacement of ceramic tile in dormitory bathroom(s). Total request is \$40,000.
206-970-000-979-001 – Protective Equipment	Line item is for costs associated with improvements made to firefighting protective equipment. Request \$10,000 to replace firefighting gear for 1/5 of staff includes 2 new hires.
206-970-000-979-002 – General Fire/Rescue Equipment	Line item is for costs associated with capital improvements made to firefighting rescue equipment. Request \$5,000 for purchase of new & replacement firefighting equipment, technical rescue and hazardous materials tools & supplies.
206-970-000-980-001 – Computer/Comm/Furnishing	Line item is for costs associated with capital improvements to fire station furnishings, computers, etc. Request \$10,000 to purchase upgrade to Firehouse Incident Reporting software and 12 desk mats in offices.
206-970-000-991-013 – Debt Service Apparatus	Beginning in 2017, the amount for this will be taken from 206-206-000-943-000 – Motorpool Lease/Maintenance.

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09/14/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 08/31/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 08/31/16	2017 REQUESTED BUDGET
<b>Fund 206 - FIRE FUND</b>							
<b>Dept 000.000</b>							
206-000.000-402.005	CURRENT TAXES FIRE PENSION	1,102,862	1,101,304	1,124,166	1,124,166	1,123,754	1,368,495
206-000.000-402.006	ESA REIMBURSEMENT PEN						6,279
206-000.000-403.000	CURRENT PROPERTY TAXES	3,450,198	3,445,329	3,513,017	3,513,017	3,515,484	3,543,149
206-000.000-403.001	ESA REIMBURSEMENT OP						29,151
206-000.000-403.002	CUR PROPERTY TAX ADJUSTMENTS	22,048	5,395			(1,583)	
206-000.000-403.005	CUR PROP TAX ADJ - FIRE PENS	4,883	1,505			(507)	
206-000.000-405.000	IN LIEU OF TAXES	8,364	8,354			8,364	8,364
206-000.000-417.000	DELINQUENT PERS.PROPERTY TAXE	5,789	4,748				
206-000.000-476.491	NON-BUS LIC-FIRE PROTECT PERM	720	550	750	750		750
206-000.000-607.011	CHG FOR SERVC-FIRE PLAN REVIE	1,205	1,650	500	500	1,875	500
206-000.000-607.012	CHARGE FOR SERV-ADDRESS ASSIG	230	180	100	100	850	200
206-000.000-607.270	CHARGE FOR SERV-LIQUOR INSPEC	1,215	1,250	1,000	1,000		1,000
206-000.000-664.001	INTEREST EARNED	341	195	50	50	1,863	200
206-000.000-673.002	SALES OF FIXED ASSETS-EQUIP.				10,000	10,000	
206-000.000-675.000	CONTRIBUTIONS & DONATIONS		1,000				
206-000.000-682.000	REIMB-HAZARDOUS RESPONSE SRV	3,093	6,003				
206-000.000-685.000	FEDERAL RDS SUBSIDY-Medc-PrtD	2,174					
206-000.000-694.001	OTHER INCOME-MISCELLANEOUS	4,883	8,838			2,227	2,000
206-000.000-694.004	MISC REVENUE - INSURANCE REIM	24,455	9,618			4,208	
206-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.			123,232	611,895		36,888
<b>NET OF REVENUES/APPROPRIATIONS - 000.000-</b>		<b>4,632,460</b>	<b>4,595,919</b>	<b>4,762,815</b>	<b>5,261,478</b>	<b>4,666,535</b>	<b>4,996,976</b>

09/14/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 08/31/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 08/31/16	2017 REQUESTED BUDGET
Dept 206.000-FIRE							
206-206.000-705.000	SALARY - SUPERVISION	76,982	80,514	82,025	82,025	51,384	81,707
206-206.000-705.002	SALARIES OFFICERS	467,153	422,583	490,321	435,714	259,543	487,436
206-206.000-706.000	SALARY - PERMANENT WAGES	1,003,493	1,097,401	1,163,047	1,010,047	605,487	1,024,684
206-206.000-706.011	PERMANENT WAGES- FIRE CLERICA	45,687	46,870	47,954	47,954	30,058	47,755
206-206.000-706.050	YE ODD DAY ACCRUAL			20,161	20,161		
206-206.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	27,802	25,311	42,887	90,319	93,602	54,361
206-206.000-708.005	SALARIES PAY OUT OF RETIREES		8,306		62,022	54,910	56,638
206-206.000-708.007	FIRE COMP TIME PAYOUT	40,435	26,575	86,891	86,891	19,243	45,000
206-206.000-708.008	RETIREE TIME PAYOUTS	133,282	67,871		161,137	82,718	62,417
206-206.000-708.010	HEALTH INS BUYOUT	13,500	12,000	12,000	12,000	9,000	6,000
206-206.000-708.200	FIRE FIGHTER CLOTHING ALLOWAN	5,000	5,374	5,600	5,600	91	5,400
206-206.000-708.206	FIRE FIGHTER FOOD ALLOWANCE	30,650	32,415	32,500	32,500	593	28,600
206-206.000-709.000	REG OVERTIME	138,480	67,328	85,000	85,000	78,733	90,000
206-206.000-709.001	HOLIDAY OVERTIME	2,421	1,175	20,000	20,000	1,529	20,000
206-206.000-709.002	SALARY - CONTRACTUAL OVERTIME	116,868	122,160	130,560	130,560	72,771	120,894
206-206.000-715.000	F.I.C.A./MEDICARE	165,297	158,373	165,778	169,658	101,672	168,661
206-206.000-717.000	SALARIES HOLIDAY PAY	84,385	94,216	65,025	65,025	47,289	73,821
206-206.000-719.000	HEALTH INSURANCE	268,808	332,990	366,532	366,532	257,573	362,894
206-206.000-719.001	SICK AND ACCIDENT	298	332	401	401	307	479
206-206.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(92,039)				(50,805)
206-206.000-719.005	HOSPITAL PHYSICALS	13,088	8,960	13,000	13,000	915	13,000
206-206.000-719.010	HEALTH CARE TAX	17,380	16,901	21,050	21,050	12,883	22,440
206-206.000-719.015	DENTAL BENEFITS	32,351	29,199	31,438	31,438	21,059	28,899
206-206.000-719.016	VISION BENEFITS		4,931	5,132	5,132	3,013	5,218
206-206.000-719.020	HEALTH CARE DEDUCTION	79,352	76,271	124,250	124,250	63,503	124,285
206-206.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	2,084	2,183	2,500	2,500	1,313	2,340
206-206.000-720.000	LIFE INSURANCE	7,530	8,820	9,717	9,717	7,904	8,826
206-206.000-727.000	OFFICE SUPPLIES						1,000
206-206.000-730.000	POSTAGE	341	200	500	500	98	500
206-206.000-741.000	UNIFORMS - LAUNDRY & CLEANING	13,583	13,571	15,000	15,000	8,622	15,000
206-206.000-741.001	UNIFORMS-NEW AND BADGES	3,662	2,267	5,000	5,000	1,736	5,000
206-206.000-742.000	FIRE PREVENTION MATERIALS	3,189	2,327	3,500	1,500		3,500
206-206.000-757.000	OPERATING SUPPLIES	14,202	16,391	19,000	12,939	7,643	14,000
206-206.000-757.004	MEDICAL SUPPLIES	8,270	7,754	9,000	9,000	3,852	9,000
206-206.000-757.005	FIRE INVESTIGATION	568		1,000	1,000		1,000
206-206.000-757.006	OPERATING SUPPLIES/TOOLS	416	489	500	500	379	500
206-206.000-800.001	ADMINISTRATION FEES	62,289	64,184	66,201	66,201	44,134	66,201

09/14/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 08/31/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 08/31/16	2017 REQUESTED BUDGET
206-206.000-801.000	PROFESSIONAL SERVICES	43,167	27,728	20,000	20,000	16,647	40,000
206-206.000-801.005	PROF SRVS-HAZARDOUS RESPONSE	3,028	6,003				
206-206.000-818.000	CONTRACTUAL SERVICES				35,000		
206-206.000-818.012	RETIREMENT BOARD & TRUST FEES			100	100		
206-206.000-857.000	COMMUNICATIONS	2,989	9,328	5,000	5,000	2,713	5,000
206-206.000-857.001	COMMUNICATIONS - DISPATCH	70,880	70,960	73,100	73,100	48,014	73,000
206-206.000-863.001	AUTO & TRUCK MAIN STATION #1	81,252	62,859	20,000	44,500	42,377	40,000
206-206.000-863.003	AUTO & TRUCK MAIN STATION #3	33,810	14,904	5,000	29,700	19,251	15,000
206-206.000-863.004	AUTO & TRUCK MAIN STATION #4	33,153	24,916	5,000	18,300	8,651	15,000
206-206.000-867.000	GAS & OIL	40,950	23,858	40,000	20,000	13,979	25,000
206-206.000-876.000	RETIREMENT/MERS	7,611	8,380	8,321	8,321	5,558	11,064
206-206.000-876.100	RETIREMENT HEALTH CARE SAVINGS	950	4,050	6,100	6,100	3,525	9,100
206-206.000-900.000	PUBLISHING	959	867	1,000	1,000		1,000
206-206.000-913.000	INSURANCE & BONDS FLEET	31,152	33,670	35,599	35,599		36,710
206-206.000-917.000	WORKERS COMPENSATION INSURANC	76,065	81,947	92,279	92,279	58,251	74,111
206-206.000-920.004	UTILITIES HEAT	17,787	16,700	20,000	20,000	8,624	20,000
206-206.000-920.005	UTILITIES LIGHT	22,438	23,037	20,000	20,000	15,617	22,000
206-206.000-920.006	UTILITIES TELEPHONE	16,827	15,140	17,000	15,000	10,868	17,000
206-206.000-920.007	UTILITIES WATER AND SEWER	3,863	4,008	3,500	3,500	3,284	4,000
206-206.000-931.005	BLDG MAINTENANCE STATION #1	9,495	8,203	8,000	8,000	7,245	9,000
206-206.000-931.007	BLDG MAINTENANCE STATION #3	1,817	3,710	4,000	4,000	2,849	4,000
206-206.000-931.008	BLDG MAINTENANCE STATION #4	5,673	10,599	4,000	4,000	2,460	4,000
206-206.000-933.000	EQUIPMENT MAINTENANCE	2,533	3,615	3,000	3,000	933	3,000
206-206.000-933.001	MAINTENANCE CONTRACTS	11,581	4,959	12,000	8,500	7,257	5,000
206-206.000-943.000	MOTORPOOL LEASE/MAINTENANCE						59,520
206-206.000-944.000	FIRE HYDRANT CHARGE	2,409	2,377	2,700	2,700		2,700
206-206.000-956.000	MISCELLANEOUS		150	500	500	280	500
206-206.000-956.010	TAX REFUND EXPENSE		14	1,000	1,000		500
206-206.000-958.000	MEMBERSHIP AND DUES	2,269	3,540	5,000	5,000	1,175	4,500
206-206.000-960.000	EDUCATION AND TRAINING	6,772	14,001	10,000	10,000	7,540	12,000
NET OF REVENUES/APPROPRIATIONS - 206.000-FIRE		(3,408,276)	(3,243,726)	(3,565,669)	(3,696,472)	(2,253,877)	(3,519,356)



09/14/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 08/31/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 08/31/16	2017 REQUESTED BUDGET
<b>Dept 220.000-CIVIL SERVICE COMMISSION</b>							
206-220.000-704.000	APPOINTED OFFICIALS	585	1,010	2,500	2,500	1,000	2,500
206-220.000-706.000	SALARY - PERMANENT WAGES	270	495	400	400	360	400
206-220.000-715.000	F.I.C.A./MEDICARE	29	54	50	50	40	50
206-220.000-723.000	DEFERRED COMPENSATION EMPLOYE	8	15	30	30	12	30
206-220.000-801.000	PROFESSIONAL SERVICES	9,583	13,551	10,000	55,000	61,825	15,000
206-220.000-876.000	RETIREMENT/MERS	40	66	40	40	51	40
206-220.000-900.000	PUBLISHING		533	1,500	1,500		1,500
NET OF REVENUES/APPROPRIATIONS - 220.000-CIVIL SERVICE COMMISS		(10,515)	(15,724)	(14,520)	(59,520)	(63,288)	(19,520)
<b>Dept 852.000-PENSION &amp; INSURANCE</b>							
206-852.000-876.003	OPEB FUNDING- RETIREE HEALTH	487,768	590,744	335,148	587,148	587,148	629,226
206-852.000-876.004	RETIREMENT-FIRE DEPT	750,163	737,867	789,018	789,018	789,018	763,874
NET OF REVENUES/APPROPRIATIONS - 852.000-PENSION & INSURANCE		(1,237,931)	(1,328,611)	(1,124,166)	(1,376,166)	(1,376,166)	(1,393,100)
<b>Dept 970.000-CAPITAL OUTLAY</b>							
206-970.000-971.008	CAPTL OUTLAY -IMPROVEMENT		57,680		20,000		40,000
206-970.000-979.000	CAPITAL OUTLAY FIRE APPARATUS		47,990				
206-970.000-979.001	PROTECTIVE EQUIPMENT	9,655	7,644		15,000		10,000
206-970.000-979.002	GENERAL FIRE/RESCUE EQUIP	7,288	3,124				5,000
206-970.000-979.005	CAP OUTLAY-FIRE EQUP-FED GRAN				34,799	840	
206-970.000-980.001	COMPUTER/COMM/FURNISHING	2,600	14,943				10,000
206-970.000-991.013	DEBT SERVICE APPARATUS			58,460	59,522	39,684	
NET OF REVENUES/APPROPRIATIONS - 970.000-CAPITAL OUTLAY		(19,543)	(131,381)	(58,460)	(129,321)	(40,524)	(65,000)
ESTIMATED REVENUES - FUND 206		4,632,460	4,595,919	4,762,815	5,261,478	4,666,535	4,996,976
APPROPRIATIONS - FUND 206		4,676,265	4,719,442	4,762,815	5,261,479	3,733,855	4,996,976
NET OF REVENUES/APPROPRIATIONS - FUND 206		(43,805)	(123,523)		(1)	932,680	

**Fund 208 - Parks**

**Revenues**

<b>Line Item</b>	<b>Explanation</b>
208-000-000-651-000 – Charge Services-Handball Court	Funds are generated by the rental of the racquetball/wallyball courts located in the Community Center.
208-000-000-699-000 – Appropriated Prior Year Balance	Amount needed from Fund Balance, requesting \$100.

## Expenditures

<b>Line Item</b>	<b>Explanation</b>
208-208-000-703-000 – Salaries-Elected Officials	Per diem compensation for the nine elected Park Commissioners at \$50 each. 14 meetings have been budgeted for 2017.
208-208-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
208-208-000-723-000 – Deferred Compensation Employer	Figures provided by the Accounting Director.
208-208-000-801-000 – Professional Services	We are recommending that \$500 be budgeted in the event that the Park Commissioners want to hire a consultant on Park Planning.
208-208-000-958-000 – Membership and Dues	Covers the annual membership with the Michigan Recreation & Park Association.
208-208-000-960-000 – Education and Training	Covers the expense of conferences and workshops.

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 08/31/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 08/31/16	2017 REQUESTED BUDGET
Fund 208 - PARKS FUND							
Dept 000.000							
208-000.000-651.000	CHARGE-SERVICES HANDBALL COUR	7,016	7,343	7,200	7,200	5,000	7,500
208-000.000-664.001	INTEREST EARNED	3	2			3	
208-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.						100
NET OF REVENUES/APPROPRIATIONS - 000.000-		7,019	7,345	7,200	7,200	5,003	7,600
Dept 208.000-PARKS							
208-208.000-703.000	SALARIES - ELECTED OFFICIALS	3,700	3,400	6,300	6,000	2,500	6,300
208-208.000-715.000	F.I.C.A./MEDICARE	54	49	91	91	36	91
208-208.000-723.000	DEFERRED COMPENSATION EMPLOYE	48	44	82	82	33	82
208-208.000-801.000	PROFESSIONAL SERVICES	480					500
208-208.000-956.000	MISCELLANEOUS				484	484	
208-208.000-958.000	MEMBERSHIP AND DUES	500	500	500	500	500	500
208-208.000-960.000	EDUCATION AND TRAINING			200	16		127
NET OF REVENUES/APPROPRIATIONS - 208.000-PARKS		(4,782)	(3,993)	(7,173)	(7,173)	(3,553)	(7,600)
ESTIMATED REVENUES - FUND 208		7,019	7,345	7,200	7,200	5,003	7,600
APPROPRIATIONS - FUND 208		4,782	3,993	7,173	7,173	3,553	7,600
NET OF REVENUES/APPROPRIATIONS - FUND 208		2,237	3,352	27	27	1,450	

## Fund 212 – BSR II

### Revenues

<b>Line Item</b>	<b>Explanation</b>
212-000-000-403-000 – Current Property Taxes	This line item reflects revenues from property taxes, based on values and millage rates.
212-000-000-403-001 – ESA Reimbursement Op	This is a new line item for 2017 for Essential Service Assessment (ESA) reimbursement for Personal Property due to loss attributed to the small business taxpayer exemption and eligible manufacturing personal property. The reimbursement is expected to be received in February of each year from the State of Michigan. This is the first year for ESA reimbursement.
212-000-000-476-489 – Non Bus. Lic. Bicycle Paths	When building permits are issued, a fee is charged for bicycle paths, based on the property frontage. This line item reflects estimated revenues received for these fees.
212-000-000-697-000 – Transfer In:General Fund	This line item reflects a transfer from the General Fund to cover a portion of the cost of the Township's road bond. The total bond payment for 2017 is \$600,000.

## Expenditures

<b>Line Item</b>	<b>Explanation</b>
212-212-000-818-006 – Highways & Streets Maintenance	This line item is used for dust control, street sweeping and limestone lifting on Township roads. It is recommended that it be reduced to \$30,000 for 2017.
212-212-000-931-004 – Repairs & Maintenance-Parks	This line item is used for repairs and maintenance in our parks. We are recommending that it be reduced to \$20,000 in 2017.
212-212-000-931-775 – Repairs – Ford Lake Parks	This line item is used for repairs and maintenance in the Ford Lake Park system. We are recommending that it be reduced to \$20,000 in 2017.
212-212-000-968-230 – Transfer To: Recreation Fund	This line item reflects transfers made to the Recreation Fund for operational expenses. Based on their proposed budget, \$566,836 has been budgeted for 2017.
212-212-000-969-584 – Contribution to Golf Course	This line item reflects funds transferred to the Golf Course. Based on their proposed budget, it is recommended that \$188,796 be budgeted for 2017. An increase is requested due to budgeting for family health care coverage for both the Golf Director and Assistant (this wasn't budgeted in 2016), as well as the Capital Outlay for the new equipment lease.

<b>Line Item</b>	<b>Explanation</b>
212-991-000-991-001 – Debt Service-Highways & Streets	This line item reflects the principal payment for our road bonds. \$600,000 has been budgeted for 2017. This was a \$6,000,000 bond at 1.75% and will be paid off in 2022.
212-991-000-991-002 – Debt Svc Interest-Highways&Streets	The cost for debt service interest on our road bond. It was recommended by our Accounting Director that \$78,000 be budgeted for 2017.

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 08/31/2016

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GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 08/31/16	2017 REQUESTED BUDGET
<b>Fund 212 - BIKE, SIDEWALK, REC, ROADS, GF</b>							
<b>Dept 000.000</b>							
212-000.000-403.000	CURRENT PROPERTY TAXES	1,110,822	1,109,254	1,130,798	1,130,798	1,131,836	1,140,527
212-000.000-403.001	ESA REIMBURSEMENT OP						10,472
212-000.000-403.002	CUR PROPERTY TAX ADJUSTMENTS	7,768	2,183			(510)	
212-000.000-417.000	DELINQUENT PERS.PROPERTY TAXE	1,416	1,149				
212-000.000-476.489	NON BUS. LIC. BICYCLE PATHS	7,572	5,963	3,000	3,000	10,176	5,000
212-000.000-531.000	COMMUNITY DEV BLOCK GRANT CDB	154,193					
212-000.000-540.000	COUNTY GRANT	325,000		10,000	10,000		
212-000.000-569.023	STATE GRANT - DNR	485,605	(55,781)		99,600		
212-000.000-569.026	MI STATE GRANT-RECREATION/PARK				34,000	1,968	
212-000.000-580.000	GRANTS - PRIVATE					5,000	
212-000.000-664.001	INTEREST EARNED	298	98			506	
212-000.000-675.000	CONTRIBUTIONS & DONATIONS	450,000	150,600				
212-000.000-694.004	MISC REVENUE - INSURANCE REIM	12,120					
212-000.000-697.000	TRANSFER IN: GENERAL FUND	354,000	250,000	345,000	345,000	345,000	363,455
212-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.			37,938	168,038		
<b>NET OF REVENUES/APPROPRIATIONS - 000.000-</b>		<b>2,908,794</b>	<b>1,463,466</b>	<b>1,526,736</b>	<b>1,790,436</b>	<b>1,493,976</b>	<b>1,519,454</b>

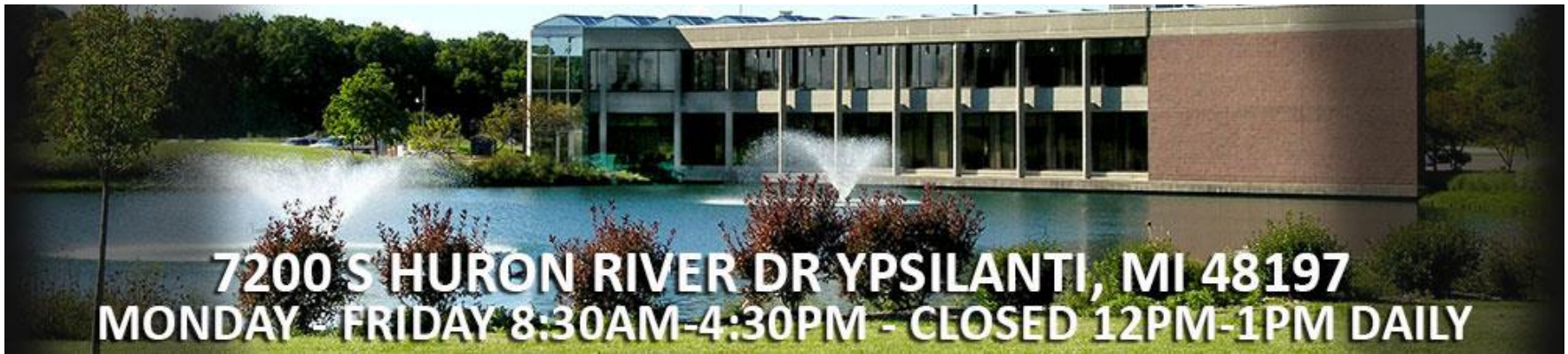


09/14/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 08/31/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 08/31/16	2017 REQUESTED BUDGET
<b>Dept 212.000-BIKE,SIDEWALK,ROAD,REC &amp; GF</b>							
212-212.000-730.000	POSTAGE	3,100	5,468				
212-212.000-801.000	PROFESSIONAL SERVICES		6,543	10,000	10,000	661	
212-212.000-818.006	HIGHWAYS & STREETS MAINTENANC	38,609	9,047	40,000	40,000	13,316	30,000
212-212.000-900.000	PUBLISHING	7,337	7,788				
212-212.000-931.004	REPAIRS & MAINTENANCE - PARKS	31,777	9,298	30,000	30,000	4,987	20,000
212-212.000-931.775	REPAIRS - FORD LAKE PARKS		7,998	30,000	30,000	8,837	20,000
212-212.000-956.010	TAX REFUND EXPENSE		3	2,000	2,000		
212-212.000-968.230	TRANSFER TO: RECREATION FUND	500,000	520,000	580,415	580,415	400,000	566,836
212-212.000-969.584	CONTRIBUTION TO GOLF COURSE	27,786	65,300	109,071	109,071		188,796
212-212.000-977.000	EQUIPMENT	263,867					
NET OF REVENUES/APPROPRIATIONS - 212.000-BIKE,SIDEWALK,ROAD,RI		(872,476)	(631,445)	(801,486)	(801,486)	(427,801)	(825,632)
<b>Dept 970.000-CAPITAL OUTLAY</b>							
212-970.000-818.007	HIGHWAYS,STREETS, PARK SIGNS - IMPROV			12,000	12,000	2,179	
212-970.000-818.022	HIGHWAY & ST-ROAD CONSTRUCTIO	154,193					
212-970.000-974.036	LAKESIDE PARK LANDSCAPE & SITE FURN		46,757				
212-970.000-974.037	LAKESIDE PARK GRANT PROJECT	650,987	77,132		2,500	2,500	
212-970.000-975.795	PARK IMPROVEMENTS	15,783			27,521	1,395	
212-970.000-997.000	CAPITOL OUTLAY/BIKE PATHS	432,127	32,656				
212-970.000-997.001	CAPITAL OUTLAY/RECREATION				227,200	4,736	
212-970.000-997.002	CAPITAL OUTLAY/SIDEWALK	8,285	18,555	11,000	11,000	10,840	
212-970.000-997.007	CAPITAL OUTLAY - PATHWAY	669,769	68,783		6,479	6,479	
NET OF REVENUES/APPROPRIATIONS - 970.000-CAPITAL OUTLAY		(1,931,144)	(243,883)	(23,000)	(286,700)	(28,129)	
<b>Dept 991.000-DEBT SERVICES</b>							
212-991.000-991.001	DEBT SERVICE HIGHWAYS & STREE	600,000	600,000	600,000	600,000	600,000	600,000
212-991.000-991.002	DEBT SRVC INTEREST-HGHWYS/STS	108,250	102,250	102,250	102,250	90,250	78,000
NET OF REVENUES/APPROPRIATIONS - 991.000-DEBT SERVICES		(708,250)	(702,250)	(702,250)	(702,250)	(690,250)	(678,000)
<b>ESTIMATED REVENUES - FUND 212</b>		<b>2,908,794</b>	<b>1,463,466</b>	<b>1,526,736</b>	<b>1,790,436</b>	<b>1,493,976</b>	<b>1,519,454</b>
<b>APPROPRIATIONS - FUND 212</b>		<b>3,511,870</b>	<b>1,577,578</b>	<b>1,526,736</b>	<b>1,790,436</b>	<b>1,146,180</b>	<b>1,503,632</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 212</b>		<b>(603,076)</b>	<b>(114,112)</b>			<b>347,796</b>	<b>15,822</b>



**2017 BUDGET REQUEST –  
LINE BY LINE BUDGETS WITH  
NARRATIVES ARE AVAILABLE  
ON OUR WEBSITE -  
YTOWN.ORG**

<https://ytown.org/supervisor-s-office/budget-information>

# 2017 TAX REVENUE BUDGET OVERVIEW

- ❖ The percentage change of taxable values from 2015 to 2016 for all properties increased by 1.1%.
- ❖ The percentage change for tax revenues from 2015 to 2016 increased by .86%. The revenue budget is calculated allowing for Headlee Rollback, Michigan Tax Tribunal, and loss from foreclosures.
- ❖ “Headlee Rollback” is scheduled for a millage reduction fraction of .9942 on the 2016 millages. Headlee Rollback is implemented when the annual growth on existing property is greater than the rate of inflation.
- ❖ Essential Service Assessment (ESA) reimbursement is for Personal Property due to loss attributed to the small business tax payer exemption and eligible manufacturing personal property. This reimbursement is expected to be received in February of each year from the State of Michigan. This is the first year for ESA reimbursement from the State.
- ❖ PA 235 Fire Pension millage increase of .2000 mills to cover the annual required contributions of the pension and retiree health care.

Revised

**2016 Tax Rate Request** (This form must be completed and submitted on or before September 30, 2016)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

Carefully read the instructions on page 2.

County(ies) Where the Local Government Unit Levies Taxes <b>Washtenaw</b>	2016 Taxable Value of ALL Properties in the Unit as of 5-23-16 <b>1,149,212,674</b>
Local Government Unit Requesting Millage Levy <b>Charter Township of Ypsilanti</b>	For LOCAL School Districts: 2016 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2016 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2015 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2016 Current Year "Headlee" Millage Reduction Fraction	(7) 2016 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Allocated	Gen Op	N/A	1.1160	1.0322	.9942	1.0262	1.0000	1.0262		1.0262	N/A
Voted	Fire Prot	8/6/13	3.1250	3.1250	.9942	3.1069	1.0000	3.1069		3.1069	2016
Voted	Sld Waste	8/6/13	2.1550	2.1550	.9942	2.1425	1.0000	2.1425		2.1425	2016
Voted	Police	8/6/13	5.9500	5.9500	.9942	5.9155	1.0000	5.9155		5.9155	2016
Voted	Rec/BP	8/6/13	1.0059	1.0059	.9942	1.0001	1.0000	1.0001		1.0001	2016
PA 235	FPen/HC	N/A						1.2000		1.2000	2016

Prepared by <b>Javonna Neel</b>	Telephone Number <b>(734) 484-3702</b>	Title of Preparer <b>Accounting Director</b>	Date <b>8/25/16</b>
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**CERTIFICATION:** As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

Local School District Use Only: Complete if requesting millage to be levied: See STC Bulletin 3 of 2016 for instructions on completing this section.

<input checked="" type="checkbox"/>	Clerk	Signature	Print Name <b>Karen Lovejoy Roe</b>	Date <b>8/25/16</b>
<input type="checkbox"/>	Secretary			
<input type="checkbox"/>	Chairperson			
<input checked="" type="checkbox"/>	President	Signature	Print Name <b>Brenda L. Stumbo</b>	Date <b>8/25/16</b>

Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	

\* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

\*\* **IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

## 2017 GENERAL FUND BUDGETED REVENUE BY CLASSIFICATION

Fund 101 - GENERAL FUND	2015	2016	2016	2017
GL NUMBER	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	REQUESTED BUDGET
<b>ESTIMATED REVENUES</b>				
PROPERTY TAXES	1,762,554	1,777,764	1,777,764	1,814,053
SPECIAL ASSESSMENTS	36,439	34,500	34,500	46,500
BUSINESS LICENSES & PERMITS	8,396	6,450	6,450	7,950
NON-BUSINESS LICENSES & PERMIT	8,389	5,000	5,000	7,000
STATE REVENUE SHARING	4,497,343	4,712,577	4,712,577	4,699,770
CHARGES FOR SERVICES	25,288	14,850	14,850	17,900
CHARGES FOR SERVICES RENDERED	16,953	7,000	7,000	9,000
CHARGE FOR SERVICES-ADMIN	202,843	226,949	226,949	232,353
CHARGES FOR SERVICES-SALES	3,813			
FINES AND FORFEITS	23,181	2,500	2,500	2,500
INTEREST INCOME	16,795	17,000	17,000	17,000
RENTALS/LEASES/FRANCHISES	1,145,741	1,135,000	1,135,000	1,138,665
OTHER REVENUES	289,469	56,050	106,702	114,250
CONTRIBUTION FROM OTHER FUNDS	170,000		16,524	181,865
APPROPRIATED PY FUND BALANCE			614,804	
<b>TOTAL ESTIMATED REVENUES</b>	<b>8,207,204</b>	<b>7,995,640</b>	<b>8,677,620</b>	<b>8,288,806</b>

## 2017 WAGE & BENEFITS EXPENDITURE BUDGET OVERVIEW

- ❖ Personnel Wages - 1.5% increase
- ❖ Health Care - increased .16% - draft budget was calculated at a 15% increase.
- ❖ Vision – 10% increase
- ❖ Disability Insurance – 19.45% increase
- ❖ Dental & Life – no increase

# 2017 WAGE & BENEFITS EXPENDITURE BUDGET OVERVIEW

- ❖ MERS -increased 30.5% overall due to the new assumptions of lowered interest returns from 8% to 7.75% and longer life expectance on mortality table
  - ❖ Flat rate per Employee - \$8,472 for 2016 increased to \$11,064 for 2017
  - ❖ Hired after January 1, 2014 – increased 1.43% from 3.73% to 5.16%
  - ❖ 72% FUNDED
- ❖ Fire Pension – decreased 3.2%
  - ❖ 87% FUNDED
- ❖ OPEB Retiree Health Care
  - ❖ General Fund – decreased 5.49% -- 44.5% FUNDED
  - ❖ Fire Fund – increased 7.17% -- 41.7% FUNDED

# OPEB Annual Required Contribution (ARC) Summary - BUDGET OVERVIEW

FUNDS	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	% change 2015 to 2016	% change 2016 to 2017
<b>General Fund</b>	<b>493,291</b>	<b>485,193</b>	<b>458,560</b>	<b>-1.64%</b>	<b>-5.49%</b>
Environmental Fund	13,797	13,748	15,843	-0.36%	15.24%
Recreation Fund	48,874	46,041	40,972	-5.80%	-11.01%
14B Court Fund	77,451	75,481	79,387	-2.54%	5.17%
Law Enforcement Fund	34,127	33,782	51,401	-1.01%	52.15%
<b>Total ACR – Except Fire</b>	<b>667,540</b>	<b>654,245</b>	<b>646,163</b>	<b>-1.99%</b>	<b>-1.24%</b>
<b>Fire Fund</b>	<b>590,744</b>	<b>587,148</b>	<b>629,226</b>	<b>-0.61%</b>	<b>7.17%</b>



## 2017 REQUESTED APPROPRIATION BY DEPARTMENT TOP 10 BY PERCENTAGE OF TOTAL APPROPRIATIONS

DEPT NUMBER	2015 ACTIVITY	2016 ORIGINAL	2016 AMENDED	2017 REQUESTED	% OF APPROP
950.000-COMMUNITY STABILIZATION	1,147,367	846,500	1,146,500	1,165,000	14.5%
956.000-OTHER FUNCTIONS	1,034,832	1,013,357	1,073,356	964,532	12.0%
999.000-OTHER FINANCING USES	437,889	826,000	826,000	851,169	10.6%
774.000-RESIDENT SVCS: PARKS & GROUNDS	585,608	596,630	646,630	581,319	7.2%
266.000-COMPUTER SUPPORT	441,236	575,183	575,183	535,537	6.7%
265.000-RESIDENT SVCS: BLDG OPERATIONS	459,193	549,993	566,517	474,099	5.9%
215.000-TOWNSHIP CLERK	427,257	598,270	640,370	465,358	5.8%
209.000-ASSESSING DEPARTMENT	380,469	430,305	430,305	433,806	5.4%
253.000-TREASURER	324,357	341,405	344,659	381,312	4.7%
446.000-HIGHWAYS AND STREETS	334,852	418,022	418,022	332,613	4.1%
Total of the Top 10 Departments	5,573,060	6,195,665	6,667,542	6,184,745	77.0%
All 16 Other Department Totals	2,749,906	1,742,109	1,952,212	1,851,944	23.0%
<b>TOTAL APPROPRIATIONS</b>	<b>8,322,966</b>	<b>7,937,774</b>	<b>8,619,754</b>	<b>8,036,689</b>	

## 2017 GENERAL FUND BUDGETED APPROPRIATIONS BY DEPARTMENT TOTALS

Fund 101 - GENERAL FUND	2015	2016	2016	2017
	ACTIVITY	ORIGINAL	AMENDED	REQUESTED
		BUDGET	BUDGET	BUDGET
<b>APPROPRIATIONS</b>				
101.000-TOWNSHIP BOARD	146,547	151,681	151,681	144,123
137.000-COURT DUE PROCESS	248,003	240,000	240,000	240,000
171.000-TOWNSHIP SUPERVISOR	264,682	275,247	275,247	269,089
201.000-ACCOUNTING	272,541	295,234	298,956	295,779
202.000-INDEPENDENT AUDITING	31,315	31,000	31,000	31,000
209.000-ASSESSING DEPARTMENT	380,469	430,305	430,305	433,806

## 2017 GENERAL FUND BUDGETED APPROPRIATIONS BY DEPARTMENT TOTALS

Fund 101 - GENERAL FUND	2015	2016	2016	2017
	ACTIVITY	ORIGINAL	AMENDED	REQUESTED
		BUDGET	BUDGET	BUDGET
APPROPRIATIONS				
210.000-LEGAL SERVICES	207,540	177,310	177,310	207,310
215.000-TOWNSHIP CLERK	427,257	598,270	640,370	465,358
227.000-HUMAN RESOURCES	127,898	186,560	188,289	207,848
247.000-BOARD OF REVIEW	1,942	2,569	2,569	2,055
253.000-TREASURER	324,357	341,405	344,659	381,312
265.000-RESIDENT SVCS: BLDG OPERATIONS	459,193	549,993	566,517	474,099

## 2017 GENERAL FUND BUDGETED APPROPRIATIONS BY DEPARTMENT TOTALS CONTINUED

Fund 101 - GENERAL FUND	2015	2016	2016	2017
	ACTIVITY	ORIGINAL	AMENDED	REQUESTED
		BUDGET	BUDGET	BUDGET
<b>APPROPRIATIONS</b>				
266.000-COMPUTER SUPPORT	441,236	575,183	575,183	535,537
267.000-GENERAL SERVICES	141,059	146,600	146,600	145,100
371.000-COMMUNITY DEVELOPMENT	137,340	153,412	153,850	201,192
400.000-PLANNING COMMISSION	2,795	3,853	3,853	4,716
410.000-ZONING BOARD OF APPEALS	1,076	1,894	1,894	1,894
446.000-HIGHWAYS AND STREETS	334,852	418,022	418,022	332,613
762.000-RESIDENT SVCS: ADMINISTRATION	56,782	61,442	61,442	69,088
774.000-RESIDENT SVCS: PARKS & GROUNDS	585,608	596,630	646,630	581,319

## 2017 GENERAL FUND BUDGETED APPROPRIATIONS BY DEPARTMENT TOTALS CONTINUED

Fund 101 - GENERAL FUND	2015	2016	2016	2017
	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	REQUESTED BUDGET
<b>APPROPRIATIONS</b>				
780.000-RSD-STORMWATER MGMT DEPT	11,740	8,057	11,057	25,000
851.000-FRINGES AND INSURANCE	6,017	7,250	7,250	7,750
950.000-COMMUNITY STABILIZATION	1,147,367	846,500	1,146,500	1,165,000
956.000-OTHER FUNCTIONS	1,034,832	1,013,357	1,073,356	964,532
970.000-CAPITAL OUTLAY	1,092,629		201,214	
999.000-OTHER FINANCING USES	437,889	826,000	826,000	851,169
<b>TOTAL APPROPRIATIONS</b>	<b>8,322,966</b>	<b>7,937,774</b>	<b>8,619,754</b>	<b>8,036,689</b>

# General Fund Appropriations by Classification in Order by % of 2017 Requested Total Appropriations of \$8,036,689

GL CLASSIFICATION	DESCRIPTION	2015 ACTIVITY	2016 ORIGINAL	2016 AMENDED	2017 REQUESTED	% 2017 APPROP
PERSONNEL SERVICES	Salary & Wages	2,112,256	2,256,909	2,347,776	<b>2,128,728</b>	<b>26.5%</b>
FRINGE BENEFITS	FICA, Health, MERS, Life, OPEB	1,392,880	1,633,039	1,633,719	<b>1,610,148</b>	<b>20.0%</b>
COMMUNITY STABILIZATION & PROMO	Blighted Properties, Land Use, Habitat	1,111,913	841,500	1,131,500	<b>1,130,000</b>	<b>14.1%</b>
DEBT OBLIGATION	Seaver Farm Bond & Road Bond	385,000	826,000	826,000	<b>851,169</b>	<b>10.6%</b>
LEGAL EXPENSE	Prosecution, Domestic, Legal, Retainer, Clerical, Labor	455,543	417,310	417,310	<b>447,310</b>	<b>5.6%</b>
PROFESSIONAL & CONTRACTUAL	Right of Way, Mowing, Audit, Consultants	279,681	264,207	293,241	<b>358,150</b>	<b>4.5%</b>
HIGHWAY/STREET & DRAINS	Roads, Street Sweeping, Drains	334,852	418,022	418,022	<b>332,613</b>	<b>4.1%</b>
STREET LIGHTS/ CAMERA/TREE	Not covered by Special Assessment & trees removal	258,500	180,000	243,989	<b>176,659</b>	<b>2.2%</b>

General Fund Appropriations by Classification in Order by % of 2017 Requested Total Appropriations of \$8,036,689 - Continued

GL CLASSIFICATION	DESCRIPTION	2015 ACTIVITY	2016 ORIGINAL	2016 AMENDED	2017 REQUESTED	% 2017 APPROP
REPAIRS & MAINTENANCE	Software Support & Maint, Maint Supplies	127,165	160,724	162,930	<b>173,589</b>	<b>2.2%</b>
CAPITAL OUTLAY	Network Upgrades & replacements	1,215,013	225,250	426,988	<b>139,000</b>	<b>1.7%</b>
INSURANCE & BONDS	Insurance & Workers Comp	122,791	128,503	128,503	<b>130,493</b>	<b>1.6%</b>
OFFICE SUPPLIES	Postage \$60K & supplies	82,564	93,050	92,190	<b>92,350</b>	<b>1.1%</b>
UTILITIES	Utilities	89,339	88,000	88,000	<b>88,000</b>	<b>1.1%</b>
COMMUNICATIONS	Telephone & Internet Access	67,611	80,155	80,155	<b>85,840</b>	<b>1.1%</b>
LEASE RENTAL	Motor Pool Leases	46,518	72,400	72,400	<b>70,850</b>	<b>0.9%</b>
OTHER EXPENDITURES	Misc., Bank Charges, Settlements	38,249	58,950	59,450	<b>59,450</b>	<b>0.7%</b>

General Fund Appropriations by Classification in Order by % of 2017 Requested Total Appropriations of \$8,036,689 - Continued

GL CLASSIFICATION	DESCRIPTION	2015 ACTIVITY	2016 ORIGINAL	2016 AMENDED	2017 REQUESTED	% 2017 APPROP
TRANSPORTATION	Travel, Gas & Oil	34,402	40,270	38,400	<b>31,270</b>	<b>0.4%</b>
DUES/MEMBERSHIPS	Dues & Memberships	25,098	26,635	26,635	<b>30,870</b>	<b>0.4%</b>
RENTAL	Equip Rental - copiers	34,505	29,500	30,600	<b>26,200</b>	<b>0.3%</b>
EDUCATION AND TRAINING	HR-- Education & Training	14,409	25,000	25,000	<b>25,000</b>	<b>0.3%</b>
PRINTING & PUBLISHING	Publishing notices - newspapers	16,163	18,000	18,000	<b>15,000</b>	<b>0.2%</b>
GENERAL EXPENSES	Tax Appeals	4,107	12,500	12,096	<b>12,500</b>	<b>0.2%</b>
OPERATING SUPPLIES	Code Books, Misc. op supplies	11,270	11,400	11,400	<b>11,300</b>	<b>0.1%</b>
OTHER SERVICES AND CHARGES	Boots, Rug & Rag cleaning	9,574	12,250	12,250	<b>10,000</b>	<b>0.1%</b>
SUPPLIES	Planning subscriptions	674	18,200	23,200	<b>200</b>	<b>0.0%</b>
TRANSFERS OUT	Hydro Station for Tyler Dam	52,889				<b>0.0%</b>
<b>TOTAL APPROPRIATIONS</b>		<b>8,322,966</b>	<b>7,937,774</b>	<b>8,619,754</b>	<b>8,036,689</b>	



# 2017 GENERAL FUND BUDGET FUND BALANCE

Fund 101 - GENERAL FUND	2015	2016	2016	2017
	ACTIVITY	ORIGINAL	AMENDED	REQUESTED
		BUDGET	BUDGET	BUDGET
NET OF REVENUES/APPROPRIATIONS	(115,762)	57,866	57,866	252,117
BEGINNING FUND BALANCE	4,224,479	4,108,725	4,108,725	3,551,787
<b>LESS APPROPRIATED PY FUND BALANCE</b>			<b>(614,804)</b>	
<b>ENDING FUND BALANCE</b>	<b>4,108,717</b>	<b>4,166,591</b>	<b>3,551,787</b>	<b>3,803,904</b>

# 2017 GENERAL FUND EXPENDITURE BUDGET OVERVIEW

## ❖ Capital Outlay

- Capital outlay decreased from \$426,988 to \$139,000
- Current 2017 budget of \$139,000 include:
  - Capital Outlay – \$15,000 for network infrastructure expansion
  - Equipment – \$70,200 a decrease of 20%
    - Firewall Upgrades, Workstation replacement/upgrades, Server Replacement/Upgrades, Spoke Site MFD replacement/Upgrades.
  - Computer Software - \$53,800 for
    - RecTrac Upgrade, Windows Server Upgrades, Change Management & Helpdesk, and Storage Replication Software

# 2017 GENERAL FUND EXPENDITURE BUDGET OVERVIEW

- ❖ Debt obligation on Seaver Farms Bond required a transfer of \$487,714 principal & interest from General Fund to Debt Obligation Fund. Payments on the Bond will be complete in 2019 or paid when land is sold.
- ❖ Debt obligation for 50% of the Road Bond required a transfer of \$363,455 principal and interest to BSR II Fund.
- ❖ 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.

**•2016 BUDGET  
AMENDMENTS TO  
GENERAL FUND  
PRIOR YEAR FUND  
BALANCE THROUGH  
AUGUST 31, 2016  
\$614,804**

## 2016 BUDGET AMENDMENTS TO PRIOR YEAR FUND BALANCE FOR CAPITAL PROJECTS THROUGH 8/31/16 \$255,661

- ❖ Fiber Optic Project from Fire Station to Community Center \$101,214
- ❖ Converted streetlights to LED and install new lights \$54,447
- ❖ Veterans Drive out to Huron River Drive completion \$100,000

# 2016 BUDGET AMENDMENTS TO PRIOR YEAR FUND BALANCE FOR OPERATIONS THROUGH 8/31/16 - \$359,143

- ❖ Community Stabilization – Land Uses Issues \$300,000
- ❖ Back fill wages for temp covering for FT employee  
\$50,000 in Parks & Grounds
- ❖ PTO payouts \$9,143

# GENERAL FUND – ACTUAL FUND BALANCE 2011 TO 2015

	2011	2012	2013	2014	2015
Beginning Fund Balance	7,309,076	6,999,093	7,104,906	6,493,720	4,224,479
Ending Fund Balance	6,999,093	7,104,906	6,493,720	4,224,479	4,108,725

# 2017 FIRE FUND BUDGET PRESENTATION





## 2017 FIRE FUND BUDGETED REVENUE BY CLASSIFICATION

Fund 206 - FIRE FUND	2015	2016	2016	2017
	ACTIVITY	ORIGINAL	AMENDED	REQUESTED
		BUDGET	BUDGET	BUDGET
<b>ESTIMATED REVENUES</b>				
PROPERTY TAXES - PENSION	1,102,809	1,124,166	1,124,166	1,374,774
PROPERTY TAXES	3,463,826	3,513,017	3,513,017	3,580,664
NON-BUSINESS LICENSES & PERMIT	550	750	750	750
CHARGES FOR SERVICES	3,080	1,600	1,600	1,700
INTEREST INCOME	195	50	50	200
OTHER REVENUES	25,459		10,000	2,000
APPROPRIATED PY FUND BALANCE		123,232	611,895	36,888
<b>TOTAL ESTIMATED REVENUES</b>	<b>4,595,919</b>	<b>4,762,815</b>	<b>5,261,478</b>	<b>4,996,976</b>

# 2017 FIRE FUND BUDGETED APPROPRIATIONS BY CLASSIFICATION WITHIN DEPARTMENTS

Fund 206 - FIRE FUND	2015	2016	2016	2017
APPROPRIATIONS	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	REQUESTED
Dept 206.000-FIRE				
PERSONNEL SERVICES	2,098,099	2,271,971	2,334,955	2,198,713
FRINGE BENEFITS	571,351	766,219	770,099	712,401
OFFICE SUPPLIES	200	500	500	1,500
OTHER SERVICES AND CHARGES	15,838	20,000	20,000	20,000
FIRE DEPT SUPPLIES	2,327	3,500	1,500	3,500
OPERATING SUPPLIES	24,634	29,500	23,439	24,500
PROFESSIONAL & CONTRACTUAL	97,915	86,301	121,301	106,201
COMMUNICATIONS	80,288	78,100	78,100	78,000
FIRE TRANSPORTATION	102,679	30,000	92,500	70,000
TRANSPORTATION	23,858	40,000	20,000	25,000
PRINTING & PUBLISHING	867	1,000	1,000	1,000
INSURANCE & BONDS	115,617	127,878	127,878	110,821
UTILITIES	58,885	60,500	58,500	63,000
REPAIRS & MAINT-FIRE BLDG	22,512	16,000	16,000	17,000
REPAIRS & MAINTENANCE	8,574	15,000	11,500	8,000
LEASE RENTAL				59,520
OTHER EXPENDITURES	2,541	4,200	4,200	3,700
DUES/MEMBERSHIPS	3,540	5,000	5,000	4,500
EDUCATION AND TRAINING	14,001	10,000	10,000	12,000
<b>206.000-FIRE</b>	<b>3,243,726</b>	<b>3,565,669</b>	<b>3,696,472</b>	<b>3,519,356</b>

## 2017 FIRE FUND BUDGETED APPROPRIATIONS BY CLASSIFICATION WITHIN DEPARTMENTS

Fund 206 - FIRE FUND	2015	2016	2016	2017
APPROPRIATIONS	ACTIVITY	ORIGINAL	AMENDED	REQUESTED
Dept 220.000-CIVIL SERVICE		BUDGET	BUDGET	BUDGET
PERSONNEL SERVICES	1,505	2,900	2,900	2,900
FRINGE BENEFITS	135	120	120	120
PROFESSIONAL & CONTRACTUAL	13,551	10,000	55,000	15,000
PRINTING & PUBLISHING	533	1,500	1,500	1,500
<b>220.000-CIVIL SERVICE COMMISSION</b>	<b>15,724</b>	<b>14,520</b>	<b>59,520</b>	<b>19,520</b>
Dept 852.000-PENSION & INSURANCE				
FRINGE BENEFITS	1,328,611	1,124,166	1,376,166	1,393,100
<b>852.000-PENSION &amp; INSURANCE</b>	<b>1,328,611</b>	<b>1,124,166</b>	<b>1,376,166</b>	<b>1,393,100</b>
Dept 970.000-CAPITAL OUTLAY				
OTHER EXPENDITURES		58,460	59,522	
CAPITAL OUTLAY	131,381		69,799	65,000
<b>970.000-CAPITAL OUTLAY</b>	<b>131,381</b>	<b>58,460</b>	<b>129,321</b>	<b>65,000</b>
<b>TOTAL APPROPRIATIONS</b>	<b>4,719,442</b>	<b>4,762,815</b>	<b>5,261,479</b>	<b>4,996,976</b>

## 2017 FIRE FUND BUDGET FUND BALANCE

Fund 206 - FIRE FUND	2015	2016	2016	2017
	ACTIVITY	ORIGINAL	AMENDED	REQUESTED
		BUDGET	BUDGET	BUDGET
NET OF REVENUES/APPROPRIATIONS	(123,523)		(1)	
BEGINNING FUND BALANCE	976,024	852,502	852,502	240,606
LESS APPROPRIATED PY FUND BALANCE			(611,895)	(36,888)
<b>ENDING FUND BALANCE</b>	<b>852,501</b>	<b>852,502</b>	<b>240,606</b>	<b>203,718</b>

# 2017 FIRE FUND EXPENDITURE BUDGET OVERVIEW

## ❖ Capital Outlay

- Capital outlay decreased from \$129,321 to \$65,000
- Current 2017 budget of \$65,000 include:
  - \$20,000 for 2 new furnace & A/C units
  - \$15,000 for new carpet at HQ
  - \$ 5,000 for replacement of ceramic tile at HQ
  - \$10,000 for new firefighter protective gear
  - \$ 5,000 for rescue equipment
  - \$10,000 for upgrade to Firehouse Incident reporting software

- ❖ Annual payment to the Motor Pool of \$59,520 for the new fire truck, paid over a 10 year period (truck purchased through the Motor Pool in 2016 for \$590,520)

**2016 BUDGET AMENDMENTS TO  
FIRE FUND PRIOR YEAR FUND  
BALANCE THROUGH  
AUGUST 31, 2016  
\$611,895**

2016 FIRE FUND BUDGET AMENDMENTS TO PRIOR  
YEAR FUND BALANCE FOR CAPITAL PROJECTS  
THROUGH 8/31/16 \$16,799

❖ Matching funds for grant for SCBA gear \$16,799

2016 FIRE FUND BUDGET AMENDMENTS TO  
PRIOR YEAR FUND BALANCE FOR OPERATIONS  
THROUGH 8/31/16 - \$595,095

- ❖ Firefighters Payouts for 3 Retirees, 1 Leaving Drop Program and 1 Terminated \$219,863
- ❖ Increase Other Employee Post Benefits (OPEB) retiree health care to the annual required contribution (ARC) for the year by \$252,000
- ❖ Appropriation of Prior Year Fund Balance needed to budget 2016 \$123,232



# PARKS FUND 2017 REQUESTED BUDGET

CLASSIFICATION SUMMARY, HISTORY, AND OVERVIEWS

# PARKS FUND REVENUE BUDGET BY CLASSIFICATION SUMMARY

Fund 208 - PARKS FUND	2015	2016	2016	2017
	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	REQUESTED BUDGET
ESTIMATED REVENUES				
PARKS & RECREATION	7,343	7,200	7,200	7,500
INTEREST INCOME	2			
APPROPRIATED BY FUND				
BALANCE				100
<b>TOTAL ESTIMATED REVENUES</b>	<b>7,345</b>	<b>7,200</b>	<b>7,200</b>	<b>7,600</b>

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

# Parks Fund Expenditure Budget by Classification Summary

Fund 208 - PARKS FUND	2015	2016	2016	2017
	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	REQUESTED BUDGET
<b>APPROPRIATIONS</b>				
PERSONNEL SERVICES	3,400	6,300	6,000	6,300
FRINGE BENEFITS	93	173	173	173
PROFESSIONAL & CONTRACTUAL				500
OTHER EXPENDITURES			484	
DUES/MEMBERSHIPS	500	500	500	500
EDUCATION AND TRAINING		200	16	127
<b>TOTAL APPROPRIATIONS</b>	<b>3,993</b>	<b>7,173</b>	<b>7,173</b>	<b>7,600</b>

❖ Personnel services are wages paid to the Park Commissioners

# Parks Fund Requested Budget Fund Balance

Fund 208 - PARKS FUND	2015	2016	2016	2017
	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	REQUESTED BUDGET
NET OF REVENUES/APPROPRIATIONS				
-	3,352	27	27	
BEGINNING FUND BALANCE	26,152	29,503	29,503	29,503
<b>LESS APPROPRIATED PY FUND BALANCE</b>				<b>(100)</b>
<b>ENDING FUND BALANCE</b>	<b>29,504</b>	<b>29,530</b>	<b>29,530</b>	<b>29,403</b>

# BIKE PATH, SIDEWALK, AND RECREATION -BSRII FUND 2017 REQUESTED BUDGET

CLASSIFICATION SUMMARY, HISTORY, AND OVERVIEWS

## 2017 BSRII FUND REVENUE BUDGET BY CLASSIFICATION SUMMARY

Fund 212 - BIKE, SIDEWALK, REC, ROADS, GF	2015	2016	2016	2017
	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	REQUESTED BUDGET
ESTIMATED REVENUES				
PROPERTY TAXES	1,112,586	1,130,798	1,130,798	1,150,999
NON-BUSINESS LICENSES & PERMIT	5,963	3,000	3,000	5,000
GRANTS FROM LOCAL UNITS		10,000	10,000	
STATE GRANT	(55,781)		133,600	
INTEREST INCOME	98			
OTHER REVENUES	150,600			
CONTRIBUTION FROM OTHER FUNDS	250,000	345,000	345,000	363,455
APPROPRIATED PY FUND BALANCE		37,938	168,038	
<b>TOTAL ESTIMATED REVENUES</b>	<b>1,463,466</b>	<b>1,526,736</b>	<b>1,790,436</b>	<b>1,519,454</b>

# 2017 BSRII FUND REVENUE BUDGET OVERVIEW

- ❖ Contributions from Other Funds - \$363,455 will be transferred from the General Fund for half of the road bond debt obligation

## 2017 BSRII Fund Expenditure Budget by Classification Summary

Fund 212 - BIKE, SIDEWALK, REC, ROADS, GF	2015	2016	2016	2017
	ACTIVITY	ORIGINAL	AMENDED	REQUESTED
APPROPRIATIONS		BUDGET	BUDGET	BUDGET
OFFICE SUPPLIES	5,468			
REPAIRS & MAINTENANCE	17,296	60,000	60,000	40,000
PROFESSIONAL & CONTRACTUAL	6,543	10,000	10,000	
HIGHWAY/STREET/DRAINS	9,047	52,000	52,000	30,000
PRINTING & PUBLISHING	7,788			
OTHER EXPENDITURES	3	2,000	2,000	
TRANSFERS OUT	585,300	689,486	689,486	755,632
CAPITAL OUTLAY	243,883	11,000	274,700	
DEBT OBLIGATION	702,250	702,250	702,250	678,000
<b>TOTAL APPROPRIATIONS</b>	<b>1,577,578</b>	<b>1,526,736</b>	<b>1,790,436</b>	<b>1,503,632</b>



# 2017 RECREATION FUND EXPENDITURE BUDGET OVERVIEW

- ❖ Budgeted \$40,000 for repairs to the parks
- ❖ Contribute \$566,836 to the Recreation Fund for operations
- ❖ Contribute \$188,796 to the Golf Course Fund for operations
- ❖ Debt obligation for the road bond with Washtenaw County Road Commission – principle \$600,000 and interest \$78,000
- ❖ No other capital outlay projects were budgeted for 2016, they will come back to the Board

## 2017 BSRII Fund Budgeted Fund Balance

Fund 212 - BIKE, SIDEWALK, REC, ROADS, GF	2015	2016	2016	2017
	ACTIVITY	ORIGINAL	AMENDED	REQUESTED
		BUDGET	BUDGET	BUDGET
NET OF REVENUES/APPROPRIATIONS	(114,112)			15,822
BEGINNING FUND BALANCE	478,826	364,716	364,716	196,678
<b>LESS APPROPRIATED PY FUND BALANCE</b>		<b>(37,938)</b>	<b>(168,038)</b>	
<b>ENDING FUND BALANCE</b>	<b>364,714</b>	<b>326,778</b>	<b>196,678</b>	<b>196,678</b>

**2016 BUDGET  
AMENDMENTS TO BSR II  
PRIOR YEAR FUND  
BALANCE THROUGH  
AUGUST 31, 2016  
\$168,038**

2016 BUDGET AMENDMENTS TO PRIOR YEAR FUND  
BALANCE FOR CAPITAL PROJECTS THROUGH  
8/31/16 \$168,038

- ❖ Final inspections for Lakeside Boat House \$2,500
- ❖ Tennis Court Repair - matching for grant \$127,600
- ❖ Appropriation of Prior Year Fund Balance to Budget 2016  
\$37,938

# PROPOSAL #1

## CHARTER TOWNSHIP OF YPSILANTI BOARD OF TRUSTEES TOWNSHIP TRUSTEE'S MEETING ATTENDANCE POLICY

### 1. **PURPOSE:**

This policy is intended to provide a fair, consistent and transparent procedure that outlines the expectations and standards for all elected township trustees in regard to their attendance at both regularly scheduled and special meetings of the Charter Township of Ypsilanti Board of Trustees. In the case of a Special Meeting being called, proper notification shall be provided to all elected Township Trustees in order to hold them accountable to this policy. While the current State Law mandates a minimum posting time of least 18 hours prior to a Special Meeting, this policy shall require that the posting for all Special Meetings provide a minimum 72 hour notice so as to allow each elected township trustee to adjust their personal schedule and regular work commitments to allow for their attendance. Any Special Meeting with less than 72 hours advance notice shall be exempt from the Attendance portion of this policy.

### 2. **POLICY STATEMENT:**

This policy shall establish the guidelines regarding attendance of township trustees at both regularly scheduled and special meetings of the Charter Township of Ypsilanti Board of Trustees.

### 3. **PRINCIPLES:**

- A. To encourage all elected township trustees to attend as many meetings as possible.
- B. To achieve a fair balance between an elected township trustees commitment to their elected position, their employment commitment outside of their elected position, as well as their personal and community commitments.
- C. To provide support, where appropriate, to assist elected township trustees with attendance barriers, for example; by providing the opportunity to participate, even if unable to vote per state law, in a meeting by the means of audio (phone) or audio-visual conferencing system or by providing advance notice of meeting schedules.

### 4. **PROCEDURES:**

Notification of a known absence

The elected township trustees shall contact the Charter Township of Ypsilanti Supervisor's Office in advance of the scheduled start time of the meeting to advise the Supervisor of their impending absence. This contact shall be done either via an email to the Supervisor's Township email address, or via a text message to the Supervisor's Township

cell phone. A phone call can also be made to the Supervisor's, however an email or text message should still be sent.

**5. NON-PAYMENT TO AN ELECTED OFFICIAL:**

Any elected township trustee who fails to attend the minimum required regularly scheduled, or special, meetings as outlined below shall not be paid for the missed meeting. The time frame that will be used to dictate this process shall be a rolling 12-month schedule that will commence on the same day that the elected township trustee begins their term of office. The elected township trustee shall maintain their office per State of Michigan Laws.

**6. MEETING ATTENDANCE REQUIREMENTS:**

The Charter Township Board of Trustees meet regularly on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesdays of the month for an average of 20 meetings per year, although the total number of meetings may vary from year to year. This total does not include special meetings that may be called.

It is understood that circumstances may arise that The Charter Township Board of Trustees may need to be absent from a regularly scheduled board meeting. Trustees will be allowed a total of five (5) board meeting absences during a rolling 12 month period. Any additional absences beyond five (5) shall result in loss of salary in the amount of \$749.20 per meeting missed.

Attendance at Special Meetings called with less than 72 hours advance notice shall be exempt from the attendance policy.

Bereavement Leave of one Board Meeting will be granted due to the death of an immediate family member. A member of his/her immediate family shall be: parent, step-parent, spouse, spouse's parent, spouse's step-parent, child, step-child, grand-parent, spouse's grandparent, grandchild, brother, sister, Trustees brother-in-law, sister-in-law, aunt or uncle in a direct blood relation and great grandparent. Bereavement Leave shall not be counted toward the five (5) absences.

**7. AMENDMENTS:**

No amendments shall be made to this policy without the express approval of a super majority of the full Charter Township Board of Trustees, Thus, changes in any way to this policy shall require the approval of at least five (5) of the current seven (7) elected Board Members and that approval must take place at a regularly scheduled public meeting of the Charter Township of Ypsilanti Board of Trustees so that the public has prior notification of any such pending changes and also the opportunity to provide public comment.

**8. EFFECTIVE DATE:**

This policy shall become effective on November 20, 2016.

CHARTER TOWNSHIP OF YPSILANTI TRUSTEES:

\_\_\_\_\_  
Stan Eldridge Date

\_\_\_\_\_  
Mike Martin Date

\_\_\_\_\_  
Scott Martin Date

\_\_\_\_\_  
Jean Hall Currie Date

DRAFT

## PROPOSAL #2 (Recommended by HR and the Accounting Director)

### CHARTER TOWNSHIP OF YPSILANTI BOARD OF TRUSTEES TOWNSHIP TRUSTEE'S MEETING ATTENDANCE POLICY

#### 1. **PURPOSE:**

This policy is intended to provide a fair, consistent and transparent procedure that outlines the expectations and standards for all elected township trustees in regard to their attendance at both regularly scheduled and special meetings of the Charter Township of Ypsilanti Board of Trustees. In the case of a Special Meeting being called, proper notification shall be provided to all elected Township Trustees in order to hold them accountable to this policy. ~~While~~ The current State Law mandates a minimum posting time of least 18 hours prior to a Special Meeting, ~~this policy shall require that the posting for all Special Meetings provide a minimum 72 hour notice so as to allow each elected township trustee to adjust their personal schedule and regular work commitments to allow for their attendance.~~ Any Special Meeting with less than 72 hours advance notice shall be exempt from the Attendance portion of this policy.

#### 2. **POLICY STATEMENT:**

This policy shall establish the guidelines regarding attendance of township trustees at both regularly scheduled and special meetings of the Charter Township of Ypsilanti Board of Trustees. **Trustees shall be compensated on a per meeting basis.**

#### 3. **PRINCIPLES:**

- A. To encourage all elected township trustees to attend as many meetings as possible.
- B. To achieve a fair balance between an elected township trustees commitment to their elected position, their employment commitment outside of their elected position, as well as their personal and community commitments.
- C. To provide support, where appropriate, to assist elected township trustees with attendance barriers, for example; by providing the opportunity to participate, even if unable to vote per state law, in a meeting by the means of audio (phone) or audio-visual conferencing system or by providing advance notice of meeting schedules.

#### 4. **PROCEDURES:**

Notification of a known absence

The elected township trustees shall contact the Charter Township of Ypsilanti Supervisor's Office in advance of the scheduled start time of the meeting to advise the Supervisor of their impending absence. This contact shall be done either via an email to the Supervisor's Township email address, or via a text message to the Supervisor's Township



cell phone. A phone call can also be made to the Supervisor's, however an email or text message should still be sent.

## **5. MEETING ATTENDANCE REQUIREMENTS:**

The Charter Township Board of Trustees meets regularly on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesdays of the each month for a total of 24 scheduled annual Board meetings. Trustees shall be compensated \$625.00 per meeting totaling \$15,000 annually. Meetings cancelled during the summer months (June – September); or for special events such as elections, shall be treated as meetings attended and Trustees shall be compensated the meeting rate of \$625.00. It is also understood that should a second meeting be needed during the summer months (June-September) it shall take place on the 1<sup>st</sup> Tuesday of the month and shall not be considered a special meeting. ~~for an average of 20 meetings per year, although the total number of meetings may vary from year to year.~~

Any special meetings called outside of the 24 scheduled, Trustees shall be compensated \$625.00 per meeting rate. ~~This total does not include special meetings that may be called.~~

It is understood that circumstances may arise that The Charter Township Board of Trustees may need to be absent from a regularly scheduled board meeting. Trustees will be allowed a total of ~~three (3) five (5)~~ board meeting absences during a rolling 12 month period. Any additional absences beyond ~~three (3) five (5)~~ shall result in loss of ~~the \$625.00 per meeting rate. salary in the amount of \$749.20 per meeting missed.~~

~~Attendance at Special Meetings called with less than 72 hours advance notice shall be exempt from the attendance policy.~~

Bereavement Leave of one Board Meeting will be granted due to the death of an immediate family member. A member of his/her immediate family shall be: parent, step-parent, spouse, spouse's parent, spouse's step-parent, child, step-child, grand-parent, spouse's grandparent, grandchild, brother, sister, Trustees brother-in-law, sister-in-law, aunt or uncle in a direct blood relation and great grandparent. Bereavement Leave shall not be counted toward the ~~three (3) five (5)~~ absences.

## **6. ON-PAYMENT TO AN ELECTED OFFICIAL:**

~~Any~~ Elected township trustees who fails to attend ~~the minimum required~~ regularly scheduled or special meetings as outlined ~~above~~ ~~below~~ shall not be paid for the missed meetings. The time frame that will be used to dictate this process shall be a rolling 12-month schedule that will commence on the same day that the elected township trustee begins their term of office. The elected township trustee shall maintain their office per State of Michigan Laws.

## **7. AMENDMENTS:**

No amendments shall be made to this policy without the express approval of a super majority of the full Charter Township Board of Trustees, Thus, changes in any way to this policy shall require the approval of at least five (5) ~~of the current seven (7)~~ elected Board Members and that approval must take place at a regularly scheduled public

meeting of the Charter Township of Ypsilanti Board of Trustees so that the public has prior notification of any such pending changes and also the opportunity to provide public comment.

**8. EFFECTIVE DATE:**

This policy shall become effective on November 20, 2016.

DRAFT

# REVIEW AGENDA

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- A. SUPERVISOR STUMBO WILL REVIEW BOARD MEETING AGENDA

# OTHER DISCUSSION

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- 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, SEPTEMBER 20, 2016**

**7:00 P.M.**

*Revised 9-20-16*

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE AND INVOCATION
3. PUBLIC HEARING
  - A. 7:00PM –2016 SPECIAL ASSESSMENT LEVY – RESOLUTION NO. 2016-42  
(PUBLIC HEARING SET AT THE AUGUST 16, 2016 REGULAR MEETING)
4. PUBLIC COMMENTS
5. CONSENT AGENDA
  - A. MINUTES OF THE AUGUST 16, 2016 SPECIAL MEETING, WORK SESSION AND REGULAR MEETING
  - B. STATEMENTS AND CHECKS
    1. STATEMENTS AND CHECKS FOR SEPTEMBER 6, 2016 IN THE AMOUNT OF \$893,600.07
    2. STATEMENTS AND CHECKS FOR SEPTEMBER 20, 2016 IN THE AMOUNT OF \$907,588.62
    3. CHOICE HEALTH CARE DEDUCTIBLE ACH EFT FOR AUGUST 2016 IN THE AMOUNT OF \$32,329.57
    4. CHOICE HEALTH CARE ADMIN FEE FOR JULY 2016 IN THE AMOUNT OF \$1,192.50
  - C. AUGUST 2016 TREASURER’S REPORT
6. SUPERVISOR REPORT
7. CLERK REPORT
8. TREASURER REPORT
9. TRUSTEE REPORT
10. ATTORNEY REPORT
  - A. GENERAL LEGAL UPDATE

### **OLD BUSINESS**

1. 2<sup>ND</sup> READING OF PROPOSED ORDINANCE 2016-466, SEWAGE DISPOSAL RATE CHANGE  
(FIRST READING HELD AT THE AUGUST 16, 2016 REGULAR MEETING)

2. 2<sup>ND</sup> READING OF RESOLUTION 2016-30, PROPOSED ORDINANCE 2016-464, AMENDING CHAPTER 48 ARTICLE III OF THE CODE OF ORDINANCES REGARDING RENTAL PROPERTY REGISTRATION AND INSPECTION TO INCLUDE MULTI-FAMILY RESIDENTIAL UNITS  
(FIRST READING HELD AT THE AUGUST 16, 2016 REGULAR MEETING)
3. 2<sup>ND</sup> READING OF RESOLUTION 2016-31, PROPOSED ORDINANCE 2016-465, ADOPTION OF THE 2015 INTERNATIONAL PROPERTY MAINTENANCE CODE  
(FIRST READING HELD AT THE AUGUST 16, 2016 REGULAR MEETING)

## **NEW BUSINESS**

1. BUDGET AMENDMENT #12
2. REQUEST OF JOE LAWSON, PLANNING DIRECTOR FOR APPROVAL OF THE PD STAGE II FINAL SITE PLAN AND DEVELOPMENT AGREEMENT FOR THE NAUTICA POINTE PHASE OF THE MAJESTIC LAKES PLANNED DEVELOPMENT (PD20)
3. REQUEST OF JOE LAWSON, PLANNING DIRECTOR FOR ACCEPTANCE OF A 20-FOOT-WIDE SIDEWALK EASEMENT GRANTED BY YPSILANTI MI (2985 WASHTENAW) LLC IN RELATION TO THE CONSTRUCTION AND SITE PLAN IMPROVEMENTS ASSOCIATED WITH THE FORTHCOMING FRESH THYME FARMERS MARKET LOCATED AT 2985 WASHTENAW
4. REQUEST APPROVAL OF THE PERPETUAL EASEMENT AGREEMENT BETWEEN SBA AND YPSILANTI TOWNSHIP AS IT PERTAINS TO THE COMMUNICATIONS SITE LEASE AGREEMENT FOR THE CELL TOWER LOCATED AT 1865 CADILLAC IN THE AMOUNT OF \$334,000.00
5. RESOLUTION 2016-38, VACATION/ABANDONMENT OF THE PUBLIC ALLEY BETWEEN ANDREA AND HARRY STREETS
6. 1<sup>ST</sup> READING OF RESOLUTION 2016-39, PROPOSED ORDINANCE 2016-467 AMENDING THE TOWNSHIP CODE OF ORDINANCES, CHAPTER 46, ARTICLE II PARK REGULATIONS TO PROHIBIT SMOKING IN TOWNSHIP PARKS
7. 1<sup>ST</sup> READING OF RESOLUTION 2016-40, PROPOSED ORDINANCE 2016-468 AMENDING THE TOWNSHIP ZONING CODE REGARDING CHILD DAYCARE CENTERS IN RESIDENTIAL DISTRICTS
8. 1<sup>ST</sup> READING OF RESOLUTION 2016-41, PROPOSED ORDINANCE 2016-469, AMENDING THE YPSILANTI TOWNSHIP CODE OF ORDINANCES CHAPTER 58, TO PROHIBIT TEXTING WHILE DRIVING
9. RESOLUTION 2016-49, PETITION TO LOCATE, ESTABLISH AND CONSTRUCT A DRAIN FOR THE TYLER DAM DRAIN
10. RESOLUTION 2016-50, AUTHORIZATION OF THE DRAIN AND DETENTION EASEMENT FOR THE TYLER DAM DRAIN TO THE TYLER DAM DRAIN DRAINAGE DISTRICT

11. REQUEST OF JEFF ALLEN, RESIDENTIAL SERVICES DIRECTOR FOR APPROVAL OF A CONTRACT WITH STANTEC FOR PROFESSIONAL ENGINEERING SERVICES FOR TYLER DAM PHASE 4 IN AN AMOUNT NOT TO EXCEED \$79,800.00 WITH \$35,000.00 BUDGETED IN LINE ITEM #252-252-000-801-250 FOR 2016 AND \$44,800.00 TO BE BUDGETED IN LINE ITEM 252-252-000-801-250 FOR 2017
12. REQUEST OF JEFF ALLEN, RESIDENTIAL SERVICES DIRECTOR FOR APPROVAL OF AN AGREEMENT WITH CANTON TOWNSHIP FOR THE PROCESSING OF MUNICIPAL YARD WASTE FROM CANTON TOWNSHIP AT THE YPSILANTI TOWNSHIP COMPOST SITE
13. REQUEST OF BRIAN MCCLEERY, ASSISTANT ASSESSOR FOR APPROVAL FOR SALE OF 1810 GEORGE AVE., LOT 458, PARCEL #K-11-14-436-004 TO LORENZO AND TAMMEY EPPS IN THE AMOUNT OF \$1,000.00
14. AUTHORIZATION TO PAY DTE FOR THE INSTALLATION OF ONE (1) 280 WATT AUTOBAHN LED WITH BLACK HOUSING MOUNTED ON A SMOOTH BLACK 30' FIBERGLASS DIRECT BURIED POST TO BE LOCATED AT THE YPSILANTI DISTRICT LIBRARY AT WHITTAKER RD. AND CIVIC CENTER DR. IN THE AMOUNT OF \$6,580.91 BUDGETED IN LINE ITEM #101-956-000-926-050
15. REQUEST AUTHORIZATION TO SIGN PURCHASE AGREEMENT WITH DTE ENERGY FOR THE INSTALLATION OF ONE OVERHEAD FED 280 WATT AUTOBAHN LED WITH GRAY HOUSING MOUNTED ON A 6' ARM ATTACHED TO A WOOD POLE TO BE LOCATED IN THE PARKING AREA FOR HEWENS CREEK PARK ON BEMIS RD. IN THE AMOUNT OF \$8,718.23 BUDGETED IN LINE ITEM #101-956-000-926-050
16. REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR AUTHORIZATION TO SEEK LEGAL ACTION IF NECESSARY TO ABATE PUBLIC NUISANCE FOR PROPERTY LOCATED AT 1196 LESTER IN THE AMOUNT OF \$5,000.00 BUDGETED IN LINE ITEM #101-950-000-801-023
17. REQUEST TO APPROVE L-4029 AND AUTHORIZE SIGNING
18. REQUEST TO REDUCE THE NUMBER OF MEMBERS ON THE CONSTRUCTION BOARD OF APPEALS FROM SEVEN TO THREE
19. REQUEST TO APPOINT MICHAEL RANDALL TO THE PLANNING COMMISSION TO FILL A VACANCY

#### **OTHER BUSINESS**

#### **AUTHORIZATIONS AND BIDS**

1. REQUEST OF TRAVIS MCDUGALD, IS MANAGER TO AWARD THE LOW BID FOR THE INSTALLATION OF FIBER OPTIC CABLE AT THE CIVIC CENTER AND COMPOST SITE CONTINGENT UPON ATTORNEY REVIEW TO FIBER LINK INC. IN THE AMOUNT OF \$37,036.14 BUDGETED IN LINE ITEM #101-266-000-971-008
2. REQUEST OF TRAVIS MCDUGALD, IS MANAGER TO SEEK PROPOSALS FOR VOICE PHONE UTILITY SERVICES

3. REQUEST OF TRAVIS MCDUGALD, IS MANAGER TO REJECT ALL MANAGED PRINT SERVICES PROPOSALS AND TO SEEK INDIVIDUAL AGREEMENTS ON A PER UNIT BASIS
4. REQUEST OF JEFF ALLEN, RESIDENTIAL SERVICES DIRECTOR TO AWARD THE LOW BID FOR THE RENOVATION OF THE FORD LAKE PARK TENNIS COURTS TO S&J ASPHALT IN THE AMOUNT OF \$218,187.00 WITH \$203,687.00 BUDGETED IN LINE ITEM #212-970-000-997-001 AND \$14,500.00 BUDGETED IN LINE ITEM #212-970-000-975-795 PARTIALLY FUNDED WITH A MATCHING GRANT IN THE AMOUNT OF \$99,600.00 FROM THE DNR
5. REQUEST OF JEFF ALLEN, RESIDENTIAL SERVICES DIRECTOR TO SEEK PROPOSALS FOR THE PRINTING AND MAILING OF THE "HELPFUL HANDBOOK"
6. REQUEST OF KAREN LOVEJOY ROE, CLERK FOR AUTHORIZATION TO PURCHASE TWENTY (20) DELL LATITUDE 3560 LAPTOPS AT \$515.00 EACH (COMPETITIVE PRICING NEGOTIATED THROUGH WASHTENAW COUNTY CLERK'S OFFICE) FOR ELECTION USE IN THE AMOUNT OF \$10,300.00 BUDGETED IN LINE ITEM #101-266-000-977-000
7. REQUEST FOR AUTHORIZATION FOR THE PRINTING, MAILING AND POSTAGE OF INFORMATIONAL POSTCARDS IN REGARD TO THE TOWNSHIP MILLAGE RENEWALS BY MESSENGER PRINTING IN THE AMOUNT OF \$4,203.00.00 FOR THE PRINTING AND MAILING BUDGETED IN LINE ITEM 101-267-000-900-000 PLUS POSTAGE BUDGETED IN LINE ITEM #101-267-000-730-000



# CHARTER TOWNSHIP OF YPSILANTI

## RESOLUTION NO. 2016-42

### SPECIAL ASSESSMENT LEVY

**WHEREAS**, the Charter Township of Ypsilanti Board of Trustees, on September 20, 2016 held a public hearing on the proposed special assessment roll prepared by the Assistant Assessor, a copy of which is on file in the Clerk's Office, after advertising the same in a newspaper of record in the Township, and;

**WHEREAS**, on September 20, 2016 the Ypsilanti Township Board heard comments on said proposed special assessment roll prepared by the Assistant Assessor.

**NOW THEREFORE, BE IT RESOLVED** that the proposed special assessment roll prepared by the Assistant Assessor for the Charter Township of Ypsilanti be adopted and the amounts set forth on the special assessment roll be levied on the 2016 Winter Tax Roll.

**PUBLIC ACT 188 OF 1954 PROCEEDINGS  
CHARTER TOWNSHIP OF YPSILANTI  
WASHTENAW COUNTY, MICHIGAN  
NOTICE OF PUBLIC HEARING  
ON SPECIAL ASSESSMENT ROLL**

**PLEASE TAKE NOTICE** that the Supervisor and Assessing Officer of the Township has reported to the Township Board and filed in the Office of the Township Clerk for public examination a special assessment roll prepared by the Assessor covering all properties within the Special Assessment Districts benefited by the districts listed below.

**PLEASE TAKE FURTHER NOTICE** that the Assessing Officer has further reported that the assessment against each parcel of land within said district is such relative portion of the whole sum levied against all parcels of land in said district as the benefit to such parcels bears to the total benefit to all parcels of land in said district.

**PLEASE TAKE FURTHER NOTICE** that the Township Board will hold a public hearing at the Ypsilanti Township Civic Center, 7200 S. Huron River Drive, Ypsilanti, MI on **September 20, 2016 at approximately 7:00pm**, for the purpose of reviewing said special assessment roll and hearing any objections thereto. Said roll may be examined at the office of the Township Clerk during regular business hours of regular business days until the time of said hearing and may further be examined at said hearing. Appearance and protest at the hearing held to confirm the special assessment roll is required in order to appeal the amount of the special assessment to the Michigan Tax Tribunal.

An owner, or partner in interest, or his or her agent may appear in person at the hearing to protest the special assessment, or shall be permitted to file his or her appearance or protest by letter and his or her personal appearance should not be required. (The owner or any person having an interest in the real property who protests in person or in writing at the hearing may file a written appeal of the special assessment with the Michigan Tax Tribunal within 30 days after the confirmation of the special assessment roll.

**THE FOLLOWING ARE THE PROPOSED SPECIAL ASSESSMENT ROLLS TO BE LEVIED ON THE 2016 WINTER TAX ROLL**

<u>SPECIAL ASSESSMENT</u>	<u>CODE</u>
Sherman Oaks Water	051
Sugarbrook Security Cameras	060
West Willow Security Cameras	061
Thurston Area Security Cameras	062
Apple Ridge Area Security Cameras	063
Bud- Blossom Area Security Cameras	064

**STREET LIGHT SPECIAL ASSESSMENTS**

<u>DISTRICT</u>	<u>CODE</u>	<u>DISTRICT</u>	<u>CODE</u>
Shady Knoll 1-6	101	Nancy Park 1-3	102
Nancy Park 5-6	103	West Willow #1	104
Ypsi Twp Area	105	West Willow #2	106
Hickory Hill	107	Washtenaw Orchard	108
Washtenaw Ridge	109	Nancy Park #7	111
Rambling Road	112	Hickory Hill #1	113
Onandaga Street	114	West Willow Dist 3	115
S. Devonshire	116	Washtenaw Concourse	117
Delaware Street	118	Washtenaw CC #4	119
Ivanhoe Area	120	Oswego/Cayuga	121
Hawthorne Street	122	Hunt/Hollis	123
Turtle Creek	124	Turtle Creek 2	125
Debby Court	126	Lynne Street	127
West Willow 10&11	129	Johnson Place	130
Huron Hearthside	131	Oakland Estates	132
Washtenaw Clubview	133	Oakland Estates #3	134
Brookside Street	135	Huron Commercial	136
Crestwood Sub	137	Kansas St	138
Hayes Street	139	Ford Lake Village	140
Ford Lake Village #2	141	Streamwood 1-7	142
Deauville Parrish	146	Spruce Falls	147
Bagley Street	148	Partridge Creek #1	149
Georgetown Condos	150	Streamwood #8	151
Smokler Textile	152	Greene Farms #1 & #2	153
Golf Estates	154	Ohio St 2000	155
N. Kansas	156	Russell St	157
Dakota	158	Paint Creek Farms	159
Whispering Meadows #1	160	Amberly Grove	162
Greenfields #1	163	Partridge Creek 2&3	164
Partridge Creek North	165	Campbell St	166
Preserves	167	S Ivanhoe St	168
Clubview Sub	169	Wash Clubview	170
Taft Ave	171	Devonshire & Oregon	172
Greene Farms #3	173	Greene Farms #4	174
Raymond Meadows	175	Tyler Rd	176
Washtenaw Bus Park	177	Whittaker Village	178
Tremont Park #1	179	Tremont Park #2	180
Kirk St	181	Greene Farm 5	182
Greene Farm 6	183	Woodlawn St	184
Greenfields 2 & 3	185	Greene Farms #7	186
Whispering Meadows	187	Huron Meadows	188
Rivergrove	189	Aspen Ridge	191
Gates Ave	193	Fairway Hills	194
Washtenaw Clubview	196	Bradley Ave	197
Creekside West	198	Creekside South	199
Creekside East	201	Lakeview Area	202
Majestic Lake	203	Firwood Area	204
Bradley St	205	136- 177 Conversion	206
Lakeview #2	207		

**KAREN LOVEJOY ROE, CLERK**  
Charter Township of Ypsilanti

# PUBLIC COMMENTS

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# **CONSENT AGENDA**

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**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES FOR SPECIAL BOARD MEETING AUGUST 16, 2016**

Supervisor Stumbo called the meeting to order at approximately 8:30 a.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, Mike Martin

**Members Absent:** Trustee Jean Hall Currie, Trustee Scott Martin

**1. RESOLUTION 2016-34, FIRE PROTECTION, PREVENTION, RESCUE SERVICES AND EQUIPMENT RESERVES MILLAGE(see attached)**

**A Motion was made by Treasurer Doe, supported by Trustee Eldridge to approve Resolution 2016-34, Fire Protection, Prevention, Rescue Services and Equipment Reserves Millage.**

**The motion carried unanimously.**

**2. RESOLUTION 2016-35, POLICE SERVICES MILLAGE (see attached)**

**A Motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to approve Resolution 2016-35, Police Services Millage.**

**The motion carried unanimously.**

**3. RESOLUTION 2016-36, RECREATION, BIKE PATH, SIDEWALK, ROADS, PARKS, GENERAL OPERATIONS FUND MILLAGE (see attached)**

**A Motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to approve Resolution 2016-36, Recreation, Bike Path, Sidewalk, Roads, Parks, General Operations Fund Millage.**

**The motion carried unanimously.**

**CHARTER TOWNSHIP OF YPSILANTI  
SPECIAL MEETING, AUGUST 17, 2016  
PAGE 2**

- 4. RESOLUTION 2016-37, GARBAGE, REFUSE COLLECTION, RECYCLING, COMPOSTING, DISPOSAL OF SOLID WASTE, ENERGY CONSERVATION, ALTERNATIVE ENERGY, WATER QUALITY AND ENVIRONMENTAL PROTECTION MILLAGE(see attached)**

**A Motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to approve Resolution 2016-37, Garbage, Refuse Collection, Recycling, Composting, Disposal of Solid Waste, Energy Conservation, Alternative Energy, Water Quality and Environmental Protection Millage.**

**The motion carried unanimously.**

**The Board adjourned the special meeting at approximately 8:38 am**

**Respectfully Submitted,**

**Karen Lovejoy Roe, Clerk**

**CHARTER TOWNSHIP OF YPSILANTI**  
**Resolution No. 2016-34**

**PROPOSITION A**

**Fire Protection, Prevention, Rescue Services and  
Equipment Reserves Millage**

**WHEREAS**, it is necessary to levy the millage allocated to the Charter Township of Ypsilanti in order to provide services as it pertains to fire protection, prevention and rescue services; and

**WHEREAS**, the Ypsilanti Township Board desires to pay for said services only if approved by the voters of Ypsilanti Township.

**NOW THEREFORE BE IT RESOLVED**, that the following proposition be placed on the ballot for an election to be held on the 8<sup>th</sup> Day of November, 2016.

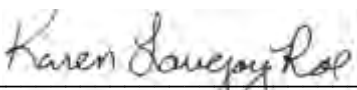
**PROPOSITION A**

(Fire Protection, Prevention, Rescue Services and Equipment Reserves)

Shall the Charter Township of Ypsilanti be authorized to levy and increase the limitations of the total amount of general ad valorem taxes which may be imposed in any one year upon real and tangible personal property in the Charter Township of Ypsilanti, Washtenaw County, Michigan, as provided by Section 6 of Article IX of the Constitution of Michigan, 1963, from 0.0 to 3.125 (\$3.125 per \$1000), for a period of four (4) years from 2017-2020 both inclusive, for the purpose of providing revenues for fire protection, prevention, rescue services and equipment reserves? The first year of this levy shall generate estimated revenue of \$3,590,684.

**BE IT FURTHER RESOLVED** that this resolution shall supersede any previously adopted resolutions.

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. 2016-34 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Special Meeting held on August 16, 2016.

  
\_\_\_\_\_  
Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti

**CHARTER TOWNSHIP OF YPSILANTI**  
**Resolution No. 2016-35**

**PROPOSITION B**

**Police Services  
Millage**

**WHEREAS**, it is necessary to levy the millage allocated to the Charter Township of Ypsilanti in order to provide services as it pertains to law enforcement services; and

**WHEREAS**, the Ypsilanti Township Board desires to pay for said services only if approved by the voters of Ypsilanti Township.

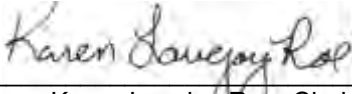
**NOW THEREFORE BE IT RESOLVED**, that the following proposition be placed on the ballot for an election to be held on the 8<sup>th</sup> Day of November, 2016

**PROPOSITION B**  
**(Police Protection)**

Shall the Charter Township of Ypsilanti be authorized to levy and increase the limitations of the total amount of general ad valorem taxes which may be imposed in any one year upon real and tangible personal property in the Charter Township of Ypsilanti, Washtenaw County, Michigan, as provided by Section 6 of Article IX of the Constitution of Michigan, 1963, from 0.0 to 5.95 (\$5.95 per \$1000), for a period of four (4) years from 2017-2020 both inclusive, for the purpose of providing revenues for law enforcement services, community policing/neighborhood watch and ordinance enforcement? The first year of this levy shall generate estimated revenue of \$6,836,663.

**BE IT FURTHER RESOLVED** that this resolution shall supersede any previously adopted resolutions.

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. 2016-35 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Special Meeting held on August 16, 2016.

  
\_\_\_\_\_  
Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti



**CHARTER TOWNSHIP OF YPSILANTI**  
**Resolution No. 2016-36**

**PROPOSITION C**

**Recreation, Bike Path, Sidewalk, Roads, Parks,  
General Operations Fund Millage**

**WHEREAS**, it is necessary to levy the millage allocated to the Charter Township of Ypsilanti in order provide services as it pertains to providing recreation/park facilities, bike paths, repair of sidewalks, roads and general operating purposes; and

**WHEREAS**, the Ypsilanti Township Board desires to pay for said services only if approved by the voters of Ypsilanti Township.

**NOW THEREFORE BE IT RESOLVED**, that the following proposition be placed on the ballot for an election to be held on the 8<sup>th</sup> Day of November, 2016

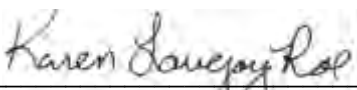
**PROPOSITION C**

(Recreation, Bike Path, Sidewalk, Roads, Parks, General Operations Fund)

Shall the Charter Township of Ypsilanti be authorized to levy and increase the limitations of the total amount of general ad valorem taxes which may be imposed in any one year upon real and tangible personal property in the Charter Township of Ypsilanti, Washtenaw County, Michigan, as provided by Section 6 of Article IX of the Constitution of Michigan, 1963, from 0.0 to 1.0059 (\$1.0059 per \$1000), for a period of four (4) years from 2017-2020 both inclusive, for the purpose of providing revenues for recreation/park facilities, bike paths, repair of sidewalks, roads and general operating purposes? The first year of this levy shall generate estimated revenue of \$1,155,798.

**BE IT FURTHER RESOLVED** that this resolution shall supersede any previously adopted resolutions.

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. 2016-36 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Special Meeting held on August 16, 2016.

  
\_\_\_\_\_  
Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti

**CHARTER TOWNSHIP OF YPSILANTI**  
**Resolution No. 2016-37**

**PROPOSITION D**

**Garbage, Refuse Collection, Recycling, Composting, Disposal of Solid Waste,  
Energy Conservation, Alternative Energy, Water Quality and Environmental  
Protection Millage**

**WHEREAS**, it is necessary to levy the millage allocated to the Charter Township of Ypsilanti in order to provide services as it pertains to garbage, refuse collection, recycling, composting, disposal of solid waste, energy conservation, alternative energy, water quality and environmental protection; and

**WHEREAS**, the Ypsilanti Township Board desires to pay for said services only if approved by the voters of Ypsilanti Township.

**NOW THEREFORE BE IT RESOLVED**, that the following proposition be placed on the ballot for an election to be held on the 8<sup>th</sup> Day of November, 2016

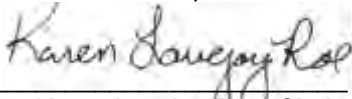
**PROPOSITION D**

(Garbage, Refuse Collection, Recycling, Composting, Disposal of Solid Waste, Energy Conservation, Alternative Energy, Water Quality and Environmental Protection)

Shall the Charter Township of Ypsilanti be authorized to levy and increase the limitations of the total amount of general ad valorem taxes which may be imposed in any one year upon real and tangible personal property in the Charter Township of Ypsilanti, Washtenaw County, Michigan, as provided by Section 6 of Article IX of the Constitution of Michigan, 1963, from 0.0 to 2.155 (\$2.155 per \$1000), for a period of four (4) years from 2017-2020 both inclusive, for the purpose of providing revenues for garbage, refuse collection, recycling, composting and disposal of solid waste? The first year of this levy shall generate estimated revenue of \$2,476,136.

**BE IT FURTHER RESOLVED** that this resolution shall supersede any previously adopted resolutions.

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. 2016-37 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Special Meeting held on August 16, 2016.

  
\_\_\_\_\_  
Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE AUGUST 16, 2016 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, Trustee Stan Eldridge(arrived 5:30pm) Trustee Mike Martin (arrived 6:30pm)

**Members Absent:** Trustee Jean Hall Currie, Trustee Scott Martin

**Legal Counsel:** Wm. Douglas Winters

**AGENDA REVIEW**

1. **TRUSTEE ATTENDANCE POLICY**  
(moved to September 20, 2016 Meeting)

2. **TOBACCO FREE POLICY FOR TOWNSHIP PARKS**

Angeles Verges, Recreation Director explained the policy to make our Township Parks Tobacco Free. Supervisor Stumbo stated she would like the information from the Public Health Commission that was presented to the Park Commission. Supervisor Stumbo said that the Townships' Legal Counsel could then develop an Ordinance for Tobacco Free Parks to present to the Board.

3. **AGENDA REVIEW**

9. **REQUEST APPROVAL OF AGREEMENT FOR EXTENSION CENTER OFFERINGS BETWEEN WASHTENAW COMMUNITY COLLEGE AND YPSILANTI TOWNSHIP FOR USE OF A ROOM FOR EXTENDED LEARNING CLASSES AND TO AUTHORIZE SIGNING OF THE AGREEMENT**

Bonnie Truhn, Manager of Adult Transition GED Plus program at Washtenaw Community College described their program. She said WCC was approached by the WISD to extend the Adult Transition services they provide at the college to off

**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 16, 2016 WORK SESSION MINUTES  
PAGE 2**

campus communities. Ms. Truhn stated that by providing this program at the Community Center Ypsilanti Township Residents would benefit from the program. Ms. Truhn stated WCC would work to provide a GED program but also have other programs which would enhance skills and would benefit residents by helping them obtain employment or help them learn new skills. She said this would help advance residents not only in their lives but also with their careers. Ms. Truhn said that by providing these programs at the Township Community Center it would be a familiar and welcoming environment for participants. Supervisor Stumbo questioned the agreement being more than renting a room which is what she thought was being requested and thought a contract would be more advisable. Ms. Truhn said that they would like to utilize room 103 and run the program 10 months a year from 9am to 8pm, Monday thru Thursday for \$14,000.00 a year.

**2. 1<sup>ST</sup> READING OF PROPOSED ORDINANCE 2016-466, SEWAGE  
DISPOSAL RATE CHANGE**

Jeff Castro, YCUA Director explained the proposed ordinance regarding sewage disposal rate change. Mr. Castro stated that YCUA has one of the lowest rates in the neighboring communities and also in the region.

Supervisor Stumbo said Monica Ross-Williams, Park Commissioner, arrived and she asked her about the Tobacco Free parks. Ms. Ross-Williams explained they have been working on it for about 8 months and it was now ready for consideration by the Township Board.

**PUBLIC HEARING**

**A. 7:00PM – CREATION OF SPECIAL ASSESSMENT DISTRICT FOR OPERATION  
AND MAINTENANCE COSTS OF NEIGHBORHOOD SECURITY CAMERAS IN  
THE HOLMES ROAD NEIGHBORHOOD-RESOLUTION 2016-33  
(PUBLIC HEARING SET AT THE JUNE 21, 2016 REGULAR MEETING)**

Clerk Lovejoy Roe stated she forwarded the emails from the Holmes Road neighborhood to the board members. She said she received emails and phone calls for 3 yes and 11 against the cameras. Treasurer Doe questioned the surveys that

**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 16, 2016 WORK SESSION MINUTES  
PAGE 3**

went out. Clerk Lovejoy Roe stated that out of 558 surveys that were mailed out 112 were returned yes and 71 were no. Clerk Lovejoy Roe stated she had 2 people call who said yes on survey but wanted their vote to be no because they did not understand the survey and thought they were voting yes for an informational public hearing and not to support cameras. The total now would be 110 for and 73 against the cameras in Holmes Road Neighborhood. Supervisor Stumbo commented that out of the 558 properties in neighborhood, 205 were rental properties.

Trustee Eldridge stated that he did not get the revised agenda for today's meeting and would like notification when the agenda is revised so he could make preparation if he is required to vote on the revised items.

**SUPERVISOR REPORT (will give at regular meeting)**

**CLERK REPORT (see attached)**

**TREASURER REPORT (none given)**

**TRUSTEE REPORT (none given)**

**ATTORNEY REPORT (will give at regular meeting)**

**A. GENERAL LEGAL UPDATE**

**OLD BUSINESS**

**1. RESOLUTION 2016-17, OPPOSING THE NEXUS PIPELINE  
(TABLED AT THE JULY 19, 2016 REGULAR MEETING)**

Supervisor Stumbo and Clerk Lovejoy Roe explained the meeting they both attended in Tecumseh regarding the Nexus Pipeline.

**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 16, 2016 WORK SESSION MINUTES  
PAGE 4**

Monica Ross-Williams stated that she attended the meeting in Tecumseh and voiced her concerns about the Nexus Pipeline and said she would hope the Ypsilanti Township Board would vote against the Nexus Pipeline.

Ms. Kaiser, Township Resident stated that she understood it didn't matter how the board votes the pipeline will still be installed and that the pipeline will begin in Ohio and end up in Canada and that Michigan will not benefit from its' contents. Supervisor Stumbo stated that she understood that the pipeline would go through no matter how the board votes tonight.

**NEW BUSINESS**

**1. BUDGET AMENDMENT #11**

Supervisor Stumbo explained this was for PTO payout from the General Fund.

**2. 1<sup>ST</sup> READING OF PROPOSED ORDINANCE 2016-466, SEWAGE DISPOSAL RATE CHANGE (addressed earlier in meeting)**

**3. 1<sup>ST</sup> READING OF RESOLUTION 2016-30, PROPOSED ORDINANCE 2016-464, AMENDING CHAPTER 48 ARTICLE III OF THE CODE OF ORDINANCES REGARDING RENTAL PROPERTY REGISTRATION AND INSPECTION TO INCLUDE MULTI-FAMILY RESIDENTIAL UNITS**

Mike Radzik, OCS Director stated that every dwelling in Ypsilanti Township will be subject to inspection including mobile homes.

**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 16, 2016 WORK SESSION MINUTES  
PAGE 5**

**4. 1<sup>ST</sup> READING OF RESOLUTION 2016-31. PROPOSED ORDINANCE 2016-465, ADOPTION OF THE 2015 INTERNATIONAL PROPERTY MAINTENANCE CODE**

Mike Radzik, OCS Director stated one of the big differences in the 2015 code would be that if there was a problem with a property not only would the property owner be held responsible but also the property owner agent and the occupant of the property may be held accountable. Mr. Radzik also stated the 2015 Code would require carbon monoxide detectors.

**5. RESOLUTION 2016-32, TEMPORARY ROAD CLOSURE REQUEST FOR RUNNING FIT "RUN SCREAM RUN" 5K, 10K, AND KID MILE RUN ON OCTOBER 8, 2016**

**6. REQUEST OF MIKE RADZIK, DIRECTOR OFFICE OF COMMUNITY STANDARDS TO APPROVE A NEW AUTO STORAGE/DISMANTLING BUSINESS LICENSE FOR AAA PARTS, LLC LOCATED AT 2280 E. MICHIGAN AVENUE**

Mike Radzik, OCS Director explained that there was a new owner at AAA Parts and this license request was for the new owner. Mr. Radzik stated that this license would allow continuation of the prior business. Clerk Lovejoy Roe questioned whether the business had been inspected. Mr. Radzik stated they were inspected on August 3, 2016 and passed the inspection.

**7. REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR AUTHORIZATION TO SEEK LEGAL ACTION IF NECESSARY TO ABATE PUBLIC NUISANCE FOR PROPERTIES LOCATED AT 1024 W. MICHIGAN AVENUE, 792 N. FORD BLVD., 5935 S. IVANHOE, 2850 APPLERIDGE, 544 OAKLAWN, 1725 BEVERLY, 835 ECORSE AND 2349 WASHTENAW IN THE AMOUNT OF \$40,000.00 BUDGETED IN LINE ITEM #101-950-000-801-023**

**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 16, 2016 WORK SESSION MINUTES  
PAGE 6**

- 8. REQUEST APPROVAL OF RENEWED VIDEO LOCAL FRANCHISE AGREEMENT FOR AT&T MICHIGAN AND TO AUTHORIZE SIGNING OF THE AGREEMENT**
  
- 9. REQUEST APPROVAL OF AGREEMENT FOR EXTENSION CENTER OFFERINGS BETWEEN WASHTENAW COMMUNITY COLLEGE AND YPSILANTI TOWNSHIP FOR USE OF A ROOM FOR EXTENDED LEARNING CLASSES AND TO AUTHORIZE SIGNING OF THE AGREEMENT (Discussed Earlier)**
  
- 10. REQUEST TO SET A PUBLIC HEARING DATE OF TUESDAY, SEPTEMBER 20, 2016 AT APPROXIMATELY 7:00 PM – SPECIAL ASSESSMENT LEVY**

**AUTHORIZATIONS AND BIDS**

- 1. REQUEST OF CHIEF COPELAND, FIRE CHIEF TO AWARD THE LOW BID FOR THE INSTALLATION OF TWO (2) FURNACES AND AIR CONDITIONING UNITS TO AL WALTERS HEATING & AIR CONDITIONING, INC. IN THE AMOUNT OF \$16,053.00 BUDGETED IN LINE ITEM #206-970-000-980-001**

Eric Copeland, Fire Chief explained the bid which was received from Al Walters Heating & Air Conditioning. He stated the bid included an upgrade of the equipment and was lower than anticipated. Chief Copeland said he was requesting the board to award the contract to Al Walters Heating & Air Conditioning.



**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 16, 2016 WORK SESSION MINUTES  
PAGE 7**

- 2. REQUEST AUTHORIZATION FOR OHM TO PREPARE SPECIFICATIONS, SEEK AND OVERSEE BIDS FOR THE ASPHALT REMOVAL AND REPLACEMENT FOR GREEN OAKS GOLF COURSE CART PATH AND THE APPLERIDGE CONCRETE PAVING PROJECT IN AN AMOUNT NOT TO EXCEED \$10,000.00 BUDGETED IN LINE ITEM #212-212-000-801-000 AND TO WAIVE THE FINANCIAL POLICY ALLOWING THREE QUOTES IF NEEDED AND AUTHORIZING THE THREE FULL TIME OFFICIALS TO MAKE A FINAL DETERMINATION ON THE APPLERIDGE CONCRETE PAVING PROJECT IN AN AMOUNT NOT TO EXCEED \$31,000.00 BUDGETED IN LINE ITEM #212-970-000-975-795 (FUNDED BY A GRANT FROM THE MICHIGAN RECREATION AND PARTS ASSOCIATION)**

Jessica Howard with OHM explained the request was for repairing Green Oaks Golf Course cart paths and to add sidewalks at Appleridge Park. Supervisor Stumbo stated OHM services were obtained to seek the bids and bring a recommendation back to the board. Supervisor Stumbo said the agreement with the concrete contract for Appleridge Park must be signed by September 30, 2016 and the work had to be completed in 2016. Matt Parks with OHM said that for the Appleridge portion he would like the Township Officials to be able to sign the agreement with whichever contractor is selected so that the project can begin quickly to meet the deadlines.

Trustee Eldridge stressed that the cart paths at Green Oaks are in terrible shape and he said we had told golfers for 2 years that we were replacing them. Mr. Eldridge stated that we can't put this off another year. Jessica Howard replied that the plan was to prep the paths and repave them in early Spring 2017. Mr. Parks said that by having the deadline for the golf course this fall the cost might be a lot higher but if the contractor was told fall 2016 or early spring 2017 the cost may be lower. Trustee Eldridge stated the project needed to be completed in early spring.

The Board adjourned the work session meeting at approximately 6:46p.m.

Respectfully Submitted,

Karen Lovejoy Roe, Clerk

**CHARTER TOWNSHIP OF YPSILANTI**  
**MINUTES OF THE AUGUST 16, 2016 REGULAR BOARD MEETING**

Supervisor Stumbo called the meeting to order at approximately 7:00pm 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, Mike Martin,

**Members Absent:** Trustee Jean Hall Currie, Trustee S. Martin

**Legal Counsel:** Wm. Douglas Winters

**PUBLIC HEARING**

- A. 7:00PM – CREATION OF SPECIAL ASSESSMENT DISTRICT FOR OPERATION AND MAINTENANCE COSTS OF NEIGHBORHOOD SECURITY CAMERAS IN THE HOLMES ROAD NEIGHBORHOOD – RESOLUTION 2016-33**  
(PUBLIC HEARING SET AT THE JUNE 21, 2016 REGULAR MEETING)

**SUPERVISOR STUMBO DECLARED THE PUBLIC HEARING OPEN at 7:03 PM**

Laurie Dean, Township Resident stated she supports the security cameras.

Karen Holman, Township Resident stated she and her husband were opposed to the security cameras.

Alex Henderson, Township Resident stated she was against security cameras.

Rachel Arnold, Township Resident stated she was against security cameras.

Betsy Stevens, Township Resident stated she supports the security cameras.

Charles Johnson, Township Resident stated he was opposed to the security cameras.

Bob Stevens, Township Resident stated he supports the security cameras.

D’Reel Graham, Township Resident stated that only 3% of crime is conducted by individuals 17 and under, most crime in neighborhood were minor crimes.

Carly said her parents are Township Residents and said she and her parents are in favor of the cameras.

Linda Mealing, Township Resident from West Willow stated she was in favor of the cameras and felt the cameras were a step in the right direction in her neighborhood.

**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 16, 2016 REGULAR MEETING  
PAGE 2**

Arloa Kaiser, Township Resident stated having police presence in the community and getting youth involved in programs would help stop crime.

Monica Ross-Williams, Township Resident lives in West Willow and supports cameras.

Steve Lambert, Township Resident questioned the cost for cameras and the effectiveness and said he was against the cameras.

**Public Hearing Closed at 7:45pm**

Clerk Lovejoy Roe read a list of Residents who emailed or called the Clerks' Office regarding the opposition or support of the cameras:

**Opposed to Cameras:** Alexandra Henderson, Rachel Arnold, April Jacobs, David Benoit, Josh Arnold, Mary Jo Grimmette, Tom McDowell, Heather Roe, Anna Wood, Gary Wood, Gibbons Family, Karen Pilon, Heather Weaver

**Support of Camera:** Leshia Ashsaq (owns five rental properties), Angela Peters, Don Preston

**Clerk Lovejoy Roe read Resolution 2016-33 (see attached)**

**A motion was made by Treasurer Doe, supported by Trustee Eldridge to approve Resolution 2016-33.**

Treasurer Doe stated that he would vote to approve because the bulk of the residents that returned the surveys voted for the cameras. Treasurer M. Martin stated that he would vote to approve because the majority of the residents who responded to the survey were in support of the cameras.

Clerk Lovejoy Roe stated that she would support using funds to hire more deputies. She said that additional township resident assessments would be more effective in hiring new deputies than installing cameras and she opposed the cameras.

Supervisor Stumbo stated she agreed with working on the root cause of crime but said that the Township Board was involved with supporting programs which help our community.

Trustee Eldridge stated that because he was a former Police Officer he would support adding more Law Enforcement Officers. Trustee Eldridge said that adding an additional Police Officer would cost about \$155,000.00 a year. Trustee Eldridge stated that the Sheriff of our County along with other Law Enforcement support cameras to use as a tool, therefore he is voting to support this resolution.

**The motion carried.**

**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 16, 2016 REGULAR MEETING  
PAGE 3**

**PUBLIC COMMENTS**

D'Reel Graham, Township Resident stated that he would challenge the Township and its' residents to exercise their right by voting for individuals who would reevaluate the Washtenaw County justice system and help them work on rehabilitation and social good for residents and stop discrimination.

Monica Ross Williams, Township Resident and Park Commissioner stated she was opposed to the Nexus Pipeline.

Lyle Timberwolf, Township Resident stated he was opposed to the Nexus Pipeline.

Jennifer Sporer, Township Resident stated she was opposed to the Nexus Pipeline.

Sydney Skaggs, Township Resident stated she was opposed to the Nexus Pipeline.

Alvesta Smith, Township Resident stated she was opposed to the Nexus Pipeline.

Ben Calhoun, Township Resident stated he was opposed to the Nexus Pipeline.

Linda Dominik, Township Resident stated she was opposed to the Nexus Pipeline.

Sarah Showner, Walled Lake Resident stated she was opposed to the Nexus Pipeline.

Stacey Lewis, Township Resident stated she was opposed to the Nexus Pipeline.

P'Desha Miles, Township Resident stated she was opposed to the Nexus Pipeline.

Sherry Howard, Township Resident stated she was opposed to the Nexus Pipeline.

Jeffrey Cade, Township Resident stated he was opposed to the Nexus Pipeline.

Andrea Pierce, Township Resident stated she was opposed to the Nexus Pipeline.

**CHARTER TOWNSHIP OF YPSILANTI  
AUGUST 16, 2016 REGULAR MEETING  
PAGE 4**

**CONSENT AGENDA**

- A. MINUTES OF THE JULY 19, 2016 WORK SESSION AND REGULAR MEETING
  
- B. STATEMENTS AND CHECKS
  - 1. STATEMENTS AND CHECKS FOR AUGUST 2, 2016 IN THE AMOUNT OF \$1,159,824.08
  - 2. STATEMENTS AND CHECKS FOR AUGUST 16 , 2016 IN THE AMOUNT OF \$2,724,446.04
  - 3. CHOICE HEALTH CARE DEDUCTIBLE ACH EFT FOR JULY 2016 IN THE AMOUNT OF \$39,996.27
  - 4. CHOICE HEALTH CARE ADMIN FEE FOR JUNE 2016 IN THE AMOUNT OF \$1,192.50
  
- C. JULY 2016 TREASURER'S REPORT (see attached)

**A motion was made by Treasurer Doe, supported by Trustee Eldridge to approve the consent agenda.**

**The motion carried unanimously.**

**SUPERVISOR REPORT**

Supervisor Stumbo read a Proclamation honoring Lt. Col. Charles Kettle. On July 18, 2016 he was given the Medal of Honor presented by President Obama for his bravery during the Viet Nam War. The Ypsilanti Historical Society dedicated a memorial bench in his honor installed outside the Ypsilanti Historical Museum. On August 13, 2016 Lt. Col. Charles Kettle received a Home Town Heroes Welcome with a Medal of Honor celebration at the Yankee Air Museum.

**A motion was made by Trustee Eldridge, supported by Treasure Doe to approve the Proclamation that would be presented to Lt. Col. Charles Kettle and his family (see attached).**

**The motion carried unanimously.**

Supervisor Stumbo stated she had attended numerous meetings. She said that several meetings she attended were regarding the American Center for Mobility. Supervisor Stumbo stated she along with Federal Congressional Representatives and Senators, Representatives of Toyota, GM, and Ford, University of Michigan, Airport Representatives, and Governor Snyder met with Secretary Fox, Secretary of Transportation on July 22, 2016 so he could visit the site and he was given a presentation showing why Michigan would be the right location for the autonomous vehicle project. Supervisor Stumbo said that California and Ohio are also being scouted as possible locations.

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Supervisor Stumbo stated that the 25th Anniversary of the Vietnam Memorial would be on November 10, 2016.

**CLERK REPORT (see attached)**

Clerk Lovejoy Roe stated that 6351 voters participated in the August Primary Election which was 15.44% of the registered voters. She said out of the 6351 voters, 2389 were absentee voters. Clerk Lovejoy Roe stated election workers were needed for the November 8, 2016 election and she encouraged anyone who would be interested to apply.

**TREASURER REPORT (none given)**

**TRUSTEE REPORT (none given)**

**ATTORNEY REPORT**

**A. GENERAL LEGAL UPDATE**

Attorney Winters stated that the stabilization of the Township is continuing. He said there were new businesses coming into the Township such as the Fresh Thyme Market on Washtenaw. Attorney Winters stated that the impact of the American Center for Mobility would be great for Ypsilanti Township. He said the redesign of the area on the site of the old Bomber Plant would create a campus where all the major auto companies and tech companies would be investing millions of dollars in developing a new generation of vehicles. Attorney Winters stated that a major hotel would be building in the Township. Attorney Winters said that one of the major cell tower companies would like to buy out the Township contract. He stated that he would bring the cell tower proposal to the board in September for a possible vote. Attorney Winters stated that the township had two properties which were going to be demolished by the County Treasurer. Mr. Winters said that the County Treasurer had decided not to demolish these properties so the Township would have to deal with these properties.

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**OLD BUSINESS**

**1. RESOLUTION 2016-17, OPPOSING THE NEXUS PIPELINE  
(TABLED AT THE JULY 19, 2016 REGULAR MEETING)**

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to remove Resolution 2016-17 from table.

<b>Eldridge:</b>	<b>Yes</b>	<b>Stumbo:</b>	<b>Yes</b>		
<b>Lovejoy Roe:</b>	<b>Yes</b>	<b>Doe:</b>	<b>Yes</b>	<b>M. Martin:</b>	<b>Yes</b>

**A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to approve Resolution 2016-17, opposing the Nexus Pipeline (see attached).**

Trustee Mike Martin stated that the jobs that would be created for this pipeline would be temporary but the devastation it may cause would be permanent and he would urge the board to vote yes to oppose the Nexus Pipeline.

Clerk Lovejoy Roe stated she received emails from Rebecca Mcallick urging the board to pass the resolution, Jenelle Palmer urged the board to pass the resolution, Ronald and Joanie Raimy urged the board to pass the resolution, Sally Van Slambrouck urged the board to pass the resolution, Mr. Tobler, who is here tonight, urged the board to pass the resolution, the Sierra Club sent a letter urging the board to oppose the pipeline. Clerk Lovejoy Roe stated that as she was here at the meeting two more township residents emailed her to say they were opposed to the pipeline.

Supervisor Stumbo stated that DTE would absorb part of the cost of transmission by increasing customer rates. She said that Spectra and DTE sent a waiver to request the approval to eliminate the odor control, but she said having the odor would detect leaks so she questioned why would Spectra/Nexus want a waiver. Supervisor Stumbo stated that they would include all the resident's responses when sending the resolution to FERC.

**The motion carried unanimously.**

**NEW BUSINESS**

**1. BUDGET AMENDMENT #11**

**A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to support Budget Amendment #11 (see attached).**

**The motion carried unanimously.**

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PAGE 7**

**2. 1<sup>ST</sup> READING OF PROPOSED ORDINANCE 2016-466, SEWAGE DISPOSAL RATE CHANGE**

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve 1<sup>st</sup> Reading of Proposed Ordinance 2016-466, Sewage Disposal Rate Change (see attached).

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

The motion carried unanimously.

**3. 1<sup>ST</sup> READING OF RESOLUTION 2016-30, PROPOSED ORDINANCE 2016-464, AMENDING CHAPTER 48 ARTICLE III OF THE CODE OF ORDINANCES REGARDING RENTAL PROPERTY REGISTRATION AND INSPECTION TO INCLUDE MUTLI-FAMILY RESIDENTIAL UNITS**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to Approve 1<sup>st</sup> Reading of Resolution 2016-30, proposed Ordinance 2016-464, Amending Chapter 48 Article III of the Code of Ordinances Regarding Rental Property Registration and Inspection to Include Multi-Family Residential Units (see attached).

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

The motion carried unanimously.

**4. 1<sup>ST</sup> READING OF RESOLUTION 2016-31, PROPOSED ORDINANCE 2016-465, ADOPTION OF THE 2015 INTERNATIONAL PROPERTY MAINTENANCE CODE**

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve 1<sup>st</sup> Reading of Resolution 2016-31, Proposed Ordinance 2016-465, Adoption of the 2015 International Property Maintenance Code (see attached).

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

The motion carried unanimously.



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**5. RESOLUTION 2016-32, TEMPORARY ROAD CLOSURE REQUEST FOR RUNNING FIT "RUN SCREAM RUN" 5K, 10K, AND KID MILE RUN ON OCTOBER 8, 2016**

**A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to Approve Resolution 2016-32, Temporary Road Closure Request for Running Fit "Run Scream Run" 5K, 10K, and Kid Mile Run on October 8, 2016 (see attached).**

**The motion carried unanimously.**

**6. REQUEST OF MIKE RADZIK, DIRECTOR OFFICE OF COMMUNITY STANDARDS TO APPROVE A NEW AUTO STORAGE/DISMANTLING BUSINESS LICENSE FOR AAA PARTS, LLC LOCATED AT 2280 E. MICHIGAN AVENUE**

Mr. Salimay, owner of AAA Parts, stated they sell parts, and has a contract with State of Michigan to install cameras and breathalyzers into vehicles. He said he would be landscaping the area.

**A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to Approve the Request of Mike Radzik, Director Office of Community Standards to Approve a New Auto Storage/dismantling Business License for AAA Parts, LLC Located at 2280 E. Michigan Avenue.**

**The motion carried unanimously.**

**7. REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR AUTHORIZATION TO SEEK LEGAL ACTION IF NECESSARY TO ABATE PUBLIC NUISANCE FOR PROPERTIES LOCATED AT 1024 W. MICHIGAN AVENUE, 792 N. FORD BLVD. , 5935 S. IVANHOE, 2850 APPLERIDGE, 544 OAKLAWN, 1725 BEVERLY, 835 ECORSE AND 2349 WASHTENAW IN THE AMOUNT OF \$40,000.00 BUDGETED IN LINE ITEM #101-950-000-801-023**

**A motion was made by Treasurer Doe, supported by Clerk Lovejoy Roe 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 1024 W. Michigan Avenue, 792 N. Ford Blvd., 5935 S. Ivanhoe, 2850 Appleridge, 544 Oaklawn, 1725 Beverly, 835 Ecorse and 2349 Washtenaw in the Amount of \$40,000.00 Budgeted in Line Item #101-950-000-801-023.**

**The motion carried unanimously.**

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**8. REQUEST APPROVAL OF RENEWED VIDEO LOCAL FRANCHISE AGREEMENT FOR AT&T MICHIGAN AND TO AUTHORIZE SIGNING OF THE AGREEMENT**

**A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve Request Approval of Renewed Video Local Franchise Agreement for AT&T Michigan and to Authorize Signing of the Agreement (see attached).**

**The motion carried unanimously.**

**9. REQUEST APPROVAL OF AGREEMENT FOR EXTENSION CENTER OFFERINGS BETWEEN WASHTENAW COMMUNITY COLLEGE AND YPSILANTI TOWNSHIP FOR USE OF A ROOM FOR EXTENDED LEARNING CLASSES AND TO AUTHORIZE SIGNING OF THE AGREEMENT CONTINGENT UPON ATTORNEY APPROVAL**

**A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve Request Approval of Agreement for Extension Center Offerings Between Washtenaw Community College and Ypsilanti Township for Use of a Room for Extended Learning Classes and to Authorize Signing Agreement Contingent Upon Attorney Approval.**

**The motion carried unanimously.**

**10. REQUEST TO SET A PUBLIC HEARING DATE OF TUESDAY, SEPTEMBER 20, 2016 AT APPROXIMATELY 7:00 PM – SPECIAL ASSESSMENT LEVY**

**A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve the Request to Set a Public Hearing Date of Tuesday, September 20, 2016 at Approximately 7:00 PM – Special Assessment Levy.**

**The motion carried unanimously.**

**AUTHORIZATIONS AND BIDS**

- 1. REQUEST OF CHIEF COPELAND, FIRE CHIEF TO AWARD THE LOW BID FOR THE INSTALLATION OF TWO (2) FURNACES AND AIR CONDITIONING UNITS TO AL WALTERS HEATING & AIR CONDITIONING, INC. IN THE AMOUNT OF \$16,053.00 BUDGETED IN LINE ITEM #206-970-000-980-001 SUBJECT TO CONTRACT APPROVAL FROM TOWNSHIP ATTORNEY**

**A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve Request of Chief Copeland, Fire Chief to Award the Low Bid for the Installation of Two (2) Furnaces and Air Conditioning Units to Al Walters Heating & Air Conditioning, Inc. in the Amount of \$16,053.00 Budgeted in Line Item #206-970-000-980-001 Subject to Contract Approval from Township Attorney.**

**The motion carried unanimously.**

- 2. REQUEST AUTHORIZATION FOR OHM TO PREPARE SPECIFICATIONS, SEEK AND OVERSEE BIDS FOR THE ASPHALT REMOVAL AND REPLACEMENT FOR GREEN OAKS GOLF COURSE CART PATH AND THE APPLERIDGE CONCRETE PAVING PROJECT IN AN AMOUNT NOT TO EXCEED \$10,000.00 BUDGETED IN LINE ITEM #212-212-000-801-000 AND TO WAIVE THE FINANCIAL POLICY ALLOWING THREE QUOTES IF NEEDED AND AUTHORIZING THE THREE FULL TIME OFFICIALS TO MAKE A FINAL DETERMINATION ON THE APPLERIDGE CONCRETE PAVING PROJECT IN AN AMOUNT NOT TO EXCEED \$31,000.00 BUDGETED IN LINE ITEM #212-970-000-975-795 (FUNDED BY A GRANT FROM THE MICHIGAN RECREATION AND PARTS ASSOCIATION)**

**A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to Approve the Request Authorization for OHM to Prepare Specifications, seek and oversee bids for the Asphalt Removal and Replacement for Green Oaks Golf Course Cart Path and the Appleridge Concrete Paving Project in an Amount not to Exceed \$10,000.00 Budgeted in Line Item #212-212-000-801-000 and to Waive the Financial Policy Allowing Three Quotes if Needed and Authorizing the Three Full Time Officials to Make a Final Determination on the Appleridge Concrete Paving Project in an Amount not to Exceed \$31,000.00 Budgeted in Line Item #212-970-000-975-795 (Funded by a Grant From the Michigan Recreation and Parks Association).**

**The motion carried.**

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**A Motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to adjourn.**

**The motion carried unanimously.**

The meeting was adjourned at approximately 9:35 p.m.

Respectfully Submitted,

Brenda L. Stumbo, Supervisor  
Charter Township of Ypsilanti

Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti

# Proclamation

## Honoring Vietnam Veteran Lieutenant Colonel Charles Kettles

**WHEREAS**, the Charter Township of Ypsilanti wishes to honor and pay tribute to Lieutenant Colonel Charles Kettles for his extraordinary bravery that saved the lives of eight stranded soldiers under intense enemy fire; and

**WHEREAS**, on May 15, 1976, then Major Charles Kettles, commander of the 176<sup>th</sup> Assault Helicopter Company's first platoon received orders to evacuate 44 soldiers pinned down by the strenuous fire from the North Vietnamese Army; and

**WHEREAS**, without hesitation, he led eight choppers on several excursions, into the battle zone during a concentrated ambush by enemy forces to rescue the trapped soldiers; and

**WHEREAS**, Major Kettles quickly learned a squad of eight soldiers remained on the ground who had been unable to reach the extraction site; and

**WHEREAS**, he immediately turned his chopper around and without additional aerial support, flew back into the hot zone, making himself and his lone machine gunner an easy target for North Vietnamese enemy fire; and

**WHEREAS**, through his unselfish bravery and his determination to leave no soldier behind, he returned to the hot zone, amid heavy fire to airlift the eight remaining soldiers to safety; and


**WHEREAS**, on July 18, 2016, Ypsilanti resident and Vietnam War Veteran Lieutenant Colonel Charles Kettles was awarded the nation's highest military honor, the Medal of Honor presented by President Barack Obama; and

**WHEREAS**, the Ypsilanti Historical Society presented him with a Memorial Bench, installed outside the Ypsilanti Historical Museum; and

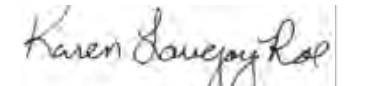
**WHEREAS**, on August 13, 2016, Lieutenant Colonel Charles Kettles received a hometown, hero's welcome with a Medal of Honor celebration at the Yankee Air Museum.

**NOW, THEREFORE BE IT RESOLVED**, that the Charter Township of Ypsilanti wishes to honor and pay tribute to Lieutenant Colonel Charles Kettles for his extraordinary bravery that went beyond the call of duty to save the lives of his fellow servicemen.

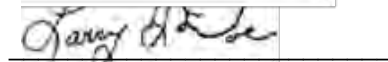
Dated and Signed This 16th Day of August, 2016



Brenda L. Stumbo, Supervisor



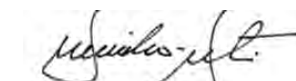
Karen Lovejoy Roe, Clerk



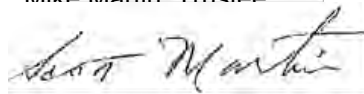
Larry J. Doe, Treasurer



Stan Eldridge, Trustee



Mike Martin, Trustee



Scott Martin, Trustee

# **CLERK REPORT**

**August 16, 2016**

**Submitted by Karen Lovejoy Roe, Clerk**

- **AUGUST 2, 2016 PRIMARY ELECTION** - The Clerk's Department is following up the August 2, 2016 election and waiting on the County Board of Canvassers to meet to certify the election. The turnout for the election in Ypsilanti Township was 6,351 voters or 15.43% of the registered voters. Out of the 6,351 total voters 2,389 were absentee voters. The Residential Services Department did a great job of setting up all the signs and precinct locations. The Information Systems Department assisted in the preparation of the election and on election day. Staff members from several township departments worked the election and did a fantastic job on election day. The election operation is a major undertaking and can only be successful with the help of many township departments and staff. The Clerk and all the Clerk's staff are very grateful for the enthusiastic support and work of all township employees that supported the August Primary election process. Dual poll books were utilized in several precincts in preparation for the November, 2016 election. Election workers are needed for the November election.
- **November 8, 2016 PRESIDENTIAL ELECTION** - Plans and preparations are well underway for the November 8, 2016 Presidential Election. Absentee applications are in for the November 8, 2016 election and have been mailed out to the permanent absentee voter list. New Voting Booths-Table Tops, were utilized in several precincts at the August Primary Election an effort to plan for the November 2016 election. The Clerk's office is planning on almost doubling the number of voting booths at each voting location. The increase in voting booths together with utilizing dual poll books at the larger voter turnout precincts will help with the long lines that are the norm at the Presidential Elections. The Clerk's office is also encouraging voters to request an absentee application and to vote absentee. Training for the Election Inspectors and Chairpersons will be intensive for the November election including dual poll book usage. Election Inspectors are needed for the November election. Absentee ballots and Election Inspector applications can be requested by emailing [klovejoyroe@ytown.org](mailto:klovejoyroe@ytown.org) or calling 734.484.4700.
- **AFFORDABLE HOUSING REGIONAL EQUITY LEADERSHIP GROUP MEETING** - Clerk Lovejoy Roe and Supervisor Stumbo attended the meeting of the Affordable Housing Regional Equity Leadership Group on Wednesday, May 11, 2016 at the LRC off of Washtenaw Ave. This group of elected leaders and Washtenaw County staff are working on strategies to implement the goals of the Affordable Housing Study that was adopted throughout Washtenaw County. Voucher Counseling was discussed as a vehicle to encourage, support and/or incentivize more equitable geographic distribution of housing voucher usage in Washtenaw County to meet the goals of the Affordable Housing Study. A map was provided indicating affordable housing available in Washtenaw County in rental units or apartments. Discussion regarding a variety of ways to engage landlords in affordable housing needs was also explored.

- **REGIONAL TRANSPORTATION AUTHORITY** - Clerk Lovejoy Roe attended the meeting of the RTA Joint Policy/Technical meeting on June 8, 2016 at the Dearborn City Council Chamber in Dearborn, Michigan. A project update was presented along with the study schedule. There was thorough discussion about the Tier 3 refinement including where mid-corridor stations would be located, ridership analysis regarding both the Regional Rail proposal and the Bus Rapid Transit proposal. The RTA funding proposal will be on the ballot for the November 8, 2016 election in Washtenaw, Wayne, Oakland and Macomb counties. It will take a majority of voters approving the millage in the 4 counties for it to pass.
- **WASHTENAW URBAN COUNTY EXECUTIVE COMMITTEE MEETING** - Clerk Lovejoy Roe attended the Washtenaw Urban County Executive Committee Meeting on Wednesday, May 4, 2016. The 2015 Substantial Amendment Public Hearing was held at this meeting with no comments from the public. The Urban County Executive Committee approved the 2015 Substantial Amendment that would allow a switch of the \$201,540 HOME funds for Down Payment Assistance Program awarded to Habitat for Humanity. The HUD regulatory changes in the use of these funds originally approved would not make it fiscally responsible for Habitat to utilize therefore an amendment was requested that would switch the \$201,540 DPA to the Acquisition, Development and Resale (ADR) program for Habitat to use. The 2016-17 Coordinated Funding Recommendations were approved for Human Services in Washtenaw County. The allocation of \$106,899 of CDBG Priority Funding for 2015 was originally awarded to Habitat for Humanity to complete energy efficiency improvements in Gault Village and West Willow in Ypsilanti Township and in the Garland Neighborhood in the City of Ypsilanti. Habitat for Humanity has decided it would be best to not pursue these funds through CDBG but through other funding sources. Discussion surrounded the use of the funds, \$106,899 of priority funding, to be reallocated to pursue more substantial rehabilitation projects instead of energy efficiency. This issue will be voted on at the next Urban County Meeting. There has not been a meeting since May due to lack of agenda items. There is a lot of transition going on currently at the Office of Community and Economic Development at Washtenaw County. It is expected that a meeting will be held in August or September once the new staff assignments have been made.

## RESOLUTION NO. 2016-17

*A resolution opposing the Nexus Gas Transmission (NGT) Pipeline Company in the creation of a new pipeline*

**WHEREAS** the NEXUS Gas Transmission (NGT) project, a partnership of DTE Energy and Spectra Energy is being designed to transport growing supplies of natural gas from the Marcellus and Utica shale fields to receiving points in Ohio and Michigan; and

**WHEREAS** the proposed path will consist of a newly constructed, large diameter greenfield pipeline that will extend approximately 250 miles from receiving points in northeastern Ohio to a connection point in southeastern Michigan with an existing pipeline infrastructure; and

**WHEREAS** of the 250 miles of new pipeline construction, approximately 50 miles of this will be in Michigan, coming through Lenawee and Monroe Counties, then entering Washtenaw County and traveling through Augusta and Ypsilanti Townships; and

**WHEREAS** the path will utilize both existing and expansion capacity on the DTE Gas transportation system and the Vector Pipeline System to access Michigan markets; and

**WHEREAS** in November 2013, the Federal Energy Regulatory Commission (FERC) approved the abandonment/sale of Energy Transfer's natural gas trunkline based on the claim that there already existed excess pipeline capacity in the Midwest, including Michigan; and

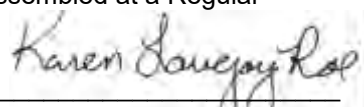
**WHEREAS** in many parts of Michigan; Washtenaw County, Ypsilanti Township and Augusta Township included, recovery in home and property values are just starting to increase from the previous market crash. With four (4) existing pipeline corridors of various commodities already running through Washtenaw County, additional pipelines would only contribute to property values once again declining in the areas impacted; and

**WHEREAS** the proposed pipeline path will be within approximately 1,000 feet of Brick Elementary School, as well as Model Elementary and Early Childhood Center;

**NOW THEREFORE BE IT RESOLVED** that the Charter Township of Ypsilanti Board of Trustees hereby opposes construction of the Nexus Gas Transmission project based on the lack of necessity for Michigan and Washtenaw County due to excess pipeline capacity versus demand as cited in the Federal Energy Regulatory Commission Order Approving Abandonment, Docket No. CP12-491-000 issued on November 7, 2013; and

**BE IT FURTHER RESOLVED** that the Clerk's Office will file a copy of this resolution as a comment before the Federal Energy Regulatory Commission.

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. 2016-17 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on August 16, 2016.

  
\_\_\_\_\_  
Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti



CHARTER TOWNSHIP OF YPSILANTI  
2016 BUDGET AMENDMENT #11

August 16 , 2016

101 - GENERAL OPERATIONS FUND

Total Increase \$1,867.00

Increase budget for PTO payout request over the budgeted 32 hours. An employee is requesting 100 PTO hours to be paid at 75% . This will be funded by an Appropriation for Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$1,867.00
		Net Revenues	<u>\$1,867.00</u>
Expenditures:	Salaries pay out -PTO	101-201-000-708.004	\$1,734.00
	FICA	101-201-000-715.000	\$133.00
		Net Expenditures	<u>\$1,867.00</u>

Motion to Amend the 2016 Budget (#11):

Move to increase the General Fund budget by \$1,867 to \$8,677,620 and approve the department line item changes as outlined.

**CHARTER TOWNSHIP OF YPSILANTI  
PROPOSED ORDINANCE NO. 2016-466**

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

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

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

For all billings rendered prior to October 1, 2016, existing sewage disposal service rates shall prevail. For all billings rendered on or after October 1, 2016, charges for sewage disposal services shall be as provided for in Schedule A, for each bimonthly (two-month) period:

**Schedule A:**

Meter Size (inch)	Allowed Usage Cubic Feet	CAPITAL CHARGE		OM&R		TOTAL	
		Contract Community	All Others	Contract Communities	All Others	Contract Community	All Others
5/8-3/4	600	\$1.39	\$1.39	\$18.64	\$23.07	\$20.03	\$24.46
1	1000	\$2.35	\$2.35	\$31.16	\$39.27	\$33.51	\$41.62
1½	2100	\$5.14	\$5.14	\$63.92	\$80.74	\$69.06	\$85.88
2	4000	\$9.33	\$9.33	\$123.30	\$155.19	\$132.64	\$164.52
3	9000	\$21.01	\$21.01	\$269.10	\$347.25	\$290.11	\$368.26
4	16200	\$37.82	\$37.82	\$513.32	\$625.84	\$551.14	\$663.66
6	36000	\$84.05	\$84.05	\$1,106.77	\$1,392.81	\$1,190.81	\$1,476.86
8	66000	\$154.04	\$154.04	\$2,019.98	\$2,544.19	\$2,174.01	\$2,698.22
10	102000	\$234.55	\$234.55	\$3,126.77	\$3,937.00	\$3,361.32	\$4,171.55
12	150000	\$350.11	\$350.11	\$4,602.47	\$5,794.01	\$4,952.58	\$6,144.12

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

	CAPITAL CHARGE	OM&R	TOTAL
Contract Communities	\$0.235	\$2.017	\$2.252
All Others	\$0.235	\$2.126	\$2.361

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. 2016-466 by the Charter Township of Ypsilanti Board of Trustees assembled at a regular meeting held on August 16, 2016. The second reading is scheduled to be heard on September 20, 2016.

*Karen Lovejoy Roe*

\_\_\_\_\_  
Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti

**RESOLUTION 2016-30**  
**(In Reference to Ordinance 2016-464)**

*Rental Inspection Requirement to  
Include Multi-Family Residential Units*

**Whereas**, the Township currently requires rental inspections for all single and duplex rental units; and

**Whereas**, the Township Board finds that it is in the best interests for Township residents' health, safety, and welfare to expand the rental inspection requirement to include multi-family residential units which are subject to rental agreements; and

**Whereas**, Ordinance No. 2016-464 amends Chapter 48 of the Township Code of Ordinances to require inspections for multi-family residential units which are subject to rental agreements;

**Now therefore**, be it resolved that Ordinance 2016-464 is hereby adopted by reference.

**CHARTER TOWNSHIP OF YPSILANTI  
PROPOSED ORDINANCE NO. 2016-464**

*An Ordinance to Amend Chapter 48 Article III of the  
Ypsilanti Charter Township Code of Ordinances  
Regarding Rental Property Registration and Inspection*

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

DELTE: in its entirety, Article III of Chapter 48 entitled "One and Two Unit Dwelling Rental Properties":

ADD: the following new article to Article III of Chapter 48:

Sec. 1 Definitions.

The following words and phrases shall have the following meanings respectively given to them in this article:

*Apartment dwelling:* an attached dwelling unit with party or common walls, contained in a building with other dwelling units or sharing the occupancy of a building with other than a residential use. Apartments are commonly accessed by common stair landing or walkway. Apartments are typically rented to the occupants. Apartment buildings often may have a central heating system and other central utility connections. Apartments typically do not have their own yard space. Apartments are also known as garden apartments or flats.

*Certificate of compliance:* A certificate issued by the Township's Office of Community Standards indicating that the dwelling unit identified on the certificate is in compliance with this article and other applicable state laws and township ordinances. The Certificate shall show the name and address of the property owner and the expiration date. It shall be valid until its expiration date, unless suspended by the Office of Community Standards upon a subsequent reinspection disclosing violations.

*Code:* The Township Property Maintenance Code

*Code Compliance:* the dwelling unit is in compliance with all applicable state law and township code requirements, including the Township's Property Maintenance Code.

*Department:* Ypsilanti Township Office of Community Standards

*Dwelling Unit:* a structure containing single family detached residential dwelling unit, single family attached residential dwelling unit, a multi-family residential dwelling unit, an apartment dwelling, a duplex residential dwelling unit, or a manufactured dwelling unit.

*Duplex Dwelling:* A detached building, designed exclusively for and occupied by two families living independently of each other, with separate housekeeping, cooking and bathroom facilities for each family.

*Family:*

- (a) A single individual or a number of individuals domiciled together whose relationship is of a continuing nontransient, domestic character and who are cooking and living together as a single, nonprofit housekeeping unit. This shall not include any society, club, fraternity, sorority, association, lodge, coterie, hospice, organization, or group of students or other individuals whose relationship is of transitory or seasonal nature or for anticipated limited duration of school terms or other similar determinable period.
- (b) The functional equivalent of the domestic family, that is, persons living together in a dwelling unit whose relationship is of a permanent and distinct character and is the functional equivalent of a domestic family, with a demonstrable and recognizable bond which constitutes the functional equivalent of the bonds which render the domestic family a cohesive unit. This definition shall not include any rooming house, society, club, fraternity, sorority, association, lodge, coterie organization or group whose association is temporary or seasonal in character or nature. For the purposes of the enforcement, it is presumed that a functional equivalent of a domestic family is limited to six (6) or fewer persons.

*Manufacture Dwelling Unit:* A dwelling unit which is substantially built, constructed, assembled, and finished off the premises upon which it is intended to be located.

*Multiple-family dwelling:* A building designed for and occupied by three or more families living independently, with separate housekeeping, cooking, and bathroom facilities for each. Multiple-family dwelling units may also be known as apartments.

*Owner:* A person or entity with legal or possessory interest in a dwelling unit.

*Owner's agent:* Any employee, or any person with implied consent or apparent authority, or acting under color of authority, of the owner.

*Rental Agreement:* Any agreement or lease, written or oral, which establishes or modifies the terms, conditions, rules, regulations or any other provisions concerning the use and occupancy of residential premises.

*Single-family Attached Dwelling:* A self-contained single-family dwelling unit attached to a similar single-family attached dwelling unit with party or common walls, designed as part of a series of three or more dwelling units, each with:

- (a) A separate entryway with direct access to the outdoors at ground level;
- (b) Each dwelling shall comprise of a single unit from the lowest floor to the highest floor of the structure between the common walls (i.e. units shall not be stacked on top of each other);
- (c) A separate basement, if applicable;
- (d) A separate utility connection, and;
- (e) Defined front and rear yards.

*Single-family Attached Dwelling* units may also be known as townhouses, row houses, or clustered single-family dwellings. Any three or more attached dwellings not meeting the above criteria shall be considered a multiple-family dwelling.

*Single-family Detached Dwelling*: an independent, detached residential dwelling designed for and used or held ready for use by one family only.

*Temporary Certificate of Compliance*: A certificate issued for a dwelling unit, following an inspection, which is found to be in substantial compliance with the Code and which, in the opinion of the building officials, has no life-, health-, or safety-threatening violations. Such certificate shall state any remaining violations to be corrected and the date it expires. A reasonable extension may be granted at the discretion of the department. Failure by the owner to correct the violations within the specified time shall constitute a violation of this article.

*Tenant*: The person entitled under a rental agreement to the use and occupancy of a dwelling unit.

## Sec. 2 - Registry of owners and premises.

- (a) All persons owning dwelling units which are subject to rental agreements shall register the dwelling unit with the Department. Owners of new dwelling units which are subject to rental agreements shall register prior to the date of issuance of the first certificate of occupancy. The registration shall include: 1) the owner's name, 2) business address, 3) email address, 4) date of birth, 5) telephone number and 6) the address of the dwelling unit within the township owned by such persons which are rented in whole or in part, including the number and type of each unit in the structure.
- (b) If the dwelling unit is managed or operated by an agent, the owner shall supply the agent's name, business address, email address and telephone number and the name of that person's representative, and a statement that the agent is authorized to receive notices and process under this Article.
- (c) If the owner is a corporation, the names, addresses and telephone numbers of its officers shall be listed as shall the name, address and telephone number of the registered agent along with the state registration number. If the corporation is controlled in whole or in part by another corporation, the same information shall be provided for the other corporation.
- (d) Any change in the name or address of the owner or the owner's agent, or in the number of units, or in any other information required in this section shall be reported to the Department within 15 days.
- (e) Owners of single and duplex dwelling units who permit persons to occupy single and duplex dwelling units are exempt from the provisions of this Article provided:

- (1) No compensation is received by the owners for the use and occupancy of the premises by non-owners.
- (2) The owner pays the property taxes and homeowners insurance for the premises used and occupied by non-owners.
- (3) The owner signs an affidavit attesting under oath that:
  - a. No compensation is received for the use and occupancy of the single or duplex dwelling unit;
  - b. The property taxes and insurance are paid by the property owner;
  - c. The exemption automatically terminates when the owner receives compensation for the use and occupancy of the premises or the property taxes and/or homeowners insurance are paid by a non-owner.

Sec. 3. - Certificate of compliance required.

- (a) The Department shall provide for the systematic inspection of all dwelling units which are subject to rental agreements in the township for the purposes of determining whether the dwelling units are in compliance with the Code and this chapter. Those dwelling units that are in compliance shall be issued a certificate of compliance.
- (b) An owner shall provide the Department with a certificate of insurance, issued by an insurance company that certifies that the dwelling unit is insured against structural loss or damage, including, but not limited to, fire damage. The certificate of insurance shall state the name of each person named on the policy and its expiration date. The certificate of insurance shall be in force at the time a certificate of compliance is issued or at the time a renewed certificate of compliance is issued.
- (c) The Department shall schedule initial inspections, at its discretion, of dwelling units which are subject to rental agreements to determine if the units qualify for a certificate of compliance. The owner of the property shall receive not less than 30 days' prior notice of the Department's intent to inspect the property. The owner shall provide to the tenant a minimum of 72 hours' written notice of the Department's intent to inspect the property. After the initial phase-in period, all rental dwelling units which are subject to rental agreements shall be required to be inspected at not less than 24-month intervals nor more than four year intervals.
- (d) The Department shall inspect a dwelling unit when it receives a complaint from a tenant that the dwelling unit is being maintained in violation of Michigan's housing law. MCL 125.401 et seq. or the Township's Property Maintenance Code §48.26 et seq.
- (e) No person, either the owner or the owner's agent, shall rent or lease a dwelling unit after the initial inspection, to any tenant, unless that owner or agent has first obtained a valid certificate of compliance from the Department covering the dwelling unit. For new construction the original certificate of occupancy shall serve as the certificate of compliance for a period of 24 months.



(f) The Department shall advise the landlord and tenant that either has the right to refuse entry for purposes of inspection unless a search warrant is first obtained. If entry is refused, the Department shall apply to the appropriate judicial officer for a search warrant and shall not inspect until a valid search warrant is obtained. Inspections shall be limited to only the areas necessary to ascertain compliance with the Code and state law.

(g) An owner or owner's agent who is provided, during an inspection of a dwelling unit, with written notice of a code violation or violations, shall correct the code violations within the period specified in the notice of violations.

#### Sec. 4 – Fees

Reasonable fees for registration, inspections and re-inspections of a dwelling unit under this Article shall be established by resolution adopted by the Township Board and shall be placed on file and made available to the public by the Township Clerk's Office.

#### Sec. 5. - Issuance of certificate of compliance.

(a) A certificate of compliance shall not be issued until all required inspection and reinspection fees have been paid in full.

(b) A certificate of compliance shall be issued on the condition that the premises remain in compliance with the Code. If upon valid complaint the Department determines that violations exist, the full certificate may be suspended as to the affected areas, and the areas may be ordered vacated until the dwelling unit is brought into compliance.

#### Sec. 6 - Right to examine certificate of compliance, registry of certificate holders.

(a) The owners or the owner's agent shall provide a copy of a valid certificate of compliance to the tenant or prospective tenant at the tenant's request.

(b) The Department shall maintain a registry of all units that have obtained valid certificates. Such registry shall be available for public inspection.

#### Sec. 7 - Expiration of certificate of compliance.

Certificates of compliance shall be valid until the expiration date on the Certificate of Compliance unless suspended by the Department. The date of issuance and expiration shall be recorded on the certificate. It is the duty of the owner of the dwelling unit to arrange for the inspection necessary for the renewal of the certificate at least 30 days prior to its expiration.

Sec. 8 - Transfer of certificate of compliance.

Certificates of compliance shall be transferable when the ownership of a dwelling unit changes provided that a valid certificate of compliance is in effect for each dwelling unit the owner intends to rent or lease. It shall be the duty of the new owner to register with the Department consistent with section 2.

Sec. 9 - Scope of inspection authority.

Nothing in this article shall be construed to restrict the lawful authority of the Department to inspect any dwelling units in the township more frequently than such periodic inspection as outlined in this article.

Sec. 10 – Penalties; municipal civil infraction.

A violation of this article shall be a municipal civil infraction subject to prosecution and penalty under Section 42.21(3) of the Michigan Compiled Laws. The requirements of this article are in addition to, and not in lieu of any other rights and remedies provided by law. Violation of this article shall be a municipal civil infraction and for the first offense subject to a maximum \$250.00 fine and any of the penalties authorized un Section 600.8727 of the Michigan Compiled Laws and/or Section 600.8302 of the Michigan Compiled Laws. Second or subsequent offenses shall be subject to a maximum fine of \$500.00 and any of the penalties authorized under Section 600.8727 of the Michigan Compiled Laws and/or Section 600.8302 of the Michigan Compiled Laws. Each day that a violation continues shall be considered a separate offense.

Sec. 11 - Severability

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

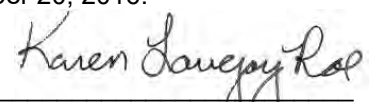
Sec. 12 - Publication

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

Sec. 13 - 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. 2016-464 by the Charter Township of Ypsilanti Board of Trustees assembled at a regular meeting held on August 16, 2016. The second reading is scheduled to be heard on September 20, 2016.



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Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti

**RESOLUTION 2016-31**  
(In Reference to Ordinance 2016-465)

***Adopting the 2015 International Property Maintenance Code***

***Whereas***, the ***International Property Maintenance Code 2015*** establishes minimum regulations governing conditions and maintenance of property, buildings and structures; provides standards which are designed to ensure that structures are safe, sanitary and fit for occupation and use; provides standards for condemnation of buildings and structures unfit for human occupancy and use; and

***Whereas***, the ***International Property Maintenance Code 2015*** is fully compatible with the ***Stille-DeRossett-Hale Single State Construction Code Act of 1972, Act 230 of Public Acts of 1972 as amended***, and the ***International Fire Code***; and

***Whereas***, the Township Board of Trustees recognizes the need for a modern, up-to-date property maintenance code governing the maintenance of existing buildings.

***Now Therefore***,

***Be it resolved***, that Ordinance No. 2016-465 is hereby adopted by reference.

**PROPOSED ORDINANCE NO. 2016-465**

*An Ordinance to Amend the Code of Ordinances,  
Chapter 48 entitled Property Maintenance  
Adopting the 2015 International Property Maintenance Code*

The Charter Township of Ypsilanti **Ordains** that the Code of Ordinances Charter Township of Ypsilanti, Chapter 48 entitled **Property Maintenance** is amended as follows:

**DELETE:** Sections 48-27 entitled **Adoption** and 48-28 entitled **Additions, Insertions and Changes** in their entirety.

**ADD:** the following new provisions:

**Section A.** That a certain document, copies of which are on file in the office of the Ypsilanti Township Clerk, being marked and designated as the **International Property Maintenance Code**, 2015 edition, as published by the International Code Council, Inc., be and is hereby adopted as the **Property Maintenance Code** of the Charter Township of Ypsilanti, in the State of Michigan for regulating and governing the conditions and maintenance of all property, buildings and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; and the condemnation of buildings and structures unfit for human occupancy and use, and the demolition of such existing structures as herein provided; providing for the issuance of permits and collection of fees therefore; and each and all of the regulations, provisions, penalties, conditions and terms of said **Property Maintenance Code** are hereby referred to, adopted, and made a part hereof, as if fully set out in this ordinance, with the additions, insertions, deletions and changes prescribed in Section B of this ordinance.

**Section B.** The following sections are hereby revised:

**Section 101.1.** Insert: Charter Township of Ypsilanti

**Section 103.5.** Insert: As established by the Township Board, by Resolution, from time to time.

**Section 112.4.** Failure to comply is deleted in its entirety and replaced with the following new section:

**Section 112.4.** Failure to Comply. Any person, firm, or corporation who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be responsible for a municipal civil infraction, as provided in Chapter 40, Article II, of this Code, and shall be subject to a fine as follows:

- (i) the maximum fine for any first violation shall be \$250.00;
- (ii) the maximum fine for any violation which the violator has, within the past two years, been found in violation of once before, shall be \$400.00;
- (iii) the maximum fine for any violation which the violator has, within the past two years, been found in violation of twice before, shall be \$500.00.

Lien upon real estate. The violation shall be deemed a strict liability offense. If the notice of violation is not complied with, the code official shall institute the appropriate proceeding at law or in equity to restrain, correct or abate such violation, or to require the removal or termination of the unlawful occupancy of the structure in violation of the provisions of this code or of the order or direction made pursuant thereto. Any action taken by the authority having jurisdiction on such premises shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

Each day a separate municipal civil infraction. A separate municipal civil infraction shall be deemed committed upon each day during or when a violation occurs or continues.

**302.4** Insert: 7 inches

Add the following new subsection as follows:

**Section 304.13.3 Boarded windows** The owner of a structure may, for a maximum of 30 days, board up a window when the window glass is broken, cracked or missing. After 30 days has expired, the window glass must be replaced with glass or other similar material and the board up material removed.

**Section 304.14.** Insert the following dates: April 1 to November 1.

Add new section as follows:

**Section 304.15.1 Boarded doors.** The owner of a structure may, for a maximum of 30 days, board up a door when the door is broken or otherwise rendered inoperable. After 30 days has expired, a replacement door must be installed, and the board up material removed.

Add new section as follows:

**Section 304.18.4 Common access** In multiple dwellings which are offered for rent or lease and where access to individual dwelling or rooming units is provided by means of common hallways and exterior doors, such exterior doors and any windows shall be equipped as follows:

1. All doors shall be self-closing and self-latching and shall not be equipped with any type of hold-open device.
2. All doors shall be equipped with a lock requiring a key or code for entry from the exterior. The lock shall operate without any key, code, tool or other special knowledge or effort from the interior and be of a type that remains locked from the exterior at all times. Electric releases are permitted, and if so equipped, said releases shall be operable at all times. Strike plates shall have protective guards on the exterior side to prevent the lock from being pried open.
3. Common tenant areas such as laundry rooms, storage areas, etc., which are accessed from a common hallway shall have entry doors meeting the requirements of this section.

**Section 602.3.** Insert: January 1 to December 31.

**Section 602.4.** Insert: January 1 to December 31.

Add the following new section as follows:

**603.7 HVAC Certification Requirement.** All gas fired heating equipment shall be serviced and inspected by a licensed mechanical contractor. The mechanical contractor shall provide certification of inspection minimally every 4 years. The certification shall be on a form approved by the Building Official. Inspectors may require cleaning and service more frequently based on observations made during the inspections.

**603.8 Carbon Monoxide Alarms** A carbon monoxide alarm shall be provided outside of each sleeping area in the immediate vicinity of bedrooms in dwelling units where either or both of the following conditions exist:

1. The dwelling unit contains a fuel-fired appliance.
2. The dwelling unit has an attached garage with an opening that communicates with the dwelling unit.

Combination carbon monoxide and smoke alarms shall be permitted to be used in lieu of carbon monoxide alarms.

**Section 605.2 Receptacles** is deleted in its entirety and replaced with the following new section:

**605.2 Receptacles** Every *habitable space* in a dwelling shall contain an adequate number of receptacle outlets to meet demand.

Add the following new section as follows:

**702.4.1 Finished Basements emergency escape and rescue window.** If

a home constructed since 7/31/01 is found to have a finished basement, an emergency escape and rescue window shall be required. Homes constructed prior to 7/31/01 may have finished basements without an emergency escape and rescue window provided there are no sleeping areas in the basement, and the work was completed prior to 7/31/01. All sleeping areas in a basement shall be provided with an egress window.

Add the following new section as follows:

**705 Fire Extinguishers**

**705.1 Where required.** Portable fire extinguishers shall be installed as follows:

1. All dwelling units, which are offered for rent or lease, shall be equipped with a fire extinguisher with a minimum rating of 5ABC and meeting the requirements of the International Fire Code.
2. All common tenant areas in the structure in which said units are located containing laundry equipment for tenant use shall be equipped with a fire extinguisher with a minimum rating of 10ABC and meeting the requirements of the International Fire Code.

**705.2 Location.** All extinguishers shall be permanently mounted in conspicuous locations where they will be readily accessible and immediately available for use.

**Section C. Severability**

Should any provision or part of the within Ordinance be declared by any court of competent jurisdiction to be invalid or unenforceable, the same shall not affect the validity or enforceability of the balance of this Ordinance which shall remain in full force and effect.

**Section D. Effective Date and Repeal of Conflicting Ordinances**

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

This ordinance shall take effect after publication in a newspaper of general circulation as required by law.

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify approval of the first reading of Proposed Ordinance No. 2016-465 by the Charter Township of Ypsilanti Board of Trustees assembled at a regular meeting held on August 16, 2016. The second reading is scheduled to be heard on September 20, 2016.



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Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti

**CHARTER TOWNSHIP  
OF YPSILANTI  
RESOLUTION NO. 2016-32**

RESOLUTION REGARDING  
TEMPORARY ROAD  
CLOSURE

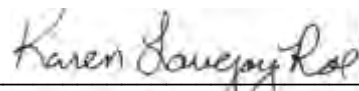
Resolution authorizing the temporary road closure of Merritt Road between Munger and Stoney Creek for runners to cross Merritt Road at Wiard's Orchard on Saturday, October 8, 2016 from 8:30 a.m. to 11:00 a.m. for the Run Scream Run 5K, 10K and Kid Mile to benefit the March of Dimes of Southeastern Michigan.

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

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

**NOW THEREFORE, BE IT RESOLVED** that the Township of Ypsilanti Board of Trustees designates and agrees that Randal Step, owner R.F. Events be the authorized official designee in this instance, when application is made to the Washtenaw County Road Commission for this temporary road closure.

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify the above resolution is a true and exact copy of Resolution No. 2016-32 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on August 16, 2016.



Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti



## UNIFORM VIDEO SERVICE LOCAL FRANCHISE AGREEMENT

THIS UNIFORM VIDEO SERVICE LOCAL FRANCHISE AGREEMENT ("Agreement") is made, pursuant to 2006 PA 480, MCL 484.3301 *et seq.* (the "Act") by and between the Charter Township of Ypsilanti, a Michigan municipal corporation (the "Franchising Entity"), and Michigan Bell Telephone Company, a Michigan corporation doing business as AT&T Michigan.

### I. Definitions

For purposes of this Agreement, the following terms shall have the following meanings as defined in the Act:

- A. "Cable Operator" means that terms as defined in 47 USC 522(5).
- B. "Cable Service" means that terms as defined in 47 USC 522(6).
- C. "Cable System" means that term as defined in 47 USC 522(7).
- D. "Commission" means the Michigan Public Service Commission.
- E. "Franchising Entity" means the local unit of government in which a provider offers video services through a franchise.
- F. "FCC" means the Federal Communications Commission.
- G. "Gross Revenue" means that term as described in Section 6(4) of the Act and in Section VI(D) of the Agreement.
- H. "Household" means a house, an apartment, a mobile home, or any other structure or part of a structure intended for residential occupancy as separate living quarters.
- I. "Incumbent video provider" means a cable operator serving cable subscribers or a telecommunication provider providing video services through the provider's existing telephone exchange boundaries in a particular franchise area within a local unit of government on the effective date of this act.
- J. "IPTV" means internet protocol television.
- K. "Local unit of government" means a city, village, or township.
- L. "Low-income household" means a household with an average annual household income of less than \$35,000.00 as determined by the most recent decennial census.
- M. "METRO Act" means the Metropolitan Extension Telecommunications Rights-of-Way Oversight Act, 2002 PA 48, MCL 484.3101 *et seq.*
- N. "Open video system" or "OVS" means that term as defined in 47 USC 573.
- O. "Person" means an individual, corporation, association, partnership, governmental entity, or any other legal entity.
- P. "Public rights-of-way" means the area on, below, or above a public roadway, highway, street, public sidewalk, alley, waterway, or utility easements dedicated for compatible uses.
- Q. "Term" means the period of time provided for in Section V of this Agreement.
- R. "Uniform video service local franchise agreement" or "franchise agreement" means the franchise agreement required under the Act to be the operating agreement between each franchising entity and video provider in this state.
- S. "Video programming" means that term as defined in 47 USC 522(20).
- T. "Video service" means video programming, cable services, IPTV, or OVS provided through facilities located at least in part in the public rights-of-way without regard to delivery technology, including internet protocol technology. This definition does not include any video programming provided by a commercial mobile service provider defined in 47 USC 332(d) or provided solely as part of, and via, a service that enables users to access content, information, electronic mail, or other services offered over the public internet.
- U. "Video service provider" or "Provider" means a person authorized under the Act to provide video service.
- V. "Video service provider fee" means the amount paid by a video service provider or incumbent video provider under Section 6 of the Act and Section VI of this Agreement.

## II. Requirements of the Provider

- A. An unfranchised Provider will not provide video services in any local unit of government without first obtaining a uniform video service local franchise agreement as provided under **Section 3 of the Act** (except as otherwise provided by the Act).
- B. The Provider shall file in a timely manner with the Federal Communications Commission all forms required by that agency in advance of offering video service in Michigan.
- C. The Provider agrees to comply with all valid and enforceable federal and state statutes and regulations.
- D. The Provider agrees to comply with all valid and enforceable local regulations regarding the use and occupation of public rights-of-way in the delivery of the video service, including the police powers of the Franchising Entity.
- E. The Provider shall comply with all Federal Communications Commission requirements involving the distribution and notification of federal, state, and local emergency messages over the emergency alert system applicable to cable operators.
- F. The Provider shall comply with the public, education, and government programming requirements of Section 4 of the Act.
- G. The Provider shall comply with all customer service rules of the Federal Communications Commission under 47 CFR 76.309 (c) applicable to cable operators and applicable provisions of the Michigan Consumer Protection Act, 1976 PA 331, MCL 445.901 to 445.922.
  - i. Including but not limited to: MCL 445.902; MCL 445.903 (1)(a) through 445.903(1)(cc); MCL 445.903(1)(ff) through (jj); MCL 445.903(2); MCL 445.905; MCL 445.906; MCL 445.907; MCL 445.908; MCL 445.910; MCL 445.911; MCL 445.914; MCL 445.915; MCL 445.916; MCL 445.918.
- H. The Provider agrees to comply with in-home wiring and consumer premises wiring rules of the Federal Communications Commission applicable to cable operators.
- I. The Provider shall comply with the Consumer Privacy Requirements of 47 USC 551 applicable to cable operators.
- J. If the Provider is an incumbent video provider, it shall comply with the terms which provide insurance for right-of-way related activities that are contained in its last cable franchise or consent agreement from the Franchising Entity entered before the effective date of the Act.
- K. The Provider agrees that before offering video services within the boundaries of a local unit of government, the video Provider shall enter into a Franchise Agreement with the local unit of government as required by the Act.
- L. The Provider understands that as the effective date of the Act, no existing Franchise Agreement with a Franchising Entity shall be renewed or extended upon the expiration date of the Agreement.
- M. The Provider provides an exact description of the video service area footprint to be served, pursuant to **Section 2(3)(e) of the Act**. If the Provider is not an incumbent video Provider, the date on which the Provider expects to provide video services in the area identified under **Section 2(3)(e) of the Act** must be noted. The Provider will provide this information in Attachment 1 - Uniform Video Service Local Franchise Agreement.
- N. The Provider is required to pay the Provider fees pursuant to **Section 6 of the Act**.

## III. Provider Providing Access

- A. The Provider shall not deny access to service to any group of potential residential subscribers because of the race or income of the residents in the local area in which the group resides.
- B. It is a defense to an alleged violation of Paragraph A if the Provider has met either of the following conditions:
  - i. Within 3 years of the date it began providing video service under the Act and the Agreement; at least 25% of households with access to the Provider's video service are low-income households.
  - ii. Within 5 years of the date it began providing video service under the Act and Agreement and from that point forward, at least 30% of the households with access to the Provider's video service are low-income households.
- C. **[If the Provider is using telecommunication facilities]** to provide video services and has more than 1,000,000 telecommunication access lines in Michigan, the Provider shall provide access to its video service to a number of households equal to at least 25% of the households in the provider's telecommunication

- iii. Any revenues received by the Provider or its affiliates from the provision of services or capabilities other than video service, including telecommunications services, information services, and services, capabilities, and applications that may be sold as part of a package or bundle, or functionality integrated, with video service.
  - iv. Any revenues received by the Provider or its affiliates for the provision of directory or internet advertising, including yellow pages, white pages, banner advertisement, and electronic publishing.
  - v. Any amounts attributable to the provision of video service to customers at no charge, including the provision of such service to public institutions without charge.
  - vi. Any tax, fee, or assessment of general applicability imposed on the customer or the transaction by a federal, state, or local government or any other governmental entity, collected by the Provider, and required to be remitted to the taxing entity, including sales and use taxes.
  - vii. Any forgone revenue from the provision of video service at no charge to any person, except that any forgone revenue exchanged for trades, barter, services, or other items of value shall be included in gross revenue.
  - viii. Sales of capital assets or surplus equipment.
  - ix. Reimbursement by programmers of marketing costs actually incurred by the Provider for the introduction of new programming.
  - x. The sale of video service for resale to the extent the purchaser certifies in writing that it will resell the service and pay a franchise fee with respect to the service.
- E. In the case of a video service that is bundled or integrated functionally with other services, capabilities, or applications, the portion of the video Provider's revenue attributable to the other services, capabilities, or applications shall be included in gross revenue unless the Provider can reasonably identify the division or exclusion of the revenue from its books and records that are kept in the regular course of business.
  - F. Revenue of an affiliate shall be included in the calculation of gross revenues to the extent the treatment of the revenue as revenue of the affiliate has the effect of evading the payment of franchise fees which would otherwise be paid for video service.
  - G. The Provider is entitled to a credit applied toward the fees due under **Section 6(1) of the Act** for all funds allocated to the Franchising Entity from annual maintenance fees paid by the provider for use of public rights-of-way, minus any property tax credit allowed under **Section 8 of the Metropolitan Extension Telecommunications Rights-of-Way Oversight Act (METRO Act)**, 2002 PA 48, MCL 484.3108. The credits shall be applied on a monthly pro rata basis beginning in the first month of each calendar year in which the Franchising Entity receives its allocation of funds. The credit allowed under this subsection shall be calculated by multiplying the number of linear feet occupied by the Provider in the public rights-of-way of the Franchising Entity by the lesser of 5 cents or the amount assessed under the **METRO Act**. The Provider is not eligible for a credit under this section unless the provider has taken all property tax credits allowed under the **METRO Act**.
  - H. All determinations and computations made under this section shall be pursuant to generally accepted accounting principles.
  - I. Any claims by a Franchising Entity that fees have not been paid as required under **Section 6 of the Act**, and any claims for refunds or other corrections to the remittance of the Provider shall be made within 3 years from the date the compensation is remitted.
  - J. The Provider may identify and collect as a separate line item on the regular monthly bill of each subscriber an amount equal to the percentage established under **Section 6(1) of the Act**, applied against the amount of the subscriber's monthly bill.
  - K. The Franchising Entity shall not demand any additional fees or charges from a Provider and shall not demand the use of any other calculation method other than allowed under the Act.

## **VII. Public, Education, and Government (PEG) Channels**

- A. The video service Provider shall designate a sufficient amount of capacity on its network to provide for the same number of public, education, and government access channels that are in actual use on the incumbent video provider system on the **effective date of the Act** or as provided under **Section 4(14) of the Act**.
- B. Any public, education, or government channel provided under this section that is not utilized by the Franchising Entity for at least 8 hours per day for 3 consecutive months may no longer be made available to the Franchising Entity and may be programmed at the Provider's discretion. At such a time as the Franchising Entity can certify a schedule for at least 8 hours of daily programming for a period of 3 consecutive months, the Provider shall restore the previously reallocated channel.
- C. The Franchising Entity shall ensure that all transmissions, content, or programming to be retransmitted by a video service Provider is provided in a manner or form that is capable of being accepted and retransmitted by a Provider, without requirement for additional alteration or change in the content by the Provider, over the

particular network of the Provider, which is compatible with the technology or protocol utilized by the Provider to deliver services.

- D. The person producing the broadcast is solely responsible for all content provided over designated public, education, or government channels. The video service Provider *shall not* exercise any editorial control over any programming on any channel designed for public, education, or government use.
- E. The video service Provider is not subject to any civil or criminal liability for any program carried on any channel designated for public, education, or government use.
- F. If a Franchising Entity seeks to utilize capacity pursuant to **Section 4(1) of the Act** or an agreement under **Section 13 of the Act** to provide access to video programming over one or more PEG channels, the Franchising Entity shall give the Provider a written request specifying the number of channels in actual use on the incumbent video provider's system or specified in the agreement entered into under **Section 13 of the Act**. The video service Provider shall have 90 days to begin providing access as requested by the Franchising Entity. The number and designation of PEG access channels shall be set forth in an addendum to this agreement effective 90 days after the request is submitted by the Franchising Entity.
- G. A PEG channel shall only be used for noncommercial purposes.

#### VIII. PEG Fees

- A. The video service Provider shall also pay to the Franchising Entity as support for the cost of PEG access facilities and services an annual fee equal to one of the following options:
  - 1. If there is an existing Franchise on the effective date of the Act, the fee (enter the fee amount \_\_\_\_\_) paid to the Franchising Entity by the incumbent video Provider with the largest number of cable service subscribers in the Franchising Entity as determined by the existing Franchise Agreement;
  - 2. At the expiration of the existing Franchise Agreement, the amount required under (1) above, which is 0 % of gross revenues. (The amount under (1) above is not to exceed 2% of gross revenues);
  - 3. If there is no existing Franchise Agreement, a percentage of gross revenues as established by the Franchising Entity and to be determined by a community need assessment, is \_\_\_\_\_ % of gross revenues. (The percentage that is established by the Franchising Entity is not to exceed 2% of gross revenues.); and
  - 4. An amount agreed to by the Franchising Entity and the video service Provider.
- B. The fee required by this section shall be applicable to all providers, pursuant to Section 6(9) of the Act.
- C. The fee shall be due on a quarterly basis and paid within 45 days after the close of the quarter. Each payment shall include a statement explaining the basis for the calculation of the fee.
- D. All determinations and computations made under this section shall be pursuant to generally accepted accounting principles.
- E. Any claims by a Franchising Entity that fees have not been paid as required under **Section 6 of the Act**, and any claims for refunds or other corrections to the remittance of the Provider shall be made within 3 years from the date the compensation is remitted.
- F. The Provider may identify and collect as a separate line item on the regular monthly bill of each subscriber an amount equal to the percentage established under **Section 6(8) of the Act**, applied against the amount of the subscriber's monthly bill.
- G. The Franchising Entity shall not demand any additional fees or charges from a Provider and shall not demand the use of any other calculation method other than allowed under the Act.

#### IX. Audits

- A. No more than every 24 months, a Franchising Entity may perform reasonable audits of the video service Provider's calculation of the fees paid under **Section 6 of the Act** to the Franchising Entity during the preceding 24-month period only. All records reasonably necessary for the audits shall be made available by the Provider at the location where the records are kept in the ordinary course of business. The Franchising Entity and the video service Provider shall each be responsible for their respective costs of the audit. Any additional amount due verified by the Franchising Entity shall be paid by the Provider within 30 days of the Franchising Entity's submission of invoice for the sum. If the sum exceeds 5% of the total fees which the audit determines should have been paid for the 24-month period, the Provider shall pay the Franchising Entity's reasonable costs of the audit.
- B. Any claims by a Franchising Entity that fees have not been paid as required under **Section 6 of the Act**, and any claims for refunds or other corrections to the remittance of the provider shall be made within 3 years from the date the compensation is remitted.

## **X. Termination and Modification**

This Franchise Agreement issued by a Franchising Entity may be terminated or the video service area footprint may be modified, except as provided under **Section 9 of the Act**, by the Provider by submitting notice to the Franchising Entity. The Provider will use Attachment 2, when notifying the Franchising Entity.

## **XI. Transferability**

This Franchise Agreement issued by a Franchising Entity or an existing franchise of an incumbent video service Provider is fully transferable to any successor in interest to the Provider to which it is initially granted. A notice of transfer shall be filed with the Franchising Entity within 15 days of the completion of the transfer. The Provider will use Attachment 2, when notifying the Franchising Entity. The successor in interest will assume the rights and responsibilities of the original provider and will also be required to complete their portion of the Transfer Agreement located within Attachment 2.

## **XII. Change of Information**

If any of the information contained in the Franchise Agreement changes, the Provider shall timely notify the Franchising Entity. The Provider will use Attachment 2, when notifying the Franchising Entity.

## **XIII. Confidentiality**

Pursuant to Section 11 of the Act: Except under the terms of a mandatory protective order, trade secrets and commercial or financial information designated as such and submitted under the Act to the Franchising Entity or Commission are exempt from the Freedom of Information Act, 1976 PA 442, MCL 15.231 to 15.246 and **MUST BE KEPT CONFIDENTIAL**.

- A. The Provider may specify which items of information should be deemed "confidential." It is the responsibility of the provider to clearly identify and segregate any confidential information submitted to the franchising entity with the following information:  
    "[insert PROVIDER'S NAME]  
    [CONFIDENTIAL INFORMATION]"
- B. The Franchising Entity receiving the information so designated as confidential is required (a) to protect such information from public disclosure, (b) exempt such information from any response to a FOIA request, and (c) make the information available only to and for use only by such local officials as are necessary to approve the franchise agreement or perform any other task for which the information is submitted.
- C. Any Franchising Entity which disputes whether certain information submitted to it by a provider is entitled to confidential treatment under the Act may apply to the Commission for resolution of such a dispute. Unless and until the Commission determines that part or all of the information is not entitled to confidential treatment under the Act, the Franchising Entity shall keep the information confidential.

## **XIV. Complaints/Customer Service**

- A. The Provider shall establish a dispute resolution process for its customers. Provider shall maintain a local or toll-free telephone number for customer service contact.
- B. The Provider shall be subjected to the penalties, as described under **Section 14 of the Act**, and the Franchising Entity and Provider may be subjected to the dispute process as described in **Section 10 of the Act**.
- C. Each Provider shall annually notify its customers of the dispute resolution process required under **Section 10 of the Act**. Each Provider shall include the dispute resolution process on its website.
- D. Before a customer may file a complaint with the Commission under **Section 10(5) of the Act**, the customer shall first attempt to resolve the dispute through the dispute resolution process established by the Provider in **Section 10(2) of the Act**.
- E. A complaint between a customer and a Provider shall be handled by the Commission pursuant to the process as described in **Section 10(5) of the Act**.
- F. A complaint between a Provider and a franchising entity or between two or more Providers shall be handled by the Commission pursuant to the process described in **Section 10(6) of the Act**.
- G. In connection with providing video services to the subscribers, a provider shall not do any act prohibited by Section 10(1)(a-f) of the Act. The Commission may enforce compliance to the extent that the activities are not covered by **Section 2(3)(l) in the Act**.

**XV. Notices**

Any notices to be given under this Franchise Agreement shall be in writing and delivered to a Party personally, by facsimile or by certified, registered, or first-class mail, with postage prepaid and return receipt requested, or by a nationally recognized overnight delivery service, addressed as follows:

*If to the Franchising Entity:*  
(must provide street address)

*If to the Provider:*  
(must provide street address)

**Charter Township of Ypsilanti:**

7200 S. Huron River Drive

444 Michigan Avenue

Ypsilanti, Michigan 48197

Room 1670

Detroit, Michigan 48226

Attn: Township Clerk

Attn: Yvette Collins, Director – External Affairs

Fax No.: 734.484.5156

Fax No.: 313.496.9332

Or such other addresses or facsimile numbers as the Parties may designate by written notice from time to time.

**XVI. Miscellaneous**

- A. **Governing Law.** This Franchise Agreement shall be governed by, and construed in accordance with, applicable Federal laws and laws of the State of Michigan.
- B. **The parties to this Franchise Agreement are subject to all valid and enforceable provisions of the Act.**
- C. **Counterparts.** This Agreement may be signed in one or more counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same agreement.
- D. **Power to Enter.** Each Party hereby warrants to the other Party that it has the requisite power and authority to enter into this Franchise Agreement and to perform according to the terms hereof.
- E. **The Provider and Franchising Entity are subject to the provisions of 2006 Public Act 480.**

IN WITNESS WHEREOF, the Parties, by their duly authorized representatives, have executed this Franchise Agreement.

Charter Township of Ypsilanti, a Michigan Municipal Corporation

Michigan Bell Telephone Company, a Michigan Corporation, doing business as AT&T Michigan

By

*Brenda L. Stumbo / Karen Lovejoy Roe*  
Print Name  
*Brenda L. Stumbo / Karen Lovejoy Roe*  
Title  
*Supervisor Clerk*  
Address  
*7200 S. Huron River Dr.*  
City, State, Zip  
*Ypsilanti, MI 48197*  
Phone  
*734 484-4700*  
Fax  
*734 484-5156*  
Email  
*Aug. 17, 2016*

By



Print Name  
**Jim Murray**  
Title  
**President**  
Address  
**221 North Washington Square**  
City, State, Zip  
**Lansing, Michigan 49833**  
Phone  
**517.334.3400**  
Fax  
**517.334.3429**  
Email  
**m42325@att.com**

**FRANCHISE AGREEMENT**

*(Franchising Entity to Complete)*

Date submitted:

Date completed and approved:

## ATTACHMENT 1

**UNIFORM VIDEO SERVICE LOCAL FRANCHISE AGREEMENT  
(Pursuant To 2006 Public Act 480)  
(Form must be typed)**

Date: July 29, 2016		
Applicant's Name: Michigan Bell Telephone Company d/b/a AT&T Michigan		
Address 1: 444 Michigan Avenue		
Address 2: Room 1670		Phone: 313.496.8162
City: Detroit	State: Michigan	Zip: 48226
Federal I.D. No. (FEIN): 38-0823930		

**Company executive officers:**

Name(s): Jim Murray
Title(s): President

**Person(s) authorized to represent the company before the Franchising Entity and the Commission:**

Name: Yvette Collins or her designee(s)		
Title: Director - External Affairs		
Address: 444 Michigan Avenue, Room 1670, Detroit, Michigan 48226		
Phone: 313.496.8162	Fax: 313.496.9332	Email: m42325@att.com

**Describe the video service area footprint as set forth in Section 2(3e) of the Act. (An exact description of the video service area footprint to be served, as identified by a geographic information system digital boundary meeting or exceeding national map accuracy standards.)**

Michigan Bell Telephone Company d/b/a AT&T Michigan  
CONFIDENTIAL INFORMATION

SEE ATTACHED CONFIDENTIAL MAP LABELED AS ATTACHMENT A

The Video Service Area Footprint is set forth in a map, attached as Confidential Attachment A, which is created using Expanded Geographic Information System (EGIS) software and thus, meets the requirements of Section 2(3)(e) of Act 480. The map identifies the Video Service Area Footprint in terms of AT&T wire centers or exchanges serving the Charter Township of Ypsilanti, and such boundaries are overlaid onto a map with the municipal boundaries of the Charter Township of Ypsilanti.



[Option A: for Providers that Options B and C are not applicable, a description based on a geographic information system digital boundary meeting or exceeding national map accuracy standards]

[Option B: for Providers with 1,000,000 or more access lines in Michigan using telecommunication facilities to provide Video Service, a description based on entire wire centers or exchanges located in the Franchising Entity]


[Option C: for an Incumbent Video Service Provider, it satisfies this requirement by allowing the Franchising Entity to seek right-of-way information comparable to that required by a permit under the METRO Act as set forth in its last cable franchise or consent agreement from the Franchising Entity entered into before the effective date of the Act]

Pursuant to Section 2(3)(d) of the Act, if the Provider is not an incumbent video Provider, provide the date on which the Provider expects to provide video services in the area identified under Section 2(3)(e) (the Video Service Area Footprint).

For All Applications:

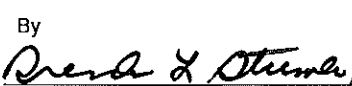

**Verification**  
(Provider)

I, Jim Murray, of lawful age, and being first duly sworn, now states: As an officer of the Provider, I am authorized to do and hereby make the above commitments. I further affirm that all statements made above are true and correct to the best of my knowledge and belief.

Name and Title (printed): Jim Murray, President	
Signature: 	Date: July 29, 2016

(Franchising Entity)

Charter Township of Ypsilanti, a Michigan municipal corporation

By  

Print Name  
Brenda L. Shumba / Karen Lovejoy Roc

Title  
Supervisor / Clerk

Address  
7200 S. Huron River Dr.

City, State, Zip  
Ypsilanti, MI 48197

Phone  
734 484-4700

Fax  
734 484-5156

Email

Date  
Aug. 17, 2016

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



**Accounting  
Department**

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

*Charter Township of Ypsilanti*

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## STATEMENTS AND CHECKS

*SEPTEMBER 6, 2016 BOARD MEETING*

ACCOUNTS PAYABLE CHECKS -	\$ 429,322.85
HAND CHECKS -	\$ 463,178.63
CREDIT CARD PURCHASES-	<u>\$ 1,098.59</u>
GRAND TOTAL -	<b>\$ 893,600.07</b>

Check Date	Check	Vendor Name	Description	Amount
Bank AP AP				
08/08/2016	172907	AT & T	ACCT. #734 483-0584 132 0	106.43
08/08/2016	172908	AT & T	ACCT. #734 483-9550 827 6	27.49
08/08/2016	172909	COMCAST CABLE	ACCT. #09588 301061-01-3	249.35
08/08/2016	172910	COMCAST CABLE	ACCT. #09588 356113-05-9	114.35
08/08/2016	172911	DTE ENERGY**	STREETLIGHTS - JUNE 2015	76,382.39
08/08/2016	172912	GUARDIAN ALARM	BILLING: 1775 E. CLARK	453.93
08/08/2016	172913	STATE OF MICHIGAN	MUNICIPAL LICENSE PLATES	52.00
08/08/2016	172914	UNITED STATES POSTMASTER	POSTAGE - 2016 FALL/WINTER BROCHURE	5,192.88
08/08/2016	172915	VERIZON WIRELESS	ACCT. #585505481-00001	101.24
08/08/2016	172916	WASTE MANAGEMENT	ACCT. #389-81686	625.00
08/08/2016	172917	YPSILANTI COMMUNITY	ACCT. #2-060-771600-01	169.01
08/10/2016	172918	PEPSI BEVERAGES COMPANY	PEPSI PRODUCTS FOR RESALE IN THE PRO SHO	474.48
08/11/2016	172919	PNC EQUIPMENT FINANCE, LLC	GOLF CART LEASE - SEPT. 2016	7,022.07
08/11/2016	172920	RICHARD ROE	REIMBURSEMENT FOR BEEKEEPING SUPPLIES FR	124.96
08/11/2016	172921	VERIZON WIRELESS	ACCT. #642090849-00001	30.06
08/11/2016	172922	VERIZON WIRELESS	ACCT. #385474612-00001	3,965.95
08/11/2016	172923	WASTE MANAGEMENT	ACCT. #389-81680	98,452.04
08/11/2016	172924	WASTE MANAGEMENT	389-0054729-1389-5	575.97
08/11/2016	172925	WASTE MANAGEMENT	ACCT. #389-0054717-1389-0	780.95
08/11/2016	172926	WASTE MANAGEMENT	ACCT. #389-0054671-1389-9	222.28
08/11/2016	172927	WASTE MANAGEMENT	ACCT. #389-0054724-1389-6	4,401.17
08/11/2016	172928	WASTE MANAGEMENT	ACCT. #389-81683	28,425.15
08/11/2016	172929	WASTE MANAGEMENT	ACCT. #389-80751	1,448.86
08/11/2016	172930	WASTE MANAGEMENT	ACCT. #389-81682	29,699.94
08/12/2016	172931	STATE OF MICHIGAN	FIRE INVESTIGATION II CLASS FOR FF CRUTC	250.00
08/16/2016	172932	DTE ENERGY	GAS & ELECTRIC INVOICES	22,662.26
08/16/2016	172933	AT & T	ACCT. #734 R21-1069 765 8	3,744.34
08/16/2016	172934	COMCAST CABLE	ACCT. #09588 290641-01-7	98.07
08/16/2016	172935	COMCAST CABLE	ACCT. #09588 307929-01-7	223.27
08/16/2016	172936	COMCAST CABLE	ACCT. #09588 374323-01-0	28.58
08/16/2016	172937	MAKIELSKI BERRY FARM	SUMMER CAMP FIELD TRIP	24.00
08/16/2016	172938	VERIZON WIRELESS	ACCT. #387013030-00001	999.40
08/16/2016	172939	WASTE MANAGEMENT	ACCT. #389-81683	28,417.35
08/16/2016	172940	WASTE MANAGEMENT	ACCT. #389-81682	30,510.46
08/16/2016	172941	WASTE MANAGEMENT	ACCT. #389-80751	1,462.90
08/16/2016	172942	WASTE MANAGEMENT	ACCT. #389-81680	96,214.66
08/16/2016	172943	WASTE MANAGEMENT	ACCT. #389-0054671-1389-9	222.96
08/16/2016	172944	WASTE MANAGEMENT	ACCT. #389-0054729-1389-5	546.66
08/16/2016	172945	WASTE MANAGEMENT	ACCT. #389-0054724-1389-6	5,773.21
08/16/2016	172946	WASTE MANAGEMENT	ACCT. #389-0054717-1389-0	802.93
08/16/2016	172947	WEX BANK	GAS & OIL	1,513.76
08/16/2016	172948	YPSILANTI COMMUNITY	ACCT. #2-044-523700-01	5,630.32
08/18/2016	172949	COMCAST CABLE	ACCT. #09588 366330-01-5	4,955.55

AP TOTALS:				
Total of 43 Checks:				463,178.63
Less 0 Void Checks:				0.00
Total of 43 Disbursements:				463,178.63

User: mharris

CHECK NUMBERS 172950 - 173096

DB: Ypsilanti-Twp

Check Date	Check	Vendor Name	Description	Amount
Bank AP AP				
09/06/2016	172950	A & R TOTAL CONSTRUCTION, INC.	LOCATION: 855 E. GRAND BLVD.	1,464.68
09/06/2016	172951	A.F. SMITH ELECTRIC	CIVIC CENTER - BOLLARD LIGHTS INSTALLED	3,925.00
09/06/2016	172952	AAATA	DEL PP TAXES	70.27
09/06/2016	172953	ABBEY DOOR	REMOTE APPARATUS DOOR OPENER	235.00
09/06/2016	172954	ADAM KURTINAITIS	ELECTRICAL INSPECTIONS	1,295.00
09/06/2016	172955	ALLIED-EAGLE SUPPLY	SCRAPPER FOR CUSTODIAL USE	30.98
09/06/2016	172956	ALTA EQUIPMENT COMPANY	EXCAVATOR RENTAL	2,265.00
09/06/2016	172957	AMELIA ANN MATURO	REFEREE	100.00
09/06/2016	172958	AMERICAN APPLIANCE HTG & COOLING	REFUND - PERMIT FEES #PM16-0455	37.50
09/06/2016	172959	ANN ARBOR CLEANING SUPPLY	SOAP DISPENCERS PARK SHELTERS.	1,170.05
09/06/2016	172960	ANN ARBOR WELDING SUPPLY CO	MEDICAL SUPPLIES	208.32
09/06/2016	172961	APPLIED IMAGING	5 NEW RICOH MDFS	31,500.00
09/06/2016	172962	ASSOCIATED FENCE	REPAIR TO COMMUNITY CENTER BALL FIELD #4	780.00
09/06/2016	172963	AUTO VALUE YPSILANTI	ACCT. #30201120	656.19
09/06/2016	172964	AUTOMATIC IRRIGATION SUPPLY	IRRIGATION PARTS	743.54
09/06/2016	172965	BANDIT INDUSTRIES	REPLACEMENT DRUMS #135	2,944.39
09/06/2016	172966	BARR ENGINEERING COMPANY	PROFESSIONAL SERVICES	2,413.96
09/06/2016	172967	BASIL UDEH	REFEREE	120.00
09/06/2016	172968	BEN SHERMAN	REFEREE	60.00
09/06/2016	172969	BREATHING AIR SYSTEMS	ANNUAL MAINTENANCE RENEWAL FOR HIGH PRES	1,285.00
09/06/2016	172970	BUTZEL LONG	PROFESSIONAL SERVICES	6,823.56
09/06/2016	172971	CANNONSBURG WOOD PRODUCTS	PLAYGROUND MIX	4,620.00
09/06/2016	172972	CARLISLE/WORTMAN ASSOCIATES	PROFESSIONAL SERVICES	2,755.00
09/06/2016	172973	CAROLYN PHELAN	REFUND - ROOM RENTAL	100.00
09/06/2016	172974	CDW GOVERNMENT INC	ANNUAL MICROSOFT EA RENEWAL	17,718.89
09/06/2016	172975	CHANDLER DESGRANGES	UMPIRE	20.00
09/06/2016	172976	CHELSEA LUMBER	PICNIC TABLE REPAIR	415.00
09/06/2016	172977	CINCINNATI TIME SYSTEMS	EQUIPMENT RENTAL	799.55
09/06/2016	172978	CITY OF ANN ARBOR	10% MATCHING COST OF BURN TRAILER MATERI	122.66
09/06/2016	172979	COLD CUT KRUISE	PRO SHOP RESALE	113.40
09/06/2016	172980	COMPLETE BATTERY SOURCE	AUTO MAINTENANCE	398.11
09/06/2016	172981	COMPUTER SECURITY PRODUCTS, INC.	FILE CABINET LOCKING BARS	57.64
09/06/2016	172982	CONGDON'S	SUPPLIES	583.09
09/06/2016	172983	D & B POWER ASSOCIATES, INC.	ANNUAL CIVIC CENTER UPS RENEWAL	2,400.00
09/06/2016	172984	DAN KIMBALL	REIMBURSEMENT OF MILEAGE FOR ADVANCED AR	213.84
09/06/2016	172985	DAYLAN JACKSON	REFEREE	81.00
09/06/2016	172986	DELL MARKETING L.P.	EIGHT DELL LAPTOPS FOR USE IN ELECTIONS	4,120.00
09/06/2016	172987	DES MOINES STAMP MFG. CO.	STAMPS	39.50
09/06/2016	172988	DONALD GOVEN	REFEREE	60.00
09/06/2016	172989	ED'S GARAGE	REPAIRS	80.00
09/06/2016	172990	EMERGENCY VEHICLE SERVICES	REPAIRED HVAC & OUTRIGGER WARNING LIGHTS	6,022.99
09/06/2016	172991	EMERGENT HEALTH PARTNERS	FIRE DISPATCHING SERVICES	6,073.99
09/06/2016	172992	EPOCH EYEWEAR	SUNGLASSES FOR RESALE IN THE PRO SHOP	108.44
09/06/2016	172993	ERIC COPELAND	REIMBURSEMENT FOR COSTS FOR MFIS FALL CO	356.80
09/06/2016	172994	FEDERAL EXPRESS CORPORATION	TRANSPORTATION & HANDLING	157.72
09/06/2016	172995	FRANK BRUCK	REFEREE	20.00
09/06/2016	172996	GOAL SPORTING GOODS	SOCCER GOAL CLIPS	120.86
09/06/2016	172997	GORDON FOOD SERVICE INC.	FOOD PRODUCTS FOR RESALE IN THE PRO SHOP	2,662.63
09/06/2016	172998	GORNO FORD	OCS VEH #89 AND 90 - NEW VEHICLE PURCHAS	47,256.00
09/06/2016	172999	GOVERNMENTAL CONSULTANT	PROFESSIONAL SERVICES	2,850.00
09/06/2016	173000	GOVERNOR BUSINESS SOLUTIONS	EPSON ERC-09B RIBBON	55.40
09/06/2016	173001	GRAINGER	STAINLESS STEEL SOAP DISPENSERS/ANTIBACT	1,095.69
09/06/2016	173002	GRIFFIN PEST SOLUTIONS	REMOVAL OF HORNETS NEST.	793.00
09/06/2016	173003	HERITAGE-CRYSTAL CLEAN, LLC	AUTO & TRUCK MAINTENANCE	291.26
09/06/2016	173004	HOME CARE WELLNESS	REFUND - SHELTER RENTAL	50.00
09/06/2016	173005	HOME DEPOT	MATERIALS FOR ROOF REPAIR AT STATION #3	511.63
09/06/2016	173006	INTERNATIONAL CODE COUNCIL	2015 CODE BOOKS	581.88

User: mharris

CHECK NUMBERS 172950 - 173096

DB: Ypsilanti-Twp

Check Date	Check	Vendor Name	Description	Amount
09/06/2016	173007	JDM BUILDING COMPANY LLC	REFUND - BOND 8921 INDIGO LANE	5,510.00
09/06/2016	173008	JENNIFER SCHULZ	REFUND - SHELTER RENTAL	10.00
09/06/2016	173009	JTW PIPES LLC	LAKESIDE PARK: SNAKED CLOGGED LINE	375.00
09/06/2016	173010	KAREN LOVEJOY ROE	MILEAGE REIMBURSEMENT	134.87
09/06/2016	173011	KEITH MONTRESOR	BUILDING INSPECTIONS	1,575.00
09/06/2016	173012	KEYSHIA EVANS	REFUND - ROOM RENTAL	100.00
09/06/2016	173013	LANSING SANITARY SUPPLY, INC	MAINTENANCE SUPPLIES	13.80
09/06/2016	173014	LB OFFICE PRODUCTS	MOUSE PADS	40.68
09/06/2016	173015	LEO'S CONEY ISLAND	PRO SHOP RESALE	269.10
09/06/2016	173016	LIGHT UP DISTRIBUTION, INC	PRO SHOP RESALE	44.50
09/06/2016	173017	LINCOLN SCHOOL DISTRICT	DEL PP TAXES	34.62
09/06/2016	173018	LISA GARRETT	MILEAGE REIMBURSEMENT	119.55
09/06/2016	173019	LOOKING GOOD LAWNS	PROFESSIONAL SERVICES	8,281.00
09/06/2016	173020	LOWE'S	SUPPLIES	256.15
09/06/2016	173021	LUBRICATION ENGINEERS	TANK BREATHERS	686.25
09/06/2016	173022	MARK HAMILTON	ATTORNEY FEES - SEPT. 2016	1,500.00
09/06/2016	173023	MAXX SUNGLASSES	SUNGLASSES FOR RESALE IN PROSHOP	181.84
09/06/2016	173024	MAYNARDS AUTO SERVICE CENTER	OCS #69: REMOVED & REPLACED REAR BRAKES	454.82
09/06/2016	173025	MCLAIN AND WINTERS	LEGAL SERVICES - AUG. 2016	9,775.00
09/06/2016	173026	MICHAEL BODARY	REFEREE	120.00
09/06/2016	173027	MICHIGAN ABILITY PARTNERS	MAP PROGRAM	3,999.99
09/06/2016	173028	MICHIGAN ASSOC. OF PLANNING	MEMBERSHIP	650.00
09/06/2016	173029	MICHIGAN CAT	STARTER FOR GRINDER	496.41
09/06/2016	173030	MICHIGAN LINEN SERVICE, INC.	LAUNDRY	1,633.19
09/06/2016	173031	MIKE MIMS	REPLACEMENT TRASH BARRELS FOR PARKS	250.00
09/06/2016	173032	MIRANDA MILLER	REFEREE	80.00
09/06/2016	173033	MLIVE MEDIA GROUP	ACCT. #1000446859	461.64
09/06/2016	173034	MOBILE & MODULAR HOMES	REFUND - PERMIT FEES #PM16-0382	75.00
09/06/2016	173035	NETWORKFLEET, INC	MONTHLY SERVICES - JULY	530.60
09/06/2016	173036	O'BRYANS LOCK & KEY*	DEAD BOLT LOCK FOR SHELTER BALL FIELD.	465.00
09/06/2016	173037	OFFICE EXPRESS	OFFICE SUPPLIES	230.71
09/06/2016	173038	ORCHARD, HILTZ & MCCLIMENT INC	AMTRAK FIBERLINK ASSISTANCE	39,439.15
09/06/2016	173039	PAIGE STRANCAR	REFUND - SHELTER RENTAL	30.00
09/06/2016	173040	PARKER ALLEN	REFEREE	60.00
09/06/2016	173041	PARKWAY SERVICES, INC.	RENTAL - FORD HERITAGE PARK	105.00
09/06/2016	173042	PEPSI BEVERAGES COMPANY	PEPSI PRODUCTS FOR RESALE IN PRO SHOP	259.44
09/06/2016	173043	PETER POWER	PLUMBING INSPECTIONS	2,170.00
09/06/2016	173044	PLUNKETT COONEY	PROFESSIONAL SERVICES	1,530.00
09/06/2016	173045	PM TECHNOLOGIES, LLC	2 HOUR LOAD BANK TESTING ON HQ GENERATOR	1,020.00
09/06/2016	173046	PRINTING SYSTEMS	PERMANENT ABSENTEE APP MAILING FOR NOV.	1,309.24
09/06/2016	173047	PRIORITY SYSTEMS	COPIER FEES FROM 07/29 - 10/28/2016	179.80
09/06/2016	173048	R.E.C.I.	MEMBERSHIP	75.00
09/06/2016	173049	RAND ROBINSON	REFEREE	60.00
09/06/2016	173050	RESIDEX, LLC	FERTILIZER	5,691.12
09/06/2016	173051	RKA PETROLEUM	REGULAR GASOLINE FOR HQ FIRE STATION	6,510.29
09/06/2016	173052	ROCCO LEONE	REFEREE	80.00
09/06/2016	173053	RUBBER STAMPS UNLIMITED INC	STAMPS	18.75
09/06/2016	173054	SENSAPHONE	REPLACEMENT CONTACT BRIDGE IMS 4000	107.14
09/06/2016	173055	SERVER SUPPLY INC	HPE 2530-48G-POE+-2SFP+ J9853A	1,950.00
09/06/2016	173056	SGI HEATING & COOLING	REFUND - PERMIT FEES #PM16-0472	37.50
09/06/2016	173057	SHERWIN WILLIAMS COMPANY	PARKING LOT PAINT (FHP, N. BAY, LOON)	1,608.58
09/06/2016	173058	SHRADER TIRE & OIL	P&G TRAILER #418 - 2 REPLACEMENT TIRES,	507.40
09/06/2016	173059	SIGNS BY TOMORROW	DECALS FOR OCS VEH #S 89-90, NEW CHIPPER	326.50
09/06/2016	173060	SITONE LANDSCAPE SUPPLY, LLC	BALL DIAMOND SPRINKLERS	431.92
09/06/2016	173061	SOUTHERN COMPUTER WAREHOUSE	THREE SURFACE BOOKS	15,986.92
09/06/2016	173062	SPICER GROUP	PROFESSIONAL SERVICES	4,736.00
09/06/2016	173063	STADIUM TROPHY	SPONSOR TROPHIES FOR ADULT SOFTBALL PROG	180.76
09/06/2016	173064	STANDARD PRINTING	MISSED APPOINTMENT DOOR HANGER	100.00
09/06/2016	173065	STERICYCLE INC	MEDICAL WASTE DISPOSAL	183.93
09/06/2016	173066	SUPERIOR TOWNSHIP FIRE DEPARTMENT	PEMA AFG MATCHING FUNDS FOR RIT & FFSS E	3,236.69

Check Date	Check	Vendor Name	Description	Amount
09/06/2016	173067	SUPERIOR TOWNSHIP UTILITY DEPT	ACCT. #HURO-007200-0000-01	48.45
09/06/2016	173068	SUSAN ALLSHOUSE	TEST BALLOT PREPARATION AUGUST 2016 ELEC	750.00
09/06/2016	173069	TERMINIX PROCESSING CENTER	CUSTOMER #10095471	50.00
09/06/2016	173070	TODD BARBER	BUILDING INSPECTIONS	4,725.00
09/06/2016	173071	TRACTOR SUPPLY COMPANY	CIVIC CENTER POND	209.97
09/06/2016	173072	UNIMEASURE	REPAIR GATE SENSOR	166.78
09/06/2016	173073	V & J CEMENT	SIDEWALK REPAIR	6,655.00
09/06/2016	173074	VALENTINE TREE SERVICE	TREE REMOVAL	4,725.00
09/06/2016	173075	VICTORY LANE	AUTO MAINTENANCE	109.02
09/06/2016	173076	WASHTENAW COMMUNITY COLLEGE#	DEL PP TAXES	347.00
09/06/2016	173077	WASHTENAW COUNTY ADMINISTRATION	2016 ANIMAL CONTROL LOCAL CONTRIBUTION	30,000.00
09/06/2016	173078	WASHTENAW COUNTY LEGAL NEWS	ACCT. #WC04900	170.00
09/06/2016	173079	WASHTENAW COUNTY ROAD COMMISSION	HIGHWAY & STREET MAINTENANCE	40,239.25
09/06/2016	173080	WASHTENAW COUNTY TREASURER	TRAILER FEES - JULY 2016	4,222.50
09/06/2016	173081	WASHTENAW COUNTY TREASURER	DEL PP TAXES	1,304.73
09/06/2016	173082	WASHTENAW COUNTY TREASURER#	SHERIFF PATROL	27,604.50
09/06/2016	173083	WASHTENAW COUNTY TREASURER#	SHERIFF PATROL	7,197.07
09/06/2016	173084	WASHTENAW INTERMEDIATE	DEL PP TAXES	398.85
09/06/2016	173085	WCAA0	EDUCATION & TRAINING - DAWN SCHEITZ	75.00
09/06/2016	173086	WEINGARTZ	REPLACEMENT WALK BEHIND MOWER	4,394.00
09/06/2016	173087	WESTLAND FIRE EXTINGUISHER INC	ANNUAL INSPECTION OF ALL EXTINGUISHERS	129.00
09/06/2016	173088	WINGFOOT COMMERCIAL TIRE	NEW STEER TIRES FOR ENGINE 14-5 (ALF)	1,008.66
09/06/2016	173089	WOLFF NETWORKS, LLC	NETWORK CABLE RUNS	1,078.00
09/06/2016	173090	WOLVERINE SPORTS	SOCCER NET FOR FLP	263.25
09/06/2016	173091	YPSILANTI COMMUNITY	MAINTENANCE - FLP	1,802.09
09/06/2016	173092	YPSILANTI COMMUNITY SCHOOLS - WR	DEL PP TAXES	1,018.18
09/06/2016	173093	YPSILANTI COMMUNITY SCHOOLS - YP	DEL PP TAXES	615.72
09/06/2016	173094	YPSILANTI DISTRICT LIBRARY	DEL PP TAXES	319.09
09/06/2016	173095	YPSILANTI TOWNSHIP PETTY CASH	REIMBURSE PETTY CASH	77.48
09/06/2016	173096	ZOHO CORPORATION	OPMANAGER SUPPORT RENEWAL	1,499.00

A/D

AP TOTALS:	
Total of 147 Checks:	429,322.85
Less 0 Void Checks:	0.00
Total of 147 Disbursements:	<u>429,322.85</u>

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CHECK REGISTER FOR CHARTER TOWNSHIP OF YPSILANTI  
CHECK NUMBERS 4 - 6

Page: 1/1

Check Date	Check	Vendor Name	Description	Amount
<hr/>				
Bank CARDS COMERICA COMMERCIAL CARD				
08/24/2016	4(E)	COMERICA BANK	IK MULTIMEDIA IKLIP STUDIO	748.59
08/24/2016	5(E)	MERS	REGISTRATION FOR MERS ANNUAL MEETING FOR	350.00 V
08/24/2016	6(E)	COMERICA BANK	REGISTRATION FOR MERS ANNUAL MEETING FOR	350.00
				<hr/> <hr/>
CARDS TOTALS:				
Total of 3 Checks:				1,448.59
Less 1 Void Checks:				350.00
Total of 2 Disbursements:				<hr/> <hr/> 1,098.59

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



**Accounting  
Department**

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

*Charter Township of Ypsilanti*

## STATEMENTS AND CHECKS

*SEPTEMBER 20, 2016 BOARD MEETING*

ACCOUNTS PAYABLE CHECKS -	\$	890,969.31
HAND CHECKS -	\$	14,366.00
CREDIT CARD PURCHASES-	\$	<u>2,253.31</u>
GRAND TOTAL -	\$	<b>907,588.62</b>

Choice Health Care Deductible – AUG 2016

ACH EFT -	\$	32,329.57
ADMIN FEE -	\$	1,192.50 (JULY)



Check Date	Check	Vendor Name	Description	Amount
Bank AP AP				
09/06/2016	173119	VAN BUREN TOWNSHIP FIRE DEPARTMENT	FEMA - AFG MATCHING FUNDS FOR SCBA GRANT	14,366.00
AP TOTALS:				
Total of 1 Checks:				14,366.00
Less 0 Void Checks:				0.00
Total of 1 Disbursements:				14,366.00

Hand Checks

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CHECK NUMBERS 173120 - 173204

DB: Ypsilanti-Twp

Check Date	Check	Vendor Name	Description	Amount
Bank AP AP				
09/20/2016	173120	ABBEY DOOR	REPAIR OF BAY #5 DOOR	100.00
09/20/2016	173121	ACCUSHRED LLC	DOCUMENT DESTRUCTION SVCS	65.00
09/20/2016	173122	ANN ARBOR CLEANING SUPPLY	TOWELS, TOILET TISSUE, SANITARY BAGS	596.98
09/20/2016	173123	AUTO VALUE YPSILANTI	ACCT. #30201120	70.06
09/20/2016	173124	BABU & KISHA BANDYOPADHYAY	REFUND - FIRE BOND 757 EUGENE	12,000.00
09/20/2016	173125	BAVARIAN INN LODGE	EDUCATION & TRAINING - ALEX MAMO	359.10
09/20/2016	173126	BUDGET TOWING	TOWING	100.00
09/20/2016	173127	CODE OFFICIALS CONFERENCE OF MICH	EDUCATION & TRAINING	280.00
09/20/2016	173128	COLD CUT KRUISE	PRO SHOP RESALE	48.60
09/20/2016	173129	COMPLETE BATTERY SOURCE	BATTERIES FOR EMERGENCY LIGHTS AT COMM C	154.46
09/20/2016	173130	CONGDON'S	SUPPLIES	47.98
09/20/2016	173131	COURT INNOVATIONS INC	PROFESSIONAL SERVICES	60.00
09/20/2016	173132	DAVID HOLGATE	REFUND - SHELTER RENTAL	35.00
09/20/2016	173133	DAYLAN JACKSON	REFEREE	18.00
09/20/2016	173134	DC HYDRAULICS INC.	REPAIRS & MAINTENANCE	165.17
09/20/2016	173135	DOLORES WALLAKER	REFUND - ROOM RENTAL	100.00
09/20/2016	173136	ED'S GARAGE	REPAIRS	90.00
09/20/2016	173137	EMERGENT HEALTH PARTNERS	FIRE DISPATCHING SERVICES	6,073.99
09/20/2016	173138	FIBER LINK	NETWORK EXPANSION	99,482.21
09/20/2016	173139	GABRIEL, ROEDER, SMITH & COMPANY	PROFESSIONAL SERVICES	21,800.00
09/20/2016	173140	GARY STAFFORD	REFEREE	9.00
09/20/2016	173141	GORDON FOOD SERVICE INC.	SUPPLIES	438.44
09/20/2016	173142	GOVERNMENTAL BUSINESS SYSTEMS	MEMORY CARD CODING 8-2-16 STATE PRIMARY	1,900.00
09/20/2016	173143	GOVERNMENTAL CONSULTANT	PROFESSIONAL SERVICES	2,850.00
09/20/2016	173144	GRAINGER	RESTOCK SUPPLIES	168.46
09/20/2016	173145	HOME DEPOT	ACCT. #6035 3225 0163 9862	233.28
09/20/2016	173146	J.F. MOORE & ASSOCIATES, LLC	SMALL CLAIMS	171.00
09/20/2016	173147	LANGUAGE LINE SERVICES	TRANSLATOR SERVICES	249.39
09/20/2016	173148	LANSING SANITARY SUPPLY, INC	RESTOCK SUPPLY & PURCHASE REPAIR PART.	217.35
09/20/2016	173149	LEO'S CONEY ISLAND	PRO SHOP RESALE	179.40
09/20/2016	173150	LISA GODO	PROGRAM INSTRUCTOR	127.40
09/20/2016	173151	LOOKING GOOD LAWNS	PROFESSIONAL SERVICES	7,552.00
09/20/2016	173152	LOWE'S	SUPPLIES	223.82
09/20/2016	173153	LUBRICATION ENGINEERS	GREASE TUBING	166.90
09/20/2016	173154	MAHMOUD BILBEISI	FIRE BOND - 658 HAYES	12,000.00
09/20/2016	173155	MARK HAMILTON	ATTORNEY FEES - SEPT. 2016	1,500.00
09/20/2016	173156	MCLAIN AND WINTERS	LEGAL SERVICES - AUG. 2016	99,562.43
09/20/2016	173157	MCMMASTER-CARR	MAINTENANCE SUPPLIES	17.16
09/20/2016	173158	METCOM	SUPPLIES	274.35
09/20/2016	173159	METRO AIRPORT TRUCK	ENV SRVCS CHIPPER #32: RADIATOR REPAIR-R	2,575.56
09/20/2016	173160	MICH DISABILITY RIGHTS COALITION	RE: CATHERINE JUSTICE	125.00
09/20/2016	173161	MICHIGAN ASSOC. OF PLANNING	EDUCATION & TRAINING	375.00
09/20/2016	173162	MICHIGAN CAT	REPLACE BROKEN FLEX EXHAUST PIPE, REPLAC	10,503.76
09/20/2016	173163	MICHIGAN LANDSCAPE AND LIGHTING INC	REPLACE PLAYGROUND RETAINING WALL COPING	2,010.00
09/20/2016	173164	MICHIGAN LINEN SERVICE, INC.	LAUNDRY	1,170.62
09/20/2016	173165	MICHIGAN MUNICIPAL LEAGUE	INSURANCE & BONDS	582.00
09/20/2016	173166	MICHIGAN TOWNSHIP ASSOC.**	AUTHOIRTIES & RESPONSIBILITIES 2012 EDIT	465.00
09/20/2016	173167	NAPA AUTO PARTS*	P&G TORO MOWERS: OIL & AIR FILTERS	109.10
09/20/2016	173168	NETWORKFLEET, INC	MONTHLY SERVICES - JUN 2016	1,061.20
09/20/2016	173169	NORTH EASTERN UNIFORMS & EQUIPMENT	BOOT FOR ORDINANCE INSPECTORS	299.97
09/20/2016	173170	OFFICE EXPRESS	BUSINESS CARDS	150.33
09/20/2016	173171	ORCHARD, HILTZ & MCCLIMENT INC	OCS GENERAL SERVICES	16,162.00
09/20/2016	173172	PARKWAY SERVICES, INC.	RENTAL - FORD HERITAGE PARK	230.00
09/20/2016	173173	PEPSI BEVERAGES COMPANY	PEPSI PRODUCTS FOR RESALE IN THE PRO SHO	274.08
09/20/2016	173174	PERSONNEL ASSESSMENT SYSTEMS	PROFESSIONAL SERVICES	14,000.00
09/20/2016	173175	PETER POWER	PLUMBING INSPECTIONS	350.00
09/20/2016	173176	PLUNKETT COONEY	PROFESSIONAL SERVICES	4,124.80

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 CHECK NUMBERS 173120 - 173204

Check Date	Check	Vendor Name	Description	Amount
09/20/2016	173177	PM TECHNOLOGIES, LLC	REPAIRS 1501 S. HURON STREET	402.02
09/20/2016	173178	RADISSON PLAZA HOTEL & SUITES	EDUCATION & TRAINING - JOE LAWSON	192.00
09/20/2016	173179	RESIDEX, LLC	MAINTENANCE SUPPLIES	771.00
09/20/2016	173180	RICOH USA, INC.	REPLINISH STAPLES FOR COPY MACHINE	109.18
09/20/2016	173181	RKA PETROLEUM	FORD LAKE PARK: REFILL DIESEL FUEL TANK	3,447.72
09/20/2016	173182	SAITECH INC.	VEEAM RENEWAL	2,069.90
09/20/2016	173183	SAND SALES COMPANY LLC	TOPDRESSING SAND FOR GREENS	1,714.92
09/20/2016	173184	SHRADER TIRE & OIL	REPAIRS	37.95
09/20/2016	173185	SIGNS BY TOMORROW	COLLECTION BOX PERMIT	167.00
09/20/2016	173186	SPARTAN DISTRIBUTORS	REPAIR PARTS	1,971.13
09/20/2016	173187	STADIUM TROPHY	YOUTH SPORTS PROGRAM - TROPHIES	40.00
09/20/2016	173188	STANDARD PRINTING	ENVELOPES (BUILDING & RENTAL)	390.00
09/20/2016	173189	STERICYCLE INC	MEDICAL WASTE DISPOSAL	183.93
09/20/2016	173190	SUNSHINE MEDICAL	REPLACEMENT OF EMS MEDICAL GLOVES	2,463.00
09/20/2016	173191	TERRY CONDIT	UMPIRE	27.00
09/20/2016	173192	TODD BARBER	BUILDING INSPECTIONS	3,725.00
09/20/2016	173193	UNIVERSITY TRANSLATORS	TRANSLATOR SERVICES	545.64
09/20/2016	173194	V & J CEMENT	YPSILANTI TOWNSHIP SIDEWALK PROGRAM (REP	2,572.80
09/20/2016	173195	VICTORY LANE	AUTO MAINTENANCE	33.88
09/20/2016	173196	W.J. O'NEIL COMPANY	LOCATION: 1501 S. HURON ST.	670.00
09/20/2016	173197	WASHTENAW COUNTY CONSORTIUM	2016 DUES	75.00
09/20/2016	173198	WASHTENAW COUNTY TREASURER#	SHERIFF PATROL	457,067.92
09/20/2016	173199	WEINGARTZ	PARTS FOR WEED WHIPS.	477.92
09/20/2016	173200	WEX BANK	GAS & OIL	1,530.74
09/20/2016	173201	WOLVERINE FREIGHTLINER	SERVICE AND REPAIR AC PUMP, SERPENTINE B	1,491.29
09/20/2016	173202	WOLVERINE FREIGHTLINER EASTSIDE	ENV SRVCS - PURCHASE OF NEW CHIPPER TRUC	84,329.00
09/20/2016	173203	WOLVERINE SPORTS	HD DOUBLE RIM GOAL	269.00
09/20/2016	173204	ZEP MANUFACTURING COMPANY	ZEP 40	139.02

AP TOTALS:

Total of 85 Checks:	890,969.31
Less 0 Void Checks:	0.00
Total of 85 Disbursements:	<u>890,969.31</u>

OFFICE OF THE TREASURER  
LARRY J. DOE



MONTHLY TREASURER'S REPORT  
AUGUST 1, 2016 THROUGH AUGUST 31, 2016

<u>Account Name</u>	<u>Beginning Balance</u>	<u>Cash Receipts</u>	<u>Cash Disbursements</u>	<u>Ending Balance</u>
101 - General Fund	2,635,889.02	1,007,683.94	1,182,938.74	2,460,634.22
101 - Payroll	155,304.46	803,465.06	789,370.96	169,398.56
101 - Willow Run Escrow	142,519.59	24.14	0.00	142,543.73
206 - Fire Department	3,200,490.69	708.08	1,653,210.88	1,547,987.89
208 - Parks Fund	1,580.50	0.16	556.86	1,023.80
212 - Roads/Bike Path/Rec/General Fund	1,410,834.03	2,973.89	657,717.34	756,090.58
225 - Environmental Clean-up	407,814.16	57.82	0.00	407,871.98
226 - Environmental Services	2,997,534.44	1,423.13	358,532.52	2,640,425.05
230 - Recreation	209,714.80	38,880.49	116,687.64	131,907.65
236 - 14-B District Court	372,714.37	131,937.22	163,816.65	340,834.94
244 - Economic Development	67,255.47	9.53	0.00	67,265.00
248 - Rental Inspections	225,514.02	11,742.17	13,006.52	224,249.67
249 - Building Department Fund	641,607.15	50,435.21	28,991.81	663,050.55
250 - LDFA Tax	92,288.60	13.08	0.00	92,301.68
252 - Hydro Station Fund	336,167.94	19,967.97	21,076.50	335,059.41
266 - Law Enforcement Fund	4,687,007.59	24,125.28	584,952.84	4,126,180.03
280 - State Grants	18,404.52	2.60	0.00	18,407.12
301 - General Obligation	5,172.43	0.73	0.00	5,173.16
397 - Series "B" Cap. Cost of Funds	44,228.17	6.28	0.00	44,234.45
398 - LDFA 2006 Bonds	37,981.95	5.39	0.00	37,987.34
498 - Capital Improvement 2006 Bond Fund	337,683.02	57.20	0.00	337,740.22
584 - Green Oaks Golf Course	172,766.75	76,952.93	65,740.53	183,979.15
590 - Compost Site	981,616.56	27,583.71	25,505.66	983,694.61
595 - Motor Pool	141,059.56	18.91	12,099.87	128,978.60
701 - General Tax Collection	26,576.67	41,289.58	2,911.77	64,954.48
703 - Current Tax Collections	405,300.04	8,533,175.48	3,181,022.02	5,757,453.50
707 - Bonds & Escrow/GreenTop	760,446.33	52,549.44	12,600.00	800,395.77
708 - Fire Withholding Bonds	101,407.98	17.18	0.00	101,425.16
893 - Nuisance Abatement Fund	71,222.60	2,562.23	2,911.38	70,873.45
ABN AMRO Series "B" Debt Red. Cap.Int.	13,355.80	835.57	1,907.89	12,283.48
<b>GRAND TOTAL</b>	<b>20,701,459.21</b>	<b>10,828,504.40</b>	<b>8,875,558.38</b>	<b>22,654,405.23</b>

# SUPERVISOR REPORT

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

# **CLERK REPORT**

**SEPTEMBER 20, 2016**

**Submitted by Karen Lovejoy Roe, Clerk**

- **NOVEMBER 8, 2016 PRESIDENTIAL ELECTION**-Ballots have been ordered and are expected by September 24, 2016. Absentee ballots should be mailed out no later than the very first week of October and very possibly earlier. The Clerk's office has sent out over 3,700 applications for an absentee ballot and over 3,000 have been returned already. The Election Inspectors assignments are currently underway and plans to conduct three absentee count boards are in the works. The office is extremely busy with election preparations. Residents are also walking in to register to vote. The deadline for voter registration is Tuesday, October 11, 2016. We are encouraging residents to register to vote in person so that if it is necessary they would be able to vote absentee. You are required to register in person in order to vote the first time by absentee ballot. This is especially important for students who live out of town.

The analysis of the new voting booths, the table tops, used for the first time at the August primary election, was that they were successful. There was some adjusting to them by both the election workers and the voters but overall they worked. The plan is to double the number of voting booths or stations that were utilized in all prior elections in order to attempt to have shorter lines of voters on election day. Of course with more voting booths the bottle neck is expected to be at the computer and not with people waiting for an open booth. The State Bureau of Elections has now approved the utilization of dual computers at all locations in the State of Michigan to help with processing voters at the computer station. The Clerk's office has analyzed the number of registered voters, absentee voters and determined that dual computers will be utilized at the precincts where the larger number of voters are registered and vote at the polls. Nine precincts will be utilizing the dual poll books in the November, 2016 Presidential election. A request to purchase additional computers for the election is on the board agenda for the meeting on Tuesday, September 20, 2016. The Courts finally ordered that the ballots can be printed that will allow for Straight Party voting for the November election, while the court case moves through the legal system. This is great news for the voters in Michigan and for helping to keep the lines as short as is physically possible. The ballot is a complete two side ballot with several proposals including Ypsilanti Township's four millage renewal proposals. It will take voters a long time to read all the proposals and cast their votes. The Clerk's office is encouraging voters to request an absentee application. Absentee applications can be requested by calling 734.484.4700 or emailing [klovejoyroe@ytown.org](mailto:klovejoyroe@ytown.org).

- **PASSPORTS**-The Clerk's office has been very busy with the processing of Passports. The Clerk's office has been contacted by Eastern Michigan University once again to process over 50 passports for the EMU football team. This is a large undertaking for the Clerk's office but really helps out EMU and also provides healthy revenue for the township.
- **AFFORDABLE HOUSING REGIONAL EQUITY LEADERSHIP GROUP MEETING**-Clerk Lovejoy Roe and Supervisor Stumbo attended the meeting of the Affordable

Housing Regional Equity Leadership Group on Wednesday, September 14, 2016 at the Washtenaw County Learning Resource Center on Washtenaw Ave. This group of elected leaders and Washtenaw County staff are working on strategies to implement the goals of the Affordable Housing Study that was adopted throughout Washtenaw County. All communities are working on individual community goals and county goals for meeting the goals outlined in the Affordable Housing Study. All the partners have been asked to identify all municipal owned properties in their own communities that may be used for Affordable Housing or for Market Rate Housing depending on the goals of each community. The City of Ann Arbor is exploring the possibility of allowing developers to contribute funds to provide Affordable Housing in the City of Ann Arbor in exchange for allow developments to be denser than would be allowed without the financial contribution in order to financially support developing affordable housing within the City of Ann Arbor. The Leadership Group also discussed trying to revive the Washtenaw County Landbank discussion to provide a Landbank in Washtenaw County that currently does not exist and would help with the goal of increasing the number of affordable units within both the City of Ann Arbor and Pittsfield Township. The City of Ann Arbor has recently changed ordinances to allow for accessory dwelling units on residential property in order to provide additional housing units that would rent for less.

- **WASHTENAW URBAN COUNTY EXECUTIVE COMMITTEE MEETING-** Clerk Lovejoy Roe attended the Washtenaw Urban County Executive Committee Meeting on Wednesday, September 7, 2016. The 2016 Planned Activities Summary Table was presented and discussed along with the Final 2016 HOME Allocation Project Status. The creation of a Landbank in Washtenaw County was discussed. There was support for beginning the discussion of starting a Landbank as soon as possible for Washtenaw County. The allocation of \$106,899 of CDBG Priority Funding for 2015 was originally awarded to Habitat for Humanity to complete energy efficiency improvements in Gault Village and West Willow in Ypsilanti Township and in the Garland Neighborhood in the City of Ypsilanti. Habitat for Humanity has decided it would be best to not pursue these funds through CDBG but through other funding sources. Discussion surrounded the use of the funds, \$106,899 of priority funding, to be reallocated to pursue more substantial rehabilitation projects instead of energy efficiency. This issue was discussed again and it was decided to postpone the vote on the CDBG 2015 Action Plan Amendment until Habitat and the County could meet again and try and work out a plan for the changes. The amendment that had been proposed and was postponed was to request a shift from owner occupied energy efficiency projects to owner occupied roof replacement. All agreed to postpone action on this item until the October meeting. There are several new staff assignments underway at Washtenaw County including the Director of Office of Community and Economic Development and the Housing Director.
- **MDOT US-12/DORSET SAFETY STUDY/AMERICAN CENTER FOR MOBILITY ROAD PLANS-**The elected officials, township staff and township attorney have met with the Michigan Department of Transportation(MDOT) and the Washtenaw County Road Commission(WCRC) to discuss ways to improve pedestrian safety at the US-12 and Dorset intersections where fatalities and serious injuries to Ypsilanti Township residents has occurred. The MDOT plans for changes to the roadways surrounding the American Center for Mobility (ACM) were also presented by MDOT at a meeting held on Thursday, September 15, 2016 in the first floor conference

room at the Civic Center. There was a meeting held on Wednesday, August 17, 2016 and on Thursday, August 18, 2016 with MDOT and the WCRC to discuss the safety study process and to share results of preliminary findings of the safety study. There was also a follow up meeting to the study and also a preliminary meeting with Ypsilanti Township, MDOT and WCRC in preparation of the public open house scheduled to discuss the safety study findings and the proposed road changes for the ACM on Thursday, September 15, 2016. The public open house will take place on Wednesday, September 21, 2016 from 4:00 PM to 7:00 PM at the New Covenant Church on Tyler Rd. in West Willow. A variety of scenarios were presented and discussed on both the ACM plan and the US-12/Dorset safety plan. It is hoped the two projects will be undertaken by MDOT together and not separately. A decision regarding whether the projects will be planned and constructed together or separately will be decided next week. The public is encouraged to attend the public open house. Ypsilanti Township will also submit a letter to MDOT regarding the position of the township in relationship to the changes to both MDOT and WCRC roads located in the boundaries of Ypsilanti Township.

- **NEW EASTERN MICHIGAN UNIVERSITY PRESIDENT**-Supervisor Stumbo and Clerk Lovejoy Roe attended a welcoming reception for the new EMU President, Jim Smith. The reception was held at the student center on the campus of EMU on Tuesday, August 23, 2016.
- **FAIR HOUSING MEETING WITH WEST WILLOW RESIDENTS**-Supervisor Stumbo and Clerk Lovejoy Roe observed only, at the invitation of Pastor Crout and West Willow residents, a meeting between township residents and staff from the Office of Fair Housing on Tuesday, August 30<sup>th</sup> at the New Covenant Church on Tyler Rd.
- **BOARD ROOM AUDIO IMPROVEMENTS**-All the elected officials, Deputy Clerk Lisa Garrett, David Maynard, Information Systems staff and Jeff Allen, Residential Services Director all met with a representative from Ann Arbor Audio on Thursday, September 8, 2016 to discuss improvements to the sound system in the Civic Center Board room. Ann Arbor Audio is preparing a plan and costs for the new sound system. This project will be brought to the board for action at a later date.
- **TYLER DAM DRAIN DISTRICT AND TYLER DAM PROJECT**-All elected officials, Washtenaw County Water Resource Commissioner Evan Pratt, township staff and township attorney met to discuss the process and plans to create the Tyler Dam Drain District on Tuesday, September 13, 2016. This project was approved by the township board and additional agenda items regarding the Tyler Dam Drainage District and the Tyler Dam construction project are on the September 20, 2016 Township Board meeting agenda.
- **WASHTENAW COUNTY SHERIFF'S EDUCATION FORM/COMMUNITY MEETING**-Clerk Lovejoy Roe attended the community education meeting held by the Washtenaw County Sheriff, Jerry Clayton at the LRC on Wednesday, September 15, 2016. The meeting was well attended by the Washtenaw County community and several Ypsilanti Township residents. The topic of the first in a series of education forums scheduled by the Sheriff was the Hiring, Recruitment and Training for the Washtenaw County Sheriff's Office.



# TREASURER REPORT

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THERE IS NO WRITTEN TREASURER REPORT

# TRUSTEE REPORT

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THERE IS NO WRITTEN TRUSTEE REPORT

# ATTORNEY REPORT

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GENERAL LEGAL UPDATE

# **OLD BUSINESS**

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**CHARTER TOWNSHIP OF YPSILANTI  
PROPOSED ORDINANCE NO. 2016-466**

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

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

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

For all billings rendered prior to October 1, 2016, existing sewage disposal service rates shall prevail. For all billings rendered on or after October 1, 2016, charges for sewage disposal services shall be as provided for in Schedule A, for each bimonthly (two-month) period:

**Schedule A:**

Meter Size (inch)	Allowed Usage Cubic Feet	CAPITAL CHARGE		OM&R		TOTAL	
		Contract Community	All Others	Contract Communities	All Others	Contract Community	All Others
5/8-3/4	600	\$1.39	\$1.39	\$18.64	\$23.07	\$20.03	\$24.46
1	1000	\$2.35	\$2.35	\$31.16	\$39.27	\$33.51	\$41.62
1½	2100	\$5.14	\$5.14	\$63.92	\$80.74	\$69.06	\$85.88
2	4000	\$9.33	\$9.33	\$123.30	\$155.19	\$132.64	\$164.52
3	9000	\$21.01	\$21.01	\$269.10	\$347.25	\$290.11	\$368.26
4	16200	\$37.82	\$37.82	\$513.32	\$625.84	\$551.14	\$663.66
6	36000	\$84.05	\$84.05	\$1,106.77	\$1,392.81	\$1,190.81	\$1,476.86
8	66000	\$154.04	\$154.04	\$2,019.98	\$2,544.19	\$2,174.01	\$2,698.22
10	102000	\$234.55	\$234.55	\$3,126.77	\$3,937.00	\$3,361.32	\$4,171.55
12	150000	\$350.11	\$350.11	\$4,602.47	\$5,794.01	\$4,952.58	\$6,144.12

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

	CAPITAL CHARGE	OM&R	TOTAL
Contract Communities	\$0.235	\$2.017	\$2.252
All Others	\$0.235	\$2.126	\$2.361



YPSILANTI COMMUNITY UTILITIES AUTHORITY

2777 STATE ROAD  
YPSILANTI, MICHIGAN 48198-9112  
TELEPHONE: 734-484-4600  
WEBSITE: [www.ycua.org](http://www.ycua.org)

August 1, 2016

**VIA EMAIL and USPS**

Ms. Karen Lovejoy Roe, Clerk  
CHARTER TOWNSHIP of YPSILANTI  
7200 South Huron River Drive  
Ypsilanti, Michigan 48197

Re: **YCUA Water and Sewer Rate Changes**

Dear Karen:

At its regular meeting on August 24, 2016, the YCUA Board of Commissioners will consider a water rate increase of 6.2% to its Township Division customers effective October 1, 2016. Per the Ypsilanti Township ordinance authorizing the YCUA Board to increase the water rate up to the increase the Authority receives from the Great Lakes Water Authority (GLWA) for the purchase of water, no action by the Township Board is required. The GLWA increase to YCUA was 6.2% effective July 1, 2016. This is the Township notice of the increase to be approved by the YCUA Board of Commissioners.

At the same meeting, the YCUA Board will consider a recommendation to the Township Board of Trustees to increase the sewer rate by 5%. The ordinance needed to approve the increase is attached as well as supporting documentation regarding the increase. Please place this ordinance on the Township Trustees' agenda for their consideration at their Tuesday, August 16, 2016 meeting. Please also forward the supporting material attached for their use in considering the ordinance adoption request.

If you have any questions, please contact me.

Sincerely,

JEFF CASTRO, Director  
Ypsilanti Community Utilities Authority

JC/kks

Enclosures

cc w/encl.: YCUA Board of Commissioners  
Ms. Brenda Stumbo  
Ms. Lisa Garrett  
Mr. Thomas E. Daniels  
cc: Mr. Dwayne Harrigan  
Ms. Venita Terry



YPSILANTI COMMUNITY UTILITIES AUTHORITY

2777 STATE ROAD  
YPSILANTI, MICHIGAN 48198-9112  
TELEPHONE: 734-484-4600  
WEBSITE: [www.ycua.org](http://www.ycua.org)

August 1, 2016

**VIA EMAIL and USPS**

CHARTER TOWNSHIP of YPSILANTI  
Board of Trustees  
7200 South Huron Street  
Ypsilanti, Michigan 48198

Re: **YCUA Water and Sewer Rate Changes**

Dear Trustee:

At their regular meeting on August 24, 2016, the YCUA Board of Commissioners will consider a recommendation to the Ypsilanti Township Board of Trustees for a sewer rate increase of 5% for the YCUA Township Division customers effective October 1, 2016. At the same meeting, the YCUA Board will consider a water rate increase of 6.2% to Township Division customers. Per the Township ordinance authorizing the YCUA Board to increase the water rate up to the increase the Authority receives from the Great Lakes Water Authority (GLWA) for the purchase of water, no action by the Township Board is required on the water increase. The combined effect of these rate adjustments will be a 5.6% increase in a Township Division customer's bimonthly bill. The GLWA increase of 6.2% was effective July 1, 2016.

The ordinance approving these rate adjustments is included in this correspondence for your consideration. Also included is the document summarizing the budget highlights related to the September 1, 2016 fiscal year budget, which the YCUA Board of Commissioners will also consider at their August 24, 2016 regular meeting.

If you have any questions, please contact me.

Sincerely,

JEFF CASTRO, Director  
Ypsilanti Community Utilities Authority

JC/kks

Enclosures

cc w/encl.: YCUA Board of Commissioners

Ms. Brenda L. Stumbo  
Ms. Karen Lovejoy Roe  
Ms. Lisa Garrett  
Mr. Thomas E. Daniels

cc: Mr. Dwayne Harrigan  
Ms. Venita Terry

# YCUA

## 2016-17 Budget Highlights

### Water Sales

**City Division:** The budget projects that water sales in the city will decrease 2.4% compared to 2015/2016 Budget. Adjusted to reflect lower actual flows for the last three years. This will reduce water revenues by \$100,000.

**Township Division:** The budget projects water sales in the Township to decrease by 2.2% compared to 2015/2016 Budget. Also, adjusted to reflect lower flows over the last few of years. The loss of revenue will also be approximately \$180,000.

### Sewer Sales

**City Division:** The budget projects sewer sales from within the city to decrease about 6.2% (\$218,000) compared to the 2015-2016 budget for the same reason as stated above.

**Township Division:** The budget projects sewer sales from within the Township to decrease 1.3% (\$160,000) from the 2015/2016 Budget.

**Contract Communities:** We anticipate no change.

### Operating Expense Changes

Decrease of Benefits	\$ 130,000	(Medical decrease of \$200,000, Pension \$330,000)
Purchased Water	\$ 200,000	(6.2% GLWA rate increase)
Debt/interest	\$ 300,000	

### Overall Summary

Adjustment to water sales (City)	(\$ 100,000)
Adjustment to water sales (Township)	(\$ 180,000)
Adjustment to wastewater sales (City)	(\$ 218,000)
Adjustment to wastewater sales (Township)	(\$ 160,000)
Increase from GLWA	(\$ 200,000)
Wastewater Costs	(\$ 500,000)
Debt/Interest	(\$ 300,000)
Increase in Capital Expenses	(\$ 600,000)
Benefits	\$ 130,000
Sewer increase (5.00%)	\$ 575,000
Water Increase (6.20%)	\$ 1,325,000
Operating improvements	\$ 188,000
Overall Change	(\$ 300,000)

### Township Customers- 5.64% Increase

Minimum Bill (\$56.87)	increase on bill	\$3.04/bill or \$1.52/mth
Average Bill (\$90.90)	increase on bill	\$4.88/bill or \$2.44/mth
(Comprised of 6.20% increase water/ 5.0% increase sewer/ 0% change in surcharge)		



**Other Community Rate 2016-17 Comparisons**

Canton Township 7% Increase

Ann Arbor 5.75% Increase

Northville 10.9% Increase

Livonia 8.87% Increase

Plymouth 8.5% Increase

Farmington Hills 6.3% Increase

Rochester Hills 5.7%

**YCUA Ypsilanti Township Division**

**CURRENT:**

Minimum User residential	6 units(4488 gallons) per 2 month billing cycle		
	water	sewer	Total
6 units	\$27.97	\$23.30	\$51.26
surcharge (5%)	\$1.40	\$1.16	\$2.56
Total	\$29.37	\$24.46	\$53.83

Average User residential	12 units(8,976 gallons) per 2 month billing cycle		
	water	sewer	Total
6 units	\$27.97	\$23.30	\$51.26
6 units	\$17.16	\$13.49	\$30.65
surcharge (5%)	\$2.26	\$1.84	\$4.10
Total	\$47.38	\$38.63	\$86.01

**PROPOSED:** 10/01/2016

Water rate increase	6.20%
Sewer rate increase	5.00%
Surcharge rate	5.00%

**Effect on a minimum and average township customer with a proposed 6.20% water rate increase, a sewer rate increase of 5.0%. Surcharge rate unchanged.**

Minimum User residential	6 units(4488 gallons) per 2 month billing cycle		
	water	sewer	Total
6 units	\$29.70	\$24.46	\$54.16
surcharge (5%)	\$1.49	\$1.22	\$2.71
Total	\$31.19	\$25.68	\$56.87
increase	\$1.82	\$1.22	\$3.04
increase/mo	\$0.91	\$0.61	\$1.52
	cumulative rate increase		5.64%

Average User residential	12 units(8,976 gallons) per 2 month billing cycle		
	water	sewer	Total
6 units	\$29.70	\$24.46	\$54.16
6 units	\$18.24	\$14.17	\$32.41
surcharge (5%)	\$2.40	\$1.93	\$4.33
Total	\$50.34	\$40.56	\$90.90
increase	\$2.95	\$1.93	\$4.88
increase/mo	\$1.48	\$0.96	\$2.44
	cumulative rate increase		5.64%

**PROPOSED**

**YCUA Township Division Water Rate  
Effective October 1, 2016**

rate increase 6.20%

Meter Size/Inch	Allowed Usage Cubic Feet		
5/8-3/4	600	\$29.70	\$29.70
1	1000	\$53.56	\$53.56
1 1/2	2100	\$136.24	\$136.24
2	4000	\$296.01	\$296.01
3	9000	\$611.99	\$611.99
4	16200	\$1,154.76	\$1,154.76
6	36000	\$2,409.57	\$2,409.57
8	66000	\$4,396.52	\$4,396.52
10	102000	\$6,693.83	\$6,693.83
12	150000	\$10,981.25	\$10,981.25

Bimonthly consumption rates in excess of allowed usage:

Rate per 100 C.F.

Next 3,000 C.F.	\$3.04	\$3.04
Over 3,000 C.F.	\$3.04	
surcharge	5.00%	

**RESOLUTION 2016-30**  
**(In Reference to Ordinance 2016-464)**

*Rental Inspection Requirement to  
Include Multi-Family Residential Units*

**Whereas**, the Township currently requires rental inspections for all single and duplex rental units; and

**Whereas**, the Township Board finds that it is in the best interests for Township residents' health, safety, and welfare to expand the rental inspection requirement to include multi-family residential units which are subject to rental agreements; and

**Whereas**, Ordinance No. 2016-464 amends Chapter 48 of the Township Code of Ordinances to require inspections for multi-family residential units which are subject to rental agreements;

**Now therefore**, be it resolved that Ordinance 2016-464 is hereby adopted by reference.

**CHARTER TOWNSHIP OF YPSILANTI  
PROPOSED ORDINANCE NO. 2016-464**

*An Ordinance to Amend Chapter 48 Article III of the  
Ypsilanti Charter Township Code of Ordinances  
Regarding Rental Property Registration and Inspection*

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

**DELETE:** in its entirety, Article III of Chapter 48 entitled “One and Two Unit Dwelling Rental Properties”:

**ADD:** the following new article to Article III of Chapter 48:

**Sec. 1 Definitions.**

The following words and phrases shall have the following meanings respectively given to them in this article:

*Apartment dwelling:* an attached dwelling unit with party or common walls, contained in a building with other dwelling units or sharing the occupancy of a building with other than a residential use. Apartments are commonly accessed by common stair landing or walkway. Apartments are typically rented to the occupants. Apartment buildings often may have a central heating system and other central utility connections. Apartments typically do not have their own yard space. Apartments are also known as garden apartments or flats.

*Certificate of compliance:* A certificate issued by the Township’s Office of Community Standards indicating that the dwelling unit identified on the certificate is in compliance with this article and other applicable state laws and township ordinances. The Certificate shall show the name and address of the property owner and the expiration date. It shall be valid until its expiration date, unless suspended by the Office of Community Standards upon a subsequent reinspection disclosing violations.

*Code:* The Township Property Maintenance Code

*Code Compliance:* the dwelling unit is in compliance with all applicable state law and township code requirements, including the Township’s Property Maintenance Code.

*Department:* Ypsilanti Township Office of Community Standards

*Dwelling Unit:* a structure containing single family detached residential dwelling unit, single family attached residential dwelling unit, a multi-family residential dwelling unit, an apartment dwelling, a duplex residential dwelling unit, or a manufactured dwelling unit.

*Duplex Dwelling:* A detached building, designed exclusively for and occupied by two families living independently of each other, with separate housekeeping, cooking and bathroom facilities for each family.

*Family:*

- (a) A single individual or a number of individuals domiciled together whose relationship is of a continuing nontransient, domestic character and who are cooking and living together as a single, nonprofit housekeeping unit. This shall not include any society, club, fraternity, sorority, association, lodge, coterie, hospice, organization, or group of students or other individuals whose relationship is of transitory or seasonal nature or for anticipated limited duration of school terms or other similar determinable period.
- (b) The functional equivalent of the domestic family, that is, persons living together in a dwelling unit whose relationship is of a permanent and distinct character and is the functional equivalent of a domestic family, with a demonstrable and recognizable bond which constitutes the functional equivalent of the bonds which render the domestic family a cohesive unit. This definition shall not include any rooming house, society, club, fraternity, sorority, association, lodge, coterie organization or group whose association is temporary or seasonal in character or nature. For the purposes of the enforcement, it is presumed that a functional equivalent of a domestic family is limited to six (6) or fewer persons.

*Manufacture Dwelling Unit:* A dwelling unit which is substantially built, constructed, assembled, and finished off the premises upon which it is intended to be located.

*Multiple-family dwelling:* A building designed for and occupied by three or more families living independently, with separate housekeeping, cooking, and bathroom facilities for each. Multiple-family dwelling units may also be known as apartments.

*Owner:* A person or entity with legal or possessory interest in a dwelling unit.

*Owner's agent:* Any employee, or any person with implied consent or apparent authority, or acting under color of authority, of the owner.

*Rental Agreement:* Any agreement or lease, written or oral, which establishes or modifies the terms, conditions, rules, regulations or any other provisions concerning the use and occupancy of residential premises.

*Single-family Attached Dwelling:* A self-contained single-family dwelling unit attached to a similar single-family attached dwelling unit with party or common walls, designed as part of a series of three or more dwelling units, each with:

- (a) A separate entryway with direct access to the outdoors at ground level;
- (b) Each dwelling shall comprise of a single unit from the lowest floor to the highest floor of the structure between the common walls (i.e. units shall not be stacked on top of each other);
- (c) A separate basement, if applicable;
- (d) A separate utility connection, and;
- (e) Defined front and rear yards.

*Single-family Attached Dwelling* units may also be known as townhouses, row houses, or clustered single-family dwellings. Any three or more attached dwellings not meeting the above criteria shall be considered a multiple-family dwelling.

*Single-family Detached Dwelling*: an independent, detached residential dwelling designed for and used or held ready for use by one family only.

*Temporary Certificate of Compliance*: A certificate issued for a dwelling unit, following an inspection, which is found to be in substantial compliance with the Code and which, in the opinion of the building officials, has no life-, health-, or safety-threatening violations. Such certificate shall state any remaining violations to be corrected and the date it expires. A reasonable extension may be granted at the discretion of the department. Failure by the owner to correct the violations within the specified time shall constitute a violation of this article.

*Tenant*: The person entitled under a rental agreement to the use and occupancy of a dwelling unit.

## Sec. 2 - Registry of owners and premises.

- (a) All persons owning dwelling units which are subject to rental agreements shall register the dwelling unit with the Department. Owners of new dwelling units which are subject to rental agreements shall register prior to the date of issuance of the first certificate of occupancy. The registration shall include: 1) the owner's name, 2) business address, 3) email address, 4) date of birth, 5) telephone number and 6) the address of the dwelling unit within the township owned by such persons which are rented in whole or in part, including the number and type of each unit in the structure.
- (b) If the dwelling unit is managed or operated by an agent, the owner shall supply the agent's name, business address, email address and telephone number and the name of that person's representative, and a statement that the agent is authorized to receive notices and process under this Article.
- (c) If the owner is a corporation, the names, addresses and telephone numbers of its officers shall be listed as shall the name, address and telephone number of the registered agent along with the state registration number. If the corporation is controlled in whole or in part by another corporation, the same information shall be provided for the other corporation.
- (d) Any change in the name or address of the owner or the owner's agent, or in the number of units, or in any other information required in this section shall be reported to the Department within 15 days.
- (e) Owners of single and duplex dwelling units who permit persons to occupy single and duplex dwelling units are exempt from the provisions of this Article provided:

- (1) No compensation is received by the owners for the use and occupancy of the premises by non-owners.
- (2) The owner pays the property taxes and homeowners insurance for the premises used and occupied by non-owners.
- (3) The owner signs an affidavit attesting under oath that:
  - a. No compensation is received for the use and occupancy of the single or duplex dwelling unit;
  - b. The property taxes and insurance are paid by the property owner;
  - c. The exemption automatically terminates when the owner receives compensation for the use and occupancy of the premises or the property taxes and/or homeowners insurance are paid by a non-owner.

Sec. 3. - Certificate of compliance required.

- (a) The Department shall provide for the systematic inspection of all dwelling units which are subject to rental agreements in the township for the purposes of determining whether the dwelling units are in compliance with the Code and this chapter. Those dwelling units that are in compliance shall be issued a certificate of compliance.
- (b) An owner shall provide the Department with a certificate of insurance, issued by an insurance company that certifies that the dwelling unit is insured against structural loss or damage, including, but not limited to, fire damage. The certificate of insurance shall state the name of each person named on the policy and its expiration date. The certificate of insurance shall be in force at the time a certificate of compliance is issued or at the time a renewed certificate of compliance is issued.
- (c) The Department shall schedule initial inspections, at its discretion, of dwelling units which are subject to rental agreements to determine if the units qualify for a certificate of compliance. The owner of the property shall receive not less than 30 days' prior notice of the Department's intent to inspect the property. The owner shall provide to the tenant a minimum of 72 hours' written notice of the Department's intent to inspect the property. After the initial phase-in period, all rental dwelling units which are subject to rental agreements shall be required to be inspected at not less than 24-month intervals nor more than four year intervals.
- (d) The Department shall inspect a dwelling unit when it receives a complaint from a tenant that the dwelling unit is being maintained in violation of Michigan's housing law. MCL 125.401 et seq. or the Township's Property Maintenance Code §48.26 et seq.
- (e) No person, either the owner or the owner's agent, shall rent or lease a dwelling unit after the initial inspection, to any tenant, unless that owner or agent has first obtained a valid certificate of compliance from the Department covering the dwelling unit. For new construction the original certificate of occupancy shall serve as the certificate of compliance for a period of 24 months.



(f) The Department shall advise the landlord and tenant that either has the right to refuse entry for purposes of inspection unless a search warrant is first obtained. If entry is refused, the Department shall apply to the appropriate judicial officer for a search warrant and shall not inspect until a valid search warrant is obtained. Inspections shall be limited to only the areas necessary to ascertain compliance with the Code and state law.

(g) An owner or owner's agent who is provided, during an inspection of a dwelling unit, with written notice of a code violation or violations, shall correct the code violations within the period specified in the notice of violations.

#### Sec. 4 – Fees

Reasonable fees for registration, inspections and re-inspections of a dwelling unit under this Article shall be established by resolution adopted by the Township Board and shall be placed on file and made available to the public by the Township Clerk's Office.

#### Sec. 5. - Issuance of certificate of compliance.

(a) A certificate of compliance shall not be issued until all required inspection and reinspection fees have been paid in full.

(b) A certificate of compliance shall be issued on the condition that the premises remain in compliance with the Code. If upon valid complaint the Department determines that violations exist, the full certificate may be suspended as to the affected areas, and the areas may be ordered vacated until the dwelling unit is brought into compliance.

#### Sec. 6 - Right to examine certificate of compliance, registry of certificate holders.

(a) The owners or the owner's agent shall provide a copy of a valid certificate of compliance to the tenant or prospective tenant at the tenant's request.

(b) The Department shall maintain a registry of all units that have obtained valid certificates. Such registry shall be available for public inspection.

#### Sec. 7 - Expiration of certificate of compliance.

Certificates of compliance shall be valid until the expiration date on the Certificate of Compliance unless suspended by the Department. The date of issuance and expiration shall be recorded on the certificate. It is the duty of the owner of the dwelling unit to arrange for the inspection necessary for the renewal of the certificate at least 30 days prior to its expiration.

Sec. 8 - Transfer of certificate of compliance.

Certificates of compliance shall be transferable when the ownership of a dwelling unit changes provided that a valid certificate of compliance is in effect for each dwelling unit the owner intends to rent or lease. It shall be the duty of the new owner to register with the Department consistent with section 2.

Sec. 9 - Scope of inspection authority.

Nothing in this article shall be construed to restrict the lawful authority of the Department to inspect any dwelling units in the township more frequently than such periodic inspection as outlined in this article.

Sec. 10 – Penalties; municipal civil infraction.

A violation of this article shall be a municipal civil infraction subject to prosecution and penalty under Section 42.21(3) of the Michigan Compiled Laws. The requirements of this article are in addition to, and not in lieu of any other rights and remedies provided by law. Violation of this article shall be a municipal civil infraction and for the first offense subject to a maximum \$250.00 fine and any of the penalties authorized un Section 600.8727 of the Michigan Compiled Laws and/or Section 600.8302 of the Michigan Compiled Laws. Second or subsequent offenses shall be subject to a maximum fine of \$500.00 and any of the penalties authorized under Section 600.8727 of the Michigan Compiled Laws and/or Section 600.8302 of the Michigan Compiled Laws. Each day that a violation continues shall be considered a separate offense.

Sec. 11 - Severability

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

Sec. 12 - Publication

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

Sec. 13 - Effective date

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

**RESOLUTION 2016-31**  
(In Reference to Ordinance 2016-465)

***Adopting the 2015 International Property Maintenance Code***

***Whereas***, the ***International Property Maintenance Code 2015*** establishes minimum regulations governing conditions and maintenance of property, buildings and structures; provides standards which are designed to ensure that structures are safe, sanitary and fit for occupation and use; provides standards for condemnation of buildings and structures unfit for human occupancy and use; and

***Whereas***, the ***International Property Maintenance Code 2015*** is fully compatible with the ***Stille-DeRossett-Hale Single State Construction Code Act of 1972, Act 230 of Public Acts of 1972 as amended***, and the ***International Fire Code***; and

***Whereas***, the Township Board of Trustees recognizes the need for a modern, up-to-date property maintenance code governing the maintenance of existing buildings.

***Now Therefore***,

***Be it resolved***, that Ordinance No. 2016-465 is hereby adopted by reference.

**PROPOSED ORDINANCE NO. 2016-465**

*An Ordinance to Amend the Code of Ordinances,  
Chapter 48 entitled Property Maintenance  
Adopting the 2015 International Property Maintenance Code*

The Charter Township of Ypsilanti **Ordains** that the Code of Ordinances Charter Township of Ypsilanti, Chapter 48 entitled **Property Maintenance** is amended as follows:

**DELETE:** Sections 48-27 entitled **Adoption** and 48-28 entitled **Additions, Insertions and Changes** in their entirety.

**ADD:** the following new provisions:

**Section A.** That a certain document, copies of which are on file in the office of the Ypsilanti Township Clerk, being marked and designated as the **International Property Maintenance Code**, 2015 edition, as published by the International Code Council, Inc., be and is hereby adopted as the **Property Maintenance Code** of the Charter Township of Ypsilanti, in the State of Michigan for regulating and governing the conditions and maintenance of all property, buildings and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; and the condemnation of buildings and structures unfit for human occupancy and use, and the demolition of such existing structures as herein provided; providing for the issuance of permits and collection of fees therefore; and each and all of the regulations, provisions, penalties, conditions and terms of said **Property Maintenance Code** are hereby referred to, adopted, and made a part hereof, as if fully set out in this ordinance, with the additions, insertions, deletions and changes prescribed in Section B of this ordinance.

**Section B.** The following sections are hereby revised:

**Section 101.1.** Insert: Charter Township of Ypsilanti

**Section 103.5.** Insert: As established by the Township Board, by Resolution, from time to time.

**Section 112.4.** Failure to comply is deleted in its entirety and replaced with the following new section:

**Section 112.4.** Failure to Comply. Any person, firm, or corporation who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be responsible for a municipal civil infraction, as provided in Chapter 40, Article II, of this Code, and shall be subject to a fine as follows:

- (i) the maximum fine for any first violation shall be \$250.00;
- (ii) the maximum fine for any violation which the violator has, within the past two years, been found in violation of once before, shall be \$400.00;
- (iii) the maximum fine for any violation which the violator has, within the past two years, been found in violation of twice before, shall be \$500.00.

Lien upon real estate. The violation shall be deemed a strict liability offense. If the notice of violation is not complied with, the code official shall institute the appropriate proceeding at law or in equity to restrain, correct or abate such violation, or to require the removal or termination of the unlawful occupancy of the structure in violation of the provisions of this code or of the order or direction made pursuant thereto. Any action taken by the authority having jurisdiction on such premises shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

Each day a separate municipal civil infraction. A separate municipal civil infraction shall be deemed committed upon each day during or when a violation occurs or continues.

**302.4** Insert: 7 inches

Add the following new subsection as follows:

**Section 304.13.3 Boarded windows** The owner of a structure may, for a maximum of 30 days, board up a window when the window glass is broken, cracked or missing. After 30 days has expired, the window glass must be replaced with glass or other similar material and the board up material removed.

**Section 304.14.** Insert the following dates: April 1 to November 1.

Add new section as follows:

**Section 304.15.1 Boarded doors.** The owner of a structure may, for a maximum of 30 days, board up a door when the door is broken or otherwise rendered inoperable. After 30 days has expired, a replacement door must be installed, and the board up material removed.

Add new section as follows:

**Section 304.18.4 Common access** In multiple dwellings which are offered for rent or lease and where access to individual dwelling or rooming units is provided by means of common hallways and exterior doors, such exterior doors and any windows shall be equipped as follows:

1. All doors shall be self-closing and self-latching and shall not be equipped with any type of hold-open device.
2. All doors shall be equipped with a lock requiring a key or code for entry from the exterior. The lock shall operate without any key, code, tool or other special knowledge or effort from the interior and be of a type that remains locked from the exterior at all times. Electric releases are permitted, and if so equipped, said releases shall be operable at all times. Strike plates shall have protective guards on the exterior side to prevent the lock from being pried open.
3. Common tenant areas such as laundry rooms, storage areas, etc., which are accessed from a common hallway shall have entry doors meeting the requirements of this section.

**Section 602.3.** Insert: January 1 to December 31.

**Section 602.4.** Insert: January 1 to December 31.

Add the following new section as follows:

**603.7 HVAC Certification Requirement.** All gas fired heating equipment shall be serviced and inspected by a licensed mechanical contractor. The mechanical contractor shall provide certification of inspection minimally every 4 years. The certification shall be on a form approved by the Building Official. Inspectors may require cleaning and service more frequently based on observations made during the inspections.

**603.8 Carbon Monoxide Alarms** A carbon monoxide alarm shall be provided outside of each sleeping area in the immediate vicinity of bedrooms in dwelling units where either or both of the following conditions exist:

1. The dwelling unit contains a fuel-fired appliance.
2. The dwelling unit has an attached garage with an opening that communicates with the dwelling unit.

Combination carbon monoxide and smoke alarms shall be permitted to be used in lieu of carbon monoxide alarms.

**Section 605.2 Receptacles** is deleted in its entirety and replaced with the following new section:

**605.2 Receptacles** Every *habitable space* in a dwelling shall contain an adequate number of receptacle outlets to meet demand.

Add the following new section as follows:

**702.4.1 Finished Basements emergency escape and rescue window.** If

a home constructed since 7/31/01 is found to have a finished basement, an emergency escape and rescue window shall be required. Homes constructed prior to 7/31/01 may have finished basements without an emergency escape and rescue window provided there are no sleeping areas in the basement, and the work was completed prior to 7/31/01. All sleeping areas in a basement shall be provided with an egress window.

Add the following new section as follows:

**705 Fire Extinguishers**

**705.1 Where required.** Portable fire extinguishers shall be installed as follows:

1. All dwelling units, which are offered for rent or lease, shall be equipped with a fire extinguisher with a minimum rating of 5ABC and meeting the requirements of the International Fire Code.
2. All common tenant areas in the structure in which said units are located containing laundry equipment for tenant use shall be equipped with a fire extinguisher with a minimum rating of 10ABC and meeting the requirements of the International Fire Code.

**705.2 Location.** All extinguishers shall be permanently mounted in conspicuous locations where they will be readily accessible and immediately available for use.

**Section C. Severability**

Should any provision or part of the within Ordinance be declared by any court of competent jurisdiction to be invalid or unenforceable, the same shall not affect the validity or enforceability of the balance of this Ordinance which shall remain in full force and effect.

**Section D. Effective Date and Repeal of Conflicting Ordinances**

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

This ordinance shall take effect after publication in a newspaper of general circulation as required by law.

# **NEW BUSINESS**

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**CHARTER TOWNSHIP OF YPSILANTI  
2016 BUDGET AMENDMENT #12**

September 20 , 2016

**101 - GENERAL OPERATIONS FUND**

**Total Increase \$78,637.00**

Request to increase budget for the Townships purchase of 10 cameras, installation, and for an additional main modem for cameras to be located in the special assessment district in the Holmes Road area. This will be funded by an appropriation of prior year fund balance.

<b>Revenues:</b>	Prior Year Fund Balance	101-000-000-699.000	\$63,337.00
		<b>Net Revenues</b>	<u><u>\$63,337.00</u></u>
<b>Expenditures:</b>	Cameras Non Tax Assessment	101-956-000-925.000	\$2,924.00
	Capital - Neighborhood Camera System	101-970-000-972.000	\$60,413.00
		<b>Net Expenditures</b>	<u><u>\$63,337.00</u></u>

Request to increase budget for DTE to install an overhead LED street light at the entrance of Hewens Creek Park. This will be fund by an Appropriation of Prior Year Fund Balance.

<b>Revenues:</b>	Prior Year Fund Balance	101-000-000-699.000	\$8,719.00
		<b>Net Revenues</b>	<u><u>\$8,719.00</u></u>
<b>Expenditures:</b>	Street Light - Construction/Conversion	101-956-000-926.050	\$8,719.00
		<b>Net Expenditures</b>	<u><u>\$8,719.00</u></u>

Request to increase budget for DTE to install an overhead LED street light at the entrance Whittaker Road and Civic Center Drive. This will be fund by an Appropriation of Prior Year Fund Balance.

<b>Revenues:</b>	Prior Year Fund Balance	101-000-000-699.000	\$6,581.00
		<b>Net Revenues</b>	<u><u>\$6,581.00</u></u>
<b>Expenditures:</b>	Street Light - Construction/Conversion	101-956-000-926.050	\$6,581.00
		<b>Net Expenditures</b>	<u><u>\$6,581.00</u></u>

**CHARTER TOWNSHIP OF YPSILANTI  
2016 BUDGET AMENDMENT #12**

September 20 , 2016

<b>206 - FIRE FUND</b>			<b>Total Increase</b>	<b>\$0.00</b>
Request to do a budget line transfer from Fire operations department 206-206 to Fire Civil Service department 206-220. This transfer is necessary for legal expenditures related to a Civil Service issue and requires Board approval to move budgeted funds from one cost center to another. There are available funds in the officers salary line because we are contracting out Fire Marshal services. This is funded by a budget line transfer and will not change the budgeted total				
Expenditures:	Salaries Officers	206-206-000-705.002	(\$25,000.00)	
		<b>Net Expenditures</b>	<b>(\$25,000.00)</b>	
Expenditures:	Professional Service	206-220-000-801.000	\$25,000.00	
		<b>Net Expenditures</b>	<b>\$25,000.00</b>	

<b>212 - BIKE, SIDEWALK, RECREATION, ROADS, &amp; GENERAL FUND</b>			<b>Total Increase</b>	<b>\$0.00</b>
Request to do a budget line transfer from BSRll operating department 212-212 to BSRll capital outlay department 212-970. This transfer is necessary for sidewalk repair and requires Board approval to move budgeted funds from one cost center to another. This is funded by a budget line transfer and will not change the budgeted total amount.				
Expenditures:	Repairs & Maintenance - Parks	212-212-000-931.004	(\$15,000.00)	
		<b>Net Expenditures</b>	<b>(\$15,000.00)</b>	
Expenditures:	Capital Outlay / Sidewalks	212-970-000-997.002	\$15,000.00	
		<b>Net Expenditures</b>	<b>\$15,000.00</b>	

**CHARTER TOWNSHIP OF YPSILANTI  
2016 BUDGET AMENDMENT #12**

September 20 , 2016

**225 - ENVIRONMENTAL CLEANUP FUND**

Total Increase \$35,000.00

Increase budget to allow for a transfer to the Hydro Station Fund. This is for Professional Services of Stantec for design & engineering regarding Tyler Dam which is needed in anticipation of a large State required repair to the dam. The Tyler dam can not use Hydro funds. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	225-000-000-699.000	\$35,000.00
			\$35,000.00
		Net Revenues	\$35,000.00
Expenditures:	Transfer to Hydro Station	225-225-000-968.252	\$35,000.00
			\$35,000.00
		Net Expenditures	\$35,000.00

**252 - HYDRO STATION FUND**

Total Increase \$35,000.00

Increase budget for 44% in 2016 for the Professional Services of Stantec for design & engineering regarding Tyler Dam, (remaining 46% of the project is for 2017). This service is needed in anticipation of a large State required repair to the dam. The Tyler dam can not use Hydro funds, therefore it has been recommended to transfer funds from the Environmental Cleanup Fund. This will be funded by a transfer of funds from the Environmental Cleanup Fund.

Revenues:	Transfer In: Environmental Cleanup	252-000-000-697.007	\$35,000.00
			\$35,000.00
		Net Revenues	\$35,000.00
Expenditures:	Professional Ser - Other Dams	252-252-000-801.250	\$35,000.00
			\$35,000.00
		Net Expenditures	\$35,000.00

Motion to Amend the 2016 Budget (#12):

Move to increase the General Fund budget by \$78,637 to \$8,756,257 and approve the department line item changes as outlined.

Move to complete budget line transfer between cost centers in the Fire Fund and approve the department line items changes as outlined.

Move to increase the Environmental Clean Up Fund by \$35,000 to \$72,000 and approve the department line item changes as outlined.

Move to increase the Hydro Station Fund by \$35,000 to \$556,112 and to approve the department line item changes as outlined.

# CHARTER TOWNSHIP OF YPSILANTI

## OFFICE OF COMMUNITY STANDARDS

Building Safety • Planning & Zoning • Ordinance Enforcement

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### Memorandum

**To:** Board of Trustees  
**From:** Joe Lawson, Planning Director  
**Date:** August 8, 2016  
**Re:** Request to Consider Approval of the PD Stage II Final Site Plan and to further approve the signing of the Development Agreement for Nautica Point Phase of the Majestic Lakes Planned Development (PD20)

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As the Board may recall, on September 15, 2015 the Board Approved the PD Stage I (PD20) preliminary site plan, rezoning and the Preliminary Development Agreement for the Majestic Lakes Planned Development.

Since the September 15<sup>th</sup> PD Stage I approval, “Nautica Pointe”, which consists of the 142 unit multi-family residential units, applied for final engineering and PD Stage II, Final Site Plan approval for their phase of the development.

A check list highlighting the dates of the final engineering approvals has been attached to this packet for your review.

On May 24, 2016, the Township Planning Commission reviewed and recommended approval to the Township Board the proposed PD Stage II Final Site Plan with minor conditions.

Since the May 24<sup>th</sup> Commission recommendation, the applicant has provided the additional information required as part of the Planning Commission’s recommendation, including a draft of the final development agreement and is in proper form for the Board’s consideration.

It should be noted that the Final Development Agreement will be provided under separate cover from the Township Attorney’s office.

Please find attached copies of the staff report and support documentation provided to the Township Planning Commission for their review and consideration including all approval letter from the Township’s reviewing agents. Finally, attached is a copy of the Final Site Plan provided by the applicant for your review and consideration.

That being said, staff requests the Board's consideration of the PD Stage II Final Site Plan and Development Agreement for the Nautica Pointe phase of the Majestic Lakes Planned Development (PD20). Staff further requests the approval and the signing of the associated Development Agreement upon review and approval of said agreement by the Township Attorney.

# CHARTER TOWNSHIP OF YPSILANTI

## OFFICE OF COMMUNITY STANDARDS

Building Safety • Planning & Zoning • Ordinance Enforcement

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### PD Stage II – Final Site Plan Review Check List

Project: Majestic Lakes (formally Lakewood Farms)  
Phase: Nautica Point (phase 2 of 5)  
Date: August 8, 2016

- |  |                     |
|--|---------------------|
| 1. PD Stage I – Planning Commission                    | April 28, 2015      |
| 2. PD Stage I (PD 20) – Board Approval                 | September 15, 2015  |
| a. Prelim Development Agreement                        | Approved            |
| 3. Final Engineering Approval                          |                     |
| a. OHM   | April 1, 2016       |
| b. YCUA  | April 5, 2016       |
| c. WCWRC   | March 24, 2016      |
| d. WCRC  | May 3, 2016         |
| e. Fire  | April 15, 2016      |
| f. SESC Approval                                       | April 1, 2016       |
| g. MDEQ Approval                                       | May 3, 2016         |
| 4. PD Stage II – Planning Commission Approval          | May 24, 2016        |
| 5. PD Stage II – Board Approval                        | DATE                |
| a. Development Agreement                               | Pending Approval    |
| b. Master Deed & Bylaws                                | Pending             |
| c. Easements Written                                   | Pending             |
| d. Land Division Approval                              | May 9, 2016         |
| e. PreConstruction Requirements Letter                 | Pending             |
| i. SESC Permit   | Issued              |
| ii. Sureties   | Pending             |
| iii. Insurance   | Pending             |
| iv. Fees/Escrows Paid                                  | Pending             |
| 6. Conditions of Approval                              |                     |
| a. Security Cameras                                    | Yes                 |
| b. Assist with Special Assessment District for Cameras | DA                  |
| c. Joyce Lake Fencing                                  | Yes                 |
| d. Non-motorize paths open and convenient              | Yes                 |
| e. Enter into a development agreement                  | DA – Board Approved |
| f. Conditions of the April 8, 2013 DA                  | Yes                 |
| g. 60/40 SF-MF Ratio                                   | Yes                 |
| h. Gov't Subsidy Restriction                           | Yes/DA              |
| i. Engineering Approval                                | Yes                 |
| j. Architectural Standards for 50' lots                | N/A for this phase  |
| k. Maintenance Program for Nautica Pointe              | DA – Board Approved |

Nautica Pointe – PD Stage II Check List  
August 8, 2016

- |   |     |
|---|-----|
| I. Nautica Point Units moved off of Tuttle Hill | Yes |
| m. Road Commission/Private Roads                | Yes |



# CHARTER TOWNSHIP OF YPSILANTI

## OFFICE OF COMMUNITY STANDARDS

Building Safety • Planning & Zoning • Ordinance Enforcement

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**Staff Report**  
**Majestic Lakes**  
**Nautica Pointe**  
**PD Stage II - Final Site Plan Review**

May 24, 2016

***CASE LOCATION AND SUMMARY***

The Office of Community Standards is in receipt of the PD Stage II final site plan application for the Nautica Point phase of the Majestic Lakes Planned Development. This phase of the development consists of the 142 multi-family units to be located upon 44.52 acres of the total project area of 254.216 acres.

***APPLICANT***

Mr. Manny Kianicky  
SR Jacobson  
32400 Telegraph Road, Suite 100  
Bingham Farms, MI 48025

Mr. Richard Batt  
Redwood Acquisition, LLC  
23775 Commerce Park, Suite 7  
Beachwood OH, 44122

***CROSS REFERENCES***

Zoning Ordinance citations:

- Article XIX – PD Planned Development Regulations
  - Section 1919 – PD Stage II final site plan submittal and approval
- Article XXI - Section 2115 Site Plan Review

***SUBJECT SITE USE, ZONING AND COMPREHENSIVE PLAN***

The subject property was rezoned in 2015 from PD14 to PD20 as depicted within the PD Stage I Preliminary Site Plan. This phase of the project calls for the construction of 142 multi-family units in concert with the previously approved PD Stage I plan.



**ADJACENT USES, ZONING AND COMPREHENSIVE PLAN**

Direction	Use	Zoning	Master Plan
North	Single-family Residential	R-3 SFR	SFR3
South	Vacant/Residential	R-3	SFR3
East	Mobile Home Park	MHP	MFR3
West	Single-family Residential	R-3 SFR	SFR3

**ANALYSIS**

The plan has been reviewed by Township staff and consultants in accordance with our usual procedures. We offer the following comments for your consideration.

*Planning Department* – Staff has had the opportunity to review the PD Stage II final site plan in accordance with Section 1919 of the Township Zoning Code. As relation to this review, the plans were compared to the previously approved PD Stage I Preliminary Site Plan in order to confirm compliance with the overall intent of the project. Below is a table outlining this comparison:

Item	PD Stage I	PD Stage II	Comparison
Total Number of MF Units	142	142	No Change
Acres of Open Space	83.37 acres	83.37 acres	No Change
Acres of Ponds	90.15 acres	90.15 acres	No Change
Acres of Open Space within Nautica Point	Not Noted	17.96 acres	Within Ordinance Requirements of 1,500 square-feet per unit.

In addition to reviewing the physical characteristics of the site plan in relation to PD Stage I, staff has also taken the opportunity to review the PD Stage II plan in relation to the conditions noted during the PD Stage I approval. Below is a summary and comments relating to those conditions:

- The applicant shall agree to install security cameras at all entrances and exits of the subject property and in the back and hidden areas of the development.
  - *The applicant has noted that one camera will be installed at the entrance from Tuttle Hill Road. Staff recommends an additional camera be installed at the southern entrance at the intersection of Joyce View and Whitetail Drive.*
- The applicant shall agree to assist in the creation of a special assessment district in order to provide funding for the operation and maintenance of the security camera system.
  - *It is recommended that the applicant include language within the forthcoming development agreement that they will assist in the creation of*

*a special assessment district in order to provide funding for the operation and maintenance of the security camera system.*

- The applicant shall install a fence, landscaping, and signage along the neighboring Lake Joyce in order to hinder any further trespassing.
  - *The applicant is proposing to install at 4.5 foot tall vinyl split rail fence along the property line between Nautica Point and Lake Joyce. The plan calls for said fence to be installed in segments as opposed to a solid fence along the property line. Staff recommends that the fence be completed along the entire length of the shared property line as opposed to being segmented. Staff also recommends the installation of at least two more “No Trespassing” signs along the share property line*
- The applicant shall agree to make access to existing non-motorized trails open and convenient without hindrance between buildings to enable convenient non-motorized connections with Textile Road and encourage healthy, walkable lifestyles.
  - *The applicant has continued to provide a substantial amount of walking paths and trails throughout the development. No changes have been proposed since the PD Stage approval.*
- Each subsequent developer and/or builder shall be required to enter into a development agreement with the Township to insure compliance with the approved final plan.
  - *The applicant and their attorney are in the process of composing the final Development Agreement for this phase of the development. The development agreement shall be in proper form and approved by the Township Attorney prior to Board consideration of the PD Stage II Final Site Plan.*
- All conditions, obligations and requirements noted within the Development Agreement executed on April 8, 2013 between the Charter Township of Ypsilanti and Blue Majestic, LLC. shall remain in full force and effect including the creation of a streetlight assessment district internally and also for Tuttlehill and Textile Roads.
  - *As stated, all conditions noted within the April 8, 2013 development agreement remain in full force and effect.*
- The applicant shall agree to maintain the required and approved single-family/multi-family residential ratio (60/40) by the prohibition of renting the detached single-family units within the development and will include language in the development agreement regarding prohibition of rentals and restrictions that would allow single family rentals only under very specific circumstances, which would be included in the planned development agreement, that would prohibit the homes from being rented at subsidized rates or pursuant to programs offered by

any governmental agency for subsidized housing. Single family home rentals under specific circumstances will only be allowed for three years.

- *The applicant has agreed to the statement above and has memorialized said language within the development agreement. No changes have been proposed to this language as of this report.*
- The applicant shall agree not to accept any form of government subsidy in lieu of rent for the apartment and/or condominium portion of the development. All rent shall be sustained at the market rate and the development agreement should include specifics regarding this condition.
  - *The applicant has agreed to the statement above and has memorialized said language within the development agreement. No changes have been proposed to this language as of this report.*
- Any and all additional issues that may arise during the preparation of the final engineering and final site plan shall be resolved prior to PD Stage II final site plan consideration and shall be included in the final development agreement.
  - *As of this report, all necessary reviewing agencies have reviewed and approved the final engineering portion of this project. A detailed check list is attached hereto outlining the approval dates.*
- The Developer will contain language in the development agreement to assure Nautica Pointe will establish and implement an ongoing maintenance program to ensure the proposed multi housing units will at all times be in compliance with the Township's Property Maintenance Code.
  - *The developer shall include language within the forthcoming development agreement establishing an ongoing maintenance program for the development.*
- The Developer will move units at the entrance of Nautica Pointe on Tuttle Hill Rd. back to provide more open space and landscaping at the boulevard entrance.
  - *Per the request of the Board, the developer has relocated 10 units to the interior of the property away from the Tuttle Hill entrance. Two detention basins and additional landscaping have been put in the place of the relocated units in order to provide a buffer to the remainder of the of the development.*
- The Developer agrees to work with the Washtenaw County Road Commission and Ypsilanti Township to separate the roads in Nautica Pointe Apartments from the single family homes.
  - *The applicant has made application and has received approval from the Washtenaw County Road Commission in order to permit the conversion of the Nautica Point portion of the project to Private Roads while the single-family portion will remain public roads.*

In addition to the recommendation provided above, staff also would like to offer the following recommendations in relation to the final site plan:

Staff recommends that following be revision also be provided for review prior to consideration of the plans by the Board of Trustees:

- Applicant shall provide a photometric plan to insure that the public ways are properly lit.
- As the Township has a no phosphorus ordinance, all notation of utilizing phosphorus within the landscape plan shall be deleted.
- Additional masonry material shall be added to the front façade of the proposed units. The current plan calls for the use of vinyl siding which is not specifically permitted within section 2125 "Exterior Materials" within the zoning code. Revised color renderings shall be provided for review and consideration.

*Assessing Department* – Assessing has confirmed that the previously established condominium has been dissolved and the required property split, creating the Nautica Point parcel has been approved. The assessing department along with the Township Fire Chief are currently in the process of creating the necessary addressing plan for the development.

Attached hereto are the review comments provided by the Township review agencies. Each review letter has been reviewed and approve by staff per our established procedures. All reviewing agencies have recommended approval of the project per the plans dated April 22, 2016

### ***RECOMMENDATION***

After a thorough review of the PD Stage II Final Site Plan by staff and our professional reviewing consultants, staff recommends the approval of the PD Stage II Final Site plan as prepared by Mr. Jared Kime, P.E. with a final revision date of April 12, 2016 with the following conditions:

- All items noted within this staff report shall be resolved prior to Board consideration.
- The applicant shall supply a final development agreement, including an agreeable maintenance agreement, shall to be reviewed and approved by the Township Attorney prior to Board consideration
- The applicant shall supply a final Master Deed to be reviewed and approved by the Township Attorney prior to Board consideration.

***Suggested motions:*** *The following suggested motions and conditions are provided to assist the Planning Commission in making the most appropriate motion for this application. The Commission may utilize, add or reject any conditions suggested herein, as they deem appropriate.*

*Motion to table:*

*“I move to table the PD Stage II Final Site Plan application of Mr. Richard Batt representing Red Wood Acquisition, LLC to consider a recommendation to the Board of Trustees the final site plan relating to the Nautica Pointe residential development. The plan consists of 142 multi-family units and is located within the Majestic Lakes Planned Development. This motion is made in order to permit the further consideration of comments presented during this hearing.”*

*Motion to approve:*

*“I move to recommend approval to the Township Board of Trustees the PD Stage II Final Site Plan application of Mr. Richard Batt representing Red Wood Acquisition, LLC to permit the construction of the Nautica Pointe residential development as presented in the final site plan prepared by Mr. Jared Kime P.E. with a final revision date of April 22, 2016. The plan consists of 142 multi-family units and is located within the Majestic Lakes Planned Development (PD20). This motion is further made with the following conditions:*

- All items noted within this staff report dated May 24, 2016 shall be resolved prior to Board consideration.*
- The applicant shall supply a final development agreement, including an agreeable site and building maintenance agreement, shall be reviewed and approved by the Township Attorney prior to Board consideration*
- The applicant shall supply a final Master Deed to the Township in order to be reviewed and approved by the Township Attorney prior to Board consideration.*

*Motion to deny:*

*“I move recommend denial to the Township Board of Trustees the PD Stage II Final Site Plan application of Mr. Richard Batt representing Red Wood Acquisition, LLC to permit the construction of the Nautica Pointe residential development as presented in the final site plan prepared by Mr. Jared Kime P.E. with a final revision date of April 22, 2016. The plan consists of 142 multi-family units and is located within the Majestic Lakes Planned Development (PD20). due to the following reasons:”*

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Respectfully submitted,

*Joe Lawson*

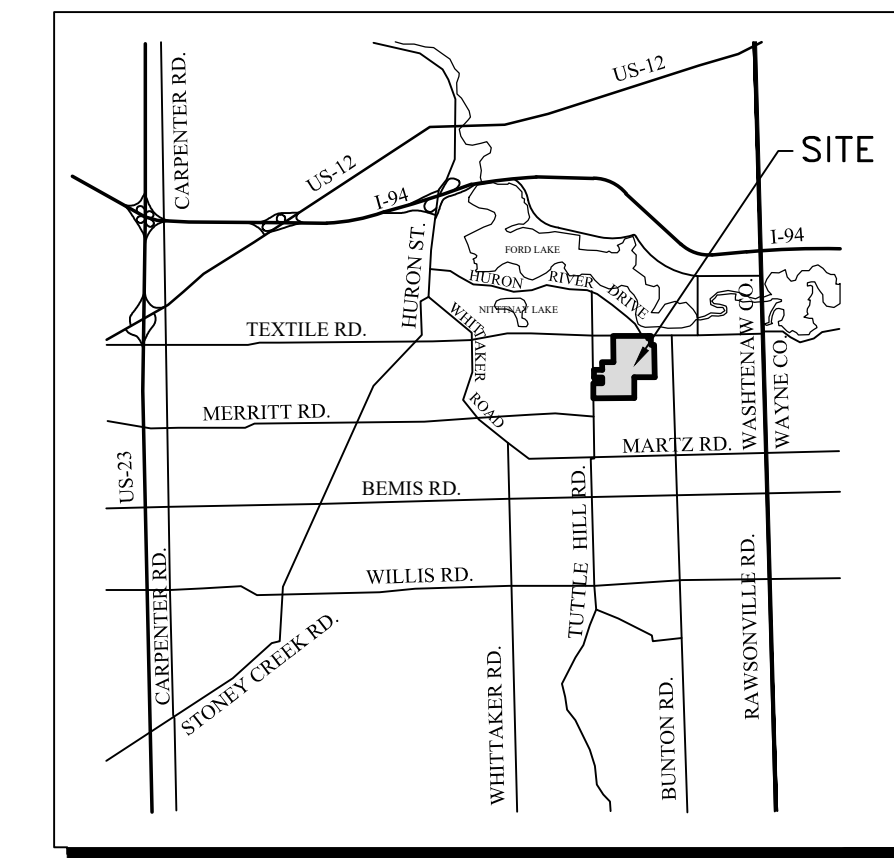
Joe Lawson  
Planning Director



# NAUTICA POINTE AT MAJESTIC LAKES

## ENGINEERING PLANS

SECTION 26, TOWN 3 SOUTH, RANGE 7 EAST  
YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN



VICINITY MAP  
NOT TO SCALE

**811**  
Know what's below.  
Call before you dig.  
THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR ITS REPRESENTATIVE. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK AND SHALL BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MAY BE OCCASIONED BY THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.  
NOTICE: CONSTRUCTION SITE SAFETY IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR. NEITHER THE OWNER NOR THE ENGINEER SHALL BE EXPECTED TO ASSUME ANY RESPONSIBILITY FOR SAFETY OF THE WORK OF PERSONS ENGAGED IN THE WORK OR FOR ANY NEARBY STRUCTURES, USE OF ANY OTHER PERSONS.  
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### PROJECT OWNER/DEVELOPER:

REDWOOD ACQUISITION, LLC  
23775 COMMERCE PARK, SUITE 7  
BEACHWOOD, OHIO 44122  
PHONE: 216-360-9441  
ATTN: KELLIE McIVOR

### PROJECT ENGINEER:

ATWELL, LLC  
TWO TOWNE SQUARE, SUITE 700  
SOUTHFIELD, MI 48076  
PHONE: 248.447.2000  
FAX: 248.447.2001  
ATTN: JOHN ACKERMAN

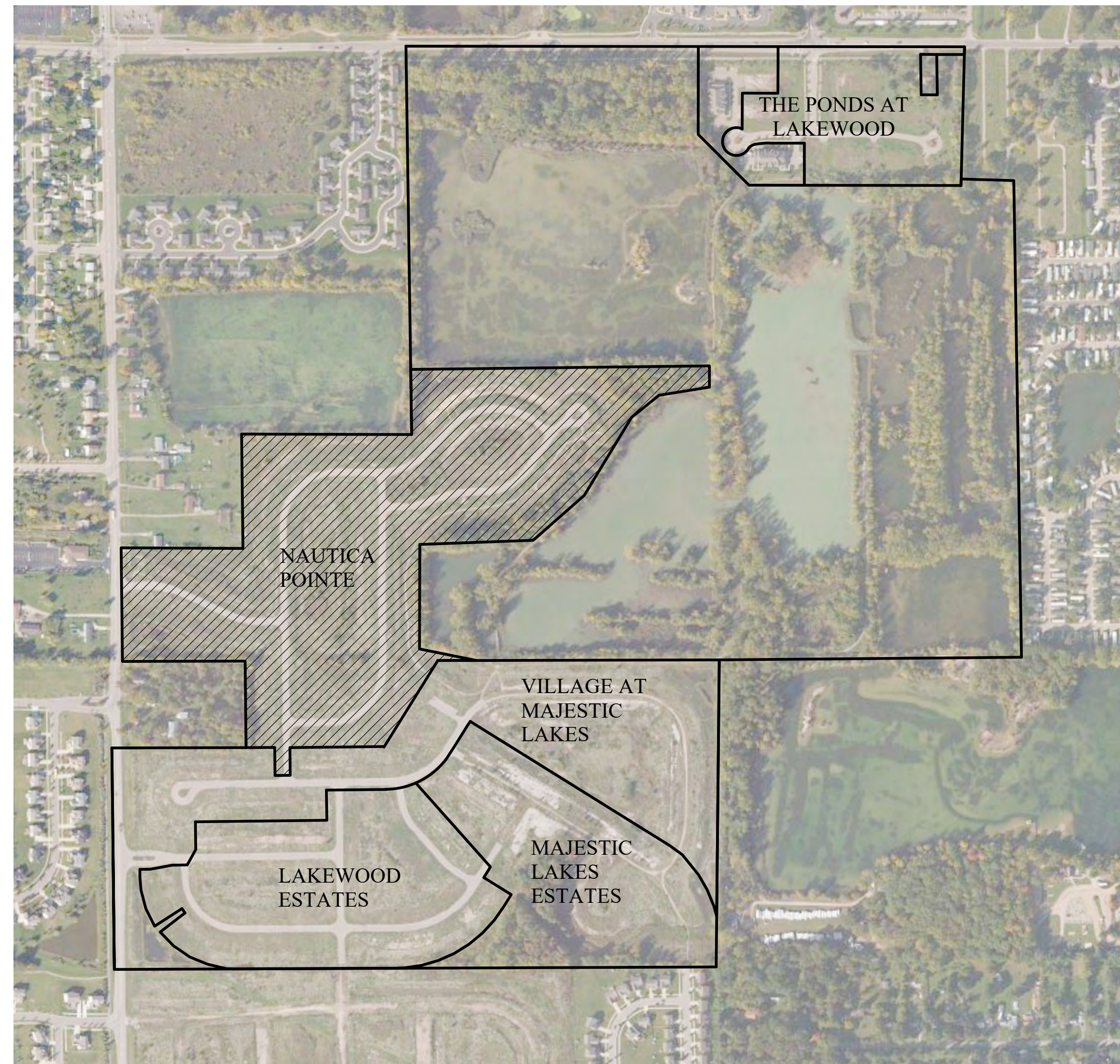
### UTILITY CONTACT:

YPSILANTI COMMUNITY UTILITIES AUTHORITY  
2777 STATE ROAD | YPSILANTI, MI 48198-9112  
PHONE: 734.484.4600 EXT. 220  
FACSIMILE: 734.484.4699  
EMAIL: SWESTOVER@YCUA.ORG  
ATTN: SCOTT WESTOVER

### OVERALL SITE DESCRIPTION

DESCRIPTION OF A 218.56 ACRE PARCEL (OVERALL REMAINDER PARCEL) OF LAND LOCATED IN SECTION 26, T3S, R7E, YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN

Commencing at the West 1/4 corner of Section 26, T3S, R7E, Ypsilanti Township, Washtenaw County, Michigan; thence N89°51'07"E 50.00 feet along the East-West 1/4 line of said Section 26 for a PLACE OF BEGINNING; thence N00°40'17"W 492.09 feet along the Easterly right-of-way line of Tuttle Hill Road (Variable Width); thence S89°39'35"E 528.04 feet; thence N00°40'17"W 495.14 feet; thence S89°52'12"E 736.71 feet; thence N00°50'53"W 1681.82 feet; thence S89°56'52"E 1266.17 feet along the North line of said Section 26 and the centerline of Textile Road (variable width); thence S00°05'02"W 381.06 feet; thence S45°04'16"E 310.86 feet; thence S89°55'00"E 918.71 feet; thence N01°27'01"E 27.81 feet; thence S88°20'52"E 227.71 feet; thence S00°55'58"E 2064.38 feet along the East line of the West 1/2 of the Northeast 1/4 of said Section 26; thence S89°30'11"W 1309.33 feet along the East-West 1/4 line of said Section 26 to the Center Post of said Section 26; thence S00°34'23"W 1329.00 feet along the North-South 1/4 line of said Section 26; thence S01°15'20"E 0.86 feet along the West line of Frank H. Clark Subdivision, as recorded in Liber 10 of plats, Page 11, Washtenaw County records; thence S89°45'51"W 1391.26 feet along the South line of the North 1/2 of the Southwest 1/4 of said Section 26; thence the following thirty three (33) courses along Lakewood Estates Condominium, Washtenaw County Condominium Subdivision Plan No. 554, according to the Master Deed, as recorded in Liber 4627, Page 76, Washtenaw County records; N87°42'03"E 39.61 feet, N81°43'56"E 75.75 feet, N73°52'38"E 75.75 feet, N66°01'20"E 75.75 feet, N58°10'03"E 75.75 feet, N50°18'45"E 75.75 feet, N42°27'28"E 75.75 feet, N34°50'38"E 72.22 feet, N31°55'16"E 60.00 feet, N58°04'44"W 140.00 feet, N31°55'16"E 54.59 feet, N41°40'00"W 485.97 feet, 133.66 feet along the arc of a 333.00 foot radius circular curve to the right, having a chord which bears S77°50'41"W 132.76 feet, S89°20'36"W 257.52 feet, S00°39'24"E 130.55 feet, S89°20'36"W 569.22 feet, S00°39'24"E 120.00 feet, S28°37'07"W 75.66 feet, S88°37'17"W 66.01 feet, S79°41'43"W 96.47 feet, S89°20'36"W 44.89 feet, S00°39'24"E 32.87 feet, S04°42'20"E 56.91 feet, S14°44'01"E 83.96 feet, S26°42'11"E 84.11 feet, N57°18'25"E 140.00 feet, 23.07 feet along the arc of a 263.00 foot radius non-tangential circular curve to the left, having a chord which bears S35°12'21"E 23.06 feet, S52°16'54"W 135.00 feet, S43°42'30"E 83.07 feet, S55°50'11"E 84.96 feet, S67°55'55"E 82.91 feet, S76°29'12"E 83.64 feet, and S88°01'35"E 30.64 feet; thence S89°45'51"W 515.16 feet; thence N00°39'24"W 959.17 feet along the West line of said Section 26 and the centerline of Tuttle Hill Road (variable width); thence N89°51'07"E 581.40 feet; thence N00°39'24"W 374.63 feet; thence S89°51'07"W 531.40 feet to the Place of Beginning, being a part of said Section 26, containing 218.56 acres of land, more or less, being subject to the rights of the public over the Westerly 60 feet thereof as occupied by said Tuttle Hill Road and the Northerly 60 feet thereof as occupied by said Textile Road, and being subject to easements, conditions, restrictions and exceptions of record, if any.



OVERALL DEVELOPMENT AREA  
SCALE: 1" = 400'

### MULTI FAMILY LEGAL DESCRIPTION (NAUTICA POINTE AT MAJESTIC LAKES)

DESCRIPTION OF A 44.72 ACRE PARCEL (PARCEL B) OF LAND LOCATED IN THE WEST 1/2 OF SECTION 26, T3S, R7E, YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN

Commencing at the West 1/4 corner of Section 26, T3S, R7E, Ypsilanti Township, Washtenaw County, Michigan; thence N89°51'07"E 581.40 feet along the East-West 1/4 line of said Section 26; thence S00°39'24"E 374.63 feet for a PLACE OF BEGINNING; thence N89°49'11"E 123.58 feet; thence S00°39'24"E 121.35 feet; thence N89°20'36"E 66.00 feet; thence N00°39'24"W 120.00 feet; thence N89°20'36"E 405.26 feet; thence S41°40'00"E 3.57 feet; thence N31°54'36"E 441.75 feet; thence N89°51'07"E 1218.93 feet along the East-West 1/4 line of said Section 26 to the Center Post of said Section 26; thence S00°34'23"W 1329.00 feet along the North-South 1/4 line of said Section 26; thence S01°15'20"E 0.86 feet along the West line of Frank H. Clark Subdivision, as recorded in Liber 10 of plats, Page 11, Washtenaw County records; thence S89°45'51"W 1391.26 feet along the South line of the North 1/2 of the Southwest 1/4 of said Section 26; thence the following seventeen (17) courses along Lakewood Estates Condominium, Washtenaw County Condominium Subdivision Plan No. 554, according to the Master Deed, as recorded in Liber 4627, Page 76, Washtenaw County records; N87°42'03"E 39.61 feet, N81°43'56"E 75.75 feet, N73°52'38"E 75.75 feet, N66°01'20"E 75.75 feet, N58°10'03"E 75.75 feet, N50°18'45"E 75.75 feet, N42°27'28"E 75.75 feet, N34°50'38"E 72.22 feet, N31°55'16"E 60.00 feet, N58°04'44"W 140.00 feet, N31°55'16"E 54.59 feet, N41°40'00"W 485.97 feet, 133.66 feet along the arc of a 333.00 foot radius circular curve to the right, having a chord which bears S77°50'41"W 132.76 feet, S89°20'36"W 257.52 feet, S00°39'24"E 130.55 feet, S89°20'36"W 569.22 feet, S00°39'24"E 120.00 feet, S28°37'07"W 75.66 feet, S88°37'17"W 66.01 feet, S79°41'43"W 96.47 feet, S89°20'36"W 44.89 feet, S00°39'24"E 32.87 feet, S04°42'20"E 56.91 feet, S14°44'01"E 83.96 feet, S26°42'11"E 84.11 feet, N57°18'25"E 140.00 feet, 23.07 feet along the arc of a 263.00 foot radius non-tangential circular curve to the left, having a chord which bears S35°12'21"E 23.06 feet, S52°16'54"W 135.00 feet, S43°42'30"E 83.07 feet, S55°50'11"E 84.96 feet, S67°55'55"E 82.91 feet, S76°29'12"E 83.64 feet, and S88°01'35"E 30.64 feet; thence S89°45'51"W 515.16 feet; thence N00°39'24"W 959.17 feet along the West line of said Section 26 and the centerline of Tuttle Hill Road (variable width); thence N89°51'07"E 581.40 feet to the Place of Beginning, being a part of the Southwest 1/4 of said Section 26, containing 44.72 acres of land, more or less, being subject to the rights of the public over the Westerly 60 feet thereof as occupied by said Tuttle Hill Road, and being subject to easements, conditions, restrictions and exceptions of record, if any.

Sheet List Table	
SHEET NUMBER	SHEET TITLE
1	COVER
2	EXISTING CONDITIONS & DEMOLITION PLAN
3	EXISTING CONDITIONS & DEMOLITION PLAN
4	EXISTING CONDITIONS & DEMOLITION PLAN
5	EXISTING STRUCTURE TABLE
6	LAYOUT PLAN
7	GRADING & SESC PLAN
8	GRADING & SESC PLAN
9	GRADING & SESC PLAN
10	GRADING AND SESC DETAILS
11	POND 2A & 2B CALCULATIONS & DETAILS
12	FOREBAY 4 & 5 CALCULATIONS
13	FOREBAY 6 & 7 CALCULATIONS
14	POND 8 CALCULATIONS & DETAILS
15	STORM SEWER RELOCATION PLAN
16	STORM SEWER RELOCATION PLAN
17	STORM SEWER RELOCATION PLAN
18	LEAD DESIGN PLAN
19	LEAD DESIGN PLAN
20	LEAD DESIGN PLAN
21	C-FACTOR ANALYSIS PLAN (PREVIOUSLY APPROVED)
22	C-FACTOR ANALYSIS PLAN (PROPOSED)
23	PAVEMENT STANDARD DETAILS
24	PAVEMENT STANDARD DETAILS
25	SANITARY SEWER STANDARD DETAILS
26	SANITARY SEWER STANDARD DETAILS
27	STORM SEWER STANDARD DETAILS
28	STORM SEWER STANDARD DETAILS
29	WATER MAIN STANDARD DETAILS
30	WATER MAIN STANDARD DETAILS
31	SESC STANDARD DETAILS
L-1	LANDSCAPE PLAN
L-2	LANDSCAPE PLAN
L-3	LANDSCAPE SPECIFICATIONS
I-1	IRRIGATION PLAN
I-2	IRRIGATION PLAN

### SITE DATA

Parcel Size:	26.30 Acres
Existing Zoning:	PD - Planned Development
Proposed Density:	
Type 7: 2 unit building:	2 buildings / 4 units
Type 7: 4 unit building:	16 buildings / 64 units
Type 7: 6 unit building:	1 building / 6 units
Type 2: 2 unit building:	3 buildings / 6 units
Type 2: 4 unit building:	14 buildings / 56 units
Type 2: 6 unit building:	1 building / 6 units
Totals:	37 buildings / 142 units
Setbacks:	
Front:	20' from private street easement
Bldg to bldg:	30' min.
Parking:	
Required (2 spaces per unit)	284 spaces
Proposed:	
Garage parking (2 per unit)	284 spaces
Driveway parking (2 per unit)	284 spaces
Guest parking spaces	47 spaces
Total spaces proposed:	615 spaces

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TWO TOWNE SQUARE, SUITE 700  
SOUTHFIELD, MI 48076  
248.447.2000

SECTION 26  
TOWN 3 SOUTH, RANGE 7 EAST  
YPSILANTI TOWNSHIP  
WASHTENAW COUNTY, MICHIGAN

REDWOOD  
NAUTICA POINTE  
AT MAJESTIC LAKES  
ENGINEERING PLANS  
COVER

DATE: JAN. 22, 2016  
03-11-2016 PER TWP/COUNTY  
REVISIONS  
SCALE: 1" = 400 FEET  
DRAWN BY: JDR/CJR  
CHECKED BY: J. KIME  
P.M.: J. ACKERMAN  
JOB #: 14000914.01  
FILE CODE: -  
SHEET NO. 1

NOT FOR CONSTRUCTION



**SOIL EROSION AND SEDIMENTATION CONSTRUCTION NOTES**

1. ALL SOIL EROSION CONTROL MEASURES SHALL COMPLY WITH THE CURRENT YPSILANTI TOWNSHIP ORDINANCES, WASHTENAW COUNTY STANDARDS AND SPECIFICATIONS FOR SOIL EROSION AND SEDIMENT CONTROL, AND STATE OF MICHIGAN "SOIL EROSION AND SEDIMENTATION CONTROL ACT" (ACT #347).
2. PRIOR TO COMMENCING EARTHMOVING OPERATIONS, THE GRADING CONTRACTOR SHALL INSTALL THE MUD TRACKING MAT, THE SILT FENCE AND TEMPORARY GRAVEL FILTER(S) SHOWN ON THE PLANS.
3. SILT FENCE TO BE PLACED AROUND TOP OF POND FOLLOWING MASS GRADING OPERATIONS TO PREVENT SEDIMENT ACCUMULATION IN POND DURING CONSTRUCTION.
4. ANY LAWN AREA WHICH WILL HAVE A SLOPE STEEPER THAN 6:1 (6 FT. MEASURED HORIZONTALLY AND 1 FT. MEASURED VERTICALLY) SHALL BE SODDED AND PEGGED OR SEEDED AND MULCHED USING A SOIL EROSION CONTROL FABRIC OR BLANKET. HYDROSEEDING MAY BE USED IN LIEU OF SEED AND MULCH OR SOD WHERE SLOPES ARE FLATTER THAN 6:1.
5. A 100' X 12' STONE MUD TRACKING MAT SHALL BE INSTALLED AT ANY LOCATION WHERE CONSTRUCTION VEHICLES ENTER AN EXISTING PAVED STREET. THE ACTUAL LOCATION OF THE MUD TRACKING MATS AND THE GRAVEL FILTERS MAY BE ADJUSTED BY THE CONTRACTOR TO MATCH CONTRACTOR'S OPERATIONS AND FIELD CONDITIONS BUT ONLY IF APPROVED BY THE ENGINEER.
6. ALL DISTURBED AREAS, EVEN WHERE FUTURE PAVEMENT AND BUILDINGS ARE PROPOSED, ARE TO BE REVEGETATED PER COUNTY STANDARDS FOR TEMPORARY SEEDING.
7. SEE SHEET 10 FOR NOTES, SPECIFICATIONS, AND RESTRICTIONS FOR WORK IN AND AROUND THE WOLVERINE PIPELINE AND EASEMENT.

**MAINTENANCE REQUIREMENTS**

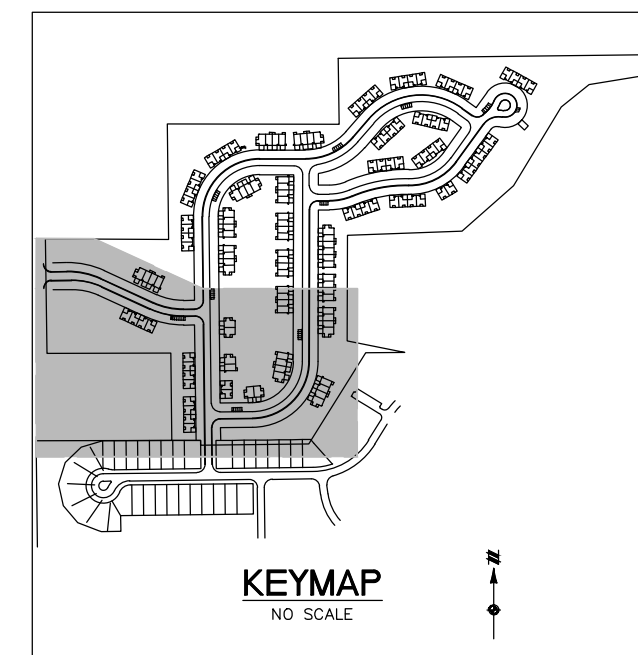
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2. ALL TEMPORARY GRAVEL FILTERS SHOULD BE ADJUSTED AS TO LOCATION PER ACTUAL FIELD CONDITIONS. THE REMOVAL OF TRAPPED SEDIMENT AND THE CLEANOUT OR REPLACEMENT OF CLOGGED STONE MAY BE NECESSARY AFTER EACH STORM EVENT DURING THE PROJECT.
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**LEGEND**

588  
 590  
 592  
 590

PROPOSED 1" CONTOUR  
 PROPOSED 5" CONTOUR  
 EXISTING 2" CONTOUR  
 EXISTING 10" CONTOUR  
 PROPERTY LINE  
 EXISTING CURB AND GUTTER  
 PROPOSED CURB AND GUTTER  
 PROPOSED BERM  
 CENTERLINE OF SWALE  
 PROPOSED R.O.W. LINE  
 EXISTING MANHOLE / CATCH BASIN  
 PROPOSED MANHOLE / CATCH BASIN  
 EXISTING HYDRANT  
 PROPOSED HYDRANT  
 EXISTING GATE VALVE & WELL  
 EXISTING WATER MAIN MANHOLE  
 EXISTING SANITARY SEWER MANHOLE  
 INLET FILTER  
 SNOW FENCE / LIMITS OF DISTURBANCE  
 SILT FENCE / LIMITS OF DISTURBANCE  
 EXISTING ASPHALT PAVEMENT  
 PROPOSED ASPHALT PAVEMENT  
 PROPOSED RIP-RAP

**SPOT GRADE DESIGNATIONS**  
 TC = TOP OF CURB  
 FG = FINISH GRADE/FLANGE GRADE (HYDRANT)  
 RIM = RIM GRADE/FLOW LINE  
 EX = MATCH EXISTING



**BENCHMARK #9:**  
WLY VALVE OF HYDRANT AT RESIDENCE #6395 TUTTLEHILL ROAD  
ELEVATION: 711.53 (NAVD88)

**BENCHMARK #21:**  
TOP OF HORIZONTAL ANGLE IRON X-BRACE AT WLY LEG OF TOWER  
ELEVATION: 710.57 (NAVD88)

NOTE:  
FINISH FLOOR ELEVATION IS FINISHED GRADE @ FRONT OF BUILDING + 0.33'

SEE SHEET 5 FOR EXISTING STRUCTURE TABLE

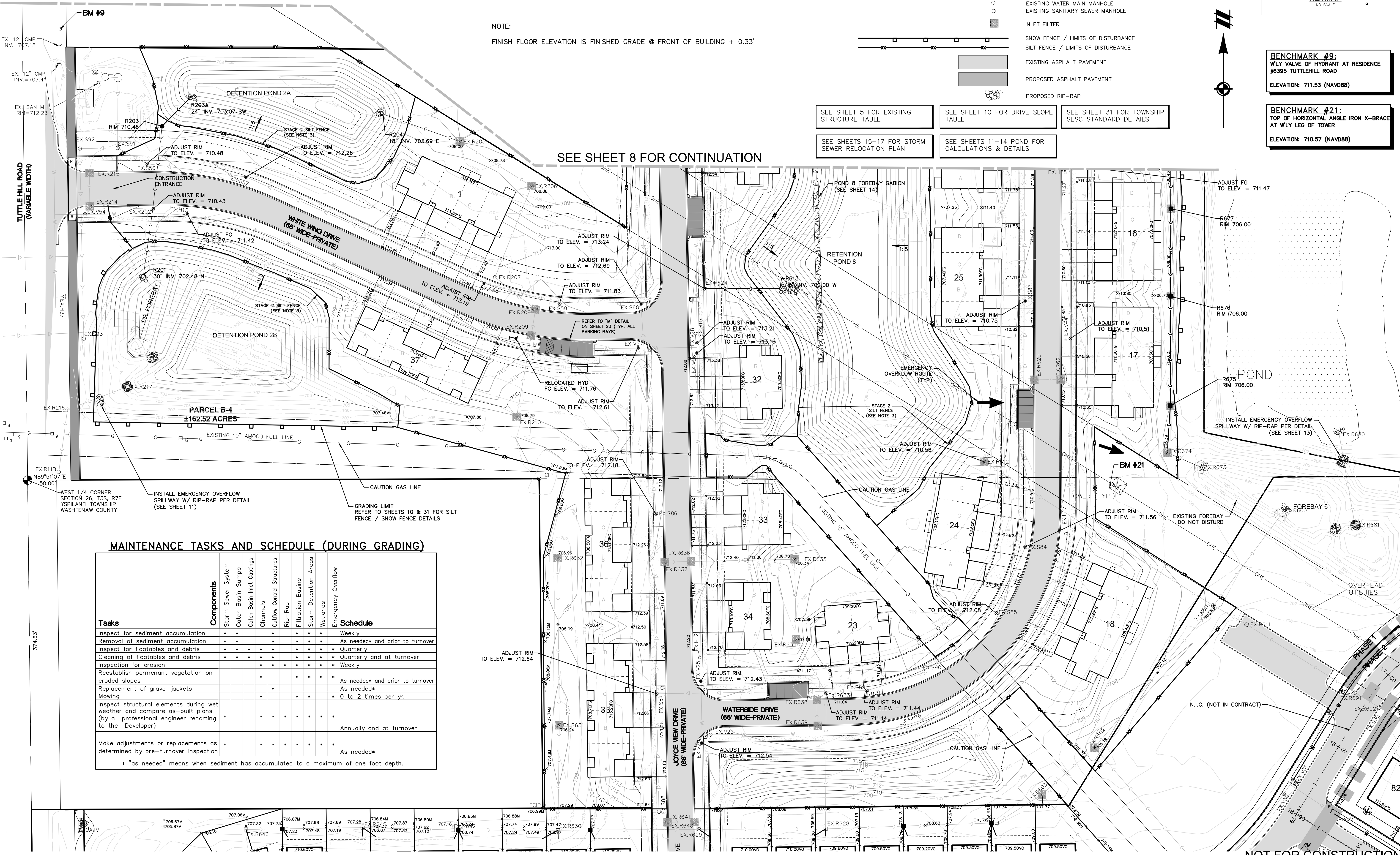
SEE SHEET 10 FOR DRIVE SLOPE TABLE

SEE SHEET 31 FOR TOWNSHIP SESC STANDARD DETAILS

SEE SHEETS 15-17 FOR STORM SEWER RELOCATION PLAN

SEE SHEETS 11-14 POND FOR CALCULATIONS & DETAILS

SEE SHEET 8 FOR CONTINUATION



**MAINTENANCE TASKS AND SCHEDULE (DURING GRADING)**

Tasks	Components	Schedule
Inspect for sediment accumulation	Storm Sewer System	Weekly
Removal of sediment accumulation	Catch Basin Sumps	As needed* and prior to turnover
Inspect for floatables and debris	Catch Basin Inlet Casings	Quarterly
Cleaning of floatables and debris	Channels	Quarterly and at turnover
Inspection for erosion	Outflow Control Structures	Weekly
Reestablish permanent vegetation on eroded slopes	Rip-Rap	As needed* and prior to turnover
Replacement of gravel jackets	Storm Detention Areas	As needed*
Mowing	Wetlands	0 to 2 times per yr.
Inspect structural elements during wet weather and compare as-built plans (by a professional engineer reporting to the Developer)	Emergency Overflow	Annually and at turnover
Make adjustments or replacements as determined by pre-turnover inspection		As needed*

\* "as needed" means when sediment has accumulated to a maximum of one foot depth.

**81**  
Know what's below.  
Call before you dig.

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SECTION 26  
TOWN 3 SOUTH, RANGE 7 EAST  
YPSILANTI TOWNSHIP  
WASHTENAW COUNTY, MICHIGAN

REDWOOD  
NAUTICA POINTE  
AT MAJESTIC LAKES  
ENGINEERING PLANS  
GRADING & SESC PLAN

CLIENT

DATE  
JAN. 22, 2016

03-11-2016 PER TWP/COUNTY

REVISIONS

SCALE: 1" = 50 FEET

DRAWN BY: JDR/CJR  
CHECKED BY: J. KIME  
P.M.: J. ACKERMAN  
JOB #: 14000914.01  
FILE CODE: -  
SHEET NO. 7

CAD FILE: 14000914.01CP-05-GDW

K: 14000914.DWG PLAN SETS\CONSTRUCTION-NAUTICA\14000914.01CP-05-GDW 3/11/2016 3:19 PM JOSHUA RATLIFF

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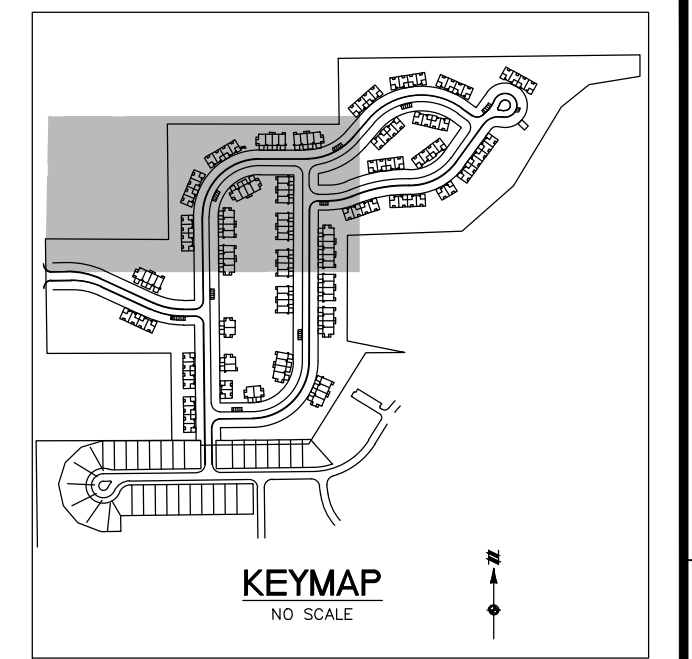
NOTE:

FINISH FLOOR ELEVATION IS FINISHED GRADE @ FRONT OF BUILDING + 0.33'

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- SEE SHEET 10 FOR DRIVE SLOPE TABLE
- SEE SHEET 31 FOR TOWNSHIP SESO STANDARD DETAILS
- SEE SHEETS 15-17 FOR STORM SEWER RELOCATION PLAN
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**LEGEND**

- 588
  - 590
  - 590
  - PROPOSED 1' CONTOUR
  - PROPOSED 5' CONTOUR
  - EXISTING 10' CONTOUR
  - PROPERTY LINE
  - EXISTING CURB AND GUTTER
  - PROPOSED CURB AND GUTTER
  - PROPOSED BEAM
  - CENTERLINE OF SWALE
  - PROPOSED R.O.W. LINE
  - EXISTING MANHOLE / CATCH BASIN
  - PROPOSED MANHOLE / CATCH BASIN
  - EXISTING HYDRANT
  - PROPOSED HYDRANT
  - EXISTING GATE VALVE & WELL
  - EXISTING WATER MAIN MANHOLE
  - EXISTING SANITARY SEWER MANHOLE
  - INLET FILTER
  - SNOW FENCE / LIMITS OF DISTURBANCE
  - SILT FENCE / LIMITS OF DISTURBANCE
  - EXISTING ASPHALT PAVEMENT
  - PROPOSED ASPHALT PAVEMENT
  - PROPOSED RIP-RAP
- SPOT GRADE DESIGNATIONS**
- TC = TOP OF CURB
  - FG = FINISH GRADE/FLANGE GRADE (HYDRANT)
  - RIM = RIM GRADE/FLOW LINE
  - EX = MATCH EXISTING



**BENCHMARK #9:**  
WLY VALVE OF HYDRANT AT RESIDENCE #395 TUTTLEHILL ROAD  
ELEVATION: 711.53 (NAV888)

**BENCHMARK #21:**  
TOP OF HORIZONTAL ANGLE IRON X-BRACE AT WLY LEG OF TOWER  
ELEVATION: 710.57 (NAV888)

**811**  
Know what's below.  
Call before you dig.  
THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR ITS REPRESENTATIVE. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK AND AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MAY BE OCCASIONED BY THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.

NOTICE:  
CONSTRUCTION SITE SAFETY IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR. NEITHER THE OWNER NOR THE ENGINEER SHALL BE EXPECTED TO ASSUME ANY RESPONSIBILITY FOR SAFETY OF THE WORK OF PERSONS ENGAGED IN THE WORK OF ANY NEARBY STRUCTURES, OR OF ANY OTHER PERSONS.

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SOUTHFIELD, MI 48076  
248.444.2000

SECTION 26  
TOWN 3 SOUTH, RANGE 7 EAST  
YPSILANTI TOWNSHIP  
WASHTENAW COUNTY, MICHIGAN

REDWOOD  
NAUTICA POINTE  
AT MAJESTIC LAKES  
ENGINEERING PLANS  
GRADING & SESS PLAN

CLIENT

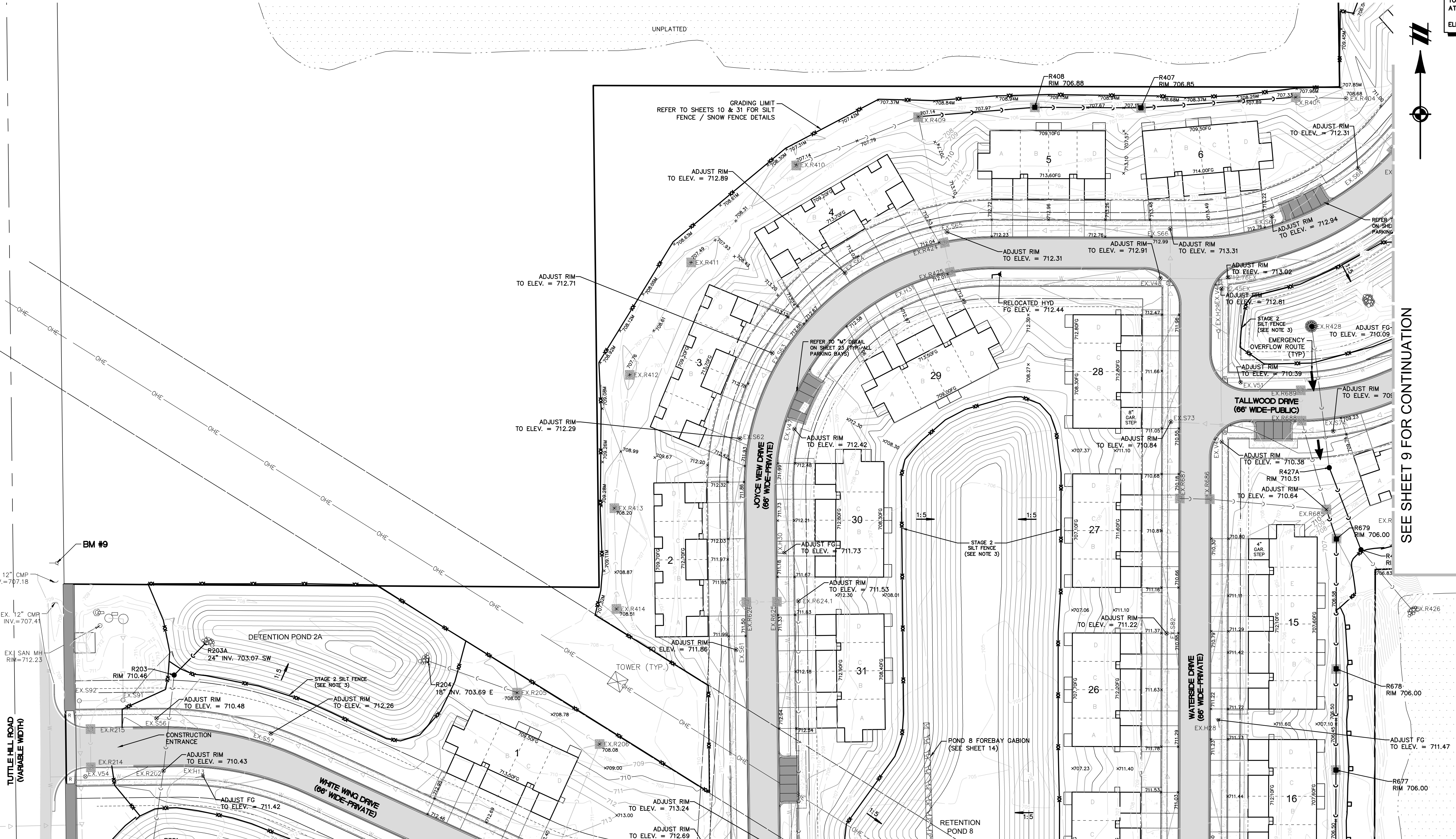
DATE  
JAN. 22, 2016

03-11-2016 PER TWP/COUNTY

REVISIONS

0	25	50
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SCALE: 1" = 50 FEET  
DRAWN BY: JDR/CJR  
CHECKED BY: J. KIME  
P.M.: J. ACKERMAN  
JOB #: 14000914.01  
FILE CODE: -  
SHEET NO. 8



SEE SHEET 9 FOR CONTINUATION

SEE SHEET 7 FOR CONTINUATION

NOT FOR CONSTRUCTION

K:\14000914.DWG\PLAN SET\CONSTRUCTION-NAUTICA\14000914.01CP-05-G.DWG 3/11/2016 3:19 PM JOSHUA RATLIFF

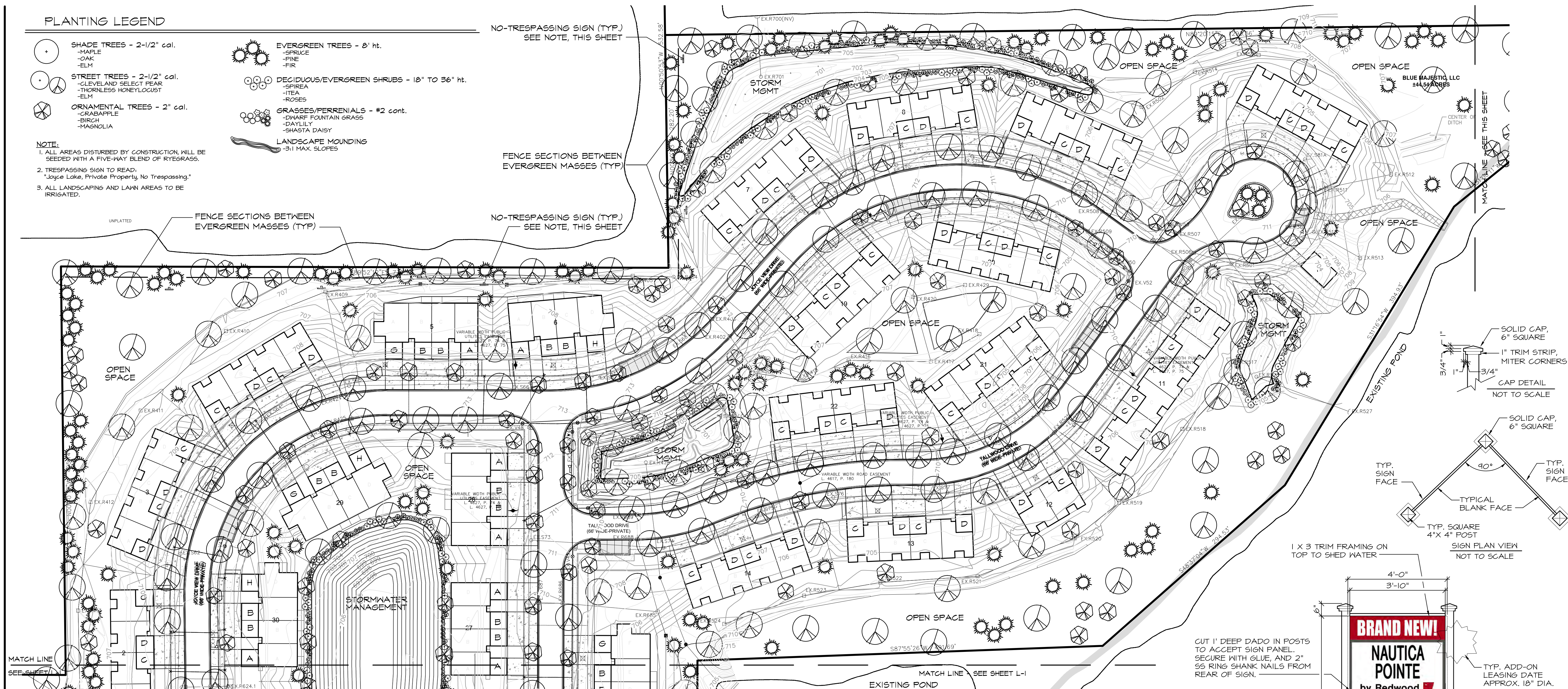




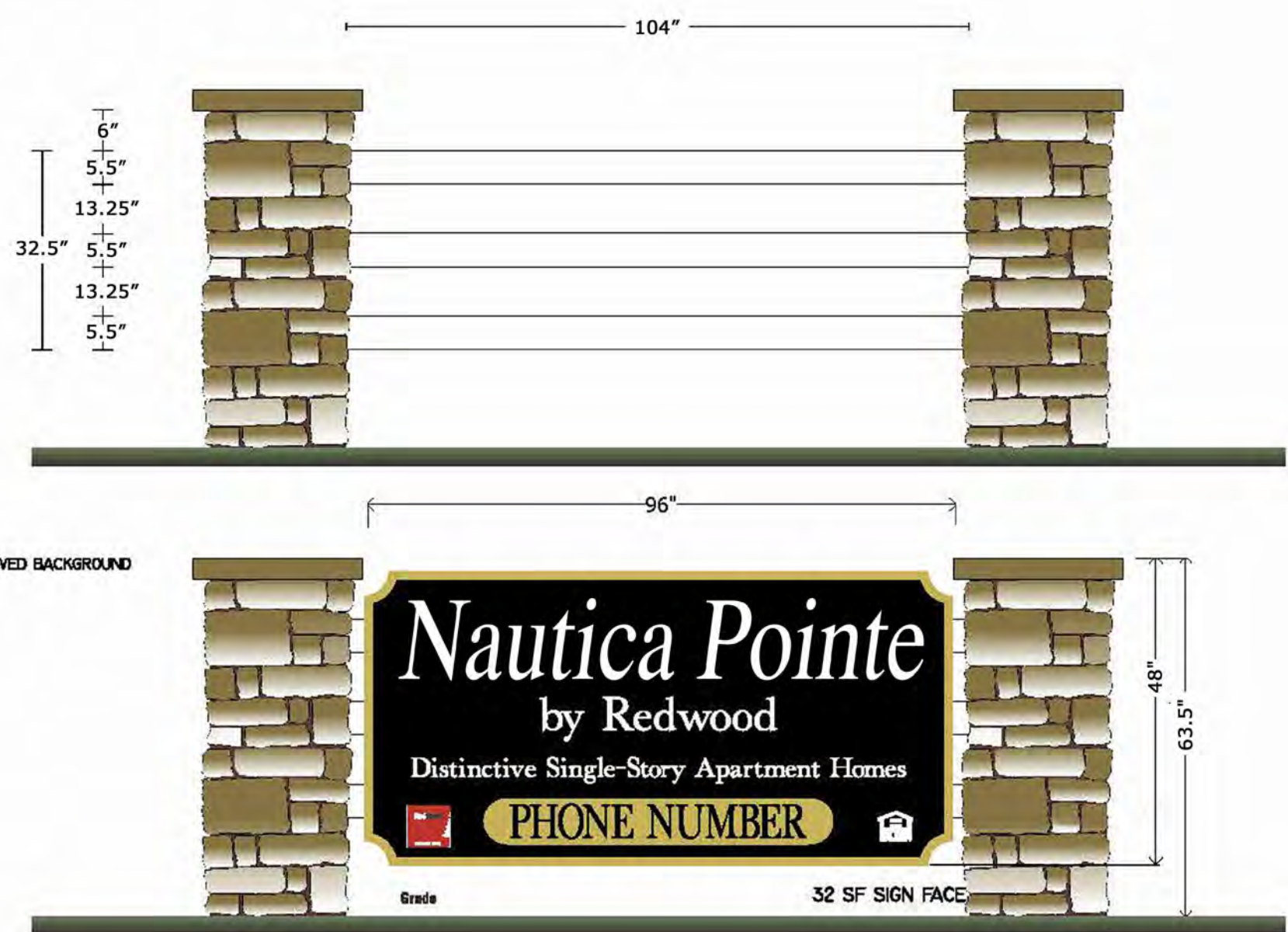
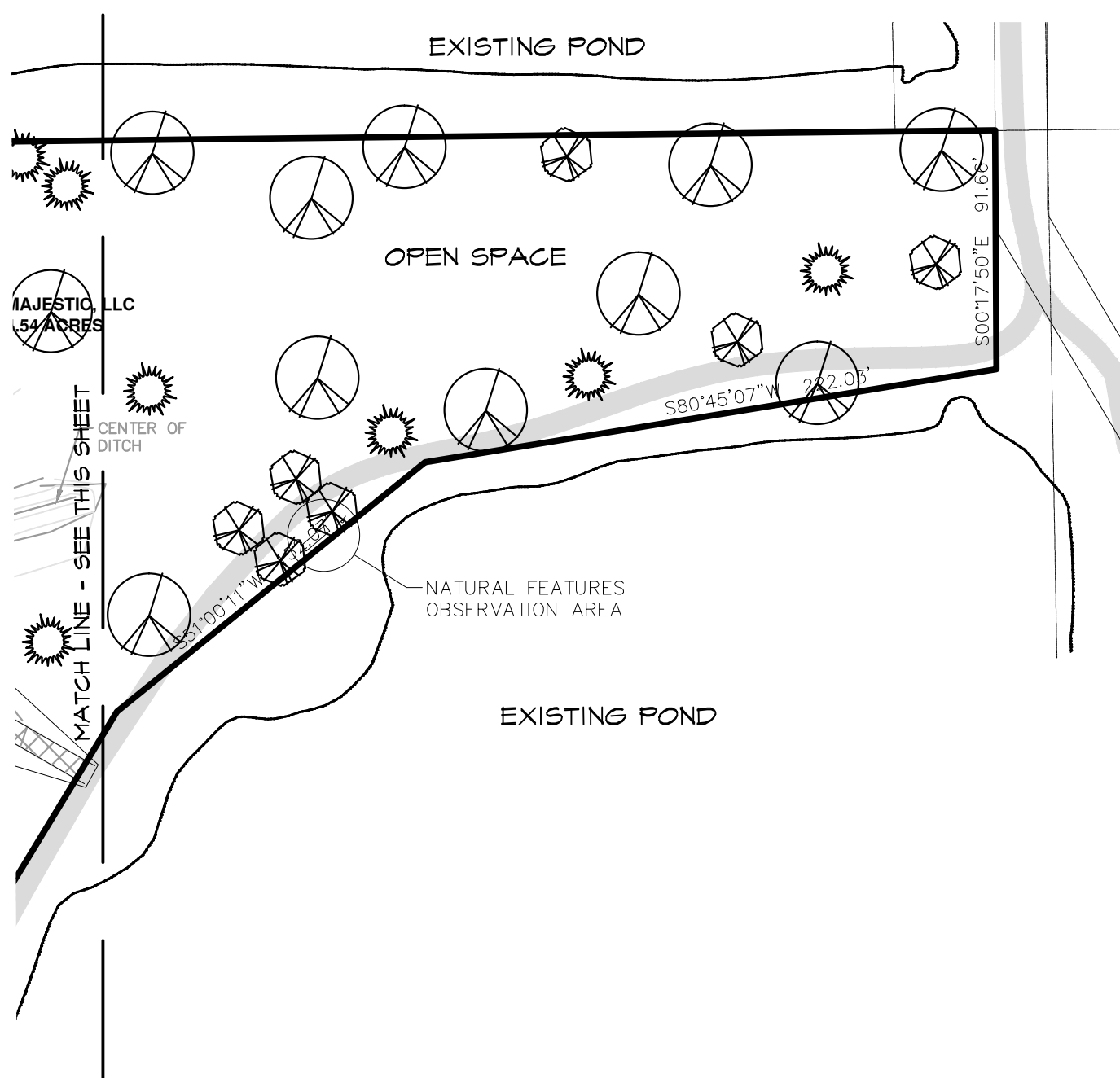
PLANTING LEGEND

- SHADE TREES - 2-1/2' cal.
  - MAPLE
  - OAK
  - ELM
- STREET TREES - 2-1/2' cal.
  - CLEVELAND SELECT PEAR
  - THORNLESS HONEYLOCUST
  - ELM
- ORNAMENTAL TREES - 2' cal.
  - CRABAPPLE
  - BIRCH
  - MAGNOLIA
- EVERGREEN TREES - 8' ht.
  - SPRUCE
  - PINE
  - FIR
- DECIDUOUS/EVERGREEN SHRUBS - 18" TO 36" ht.
  - SPIREA
  - HYDRANGEA
  - ROSES
- GRASSES/PERENNIALS - #2 cont.
  - DWARF FOUNTAIN GRASS
  - DAYLILY
  - SHASTA DAISY
- LANDSCAPE MOUNDING
  - 3:1 MAX. SLOPES

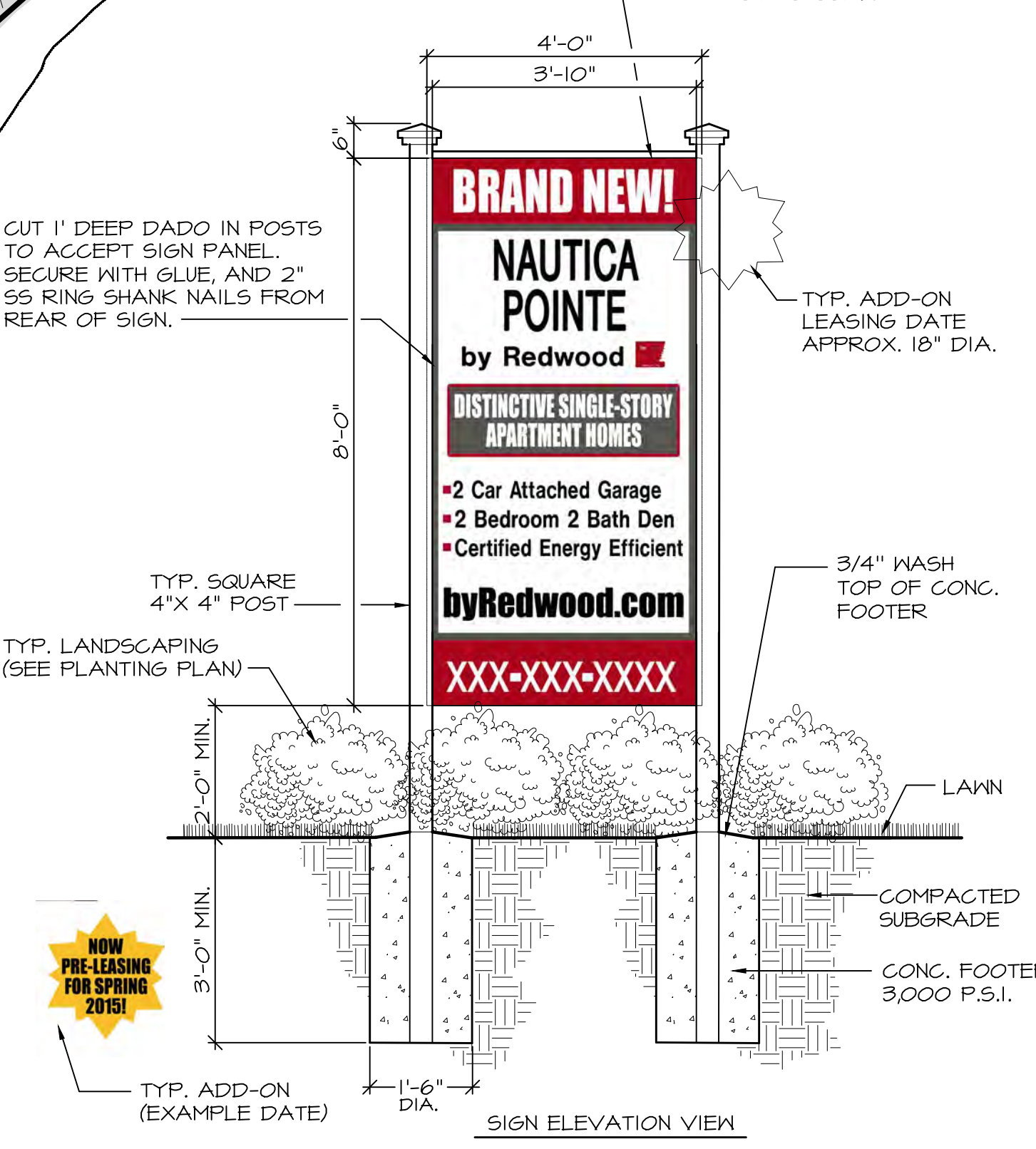
NOTE:  
 1. ALL AREAS DISTURBED BY CONSTRUCTION WILL BE SEEDDED WITH A FIVE-WAY BLEND OF RYEGRASS.  
 2. TRESPASSING SIGN TO READ: "Joyce Lake, Private Property, No Trespassing."  
 3. ALL LANDSCAPING AND LAWN AREAS TO BE IRRIGATED.



LANDSCAPE PLAN - NORTH  
 SCALE: 1"=60'

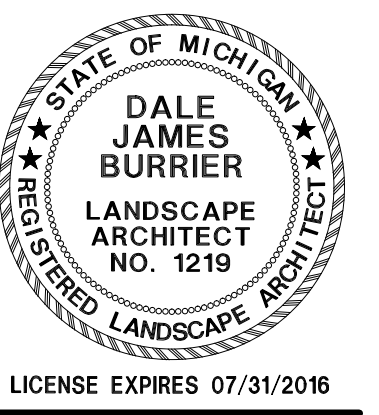


1 SITE ENTRANCE SIGN  
 1/2" = 1'-0" (APPROXIMATE)



NOTES:  
 1. ALL SIGN POST MATERIAL TO BE SOUTHERN YELLOW PINE, ACQ-TREATED OR CBA-TREATED.  
 2. FASTENERS SHALL BE HOT-DIPPED GALVANIZED METAL.  
 3. STAIN FENCE WITH TWO COATS OF OLYMPIC SEMI-TRANSPARENT STAIN TO MATCH FENCE.  
 4. SIGN PANELS TO BE MARINE-GRADE PLYWOOD.

2 TEMPORARY SALES SIGN  
 1/2" = 1'-0"



**CAWRSE & ASSOCIATES, INC.**  
 Landscape Architecture · Land Planning  
 549 E. Washington Street · Chagrin Falls, OH 44022  
 440-247-7003/fax 440-247-7143



PRELIMINARY LANDSCAPE PLAN  
**NAUTICA POINTE**  
 TUTTLE HILL ROAD, YPSILANTI TWP., MICHIGAN  
 REDWOOD ACQUISITIONS, LLC  
 23775 COMMERCE PARK DRIVE, SUITE 7, BEACHWOOD, OH 44122

Date	Notes
04-11-14	DRWN D.J.B.
12-24-15	REVD
01-08-16	REVD
01-10-16	REVD
03-10-16	REVD

Job No: 14047  
 File: prelim.dwg

SECTION 02900 - LANDSCAPING

PART 1 - GENERAL

A. DESCRIPTION:

1. Work Included:  
Planting required for this Work is indicated on the Drawings and, in general, includes the planting and other ground cover throughout the Work.

B. QUALITY ASSURANCE:

1. Qualifications of workmen:  
Provide at least one person who shall be present at all times during execution of this portion of the Work and who shall be thoroughly familiar with the type of materials being installed and the best methods for their installation and who shall direct all work performed under this Section.
2. Codes, Regulations and Standards:  
a. All plants and planting material shall meet or exceed the Specifications of Federal, State and County laws requiring inspection for plant disease and insect control.  
b. Quality and Size:  
(1) General:  
Quality and size shall conform with the current edition of "Horticultural Standards" for number one grade nursery stock as adopted by the American Association of Nurserymen.  
(2) Deciduous Trees:  
Trees will measure in units of average height in feet above the ground or of an average caliper at a point 6 inches above the ground.  
(3) Evergreen Trees:  
Trees will measure in units of an average height in feet above the ground.  
(4) Plant stock:  
Each ball shall be of sufficient size to insure successful fibrous feeding roots necessary to insure successful recovery and development of the plant.  
c. Topsoil shall conform with ASTM D 5268-92.

C. SUBMITTALS:

1. Material List:  
Within 35 days after award of Contract, and before any planting materials are delivered to the job site, submit to the Architect a complete list of nurseries where plants are to be obtained and other tapes proposed to be installed.  
a. Include complete data on source, size and quality.  
b. Demonstrate complete conformance with the requirements of this Section.  
c. This shall in no way be construed as permitting substitutions for specific items described in the Drawings or these Specifications unless the substitution has been approved in advance by the Architect.
2. Certificates:  
a. All certificates required by law shall accompany shipments.  
b. Upon completion of the installation, deliver all certificates to the Architect.
3. Approval of plants at source does not alter right of rejection at project site.

D. PRODUCT HANDLING:

1. Delivery:  
a. Balled and Burlapped Stock:  
Care should be taken at all times as to not damage the bark or branches. Plants shall be lifted and handled from the bottom of the ball as much as possible to prevent damage to the plant.  
b. Plant stock to be delivered in B & B shall be moved with a compact natural ball of earth so firmly wrapped in burlap, that upon delivery the soil in the ball is still firm and compact about the small feeding roots.
2. Temporary Storage and Protection:  
a. Protect plants at all times from sun or drying winds.  
b. Plants that cannot be planted immediately on delivery shall be kept in the shade, well protected with soil, wood chips, straw or other acceptable material, and shall be kept well watered.
3. Replacements:  
In the event of damage, immediately make all repairs and replacements necessary for the approval of the architect and at no additional expense to the Owner.

PART 2 - PRODUCTS

A. MATERIALS:

1. Topsoil/Planting Mix:  
a. Lawn Areas:  
Use on-site stockpiled topsoil. If the quantity of on-site topsoil stockpiled is insufficient to complete the work, provide imported topsoil.  
b. Planting Beds:  
Use imported topsoil. Contractor to obtain rights and pay all costs for imported topsoil material. Topsoil shall meet the following requirements:  
(1) Shall be free from admixture of subsoil, heavy clay, coarse sand, stone, plants roots, sticks, and other foreign material.  
(2) Shall be classified in the "Loam" portion of the U.S.D.A. Soil Textural Triangle. For topsoil to be classified as "Loam", that fraction passing through a #10 sieve shall meet the following mechanical analysis:  
(a) 8 to 25% clay (less than 0.002 mm particle size).  
(b) 30 to 55% sand (2.0 to 0.05 mm particle size).  
(c) 30 to 50% silt (0.05 mm to .002 mm particle size).  
(3) Contain neither less than 5%, nor more than 20%, organic matter as determined by loss on ignition of samples oven-dried to constant weight at 212 degrees F.  
(4) Have a pH level of between 6.2 and 6.8.  
(5) All topsoil shall be screened through a 1-1/4" screen.  
(6) Submit an analysis of proposed topsoil. Topsoil shall be acceptable to Landscape Architect and Soils Testing Firm.
2. Seed:  
Seed shall be 5 Way Blend Perennial Ryegrass, composed of 20% Apple 6L Perennial Ryegrass, 20% HomeRun Perennial Ryegrass, 20% Fiesta 4 Perennial Ryegrass, 20% Amazing 6S Perennial Ryegrass, 20% Perennial Ryegrass.
3. Sod (if specified on the drawings):  
Sod shall be a mixture of disease resistant Kentucky Bluegrass soil grown sod. Provide well-rooted, healthy sod, free of diseases, nematodes and soil borne insects. Provide sod uniform in color, leaf texture, density, and free of weeds, undesirable grasses, stones, roots, thatch, and extraneous material viable and capable of growth and development when planted.
4. Lime:  
Lime shall be ground limestone containing not less than 85% of total carbonates and shall be ground to such a fineness that 50% will pass through a 200-mesh sieve and 90% will pass through a 400-mesh sieve.
5. Fertilizer For Lawns:  
Fertilizer shall be 12-12-12, uniform in composition, free flowing and suitable for application with approved equipment delivered to the site in bags or other convenient containers, each fully labeled, conforming to the applicable State Fertilizer Law, and bearing the name, trade name or trademark, and warranty of the producer.
6. Plants:  
a. Trees, shrubs, and herbaceous plants:  
(1) All trees, shrubs and herbaceous plants, deciduous plants or evergreens shall be sound, healthy, vigorous, first-class, freshly dug, nursery grown in a climate similar to or more severe than Ohio.  
(2) All plant material shall be free of insects, their eggs, and larvae.  
(3) Plants shall be free of mechanical or cultural injury by rodents, and free of noticeable after effects of insects (borers).  
(4) Plants shall be true to scientific names. The names used are those of "Standardized Plant Names".  
b. Soil Amendments:  
"Soil Moist" granular soil moisturizer Polymer Product or equal, as manufactured and distributed by JRM Chemical Inc., Cleveland, Ohio, (216-415-8488), or equal.  
c. Mulch:  
All mulch shall be double shredded, hardwood bark, dark brown in color.  
d. Fertilizer For Plantings:  
Fertilizer shall be 20-10-5 Agriform Planting tablets or equal manufactured by Sierra Chemical Company, 1-408-269-8280 or equal and suitable for application with approved equipment. Deliver to the site in bags or other convenient containers, each fully labeled, conforming to the applicable State Fertilizer Law, and bearing the name, trade name or trademark, and warranty of the producer.  
e. Wood Cellulose Fiber Mulch: Degradable green dyed wood cellulose fiber or 100% recycled long fiber pulp, free from weeds or other foreign matter toxic to seed germination and suitable for hydromulching.

11. Tackifier: Liquid concentrate diluted with water forming a transparent 3-dimensional film like crust permeable to water and air and containing no agents toxic to seed germination.
12. Erosion Control Blankets: 5-75 by North American Green as distributed by Meredith Brothers, Phone (614) 258-4441 or equal.
13. Anti-Desiccant: Emulsion type, film-forming agent designed to permit transpiration but retard excessive loss of moisture from plants. Deliver in manufacturer's fully-identified containers and mix in accordance with manufacturer's instructions.
14. Herbicide: Round Up, or Kleenup or equal.
15. Wrapping: Tree-wrap tape not less than four inches (4") wide, designed to prevent bore damage and winter freezing.
16. Stakes and Guyes: Provide stakes and deadmen of sound new hardwood, treated softwood, or redwood, free of knot holes and other defects. Provide wire ties and gus of 2-strand, twisted, pliable galvanized iron wire not lighter than 12 ga. with epoxy-coated turnbuckles. Provide not less than one-half inch (1/2") diameter rubber or plastic hose, cut to required lengths and of uniform color, material and size to protect tree trunks from damage by wire.
17. Soil Separation: Shall be non-woven, water-permeable polyester geotextile, manufactured as a landscaping product.
18. Weed mat: Provide 4-lb. woven polypropylene, needle-punched fabric, weed barrier.

PART 3 - EXECUTION

A. SURFACE CONDITIONS:

1. Inspection:  
Prior to all work in this Section, carefully inspect the installed work of all other trades and verify that all such work is complete to the point where this installation may properly commence.
2. Discrepancies:  
a. In the event of any discrepancies, immediately notify the Architect.  
b. Do not proceed with the installation in the areas of discrepancy until all such discrepancies have been fully resolved.

B. LAYOUT:

1. Shrubs and trees shall be installed within 1'-0" and groundcover shall be installed within 6" of plant location shown on plan.

C. LANN:

1. General:  
a. Planting season:  
(1) Fall: August 15 to October 15  
(2) Spring: From time ground is workable to July, unless irrigation is provided.  
b. All areas not required to be developed otherwise shall be planted in grass.  
c. Sod or seed as designated on plan and any areas disturbed by construction.  
2. Finished grading:  
a. All depressions or settled areas shall be corrected. All stones over one inch (1") in size, gravel, weeds, sticks, and rubbish shall be removed.  
b. Scarify subgrade to a depth of 3" where topsoil is scheduled, and in areas where equipment has compacted subsoil.  
c. Distribute topsoil to a two inch (2") minimum depth. Provide imported topsoil material as required.  
d. Manually spread topsoil around trees, plants and buildings to prevent damage.  
e. Areas to be sodded or seeded shall be brought to a smooth finished grade.  
f. Lightly compact placed topsoil.  
g. Remove surplus topsoil from site.  
3. Soil preparation:  
a. Lime:  
Where lime is required, after testing, it shall be applied at the rate of 50 pounds to 1,000 square feet and raked in.  
4. Fertilizing:  
Fertilizer shall be applied at the rate of 15 pounds to 1,000 sq. ft. and raked in.

D. SODDING:

1. Limit preparation to areas which will be immediately sodded.  
2. Loosen topsoil of lawn areas to minimum of 2". Remove stones over 1" in any dimension and sticks, roots, rubbish, and extraneous matter.  
3. Remove all weeds from area.  
4. Grade lawn areas to smooth, free draining and even surface with a loose, uniformly fine texture. Roll and rake; remove ridges and fill depressions as required to drain.  
5. Rake in a light application of 12-12-12 fertilizer at a rate of 5 lb. per 1000 S.F. before laying sod.  
6. Dampen dry soil prior to sodding.  
7. Restore prepared areas to specified condition if eroded, settled, or otherwise disturbed after fine grading and prior to sodding.  
8. Lay sod to form a solid mass with tightly-fitted joints. Butt ends and sides of sod strips. Do not overlap joints. Stagger strips to offset joints in adjacent course. Remove excess sod to avoid smothering of adjacent grass. Provide sod pad top flush with adjacent curbs, sidewalks, drains, and seeded areas.

1. Do not lay dormant sod or install sod on saturated or frozen soil.  
2. Install initial row of sod in a straight line, beginning at bottom of slopes, perpendicular to direction of the sloped area. Place subsequent rows parallel to and tightly against previously installed row.  
3. Water sod thoroughly with a fine spray immediately after laying.  
4. Roll with light lawn roller to ensure contact with sub-grade.

E. SEEDING:

1. Seed areas as follows:  
(1) Remove all weeds from area to be seeded.  
(2) After topsoil has been spread, thoroughly disc all areas. Remove all stones and lumps mechanically, then spread evenly and work into the topsoil, 12-12-12 fertilizer at a rate of fifteen pounds (15#) per 1,000 square feet.  
(3) Then sow evenly the grass seed mixture at a rate of five pounds per 1,000 square feet.  
(4) Cover the seeded area with a 1-1/2" thick layer of non-compacted straw or other approved means.  
2. Maintain watering (between July and September) and protection of the seeded area as needed until a full stand of grass is established and accepted by the Owner's Representative or Field Inspector.  
3. Seed all areas disturbed by construction.

F. HYDROSEEDING

1. Use a Hydromulcher (sprayer) and apply mixture(s) at the following rates. Mix in accordance with manufacturer's recommendations.  
a. Seed: 260 lbs/acre  
b. Fertilizer: 45 lbs/acre  
c. Tackifier: 45 lbs/acre  
d. Wood cellulose, fiber mulch: 1,500 lbs/acre of straw mulch: 2-1/2 tons/acre  
e. Limestone: Rate determined by soil test.

G. PLANTINGS

1. General:  
a. All plantings shall be done between the dates of March 1 and June 1 or September 1 and November 1. All other plantings to be done between the dates of June 2nd and August 31 to be Well Protected (or equal) and a watering schedule shall be maintained by the Contractor until acceptance by Owner.  
b. Plant areas: Plant areas are pits or pockets for trees, shrubs and groundcovers where indicated on the Drawings.  
c. Topsoil for planting operations shall be furnished by the Contractor.  
d. The depth of planting areas is the depth below the finished grade.  
e. Provide positive drainage away from all buildings and around or away from planting beds to prevent ponding of water. Do NOT raise bed grades or finished grades above finished floor elevations.

2. Shrubs:

1. General:  
(1) Planting areas shall have a soil mixture at a 6" depth minimum.  
(2) On the bottom of all plant areas, add and lightly tamp a layer of planting soil mixture at least 1/2 inch (6") thick or as much as is necessary so that the ball or roots will rest thereon when the plant is set to the required grade.  
(3) Set all plants so that when they are settled they will bear the same relation to the required grade as they bore to the natural grade before being transplanted. Make adjustment of position where necessary or as directed.

- (4) Plant in topsoil in the center of the pit unless otherwise specified or shown on the Drawings. Remove all non-treated or non-rot proofed burlap, ropes, stakes, etc., off sides and tops of balls and remove from the pit before it is filled in. Completely remove all treated or polypropylene burlap or ropes from planting pits.  
(5) Do not mat roots of bare-rooted plants together, but arrange in their natural state and work topsoil in around them. Use no soil in a frozen or muddy condition for backfilling. Do not fill ground trunks or stems. Properly cut off all broken or frayed ropes.

b. Shrub pits:

- (1) Dig and prepare shrub pits or beds prior to planting to a minimum depth of 6".
- (2) Width of the pits - at least 2 feet greater in diameter than their ball of earth or spread of roots.
- (3) Add 21 gram Agriform planting tablets or equal, to planting pit, manufactured by Sierra Chemical Co. (1-408-269-8280) or equal. Backfill planting pit halfway with planting soil mixture and place tablet beside rootball about 1" from root tips. Do not place in bottom of hole. Follow manufacturer's recommended application rates for size of plant installed.
- (4) Set shrubs so as to allow sufficient depth. Properly set the crown of plant at the finished surface of the bed.
- (5) Backfill topsoil about the roots and thoroughly settle by watering. Form a mound of earth around each shrub so as to produce a shallow saucer.
- (6) Edge the bed in a neat line as directed and make sure an even 6" layer of topsoil remains over entire area.
- (7) Dress all beds with a uniform 3" layer of finely shredded hardwood bark.
- (8) If an irrigation system is NOT installed as part of the project, add Terra Ag soil moisturizer granules to the soil mix, per manufacturer's recommended application.

3. Trees:

- a. Tree pits:  
(1) Depth of the pits-deep enough as is necessary to accommodate the ball or roots and to permit the required preparation of the bottom of the pit so that when the tree is settled in the pit, it will not be necessary to raise or lower the tree.  
(2) Width of the pits - 2 feet greater in diameter than their ball of earth or spread of roots.  
(3) Plant tree in topsoil in the center of the pit unless otherwise specified or shown on the Drawings. Remove all non-treated or non-rot proofed burlap, ropes, stakes, etc., off sides and tops of balls and remove from the pit before it is filled in. Completely remove all treated or polypropylene burlap or ropes from planting pits.  
(4) If an irrigation system is NOT installed as part of the project, add Terra Sorb Ag soil moisturizer granules to the soil mix, per manufacturer's recommended application.
- b. Fertilizer:  
(1) When the tree has been properly set, backfill tree pit halfway and place fertilizer planting tablet beside rootball about 1" from root tips. Do not place in bottom of hole. Use one 21 gram tablet (20-10-5) for each 1/2" cal. or each foot of height or spread. Backfill tree pit the rest of the way with planting soil mixture.  
(2) Thoroughly tamp and water during and after backfilling.
- c. All trees are to be wrapped and staked. Protect the bark from the girdling wire with a length of hose or any other material approved by the Architect.  
d. Dress all beds with a uniform 3" layer of finely shredded hardwood bark.

4. Ground Cover:

- a. All ground cover beds shall have a minimum depth of 6" of topsoil.  
b. Dress all beds with a uniform 3" layer of finely shredded hardwood bark.
5. Annals:  
a. All annual planting beds shall have a minimum of 10" of "annual bed mix".  
b. "Annual bed mix" shall be processed shredded topsoil with organic compost and fine silica gravel for annals.  
c. Mulch with 1" of compost mulch or treat soil with a granular pre-emergence herbicide suitable for annual plantings.

6. Pruning:

- a. Prune all new trees and shrubs in accordance with acceptable standard practices. All cuts over one inch in diameter shall be treated with an approved tree paint. In the same manner, prune existing trees which are to remain if indicated on the landscape plan.

7. Protection:

- a. Protect all plant areas and plants from damage. If any plants are injured, treat and replace as required. Execute no work in or over prepared plant areas, or adjacent to planting without proper safeguards and protection.

8. Maintenance During Installation:

- a. Maintain immediately following the accomplishment of planting operations of any plant unit.  
b. Spray foliage with water, where required, during the evening after sundown or otherwise as directed. Keep all plantings in a healthy growing condition by watering, weeding, cultivating, pruning, trimming and by performing any other necessary operations of maintenance.  
c. The Contractor shall be responsible for continued proper care of the lawn areas during the period when the grass is becoming established. The period of maintenance for all lawn areas shall extend for sixty (60) days with two (2) mowings required or as long as necessary to establish over the entire lawn areas a uniform stand of grasses as specified, free of weeds and undesirable grasses. After the required maintenance period and upon acceptance of lawn area by the Architect, the Owner will assume maintenance responsibility.  
d. Mowing: The lawn seeded area shall be mowed with approved mowing equipment to a height of two inches (2") whenever the average height of grass becomes three inches (3"). If weeds or other undesirable vegetation threaten to smother the planted species, such vegetation shall be removed, or in the case of exceedingly rank growths, be uprooted, raked and removed from the area.  
e. Refertilizing: Areas needing refertilization will be designated by the Architect at least fifteen (15) days prior to the time that the application is required. The fertilizer shall be distributed on the seeded area between August 15 and October 15, during a period when the grass is dry. The fertilizer shall be 10-6-4 grade and shall be applied uniformly at the rate of ten (10) pounds per one thousand (1,000) square feet. Physical condition, packaging and marking of the fertilizer shall be as specified for original seeding.  
f. Reseeding: Areas that require reseeding will be designated by the Architect at least fifteen (15) days prior to the period specified for reseeding. Reseeding shall be with the seed specified therein before and shall be drilled at four (4) pounds per one thousand (1,000) square feet in a manner which will cause a minimum of disturbance to the existing stand of grass, and at an angle of not less than fifteen (15) degrees from the direction of the rows of prior seeding.  
g. Lawns shall be protected against damage, including erosion and washouts. Damaged areas shall be promptly replanted. Use erosion netting as required. The contractor is responsible to clean the site of all mulching materials and other debris prior to the final inspection.

9. Final Inspection:

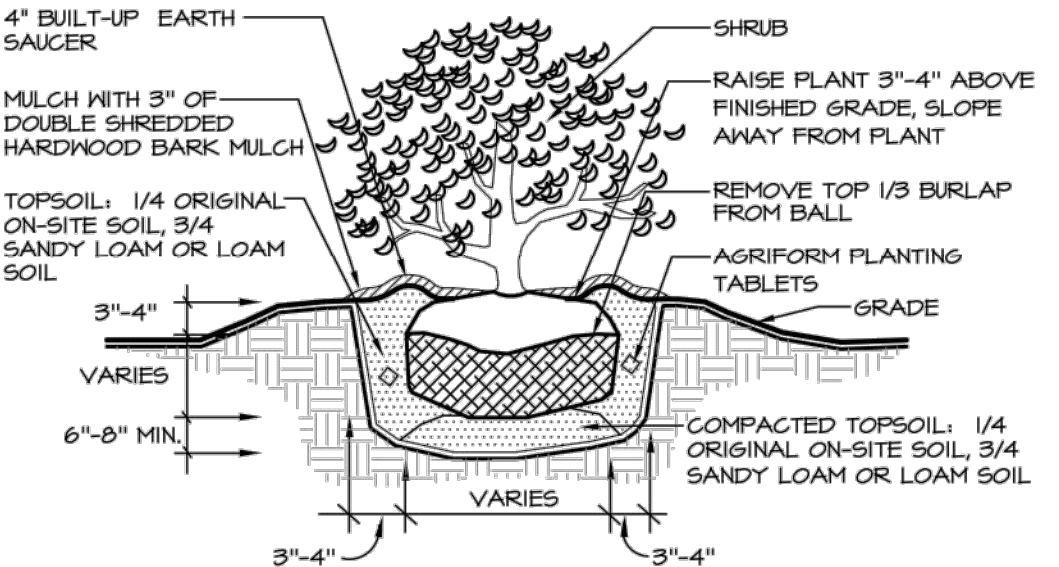
1. Final Inspection: Inspection of work for lawns will be made after the second cutting written notice requesting inspection shall be submitted at least ten (10) days prior to anticipated date.  
2. Acceptance: Final inspection shall determine acceptance or non-acceptance of lawn areas. Acceptance indicates a complete cover of grasses in all lawn areas, which have been maintained by weeding, reseeding and refertilizing as necessary, watering and mowing as stated above and appears to be in a potential healthy state with weeds, rocks, stones and debris removed and all erosion or ruts repaired. Lawns not maintained or appearing as stated herein shall be unacceptable and shall be reworked as necessary until desired results are obtained.  
3. Maintain trees, shrubs and other plants until final acceptance, but in no case less than 60 days after substantial completion of planting.  
4. Maintain trees, shrubs and other plants by pruning, cultivating, watering and weeding as required for healthy growth. Restore planting saucers. Tighten and repair stakes and guy supports and reset trees and shrubs to proper grade or vertical position as required. Restore or replace damaged wrappings. Spray as required to keep trees and shrubs free of insects and disease.

E. CLEAN-UP

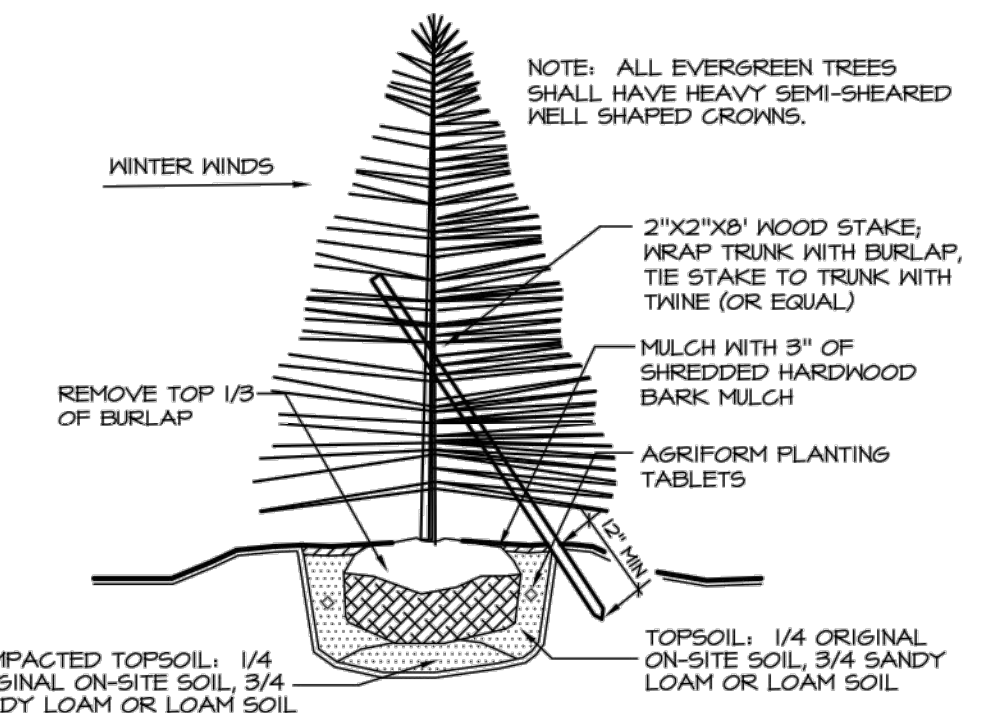
1. Upon completion of the planting, all excess soil, stones and debris which has not previously been cleaned up shall be removed from the site or disposed of as directed by the Architect.  
2. Any soil, manure, peat, or similar material which has been brought onto paved areas by hauling operations or otherwise shall be removed promptly, keeping these areas clean at all times.  
3. Protect landscape work and materials from damage due to landscape operations, operations by other contractors, trades and trespassers. Maintain protection during installation and maintenance periods. Treat, repair or replace damaged landscape work as directed.

F. ACCEPTANCE

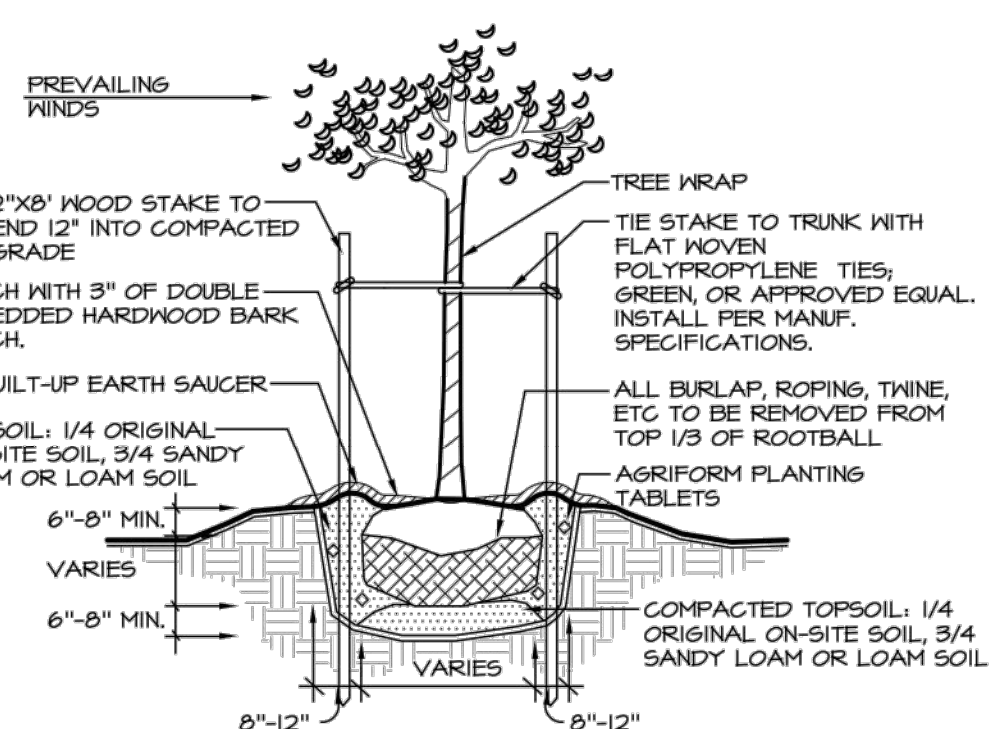
1. Final Inspection:  
a. Inspection:  
At the conclusion of the contract work, (exclusive of maintenance and replacement) one inspection will be made by the Architect. Written notice to the Architect requesting such an inspection shall be submitted by the Contractor at least ten days prior to the anticipated date.  
b. The purpose of this inspection will be to determine whether or not the Contractor has completed all the work of the contract.  
c. The condition of the lawns and shrubs will be noted and a determination will be made by the Architect whether maintenance shall continue in any part as specified under "Maintenance During Installation".
2. Acceptance Inspection:  
a. At the conclusion of the maintenance during installation period, an inspection will be made by the Architect. Written notice requesting the inspection shall be submitted by the Contractor at least 10 days prior to the anticipated date.  
b. The purpose of the inspection shall be for the acceptance of the contract work including maintenance during installation, but exclusive of replacements.  
c. After the inspection of the Architect, the Contractor shall be notified in writing of acceptance of the work. If there are any deficiencies in the maintenance, during installation, the Contractor will be notified of these deficiencies in writing by the Architect, and the work shall be subject to reinspection before acceptance.
3. Guarantee Period:  
a. Guarantee period shall begin at the issuance of the Certificate of Completion and shall end exactly one year from that date.  
b. At the conclusion of the guarantee period, a final inspection of the work will be made to determine the condition of the plant material. All plant material not in a healthy or 40% defoliated growing condition will be noted.  
c. Remove the material so noted from the site at the direction of the Architect and replace during the following planting season with the materials of like kind and size, and in a manner specified for the original planting at no extra cost.  
d. Guarantee period also applies to replaced material.



1 SHRUB PLANTING  
L-3 NOT TO SCALE



2 EVERGREEN PLANTING  
L-3 NOT TO SCALE



3 TREE PLANTING  
L-3 NOT TO SCALE



CAWRSE & ASSOCIATES, INC.  
Landscape Architecture · Land Planning  
549 E. Washington Street · Chagrin Falls, OH 44022  
440-247-7003/fax 440-247-7145



PRELIMINARY LANDSCAPE SPECIFICATIONS  
NAUTICA POINTE  
TUTTLE HILL ROAD, YPSILANTI TWP., MICHIGAN  
REDWOOD ACQUISITIONS, LLC  
23775 COMMERCIAL PARK DRIVE, SUITE 7, BEACHWOOD, OH 44122

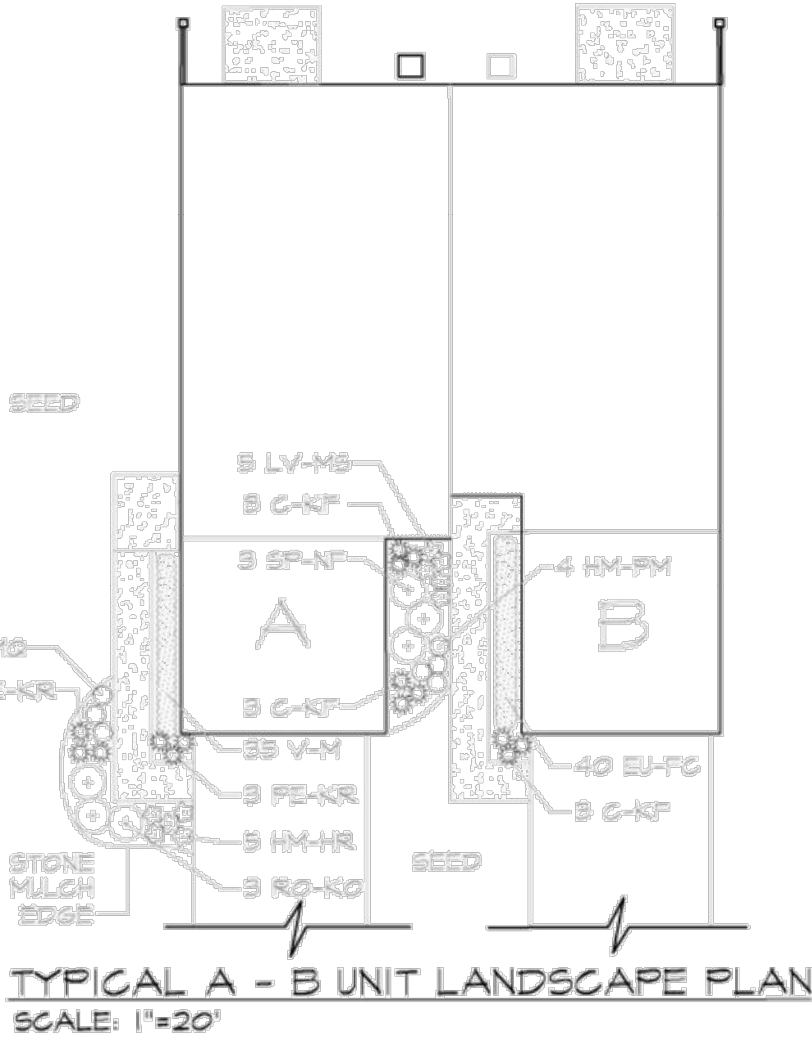
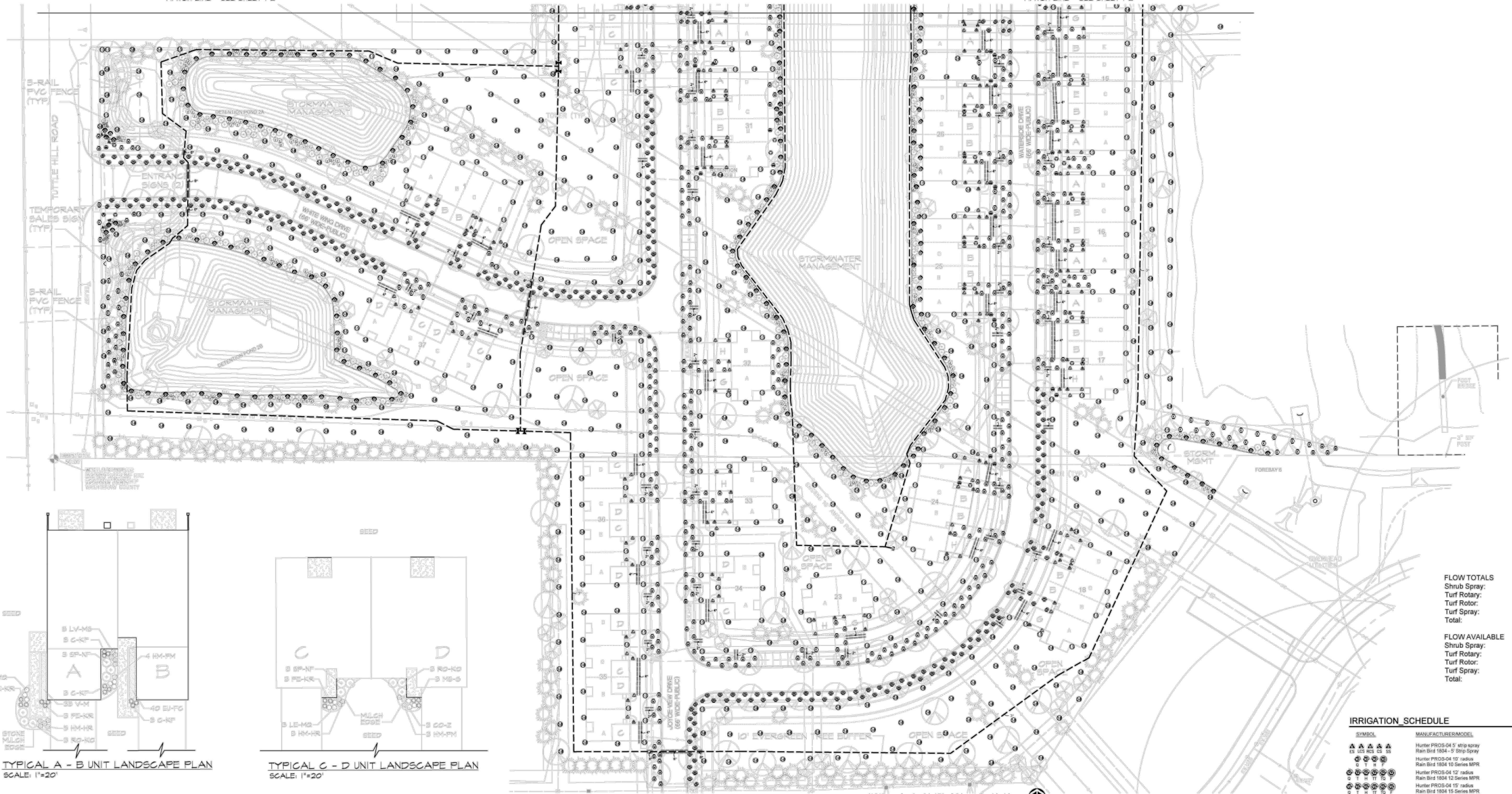
Date Notes  
09-11-14 DRWN DJB

Job No: 14047  
File: prelim plan.dwg

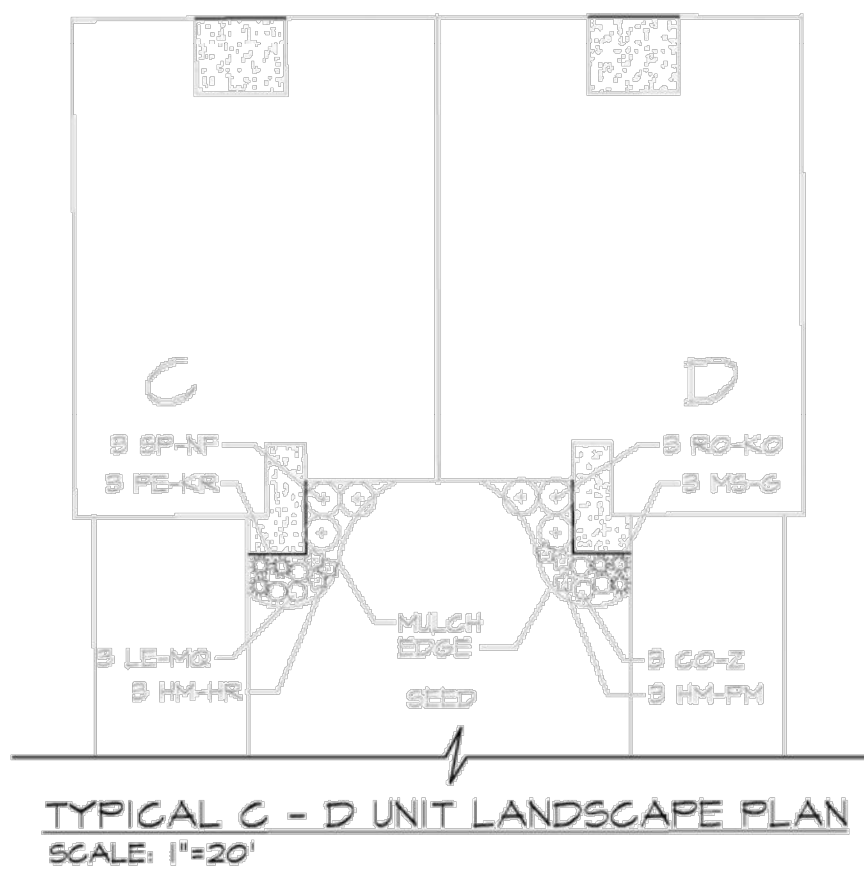


MATCH LINE - SEE SHEET I-2

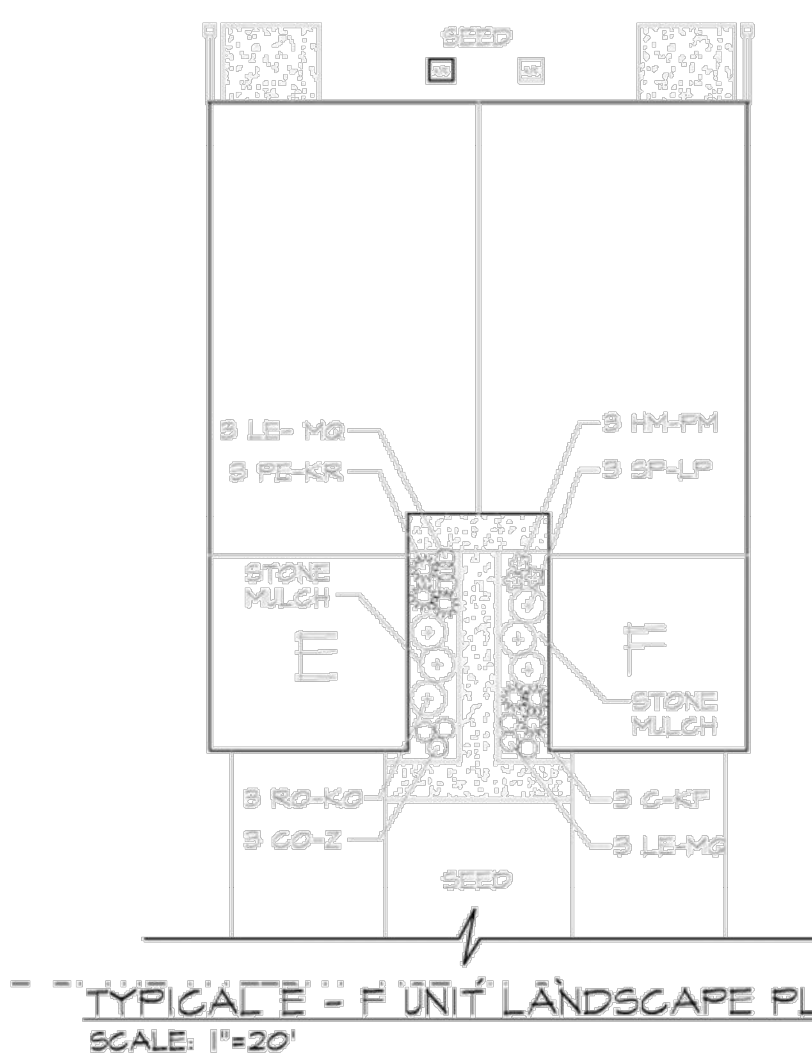
MATCH LINE - SEE SHEET I-2



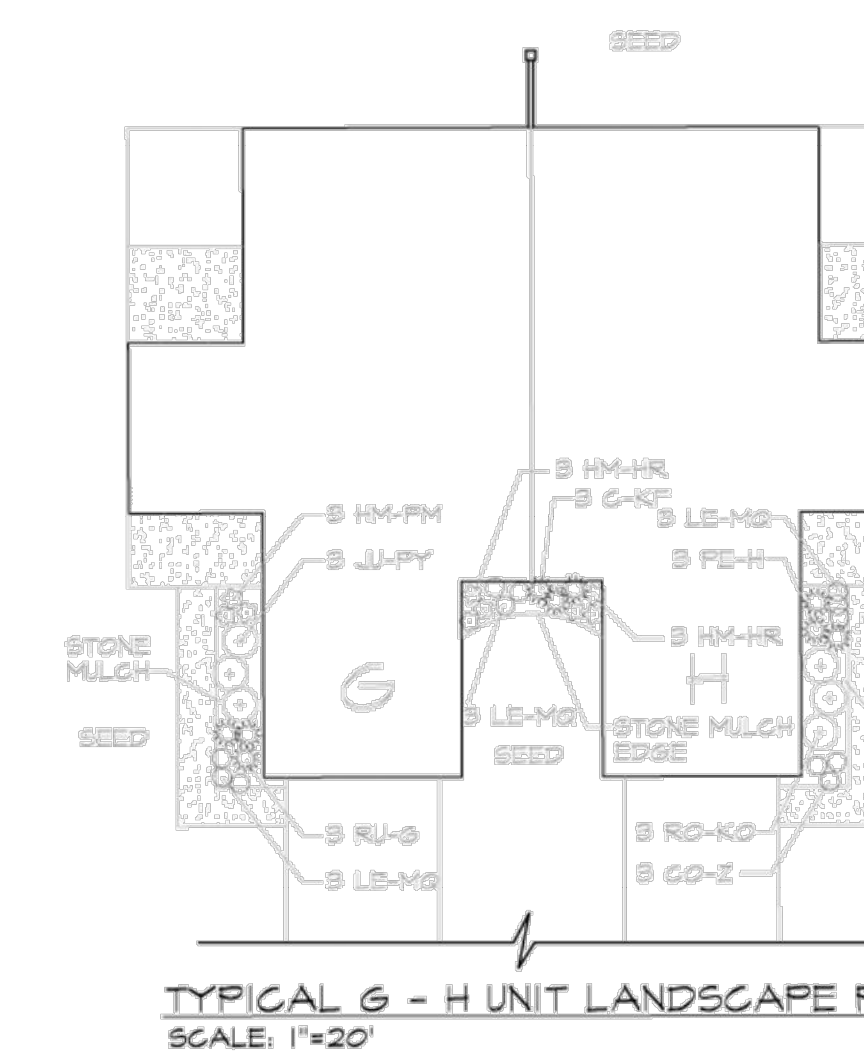
TYPICAL A - B UNIT LANDSCAPE PLAN  
SCALE: 1"=20'



TYPICAL C - D UNIT LANDSCAPE PLAN  
SCALE: 1"=20'



TYPICAL E - F UNIT LANDSCAPE PLAN  
SCALE: 1"=20'



TYPICAL G - H UNIT LANDSCAPE PLAN  
SCALE: 1"=20'

IRRIGATION SPECIFICATIONS

1. IRRIGATION SYSTEM DESIGN BASED ON 100 GPM AT 55 PSI.
2. IRRIGATION DESIGN IS FROM THE POINT OF CONNECTION(POC)ONLY. THE DESIGN IS BASED ON GALLONS PER MINUTE(GPM)AND POUNDS PER SQUARE INCH(PSI)FURNISHED BY OTHERS.
3. IRRIGATION CONTRACTOR IS TO VERIFY POINT OF CONNECTION IN THE FIELD. INSTALLER IS TO CONFIRM THE MINIMUM DISCHARGE REQUIREMENTS OF THE POINT OF CONNECTION AS INDICATED ON THE LEGEND PRIOR TO INSTALLATION.
4. THE PRESSURE REQUIREMENT AT THE POINT OF CONNECTION IS BASED ON NO MORE THAN 5 FEET OF ELEVATION CHANGE IN THE AREAS OF IRRIGATION.
5. ALL PRODUCTS SHALL BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS AND ACCORDING TO LOCAL BUILDING, ELECTRICAL, AND PLUMBING CODES.
6. IRRIGATION CONTRACTOR WILL ARRANGE INSPECTIONS REQUIRED BY LOCAL AGENCIES AND ORDINANCES DURING THE COURSE OF CONSTRUCTION AS REQUIRED. ALL WIRING TO BE PER LOCAL CODE.
7. LOCATION OF IRRIGATION COMPONENTS SHOWN ON DRAWING IS APPROXIMATE. ACTUAL PLACEMENT MAY VARY SLIGHTLY AS REQUIRED TO ACHIEVE FULL, EVEN COVERAGE.
8. ALL SPRINKLER HEADS SHALL BE INSTALLED PERPENDICULAR TO FINISH GRADES. EXCEPT AS OTHERWISE INDICATED.
9. INSTALL IRRIGATION MAINS WITH A MINIMUM 18" OF COVER BASED ON FINISH GRADES. INSTALL IRRIGATION LATERALS WITH MINIMUM 12" OF COVER BASED ON FINISH GRADES.
10. PIPE LOCATIONS ARE DIAGRAMMATIC. VALVES AND MAINLINE SHOWN IN PAVED AREAS ARE FOR GRAPHIC CLARITY ONLY.
11. THE IRRIGATION CONTRACTOR SHALL COMPLY WITH PIPE SIZES AS INDICATED.
12. ALL WIRE SPLICES OR CONNECTIONS SHALL BE MADE WITH APPROVED WATERPROOF WIRE CONNECTIONS AND BE IN A VALVE OR SPLICE BOX.
13. ALL CONTROL WIRING DOWNSTREAM OF THE CONTROLLER IS TO BE 2-WIRE, UL APPROVED DIRECT BURY.

IRRIGATION PLAN - SOUTH  
SCALE: 1"=60'

**FLOW TOTALS**

Shrub Spray:	841.5
Turf Rotary:	256.9
Turf Rotor:	3201.5
Turf Spray:	1317.7
<b>Total:</b>	<b>5617.6 GPM</b>

**FLOW AVAILABLE** 50.0 GPM

Shrub Spray:	17 - 1.5" Valves
Turf Rotary:	6 - 1.5" Valves
Turf Rotor:	65 - 1.5" Valves
Turf Spray:	27 - 1.5" Valves
<b>Total:</b>	<b>115 Valves</b>

IRRIGATION SCHEDULE

SYMBOL	MANUFACTURER/MODEL	QTY
▲ ▲ ▲ ▲ ▲	Hunter PROS-04 5' strip-spray Rain Bird 1904 - 5' Strip-Spray	15
● ● ● ● ●	Hunter PROS-04 10' radius Rain Bird 1904 10 Series MPR	713
● ● ● ● ●	Hunter PROS-04 12' radius Rain Bird 1904 12 Series MPR	347
● ● ● ● ●	Hunter PROS-04 15' radius Rain Bird 1904 15 Series MPR	231
● ● ● ● ●	Hunter PROS-12 5' strip-spray Rain Bird 1912 - 5' Strip-Spray	381
● ● ● ● ●	Hunter PROS-12 10' radius Rain Bird 1912 10 Series MPR	4
● ● ● ● ●	Hunter PROS-12 12' radius Rain Bird 1912 12 Series MPR	17
● ● ● ● ●	Hunter PROS-12 15' radius Rain Bird 1912 15 Series MPR	310
● ● ● ● ●	Hunter MP1000 PROS-04-PR540-CV Rain Bird 1904AMP45 W MP1000	427
● ● ● ● ●	Hunter MP2000 PROS-04-PR540-CV Rain Bird 1904AMP45 W MP2000	157
● ● ● ● ●	Hunter MP Strip PROS-04-PR540-CV Rain Bird 1904AMP45 W MP Strip	63
● ● ● ● ●	Hunter PGP-04 Rain Bird 5004PC	186
● ● ● ● ●	Hunter PGP-04 Rain Bird 5004PC	974
● ● ● ● ●	Hunter HD-SRC 1" Rain Bird SRC 1"	1
● ● ● ● ●	Isolation Valve Mainline Size	15
● ● ● ● ●	Hunter ACC-9BD Rain Bird ESP-LXD	2
● ● ● ● ●	Hunter WSS-SEN Rain Bird WRZRC	1
● ● ● ● ●	Design Node	2
● ● ● ● ●	Green Tech PIB-5-SPC 5 HP Pump	1
● ● ● ● ●	Rid O Root System	1
● ● ● ● ●	Irrigation Mainline: PVC Class 200 SDR 21 3"	10,481 ft.
● ● ● ● ●	Pipe Sleeve: PVC Schedule 40 2"	8101 ft.
● ● ● ● ●	Pipe Sleeve: PVC Schedule 40 4"	1980 ft.
● ● ● ● ●	Pipe Sleeve: PVC Schedule 40 6"	310 ft.



**CAWRSE & ASSOCIATES, INC.**  
Landscape Architecture • Land Planning

549 E. Washington Street • Chagrin Falls, OH 44022  
440-247-7003/fax 440-247-7143

PRELIMINARY IRRIGATION PLAN  
**NAUTICA POINTE**  
TUTTLE HILL ROAD, YPSILANTI TWP., MICHIGAN  
REDWOOD ACQUISITIONS, LLC  
23775 COMMERCE PARK DRIVE, SUITE 7, BEACHWOOD, OH 44122

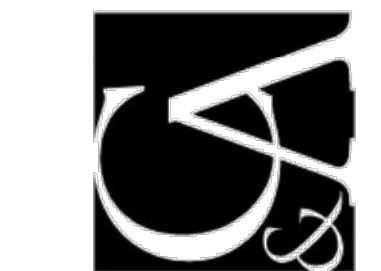
Date: 01-15-16  
Notes: DRWN

Job No: 14047  
File: Irrigation.dwg



LICENSE EXPIRES 07/31/2018

**CAWRSE & ASSOCIATES, INC.**  
 Landscape Architecture · Land Planning  
 549 E. Washington Street · Chagrin Falls, OH 44022  
 440-247-7003/fax 440-247-7143



PRELIMINARY IRRIGATION PLAN

**NAUTICA POINTE**

TUTTLE HILL ROAD, YPSILANTI TWP., MICHIGAN  
 REDWOOD ACQUISITIONS, LLC  
 23775 COMMERCE PARK DRIVE, SUITE 7, BEACHWOOD, OH 44122

Date: 01-15-16 Notes: DRPN

Job No: 14047  
 File: Irrigation.dwg

**I-2**  
 Sheet 2 of 2  
 COPYRIGHT © CAWRSE & ASSOC., INC.



IRRIGATION PLAN - NORTH  
 SCALE: 1"=60'

**IRRIGATION SPECIFICATIONS**

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- ALL CONTROL WIRING DOWNSTREAM OF THE CONTROLLER IS TO BE 2-WIRE, UL APPROVED DIRECT BURY.

**FLOW TOTALS**

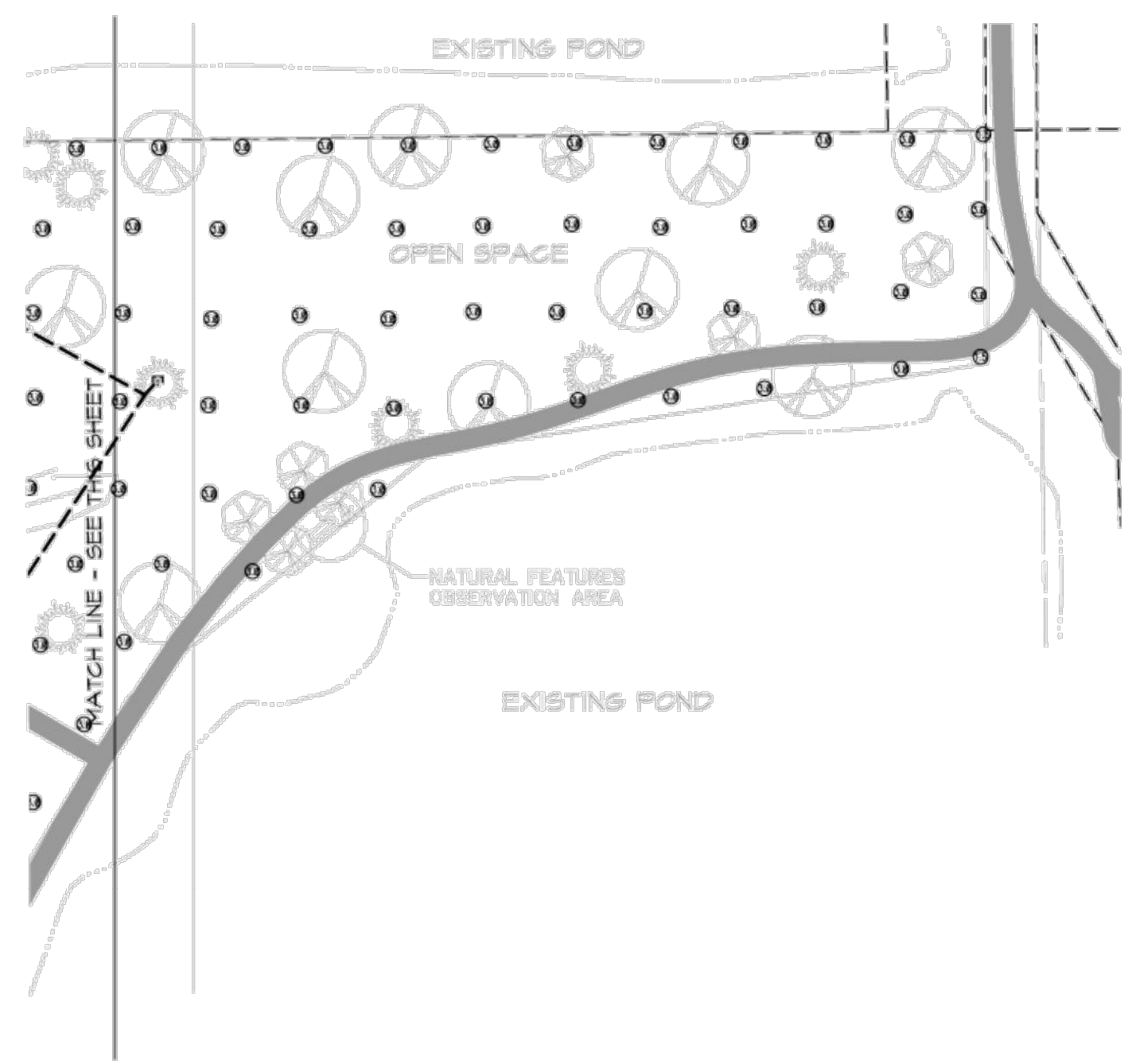
Shrub Spray:	841.5
Turf Rotary:	256.9
Turf Rotor:	3201.5
Turf Spray:	1317.7
Total:	5617.6 GPM

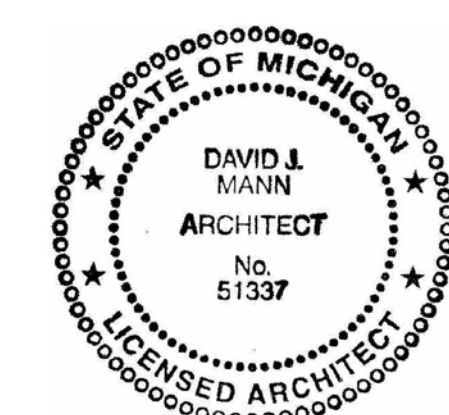
**FLOW AVAILABLE**

Shrub Spray:	50.0 GPM
Turf Rotary:	17 - 1.5" Valves
Turf Rotor:	6 - 1.5" Valves
Turf Spray:	65 - 1.5" Valves
Total:	27 - 1.5" Valves

**IRRIGATION SCHEDULE**

SYMBOL	MANUFACTURER/MODEL	QTY
▲	Hunter PROS-04 5' strip spray	15
▲	Rain Bird 1804 - 0' Strip Spray	713
○	Hunter PROS-04 10' radius	347
○	Rain Bird 1804 12 Series MPR	231
○	Hunter PROS-04 15' radius	381
○	Rain Bird 1804 15 Series MPR	4
○	Hunter PROS-12 5' strip spray	17
○	Rain Bird 1812 - 0' Strip Spray	310
○	Hunter PROS-12 10' radius	427
○	Rain Bird 1812 10 Series MPR	157
○	Hunter PROS-12 12' radius	63
○	Rain Bird 1812 12 Series MPR	186
○	Hunter PROS-12 15' radius	974
○	Rain Bird 1812 15 Series MPR	1
○	Hunter MP2000 PROS-04-PRS40-CV	15
○	Rain Bird 1804SAMP45 W/MP2000	2
○	Hunter MP Strip PROS-04-PRS40-CV	1
○	Rain Bird 1804SAMP45 W/MP Strip	2
○	Hunter PGP-04	1
○	Rain Bird 5004PC	1
○	Hunter PGP-04	1
○	Rain Bird 5004PC	1
○	Hunter HQ-SRC 1"	1
○	Rain Bird SRC 1"	1
○	Isolation Valve Mainline Size	15
○	Hunter ACC-99D	2
○	Rain Bird ESP-LXD	1
○	Hunter WSS-SEN	1
○	Rain Bird WR2RC	2
○	Design Node	1
○	Green Tech PIB-5-SPC 5 HP Pump	1
○	Rid O Ruat System	1
○	Irrigation Mainline: PVC Class 200 SDR 21 3"	10,481.1
○	Pipe Sleeve: PVC Schedule 40 2"	810.1
○	Pipe Sleeve: PVC Schedule 40 4"	1980.1
○	Pipe Sleeve: PVC Schedule 40 6"	310.1





revisions

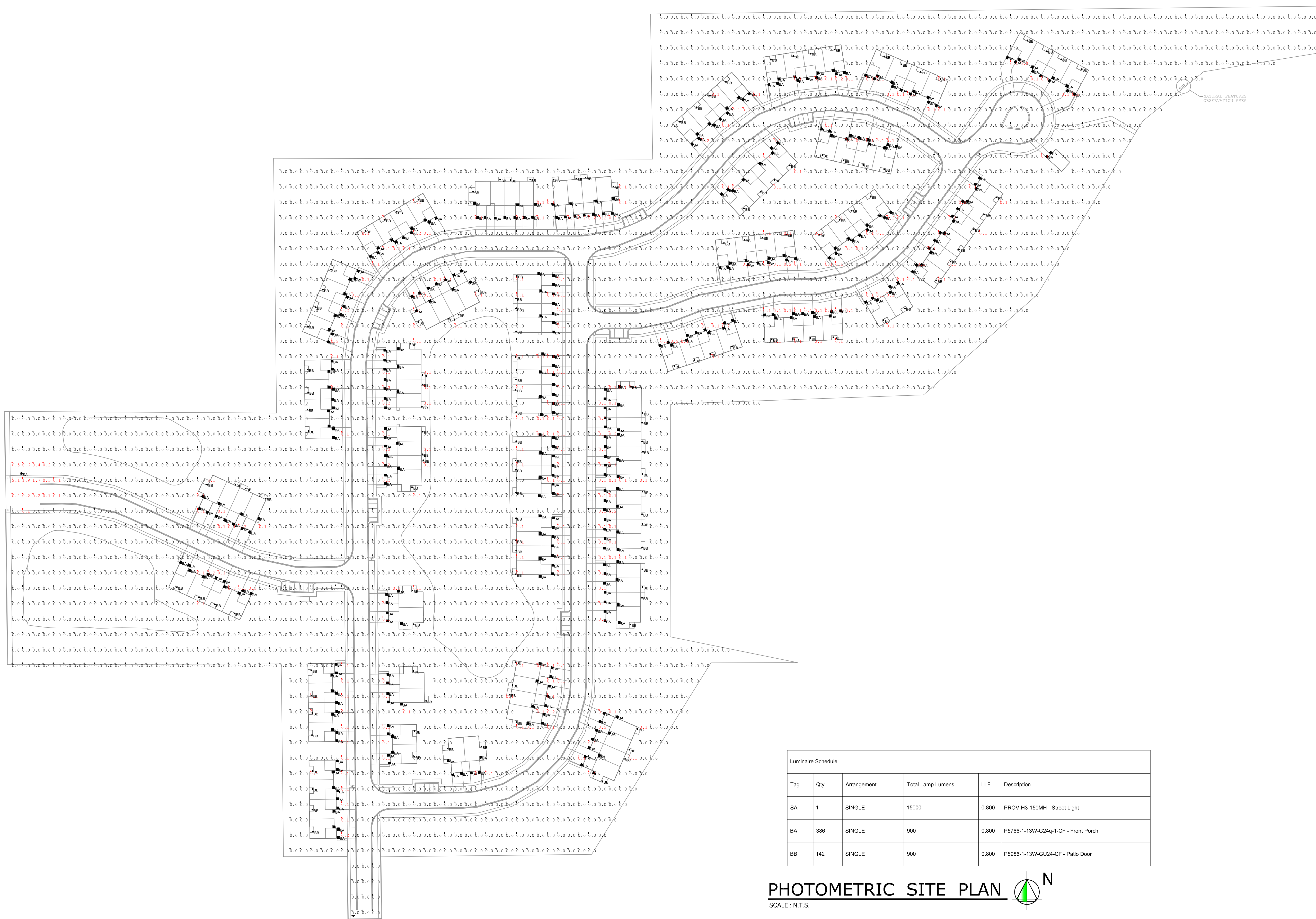
23775 commerce  
park road, suite 7  
beachwood, ohio 44122  
tel. 216 . 360 . 9441  
www.byredwood.com



**mann**  
architects  
3660 embassy parkway  
fairlawn, ohio 44333  
tel. 330 . 666 . 5770  
fax. 330 . 666 . 8812  
www.mann-architects.com

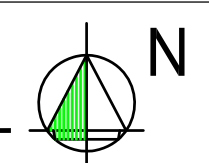
drawing  
PHOTOMETRIC SITE PLAN  
project no. 1514  
date MAY 26, 2016  
scale AS NOTED  
NAUTICA POINTE  
YPSILANTI, MICHIGAN  
project

PS-1  
sheet no.



Tag	Qty	Arrangement	Total Lamp Lumens	LLF	Description
SA	1	SINGLE	15000	0.800	PROV-H3-150MH - Street Light
BA	386	SINGLE	900	0.800	P5766-1-13W-G24q-1-CF - Front Porch
BB	142	SINGLE	900	0.800	P5986-1-13W-GU24-CF - Patio Door

PHOTOMETRIC SITE PLAN  
SCALE: N.T.S.











Charter Township of Ypsilanti Fire Department  
Bureau of Fire Prevention  
222 South Ford Blvd.  
Ypsilanti, Michigan 48198

.....  
Detailed Engineering Plan #2 Report – Site Plans  
.....

Date: April 15, 2016  
Business Name: Redwood Acquisition, LLC – Majestic Lakes / Nautica Point  
Business Address: 23775 Commerce Park – Suite #7 Beachwood, OH 44122  
Contractor: Atwell - Two Town Square – Suite 700 Southfield, MI 48076  
Plans Dated: 1/22/2016  
Job No. 14000914.01

Applicable Codes: International Fire Code 2012  
Reviewed By: Eric Copeland, Fire Chief

.....  
Review Comments and Requirements  
.....

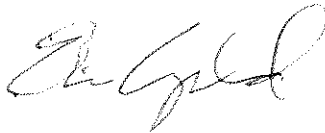
1. Proposed construction required to meet IFC 2012 requirements.
2. Hydrant flow required to meet YCUA specifications.
3. NOTE 1: unable to locate hydrants H1, H7, H9, H10 on Detailed Engineering plans.
4. These plans as submitted meet local codes and standards.

.....  
Status of Plans:  
.....

- Approved as submitted – pending field inspection and final testing  
 Approved conditionally – see remarks  
 Denied – see remarks

Remarks: NOTE 1: Unable to locate hydrants 1, 7, 9, 10 on plans for Nautica Point perhaps missing hydrants are part of adjacent parcel for Village at Majestic Lakes. Also no number or legend assigned to hydrant for Benchmark #9. Only accounted 17 of 20 total hydrants listed on plans.

.....  
Respectfully submitted,



Eric Copeland, Fire Chief  
Charter Township of Ypsilanti Fire Department

One (1) set of these plans will be retained by the Fire Department, one (1) set forwarded to the mechanical inspector; three (3) sets are available for pick up with the permit.





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Environmentally Safe Water and Wastewater Services to Our Customers

YPSILANTI COMMUNITY UTILITIES AUTHORITY

2777 STATE ROAD  
YPSILANTI, MICHIGAN 48198-9112  
TELEPHONE: 734-484-4600  
WEBSITE: [www.ycua.org](http://www.ycua.org)

April 5, 2016

**VIA ELECTRONIC MAIL**

Mr. Joe Lawson, Planning Director  
Office of Community Standards  
CHARTER TOWNSHIP OF YPSILANTI  
7200 S. Huron River Drive  
Ypsilanti, MI 48197

Re: Detailed Engineering Plan Review #2  
**Redwood Management (f.k.a. Lakewood South and Majestic Lakes)**  
Charter Township of Ypsilanti (Plan Date: 03-11-2016)

Dear Mr. Lawson:

In response to the memorandum from your office dated March 24, 2016, we have reviewed the referenced plans with regards to water supply and wastewater system design. The plans are acceptable to the Authority pending resolution of the following comments.

1. Water service to multiple-family residences may be provided through individual water services and meters to each unit or through a single water service and meter for the entire building. Further, 3/4" diameter pipe is too small to provide service to more than a single residential unit.
2. The minimum allowable horizontal separations between water services and other facilities are not satisfied in the following locations:
  - a. The proposed water service to the southeast side of building 1 is too close to existing sanitary manhole S58.
  - b. The proposed water service to building 23 is too close to the proposed paved parking area on the north side of Waterside Drive.

An analysis of previously paid connection fees will be completed once the detailed engineering plans are deemed acceptable to the Authority. It appears that a refund of previously paid connection fees may apply to this project. Assuming that is the case, **the construction phase escrow deposit, Authority administration fee, and record plan guarantee**, must be paid to the Authority by the Applicant, with a receipt delivered to the Township, before either any building permits or the soil and grading permit is issued. The construction phase escrow deposit and associated fees and deposits and the entity responsible for maintaining those accounts will be determined during the Detailed Engineering phase of the project in conjunction with your office and the Township Engineer. Should there be any questions please contact this office.

Mr. Joe Lawson, Planning Director  
CHARTER TOWNSHIP OF YPSILANTI  
April 5, 2016  
Page 2

Sincerely,

 SDW Digital Signature

SCOTT D. WESTOVER, P.E., Engineering Manager  
Ypsilanti Community Utilities Authority

cc: Mr. Jeff Castro, Mr. Bob Fry, YCUA File  
Mr. Eric Copeland, Township Fire  
Mr. Matt Parks, P.E., Township Engineer  
Mr. Gary Streight, P.E., WCRC  
Mr. Manny Kianicky, S.R. Jacobson Companies  
Ms. Kellie McIvor, Redwood Living, Inc. (Applicant)  
Mr. Jared Kime, P.E., Applicant's design engineer

G:\CDproj\YpsiTwp\2003 - Lakewood South\Redwood DE Rev#2.docx

May 10, 2016

Joe Lawson  
Planning Director  
Charter Township of Ypsilanti  
7200 S. Huron River Drive  
Ypsilanti, MI 48197

RE: PD-Stage II Review #1  
Nautica Pointe at Majestic Lakes

Dear Mr. Lawson:

We have completed the first PD-Stage II review of the plans dated April 22, 2016 for Nautica Pointe at Majestic Lakes. The plans were received by OHM Advisors on April 29, 2016 and were reviewed with respect to the Ypsilanti Township Engineering Standards and Design Specifications.

The PD-Stage II process allows the Township Planning Commission to review the plans after the preliminary design phase is completed to ensure the content of the plans correlate with the PD Agreement. As with any process, there is potential for the plans to change during detailed engineering as more information is collected of the site and the applicant's design engineer proceeds with the details of the design. The PD-Stage II is a review similar to the PD-Stage I Site Plan review; however, with more detail that has been finalized through the process.

At this time, the plans are recommended for approval contingent on the following comments and the comments provided during our Detailed Engineering review dated April 1, 2016 (see attached).. It should be noted that the Township Planning Commission may require changes to the plans, and may require an additional review by OHM Advisors. If this occurs, it is recommended that a PDF set of plans be emailed for a final review once these comments, and other agency comments, have been addressed, verifying the applicant is ready to commence construction. Upon receipt of an updated engineer's estimate and after all approvals have been granted, this office will issue a preconstruction requirements letter under separate cover. This letter will outline items needed to schedule a preconstruction meeting including but not limited to insurance, surety and inspection deposit requirements.

A brief description of the project has been provided below, followed by our comments and a list of anticipated required permits and approvals.

### **PROJECT AND SITE DESCRIPTION**

The applicant is proposing 37 buildings (142 units) with garages and guest parking intermittently located along the proposed private roads. In addition, modifications are proposed to the existing stormwater management system, water and sanitary service leads and grading plan.

### **PD-STAGE II COMMENTS**

1. In general, we have no issue with the proposed layout of the site as it matches the proposed layout during the PD-Stage I review process and detailed engineering review.
2. A stormwater maintenance schedule shall be provided on the final construction plan set. Since this site is part of a county drainage district, this shall also be referenced in the final PD Agreement.
3. A private road maintenance schedule shall be provided on the final construction plan set. This shall also be referenced and detailed in the final PD Agreement.



4. The final plan set shall also include all of the sheets that were provided during the PD-Stage I Detailed Engineering review (letter dated April 1, 2016).
5. Since the roads are now private, all public water and sewer utilities to be owned and maintained by YCUA shall be in recorded easements and approved by YCUA. YCUA will only accept these utilities upon the following:
  - a. Recording of the easements
  - b. Passing final inspection
  - c. Addressing all applicable administrative items

#### **REQUIRED PERMITS/APPROVALS**

The following outside agency reviews and permits will be required for the project. Copies of any correspondence between the applicant and the review agencies, as well as the permit or waiver, shall be sent to both the Township and OHM Advisors (Email: [Jessica.howard@ohm-advisors.com](mailto:Jessica.howard@ohm-advisors.com)).

- ▶ The stormwater management system will require the review of the Washtenaw County Water Resources Commissioner's Office. *Comments were provided on March 30, 2016 and shall be addressed prior to resubmitting.*
- ▶ The Ypsilanti Communities Utility Authority will require review and approval of all modifications to the drinking water and sanitary sewer systems.
- ▶ A Washtenaw County Road Commission permit will be required for the proposed private roads. *Comments were provided on May 3, 2016, and approved.*
- ▶ An MDEQ Wetlands Part 301 permit was issued on May 3, 2016.
- ▶ A Soil Erosion and Sedimentation Control permit shall be secured from the Ypsilanti Township Office of Community Standards.
- ▶ The Ypsilanti Township Fire Department shall review the plans with regards to the circulation and all fire protection aspects.
- ▶ The Township's Planner will inspect the landscaping for this site.
- ▶ Record plans shall be provided to the Township Engineer following the completion of construction of all project phases.
- ▶ If dewatering should be needed, the contractor/applicant shall be responsible for obtaining necessary approvals from the Township and the Township Engineer, permission from all impacted adjacent properties and/or permits from MDOT, WCWRC's Office, or the WCRC.

It is noted that additional comments may be generated from information presented in future submittals. If you have any questions, please contact Jessica Howard at (734) 522-6711.

Sincerely,  
OHM Advisors

Jessica Howard

Matthew D. Parks, P.E.

Encl: Detailed Engineering Review #2 (April 1, 2016)  
cc: Brenda Stumbo, Charter Township of Ypsilanti  
Karen Lovejoy-Roe, Charter Township of Ypsilanti  
Larry Doe, Charter Township of Ypsilanti  
Lisa Garrett, Charter Township of Ypsilanti  
Scott Miller, P.E., Washtenaw County Water Resources Commissioner's Office  
Scott Westover, P.E., YCUA  
Gary Streight, P.E., Washtenaw County Road Commission  
Kelly McIvor, Owner, 23775 Commerce Park Ste. 7, Beachwood OH 44122  
John Ackerman, Atwell, LLC., Two Towne Square St. 700, Southfield, MI 48076  
File

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**EVAN N. PRATT, P.E.**

WATER RESOURCES COMMISSIONER  
705 North Zeeb Road  
P.O. Box 8645  
Ann Arbor, MI 48107-8645

email: [drains@ewashtenaw.org](mailto:drains@ewashtenaw.org)  
<http://drain.ewashtenaw.org>

MEGHAN BONFIGLIO  
Chief Deputy Water Resources Commissioner

HARRY SHEEHAN  
Deputy Water Resources Commissioner

Telephone 734.222.686  
Fax 734.222.6803

March 24, 2016

Mr. Jared Kime, PE  
Atwell  
Two Towne Square, Suite 700  
Southfield, MI 48076

RE: Nautica Pointe at Majestic Lakes  
(Lakewood South), Tuttle Hill Road,  
Ypsilanti Township, WCWRC project  
no. 206

Dear Mr. Kime:

This office has reviewed the site plans for the above referenced project to be located in Ypsilanti Township. These plans have a Job number of 14000914.01, a date of March 11, 2016, and were received on March 14, 2016. As a result of our review, we would like to offer the following comments:

1. We have calculated the WCWRC probable cost of storm water management construction to be \$389,060.00.
2. Administrative fees in the amount of \$2500.00, inspection fees of \$19,453.00, contingency fees of 38,906.00, and permanent maintenance fund fees of \$2500.00 should be submitted to our office. Unused inspection and contingency fees will be returned upon final approval of the site.
3. A letter of credit, cash, or an escrow account in the sum of 100 percent of the construction cost should be provided. This will remain in effect until final acceptance of the project by the district.
4. A draft copy of the storm water easement documents should be submitted to our office for review prior to recording. Storm water or drainage easements must be exclusive and be dedicated to the WCWRC and the Condominium Association.
5. On-site inspection of the storm water management system (including full time inspection of the underground portions) will be required during construction. Our understanding is that Ypsilanti Township will be providing this service through its township engineer. Please contact me to make other arrangements if this is not the case.
6. Current review fees total \$525.00, with no outstanding balance. Please remit these fees upon receipt of the accompanying invoice.

At your convenience please send us the additional information requested above so that we may continue our review. If you have any questions, please contact our office.

Sincerely,



Scott Miller, P.E.  
Engineering Supervisor  
(433 district/nautica pointe rev2)

cc: Ms. Karen Lovejoy Roe, Ypsilanti Township Clerk  
Mr. Joe Lawson, Ypsilanti Township Planning and Development  
Mr. Matt Parks, PE, Ypsilanti Township Engineer (OHM)  
Ms. Jessica Howard, Ypsilanti Township Engineer (OHM)



EVAN N. PRATT, P.E.

WATER RESOURCES COMMISSIONER  
705 North Zeeb Road  
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email: [drains@ewashtenaw.org](mailto:drains@ewashtenaw.org)  
<http://drain.ewashtenaw.org>

MEGHAN BONFIGLIO  
Chief Deputy Water Resources Commissioner

HARRY SHEEHAN  
Deputy Water Resources Commissioner

Telephone 734.222.6860  
Fax 734.222.6803

May 11, 2016

Mr. Jared Kime, PE  
Atwell  
Two Towne Square, Suite 700  
Southfield, MI 48076

RE: Nautica Pointe at Majestic Lakes  
(Lakewood South), Tuttle Hill Road,  
Ypsilanti Township, WCWRC project  
no. 206

Dear Mr. Kime:

This office has reviewed the site plans for the above referenced project to be located in Ypsilanti Township. These plans have a job number of 14000914.01, a date of April 22, 2016, and were received on April 26, 2016. As a result of our review, we would like to offer the following comments:

1. Administrative fees in the amount of \$2500.00, inspection fees of \$19,453.00, contingency fees of 38,906.00, and permanent maintenance fund fees of \$2500.00 should be submitted to our office. Unused inspection and contingency fees will be returned upon final approval of the site.
2. A letter of credit, cash, or an escrow account in the sum of 100 percent of the construction cost should be provided. This will remain in effect until final acceptance of the project by the district.
3. A draft copy of the storm water easement documents should be submitted to our office for review prior to recording. Storm water or drainage easements must be exclusive and be dedicated to the WCWRC and the Condominium Association.
4. Current review fees total \$420.00, with no outstanding balance. Please remit these fees upon receipt of the accompanying invoice.

At your convenience please send us the additional information requested above so that we may continue our review. If you have any questions, please contact our office.

Sincerely,

Scott Miller, P.E.  
Engineering Supervisor  
(433 district/nautica pointe rev3)

cc: Ms. Karen Lovejoy Roe, Ypsilanti Township Clerk  
Mr. Joe Lawson, Ypsilanti Township Planning and Development  
Mr. Matt Parks, PE, Ypsilanti Township Engineer (OHM)  
Ms. Jessica Howard, Ypsilanti Township Engineer (OHM)

**PD STAGE II DEVELOPMENT AGREEMENT**  
**MAJESTIC LAKES PLANNED DEVELOPMENT**  
**NAUTICA POINTE PROJECT**

This PD Stage II Development Agreement ("**Agreement**") is entered into as the Effective Date provided below by **Nautica Pointe One LLC**, an Ohio limited liability company, whose address is 23775 Commerce Park Drive, Suite 7, Beachwood, Ohio 44122, including its successors and assigns ("**Redwood**"), and the **Charter Township of Ypsilanti**, a Michigan municipal corporation, whose address is 7200 S. Huron River Drive, Ypsilanti, Michigan 48197-7099 (the "**Township**").

**RECITALS:**

A. Blue Majestic LLC, a Michigan limited liability company ("**Blue Majestic**") and the Township entered into the Lakewood Planned Development Agreement, dated April 8, 2013, and recorded in Liber \_\_\_\_\_, Page \_\_\_\_\_, Washtenaw County Records (the "**PD Agreement**"), with respect to certain real property which is described therein (the "**Planned Development**").

B. The PD Agreement was amended pursuant to the First Amendment to Lakewood Planned Development Agreement, dated September 15, 2015 and recorded in Liber \_\_\_\_\_, Page \_\_\_\_\_, Washtenaw County Records (the "**First Amendment**"). Capitalized terms used, but not defined, in this Agreement shall have the meanings given to such terms in the PD Agreement and First Amendment.

C. In addition to the PD Agreement and First Amendment, the Planned Development is subject to the Lakewood Association Declaration of Easements, Covenants, Conditions and Restrictions, dated May 18, 2007, and recorded in Liber 4627, Page 74 Washtenaw County Records ("**Declaration**").

D. Pursuant to the PD Agreement and First Amendment, Blue Majestic and Redwood submitted to the Township an application for PD Stage I Preliminary Site Plan Approval, together with a copy of an amended PD Stage I Preliminary Site Plan (the "**Amended PD Stage I Preliminary Site Plan**"). The Township Board approved the Amended PD Stage I Preliminary Site Plan.



E. Pursuant to the Amended PD Stage I Preliminary Site Plan and the First Amendment, the portion of the Planned Development which is described on **Exhibit A** attached hereto has been approved for the development of a for lease community consisting of 142 ranch units, to be known as Nautica Pointe (the "**Nautica Pointe Parcel**").

F. Redwood has submitted a PD Stage II Final Site Plan for the development of the Nautica Pointe Parcel (the "**PD Stage II Final Site Plan for Nautica Pointe**"). The Township Planning Commission forwarded to the Township Board its recommendations regarding the PD Stage II Final Site Plan Nautica Pointe and on May 24, 2016, the Township Board reviewed and approved the PD Stage II Final Site Plan for Nautica Pointe, subject to the conditions which are set forth in this Agreement.

G. Pursuant to Article XIX, Section 1919(2) of the Township's Zoning Ordinance, Redwood and the Township desire to enter into this Agreement to identify the terms and conditions for the development of the Nautica Pointe Parcel, which constitute the basis for the Township Board's approval of the PD Stage II Final Site Plan for Nautica Pointe.

H. The PD Stage II Final Site Plan for Nautica Pointe is consistent with the Amended PD Stage I Preliminary Site Plan, the PD Agreement, the First Amendment, the Declaration, and Article XIX of the Township's Zoning Ordinance pertaining to the use and development of a planned development.

NOW THEREFORE, in consideration of the parties' promises, duties and covenants described in this Agreement, the parties agree as follows:

1. **Recitals Part of Amendment.** Redwood and the Township acknowledge and represent that the Recitals are true, accurate and binding on the respective parties and are an integral part of this Amendment.

2. **Name of Planned Development Project.** The portion of the Majestic Lakes Planned Development which is identified on **Exhibit A**, and which is to be developed pursuant to this Agreement shall be referred to as either "**Nautica Pointe**" or "**Nautica Pointe Parcel**".

3. **Approval of PD Stage II Final Site Plan.** The PD Stage II Final Site Plan for Nautica Pointe consists of those plans attached as **Exhibit B** hereto. The PD Stage II Final Site plan for Nautica Pointe has been approved in accordance with the authority granted to and vested in the Township pursuant to the Michigan Zoning Enabling Act, Act 110 of 2006, in accordance with Ordinance No. 74, [99-200] the Zoning Ordinance of Ypsilanti Township, enacted in 1994 [1999], as amended, and specifically Article XIX entitled PD Planned Development Regulations, and in compliance with Act 288, Public Acts of 1967, as amended, the Land Division Act. The parties acknowledge that the PD Stage II Final Site Plan for Nautica Pointe does not modify the obligations of others under the Amended PD Stage I Preliminary Site Plan, the PD Agreement, the First Amendment, the Declaration, or any PD Stage II final site plan that has been or will be approved for other phases of the Majestic Lakes Planned Development, relating to land or uses which are not within the Nautica Pointe Parcel.

4. **Permitted Residential Development.** Nautica Pointe shall be developed, owned and operated as an attached for lease community consisting of 142 ranch units with attached 2 car garages, in accordance with the PD Stage II Final Site Plan for Nautica Pointe and this Agreement.

5. **Conditions of PD Stage II Final Site Plan Approval for Nautica Pointe.**

- Applicant shall comply with the photometric plan, attached as **Exhibit C.**
- As the Township has a no phosphorus ordinance, all notation of utilizing phosphorus within the landscape plan shall be deleted.
- The exterior materials shall include the masonry and other materials, including vinyl siding, as shown on the PD Stage II Final Site Plan for Nautica Pointe pursuant to and as allowed by Section 1909 of the Zoning Ordinance.

6. **Phased Development.** Nautica Pointe may be developed in phases in accordance the PD Stage II Final Site Plan for Nautica Pointe, with this Agreement, and the PD Agreement, and the First Amendment. Each phase shall include the associated infrastructure necessary to serve such phase. Subject to the foregoing, Redwood shall have the right to determine the sequencing of such phases and more than one phase may be developed at the same time.

7. **Plans and Elevations.** The approved plans and elevations for Nautica Pointe are attached hereto as **Exhibit B.** Any material modifications to the plans and elevations, including photometric plans, shall be subject to the approval of the Township's director of planning, which approval shall not be unreasonably withheld.

8. **Open Space Areas.** Nautica Pointe shall be entitled to the benefits of, and be subject to the obligations under the Amended PD Stage I Preliminary Site Plan, the PD Agreement, the First Amendment, and the Declaration, including the right of residents within Nautica Pointe to use the open areas as referenced therein and the obligation of the owner of Nautica Pointe to contribute to the costs of operating the Lakewood Association.

9. **Storm Water Management.** Redwood shall preserve, retain, maintain and keep operational any detention areas, inlet and outlet areas, and other storm drainage facilities which are installed by Redwood within Nautica Pointe or which are currently located within Nautica Pointe, whether arising under the PD Agreement, the First Amendment, the Declaration or any other open space maintenance agreements or other maintenance and/or easement agreements entered into with the Township or other governmental entities, from the date of certification by the Township engineer that he or she has inspected the required improvements and is reasonably satisfied that they are proper and complete. Upon the completion of the storm water and detention facilities within Nautica Pointe and the approval of such storm drainage and detention facilities by the WCWRC, Redwood shall be responsible for the maintenance of such storm drainage and detention facilities and Blue Majestic shall have no maintenance obligations in connection therewith.

In the event that Redwood at any time fails to maintain or preserve the detention areas, the inlet and outlet areas, or other storm drainage facilities located within Nautica Pointe in accordance with the PD Agreement and First Amendment, the Township or the Washtenaw County Water Resources Commissioner's Office may serve written notice by certified mail upon Redwood, setting forth the deficiencies in Redwood's maintenance and/or preservation of the detention areas, inlet and outlet areas or other storm drainage facilities in accordance with the PD Agreement and the First Amendment. The written notice shall include a demand that deficiencies of maintenance and/or preservation be cured within thirty (30) days of the date of said notice. If the deficiencies set forth in the original notice, or any subsequent notice are not cured within the thirty (30) day period, the Township, in order to prevent the detention areas, inlet and outlet areas, etc. from becoming a nuisance, may enter upon the detention areas, inlet and outlet areas, or other storm drainage facilities, and perform the required maintenance and/or preservation to cure the deficiencies. The Township's cost to perform any such maintenance and/or preservation, together with a ten (10%) percent surcharge for administrative costs, shall be placed on the next Township roll as a special assessment against Nautica Pointe and collected in the same manner as general property taxes.

10. **Applicable Yard Setbacks.** The PD Stage II Final Site Plan for Nautica Pointe identifies the width and size of each unit within Nautica Pointe and the approved front yard, rear yard and side yard setbacks for each unit within Nautica Pointe. No exterior wall of a principal residence shall be erected or placed other than within the confines of the approved building area without the consent of the Township. Minor variances to the foregoing setback and yard requirements may be administratively approved by the Township's Office of Community Standards, without the necessity of amending this Agreement.

11. **Development Review.** The PD Stage II Final Site Plan for Nautica Pointe and detailed construction plans for Nautica Pointe, and the dwellings to be built within Nautica Pointe, shall not be subject to any enactments or amendments to the Township Zoning Ordinance, the Township Site Condominium Ordinance, or any other Township ordinances, rules and regulations which affect the development of Nautica Pointe or the architectural standards governing construction in Nautica Pointe that become effective after the date of the approval of the PD Stage II Final Site Plan for Nautica Pointe.

12. **Roads.** The internal roads within Nautica Pointe shall be private. The Township and the Washtenaw County Road Commission shall have no obligation to maintain, repair or replace the roads within Nautica Pointe. Redwood shall provide the Township with an annual maintenance schedule for all interior roads for the anticipated life of the paved surface. All interior roads shall be constructed to the applicable standards of the Washtenaw County Road Commission as outlined within the approved engineering plans dated June 9, 2016. Redwood shall supply the Township with a reasonable escrow deposit to be determined by the Township Engineer in order to provide inspection services during the placement of pavement. Spot inspections shall be completed by the Township Engineer prior to the placement of any pavement course. The escrow deposit shall be released after the placement of the pavement meets the applicable standards of the Washtenaw County Road Commission as outlined within the approved engineering plans dated June 9, 2016.

13. **Interior Sidewalks.** Interior sidewalks shall be installed within the Nautica Pointe development per the PD Stage II plan approved by the Township Board of Trustees with a final revision date of “April 12, 2016”.

14. **Public Water and Sewer.** Nautica Pointe shall be developed with public sanitary sewers as approved by the YCUA and the Michigan Department of Environmental Quality, subject to all applicable laws and regulations, and shall be developed with public water mains as approved by YCUA and the Michigan Department of Public Health, and subject to applicable laws and regulations. All standard connection, inspection, costs and fees imposed from and after the date of this Agreement by the Township with respect to the issuance of building permits in Nautica Pointe, including but not limited to engineering inspections, water tap fees and sewer tap fees, shall be paid by Redwood, or its successors or assigns, except for the portion previously paid for such connections, including but not limited to those as shown in the YCUA Estimate of Costs- Application for Services dated August 1, 2006 and the accompanying receipt dated August 17, 2006. To the extent not previously done by the Original Developer or Blue Majestic, Redwood shall dedicate all necessary easements to the Township for the maintenance, repair and replacement of the public water and sanitary sewer lines within Nautica Pointe.

15. **Street Lighting.** All street lighting in Nautica Pointe shall be private and maintained by Redwood. Accordingly, no SAD for the maintenance of interior street lighting shall be established for Nautica Pointe.

16. **Security Cameras.** A Security camera shall be installed at each of the two entranceways on Tuttle Hill Road, at the one entranceway to the Project on Textile Road, and at the intersection of Whitehall and Joyce View Drive. The security cameras shall meet the specifications established by the Township and shall be installed before the issuance of certificates of occupancy are requested for Nautica Pointe. Such cameras shall be monitored by the Township’s Department of Public Safety. The creation and establishment of a special assessment district ("**Security Camera SAD**") for the purpose of defraying the Township’s cost of maintaining and repairing the security cameras shall be established for each Residential Project within the Planned Development, including Nautica Pointe, for which building permits are requested, and such Security Camera SAD shall be established prior to the issuance of certificates of occupancy within Nautica Pointe. Redwood shall assist the Township in creating the Security Camera SAD. The Security Camera SAD for each Residential Project, including Nautica Pointe, shall be based on the relative number of units within such Residential Project in relation to the total number of units that are contained in the overall Planned Development, and each Residential Project within the overall Majestic Lakes PD, including Nautica Pointe, shall be subject to the Security Camera SAD.

17. **Street Trees; Perimeter Fencing within Nautica Pointe.** Redwood shall install within Nautica Pointe the landscaping which is identified in the landscaping plans that have been approved as part of the Amended PD Stage I Preliminary Site Plan and the PD Stage II Final Site Plan for Nautica Pointe. In addition, Redwood shall install perimeter fencing, landscaping and signage within the portion of Nautica Pointe behind units 1 through 9 that abuts Lake Joyce in

order to deter trespassing. Such improvements shall be installed pursuant to landscaping plans approved the Township's Office of Community Standards.

18. **Nautica Pointe Marketing.** In addition to the provisions of Section 3.3 of the PD Agreement, Redwood may utilize one pre-leasing trailer and a construction trailer for Nautica Pointe until such time as the construction of building improvements within Nautica Pointe have been completed.

19. **Nautica Pointe – Rent Restrictions.** Lease rates within Nautica Pointe shall be consistent with market rates in the Township for multi-family housing. Redwood shall have the right to adjust such rates at any and all times in response to market conditions. Nautica Pointe shall comply with all applicable fair housing requirements established by the State of Michigan and by the federal government. To the extent permitted by federal, state and local law, including the laws adopted and enforced by the Township, the rental of units within Nautica Pointe shall not be at subsidized rates or pursuant to programs offered by any governmental agency for subsidized housing. The Ypsilanti Township Board of Trustees, as part of its ongoing efforts to achieve the adopted policy goals of Neighborhood Stabilization and to find solutions to the long term housing crisis in relation to occupancy and physical condition of residential structures within the Township and furthermore to promote balance in Washtenaw County's housing market through policy and resource allocations including partnerships and collaborations throughout Washtenaw County with the overarching goal of promoting policies that create resiliency, promote equity and improve opportunity for households of all income levels throughout the County, do hereby make and restate the following "Findings of Fact" in support hereof.

(a) The Charter Township of Ypsilanti implemented a nuisance abatement program with regard to foreclosed property, which program is based upon the fact that Ypsilanti Township has experienced over 3,100 foreclosures between 2007 and 2015. The Township has 33% of foreclosures in Washtenaw County, but constitute 15% of the county's households and population; that as a result of these foreclosures, the average SEV of residential properties decreased 37% from 85,550.00 to 52,526.00; that many foreclosed properties became rental properties and the increase in rental properties demonstrates a corresponding increase in crimes and calls for police services.

(b) Due to the unprecedented number of residential foreclosures between 2007 and 2015, Ypsilanti Township enacted Ordinance No. 2015-450 regarding vacant property registration and regulation in response to the disproportionate number of foreclosed properties in the Township. The implementation of this nuisance abatement program in conjunction with the vacant property ordinance has resulted in increased demand for legal services and staff resources for the filing of nuisance abatement civil actions in the Washtenaw County Circuit Court.

(c) During this most severe housing crisis not seen since the "Great Depression," the Washtenaw County Office of Community and Economic Development undertook an analysis of housing market conditions throughout the County, which included support from the United States Department of Housing and Urban Development ("HUD"). This analysis resulted in a comprehensive report entitled "Housing Affordability and Economic

Equity - Analysis”, which report was published in January, 2015, **a copy of the Report being attached hereto and incorporate by reference and labeled as Exhibit D.** The Township Board adopted this report by passage of Resolution 2015-4 on March 3, 2015. This study found *inter alia* that Ypsilanti Township is experiencing “vastly disproportionate numbers of subsidized housing units” in the Township (p. 5); that the Township “is at risk of entering a point of no return in its downward spiral, as the domino effect of foreclosures roots ever more deeply” (p. 5); that the Township “cannot remain the de facto affordable housing policy for Ann Arbor and Pittsfield; that “continuation of this default way of operating will ensure further decline in property values and fiscal stability” (p. 38); and that the Township “must find partners to intervene in the destabilizing cycle of foreclosure, disinvestment, abandonment, flipping and distress.” (p. 38)

(d) During the aforementioned time period, the City of Ann Arbor Housing Commission released a study in 2012 which examined the Housing Choice Voucher Program (Section 8), which report concluded that Ypsilanti Township had 547 housing vouchers; that the 547 vouchers constitute 40% of all voucher participants in Washtenaw County while the Township comprises 15% of the county population; that the percentage of the county population using vouchers in the Township is 2.8 times higher than the County as a whole and 4.4 times higher than the City of Ann Arbor.

Thus, based upon the foregoing Findings of Fact, the policy of prohibiting rental units from being rented at subsidized rates or pursuant to programs offered or mandated by any governmental agency for subsidized housing reflect legitimate governmental interests in stabilizing property values, stabilizing incomes and reducing disparities in income, reducing the impacts of disproportionate concentrations of struggling families and corresponding issues of crime, inadequate property maintenance and fiscal stress, and moderating the increased cost of providing supporting governmental services. The foregoing Findings of Fact are the representations of the Township, only, and do not constitute the representations or warranties of Redwood.

20. **Surety and Escrows for Infrastructure Improvements.** Redwood shall post with the Township or other governmental entity cash, escrow agreement, irrevocable letter of credit, or check payable to the Township in an amount which has been reasonably determined by the Township Engineer to cover the cost of completing any remaining site improvements within the phase of Nautica Pointe for which Redwood is developing, including, mass grading, underground and site improvements such as, but not limited to, water mains, water lead relocations and abandonments, sanitary sewers, sanitary lead relocations and abandonments, WCWRC storm sewers, parking lot lights, curb replacements, street paving, retention ponds and any other site improvements required by the Township, with respect to the phase of Nautica Pointe being developed by Redwood. Redwood may satisfy the foregoing surety or escrow requirement in all or in part by the posting of such surety or escrows for such improvements with other governmental entities (e.g. the WCRC, the WCWRC, YCUA, etc.) and to the extent any of the foregoing governmental entities hold performance guaranties for any such improvements, Redwood shall be deemed to have satisfied its performance guaranty obligations for such improvements under this Agreement. Redwood shall deliver to the Township Treasurer’s office copies of all such surety or escrow agreements with other governmental entities. The surety

amount required by the Township may be reduced incrementally as improvements within Nautica Pointe are accepted and approved and the Township agrees that, at Redwood's request and upon approval from the appropriate inspecting agency, sureties held by the Township will be released to Redwood for completed portions of Nautica Pointe. The Township will use its good faith commercially reasonable efforts to release such funds to Redwood within thirty (45) days from the Township's receipt of a written request for payment from Redwood, and in any event, such funds shall be released by the Township to Redwood within forty-five (60) days from the Township's receipt of a written request for payment from Redwood.

21. **Construction Access.** Redwood shall take all reasonable measures requested by the Township to reduce any dust created by trucks traveling to and from its construction site, including placing brine on the roads when requested by the Township, as well as deploying a water truck on site when dust conditions create a nuisance during the site development stage of construction, if applicable, the expense of which shall be borne exclusively by Redwood.

22. **Engineering Plans and Certification.**

(a) With respect to each phase of Nautica Pointe that is developed, Redwood shall furnish a "project engineer's certificate," indicating that the water, sanitary sewer, storm sewer, and the storm water detention/retention facilities located within such phase, per the "as built" plans, have been constructed in accordance with this Agreement, and the approved PD Stage II Final Site Plan and engineering plans for Nautica Pointe.

(b) Following the completion of each development phase of Nautica Pointe, Redwood shall furnish "as built" engineering plans (3 hard copies, digital pdf), reviewed and approved by the Township Engineer, showing all site improvements installed within such phase per Township specifications. All inspections for water and sewer (sanitary and storm) installations within Nautica Pointe are to be performed by Township and YCUA engineering inspectors, with applicable fees.

(c) Redwood shall furnish a "project engineer's certificate" for each phase of Nautica Pointe being developed by Redwood, indicating that all soil erosion and sedimentation measures for such phase have been complied with, according Chapter 24, Article VI of the Township Municipal Code and part 91 of Act 451 of the Public Acts of 1994.

23. **Underground Utilities.** To the extent not previously installed, Redwood shall cause to be installed underground within Nautica Pointe, all electric, telephone and other communication systems, in accordance with the requirements of the applicable utility company. Redwood shall dedicate all easements necessary for the installation and maintenance of such utilities to the extent such easements were not previously established.

24. **Removal of Construction Debris.** Redwood shall remove all discarded building materials and rubbish at least once every two weeks during installation and construction of site improvements within Nautica Pointe and within two weeks of completion or abandonment of construction of each development phase. Redwood shall provide temporary containment units for

the storage of debris and discarded building material until such time that the materials are scheduled to be removed. No burning of discarded construction material shall be allowed.

25. **Vested Project; Successor Developer.** Nautica Pointe shall be deemed fully "vested". Beginning on the date of this Agreement, Redwood assumes Blue Majestic's rights and obligations with respect to Nautica Pointe under the PD Agreement, the First Amendment, the Amended PD Stage I Preliminary Site Plan and Blue Majestic shall have no further obligations or liability in connection therewith. The Township confirms, as of the date of this Agreement, that there are no violations of the Amended PD Stage I Preliminary Site Plan, the PD Agreement, the First Amendment, the Declaration or any of any applicable law, including the Township Ordinance, relating to the Nautica Pointe Parcel.

26. **Redwood agrees:**

(P-1) To prepare and submit to the Township for approval detailed plans and specifications prepared by a registered professional engineer for construction of on-site improvements, according to "Engineering Design Specifications for On-Site Improvements" adopted by the Township and the Ypsilanti Community Utility Authority ("YCUA") (which plans and specifications have been so submitted, bearing the revision date of June 9, 2016) with the understanding that no work on said improvements shall be commenced except in compliance with the Township Zoning Ordinance until such plans and specifications have been approved by the Township Planner and Township Engineer and which engineering plans have been so approved April 1, 2016 and to provide such other information to the Township Departments as set forth in the Township Engineer letter of approval dated April 1, 2016.

(P-2) To install required lot grading and soil erosion and sedimentation control improvements and to provide drainage for storm water from Nautica Pointe in accordance with applicable standards so that storm water will not flow from the multiple family site on to any adjacent property in such amounts that do not exceed the amounts from the undeveloped condition.

(P-3) To remove all discarded building material and rubbish from the Nautica Pointe at least once every two weeks during construction of improvements and within one month after completion or abandonment of construction. Redwood further agree that no burning shall be allowed on the site unless an exception is granted by the Ypsilanti Township Board of Trustees and the Township Fire Department.

(P-4) To provide a "plan for signs" and installation of street name signs according to Washtenaw County Road Commission specifications upon or following commencement of construction (but in any event, to be approved and installed prior to issuance of a final certificate of occupancy) and to install such temporary warning signs and temporary road name signs during the construction period as are appropriate to protect the health, safety and welfare of the public, in accordance with applicable requirements.

(P-5) To provide the Township with the name and address of the management company for Nautica Pointe and notify in writing the Township Clerk's office of the name and address of any successor management company within 30 days.



(P-6) Represent that the tenant rental application forms attached hereto are similar to those currently being utilized in their rental procedure in operating projects in the Midwest and that Redwood intends to continue utilizing said tenant rental applications forms in essentially the same form and content (subject to review for compliance with Michigan law prior to commencement of operations) and shall notify the Clerk's office of any change within 30 days by forwarding the revised tenant rental application forms.

(P-7) Use its best efforts to work with the Washtenaw County Sheriff's Department to establish security systems which may include joint arrangements with the owners of neighboring rental complexes. Redwood shall endeavor to cooperate with neighboring apartment complexes to the extent reasonably possible to address crime, drugs or related problems. This cooperation may include sharing of information regarding disruptive occupants of rental units. Redwood shall extend to the Sheriff's Department appropriate rights of access upon Nautica Pointe and associated waivers of claims of trespass (including without limitation extending authority to the Sheriff's Department to issue trespass notices in the form attached hereto by exhibit or as such form may be modified from time to time in the future).

(P-8) Notwithstanding anything to the contrary set forth herein, the following understandings have been reached between the Township and the Redwood as a part of Redwood's preliminary site plan approval and are hereby reaffirmed and incorporated in this Agreement:

(d) Redwood shall enter into a binding deed restriction enforceable in perpetuity which would preclude an owner of the Nautica Pointe from ever increasing the density of the site beyond 142 units. This restriction is voluntarily and freely undertaken by the Redwood.

(e) Redwood's Landscape Architectural Plans shall include appropriate berming and planting (including adjacent to the neighboring single-family residences) in accordance with the approved site plan.

(h) Redwood shall endeavor to cooperate with the Township Solid Waste Committee on future recycling activities.

(i) Redwood shall paint fire hydrants "Rustoleum School Bus Yellow" in accordance with Township Fire Departments standards.

**The Township Hereby Agrees:**

(C-1) To accept appropriate easements for public water mains and sanitary sewers.

(C-2) To provide timely and reasonable Township inspections as may be required during construction.

27. **Maintenance Program.** Redwood will establish and implement an ongoing maintenance program for Nautica Pointe which complies with the more stringent of the standards required by the Township's Property Maintenance Code or the following standards of Redwood:

(i) Landscaping Specifications- Mowing and weeding is performed weekly. Grass height is maintained between 2.75” and 3”; (ii) Snow Plow - Roads are cleared once snow depth reaches 2” for roadways. Walkways are cleared once snow depth reaches 1” and there is no limit on the number of pushes/clearings; (iii) Building Exteriors- Redwood does not have a deferred maintenance program and any deficient items are addressed in real time as they are identified; and, (iv) Building Interiors - Unit interiors are returned to new condition at resident move-out.

28. **Miscellaneous.**

(a) **Execution in Counterparts.** This Agreement may be executed in multiple counterparts, each of which shall be deemed an original and all of which shall constitute one agreement. The signature of any party to any counterpart shall be deemed to be a signature to, and may be appended to, any other counterpart.

(b) **Headings; Construction.** The various headings of this Agreement are included for convenience only and shall not affect the meaning or interpretation of this Agreement or any provision. When the context and construction so require, all words used in the singular shall be deemed to have been used in the plural and the masculine shall include the feminine and the neuter and vice versa. Capitalized words or phrases not otherwise defined herein shall be construed to be consistent with those words or phrases as used in the Amended PD Stage I Preliminary Site Plan, the PD Agreement, the First Amendment, and the Declaration. Except as specifically identified herein or as related to the Conditions of PD Stage II Final Site Plan Approval for Nautica Pointe contained in paragraph 5 of this Agreement, this Agreement is intended to reflect and reiterate the obligations of the owner of Nautica Pointe and of the Township as referenced in the Amended PD Stage I Preliminary Site Plan, the PD Agreement, the First Amendment, and the Declaration and is not intended to materially modify such obligations.

(c) **Partial Validity; Severability.** If any term or provision of this Agreement or its application to any person or circumstance shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected, and each such term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.

(d) **No Third Party Beneficiaries.** This Agreement is for the sole and exclusive benefit of the parties hereto and their respective successors in interest and assigns, and no third party is intended to, or shall have, any rights hereunder.

(e) **Joint Product of Parties.** This Agreement is the result of arms-length negotiations between Redwood and the Township and their respective attorneys. Accordingly, none of the parties shall be deemed to be the author of this Agreement, and this Agreement shall not be construed against either party.

(f) **Inspections.** In consideration of the above undertakings, the Township shall provide timely and reasonable Township inspections as may be required during construction of Nautica Pointe.

(g) **Recordation of Agreement.** The Redwood shall record this Agreement with the Washtenaw County Register of Deeds and further provide a recorded copy to the Township Clerks Office.

(h) **Effect of Agreement.** Except as modified by this Agreement and the PD Stage II Final Site Plan for Nautica Pointe, the terms and provisions of the PD Agreement and the First Amendment shall continue in full force and effect and are hereby ratified by the parties. In the event of any conflict between the terms and provisions of this Agreement and any other agreement or applicable document, including the PD Stage II Final Site Plan for Nautica Pointe, and the provisions of the Zoning Ordinance or any other Township ordinances, rules, regulations or any amendments thereto, the provisions of this Agreement and the PD Stage II Final Site Plan for Nautica Pointe shall control and variances shall not be required.

(j) **Effective Date.** The Effective Date of this Amendment shall be the last date on which both Redwood and the Township sign this Amendment.

(k) **Obligations of Successor Developers.** This Agreement is not intended to create contractual rights for third parties. It may be enforced, amended or rescinded only by a writing executed by both parties or their successors-in-interest. The obligation of Redwood contained hereing shall be binding on successors and assigns in ownership of the Nautica Pointe Parcel and shall run with the land. Redwood is no longer responsible for obligations under this Agreement: (i) upon assignment of this Agreement; or (ii) upon the sale of the Nautica Pointe Parcel to a third party.

**Signatures and acknowledgments by the parties and approval by counsel for the parties appear on following pages**

**IN WITNESS WHEREOF**, the parties have executed this Amendment as of the year and date set forth above.

**Redwood:**

Nautica Pointe One LLC,  
an Ohio limited liability company

By: \_\_\_\_\_

Print Name:

Its: \_\_\_\_\_

STATE OF \_\_\_\_\_ )  
 )SS  
COUNTY OF \_\_\_\_\_ )

On this \_\_\_\_ day of \_\_\_\_\_, 2016, the foregoing instrument was acknowledged before me by \_\_\_\_\_, \_\_\_\_\_ of Nautica Pointe One LLC, an Ohio limited liability company on behalf of the company.

\_\_\_\_\_, Notary Public \_\_\_\_\_ County, \_\_\_  
Acting in the County of \_\_\_\_\_, State of \_\_\_\_\_  
My Commission expires: \_\_\_\_\_

**Township:**

Charter Township of Ypsilanti, a Michigan  
Municipal corporation

By: \_\_\_\_\_  
Brenda L. Stumbo  
Its: Supervisor

Charter Township of Ypsilanti, a Michigan  
Municipal corporation

By: \_\_\_\_\_  
Karen Lovejoy Roe  
Its: Clerk

STATE OF MICHIGAN            )  
  )SS  
COUNTY OF WASHTENAW    )

On this \_\_\_\_ day of \_\_\_\_\_, 2016, the foregoing instrument was acknowledged before me by Brenda L. Stumbo, Supervisor, and Karen Lovejoy Roe, Clerk, of Charter Township of Ypsilanti, a Michigan Municipal corporation on behalf of the corporation.

\_\_\_\_\_  
\_\_\_\_\_, Notary Public \_\_\_\_\_ County, MI  
Acting in the County of \_\_\_\_\_, State of Michigan  
My Commission expires: \_\_\_\_\_

DRAFTED JOINTLY BY REDWOOD AND THE TOWNSHP:

WHEN RECORDED RETURN TO:

Wm. Douglas Winters  
McLain & Winters  
61 N. Huron St.  
Ypsilanti, MI 48197

Tyler D. Tennent  
Dawda Mann  
39533 Woodward, Ste 200  
Bloomfield Hills, MI 48025

## EXHIBIT A

### NAUTICA POINTE LEGAL DESCRIPTION

Parcel Number: K-11-26-200-035

Commencing at the West  $\frac{1}{4}$  corner of Section 26, Town 3 South, Range 7 East, Ypsilanti Township, Washtenaw County, Michigan; thence North 89 degrees 51 minutes 07 seconds East 50.00 feet along the East-West  $\frac{1}{4}$  line of said Section 26 for a **PLACE OF BEGINNING**; thence North 00 degrees 40 minutes 17 seconds West 492.09 feet along the Easterly right-of-way of Tuttle Hill Road (variable width); thence South 89 degrees 39 minutes 35 seconds East 528.04 feet; thence North 00 degrees 40 minutes 17 seconds West 495.14 feet; thence South 89 degrees 52 minutes 12 seconds East 736.71 feet; thence North 00 degrees 50 minutes 53 seconds West 282.20 feet along the West line of the East  $\frac{1}{2}$  of the Northwest  $\frac{1}{4}$  of said Section 26; thence North 89 degrees 20 minutes 15 seconds East 1293.56 feet; thence South 00 degrees 17 minutes 50 seconds East 91.66 feet; thence South 80 degrees 45 minutes 07 seconds West 222.03; thence South 51 degrees 00 minutes 11 seconds West 152.07 feet; thence South 31 degrees 16 minutes 54 seconds West 394.93 feet thence; South 48 degrees 37 minutes 04 seconds West 294.53 feet; thence South 87 degrees 55 minutes 26 seconds West 491.69 feet; thence South 00 degrees 07 minutes 48 seconds West 452.37; thence South 78 degrees 33 minutes 12 seconds East 252.30 feet; thence South 89 degrees 51 minutes 07 seconds West 168.05 feet along the East-West  $\frac{1}{4}$  line of said Section 26; thence South 31 degrees 54 minutes 36 seconds West 441.75; thence North 41 degrees 40 minutes 00 seconds West 3.57 feet; thence South 89 degrees 20 minutes 36 seconds West 405.26; thence South 00 degrees 39 minutes 24 seconds East 120.00 feet; thence South 89 degrees 20 minutes 36 seconds West 66.00 feet; thence North 00 degrees 39 minutes 24 seconds West 121.35 feet; thence South 89 degrees 49 minutes 11 seconds West 123.58 feet; thence North 00 degrees 39 minutes 24 seconds West 374.63 feet; thence South 89 degrees 51 minutes 07 seconds West 531.40 feet along the East-West  $\frac{1}{4}$  line of said Section 26 to the Place of Beginning, being a part of the West  $\frac{1}{2}$  of said Section 26, containing 44.51 acres of land, more or less.

**EXHIBIT B**

**PLANS FOR THE  
APPROVED PD STAGE II FINAL SITE PLAN FOR NAUTICA POINTE**



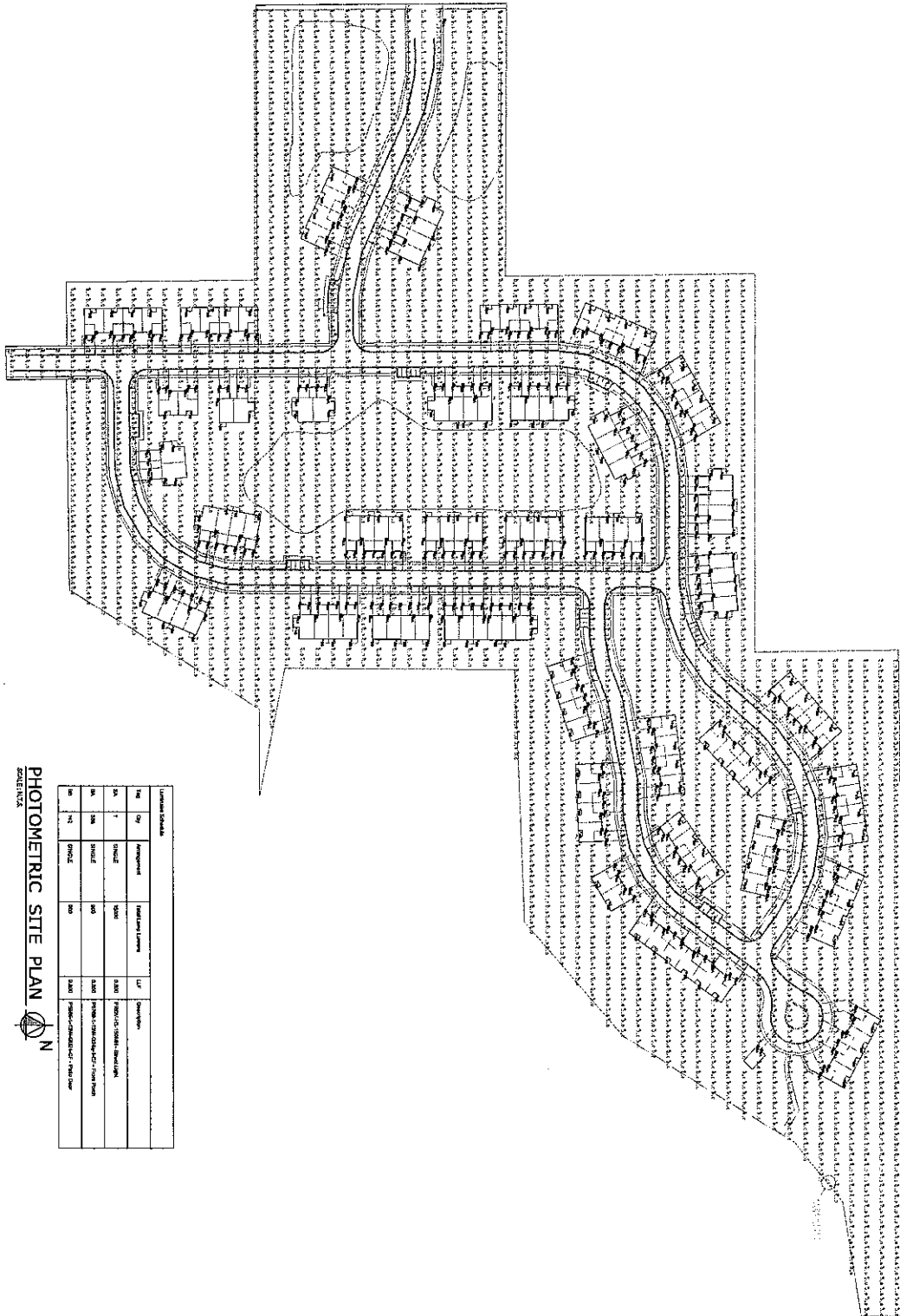






**EXHIBIT C**

**NAUTICA POINTE PHOTOMETRIC PLAN**



PHOTOMETRIC SITE PLAN  
 PROJECT NO. 1514

NO.	DATE	DESCRIPTION	BY	CHECKED
01	05/25/2016	PHOTOMETRIC SITE PLAN	MM	MM
02	05/25/2016	PHOTOMETRIC SITE PLAN	MM	MM
03	05/25/2016	PHOTOMETRIC SITE PLAN	MM	MM
04	05/25/2016	PHOTOMETRIC SITE PLAN	MM	MM
05	05/25/2016	PHOTOMETRIC SITE PLAN	MM	MM

PS-1  
 Sheet no.

drawing  
**PHOTOMETRIC SITE PLAN**  
 project no. 1514 date MAY 25, 2016 scale AS NOTED  
**NAUTICA POINTE**  
 YPSILANTI, MICHIGAN  
 project

**mann**  
 architects  
 3680 embassy parkway  
 fairlawn, ohio 44333  
 tel. 330 . 666 . 5770  
 fax. 330 . 666 . 8612  
 www.mann-architects.com

**Redwood**  
 distinctive living  
 23775 commerce  
 park road, suite 7  
 beachwood, ohio 44122  
 tel. 216 . 360 . 9441  
 www.byredwood.com

revisions



**EXHIBIT D**

**HOUSING AFFORDABILITY AND ECONOMIC EQUITY – ANALYSIS PREPARED  
FOR THE OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT,  
WASHTENAW COUNTY, JANUARY 2015**

# Housing Affordability and Economic Equity - Analysis

## Washtenaw County, Michigan



The imbalance in income, education and opportunity between the jurisdictions along with the segregation that goes with it will hamper the regional economic growth potential of the area. Regions that experience strong and more stable growth are typically more equitable, have less segregation and better balanced workforce skills within them.

This report was commissioned by the Washtenaw County Office of Community and Economic Development, and was funded by the U.S. Department of Housing and Urban Development, the City of Ann Arbor, the Ann Arbor Downtown Development Authority, and Washtenaw County. The goal of this analysis is to provide a snapshot of housing market conditions and corresponding goals to improve affordability across a wide spectrum of households in Washtenaw County's urban core communities. In support of these goals, the report identifies tools intended to guide the allocation of resources and policy decisions toward a regionally balanced housing market in order to maximize opportunity for lower and middle class households. This supports the development of a more equitable community, with corresponding economic, environmental, and other quality of life benefits for all residents.

czb is an Alexandria, Virginia - based community planning practice specializing in econometric analysis, community engagement, and strategy and comprehensive planning

[www.czb.org](http://www.czb.org)

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## EXECUTIVE SUMMARY

While real challenges require attention, the overall housing market in Washtenaw County is basically healthy.

Despite foreclosure and resulting - and troubling - tenure shifts in Ypsilanti Township, the countywide market has stabilized to where most homes in most jurisdictions have recovered at least 85% of their 2005 value. And, at the county level, the “housing ladder” is balanced, with a wide range of options for renters and buyers. Though more than 90% of renter households with annual incomes below \$20,000 are cost burdened, the overall market is affordable. Value to income ratios throughout most of the county are between 2.67 (Ypsilanti Township) and 4.34 (Ann Arbor), making home ownership possible. Plus, renter household incomes to median rent ratios range from 2.4 to 3.4, meaning that all but the most challenged can find an affordable apartment in the county without a significant commute.

However, this is not a complete picture. The fuller story is that while Washtenaw County’s housing market today is basically healthy, it won’t be for long, as it is likely to become considerably out of balance. And while the county is fundamentally affordable today, housing cost increases are going to so outpace income gains that affordability will be a real challenge in the future as regards both housing and transportation expense.

### **The reality is that Washtenaw County has two distinct housing markets.**

One is fundamentally strong - anchored by the City of Ann Arbor. The other - the City of Ypsilanti and Ypsilanti Township - is fundamentally weak and in some respects in abject distress.

The former has a high quality of life and excellent public schools. The latter faces real challenges. The former does not have a perception problem when it comes to safety and housing equity, the latter does.

Ann Arbor - and its central driver, the University of Michigan - is a magnet for highly educated households with upward mobility and significant disposable income. With some exceptions, Ypsilanti (City and Township) - and their challenge of being overloaded by a disproportionate number of at risk households and homes with negative equity - is where the most affordable options exist.

Moreover, the deeper truth is not just that the City of Ann Arbor (and Ann Arbor Township) is strong, but that both and Pittsfield are getting stronger, and their rate of growing strength is likely to increase.

And, correspondingly, that the City of Ypsilanti and Ypsilanti Township have not kept pace, and neither are well positioned to keep pace, and are thereby at real risk of falling even further behind.

In sum, Ann Arbor and those with Ann Arbor addresses are at one end of the spectrum where property values are increasing and that appears likely to continue, while Ypsilanti (City and Township) is at the other and in real trouble. **At this unblended scale, these are two markets going in opposite directions with three very probable outcomes, barring a significant change in policy at the local jurisdictional or countywide level.**

- First, Ann Arbor will become more costly, and less affordable, especially to non student renters in the short run and eventually, to aspiring buyers as well. The driver for higher costs is a combination of high livability and quality of life, great public schools, resulting sustained demand by households with discretionary income, and resulting expectations of stable and continually rising property values.
- Second, Ypsilanti will become more distressed and thus more affordable, especially to at-risk households. The reasons include unstable and falling property values and the impacts of disproportionate concentrations of struggling families (crime, lower levels of property maintenance, fiscal stress).
- Third, as housing costs in the Ann Arbor market outpace the incomes of working families employed in Ann Arbor but not able to afford to live there, those families will commute to housing they can, particularly on key corridors. This will increase congestion, compromising environmental quality and market appeal. And since more and more of the area’s very low income families (working, as well as unemployed) will locate to the City of Ypsilanti and Ypsilanti Township for pricing advantages, those markets will be at increased risk for even higher concentrations of struggling households. In turn this will further weaken those jurisdiction’s fiscal capacity.



The result will be a county decreasingly affordable and out of balance and, eventually, unsustainable, as some parts of the county possibly degrade beyond a point of no return, and others grow in value beyond a point that's ever again affordable.

The imbalance in income, education and opportunity between the jurisdictions along with the socioeconomic segregation that goes with it will hamper the regional economic growth potential of the area. Regions that experience strong and more stable growth are typically more equitable, have less segregation and better balanced workforce skills within them. <sup>1</sup>

In the Ann Arbor Metro Area, households in the 90th percentile (income) have experienced an 18.8% gain since 1979 while wages have *decreased* by 14.4% for those in the 10th percentile.

**“The rise in inequality in the United States over the last three decades has reached the point that inequality in incomes is causing an unhealthy division in opportunities, and is a threat to our economic growth. Restoring a greater degree of fairness to the U.S. job market would be good for businesses, good for the economy, and good for the country.” - Alan Kreuger**

This is important because racial gaps in income correlate with educational attainment and projected job education requirements. The National Equity Atlas shows that in the Ann Arbor Metro Area, 43.6% of all jobs require at least two year's of college. Education gaps for Black (36.9%) and Latino (40.6%) households translate into wage gaps which translate into racial gaps in income which turn translates into lost GDP.<sup>2</sup>

As pointed out by PolicyLink, this contributes to a \$1.43B opportunity cost in lost potential regional GDP resulting from racial gaps in income. For Washtenaw County, this means persistent (if not worsening) gaps in the conditions that lead to income disparity and lost economic output.

Why? With very few exceptions - parts of Appalachia and the Ozarks where white poverty is significant - race and class are near perfect proxies for one another in America today.

To be in the 90th percentile (income) in Washtenaw County is to be white, and to be in the 10th percentile is to not be white.

Any concentration of households in the 90th percentile in one location is a de facto guarantee of a concentration of households in the 10th percentile in another. If the former results in demand for housing that so outpaces supply that values rise at a greater rate than do the incomes for anyone below the 90th percentile, housing becomes decreasingly affordable for all but those at the top. In other words, when the rate of return on capital (principally in the form of real estate investments in Ann Arbor by those at the top) is greater than the rate of economic growth (principally as a function of the wages of everyone else), the result is a concentration of wealth that by definition will trigger instability if not curtail growth.<sup>3</sup>

These problems can be addressed, and Washtenaw County is not unique; many jurisdictions across the country are facing similar challenges, but hard choices will be required.

- Right now, the City of Ann Arbor focuses much of its attention on the housing problems for the poorest households. Increasingly however, another critical housing dilemma in Ann Arbor will be for affordable non-

<sup>1</sup> Aghion and Caroli asked in 1999 in their seminal *Inequality and Economic Growth*, “can the negative impact of inequality on growth be reduced by redistribution?” They (and others - Persson and Tabellini) concluded that inequality may have a direct negative effect on growth because inequality reduces investment opportunities, b) worsens borrower incentives, and c) generates volatility. See also:

- America's Tomorrow: Equity is the Superior Growth Model by PolicyLink (2011)
- The Rise and Consequences of Inequality in the United States by Alan Kreuger (2012)
- Equality of Opportunity by Richard Reeves and Isabell Sawhill (2014)
- Neighborhoods, Cities, and Economic Mobility (Draft) by Patrick Sharkey (2014)

<sup>2</sup> National Equity Atlas; PolicyLink (2013)

<sup>3</sup> Capital in the 21st Century by Thomas Piketty, President and Fellows of Harvard College, 2014; p 353

student rentals. Where will they go? Who will develop them? In what ratio to market rate units?

- Right now, vastly disproportionate numbers of subsidized housing units are in Ypsilanti. Land is less expensive there, as are rents. Greater numbers of cost-burdened households can be housed in Ypsilanti than in Ann Arbor or Pittsfield.
  - If these trends are not reversed, or worse are continued, the overall Ypsilanti market and the fiscal stability of the city itself will be in further jeopardy.
  - It is in no one's best interest for Ypsilanti (city or township) to fail, as failure brings on a whole host of increased service costs that invariably become constraints (such as police and public safety, prolonged demand for housing subsidies, insurance, et.al.)
  - But if subsidized low income households are not housed in Ypsilanti, where else in the county will they go?

Put another way, there are always going to be those in Washtenaw County who earn significant incomes, those who earn very little, and those in between. The more that those who earn very little are segregated and concentrated, the more those jurisdictions will be in fiscal distress, and the more those jurisdictions are in fiscal distress, the more the costs of segregation reverberate throughout the county in costly ways - air quality reductions through congestion, business attraction and retention challenges, safety compromises through concentrations of poverty, reduced real estate values through falling demand and prices.

- Right now, the market is doing an adequate job of addressing significant portions of the rental housing needs of working families. But families with poor credit and work histories, disabilities, or other challenges are not being served by the market, and there is limited public and nonprofit sector capacity to handle the balance, irrespective of where housing might be found or developed. Addressing this will not be inexpensive. Who is going to pay for these costs?
- Right now, Ypsilanti Township is at risk of entering a point of no return in its downward spiral, as the domino effect of foreclosures roots ever more deeply. Turning this around will require expensive cost gaps to be closed, and most likely, a clawback process relying on rental households in the short run to achieve stability before a future home ownership strategy can work. This will require patience and financing. By no means is it too late. But the current array of policies and practices require revision.

- Right now, throughout the Ann Arbor-Ypsilanti corridor, in each jurisdiction, significant stretches of valuable land provide extensive redevelopment opportunities that can produce large amounts of both market and below-market rate housing, especially in Ann Arbor and Pittsfield. These areas can act as powerful receiving areas to absorb directed growth, contribute to regional balance, reduce congestion in the long run, and add to multi-jurisdictional stability by taking the pressure off the weaker Ypsilanti markets to absorb more than their fair share of low income households. But this requires putting sustainable policies in place that actively aim for regional balance.

## **Housing Affordability and Transportation Expense**

This report focuses on the urbanized area for Washtenaw County. This is not to conclude that there are no affordability or neighborhood stabilization challenges throughout the remaining geography of Washtenaw County. Significantly, the urbanized area jurisdictions include 64% of the County's population and 66% of the County's housing stock. These areas also have the greatest access to public transportation, non-motorized networks, and higher instances of transportation choice.

This is important as transportation is usually the second largest household expense for families, after housing costs. This impacts the housing market in Washtenaw County in many ways. In one regard, housing that is close to job centers can make land and housing more valuable. These location-based amenities are valued by the market, enabling households to reduce transportation costs through non-motorized trips, utilization of public transit, and shorter trip distances. In these areas, the same community characteristics that drive value upward result in a reduced transportation burden for the average household. Conversely, land is often cheaper further away from job and economic centers. On one hand this is appealing, as land cost is a significant determinant in housing development value and cost. When housing units are moved significantly outside the job center however, any savings in land value are quickly redirected to increased transportation costs. This occurs through more trips requiring automobile access, at greater distances.

Therefore, it makes sense to focus the development of affordable units in areas with transportation choices, which are typically close to job centers and other services, to maximize the long term sustainability of households in these units. As commuting expenses as a percentage of income are reduced, either by less costly transportation options or reduced spatial mismatches between jobs and housing, more will be available for housing, food, education, and health care.

The bottom line is that the greater the degree to which Ann Arbor invests in affordable housing for those working in Ann Arbor, and Ypsilanti makes progress towards growing demand by investing in livability, the less the commuting pressures - and resulting congestion - along Washtenaw Avenue and other key corridors will occur.

# PART 1

## Qualitative Analysis

## QUALITATIVE ANALYSIS : INTERVIEWS + SURVEYS

czb met and held telephone calls with over 33 elected officials, community leaders, and staff to discuss issues around affordability in Washtenaw County during June, July, and August 2014. From those discussions we have identified a number of themes regarding people's views about affordable housing in the region. We also conducted a survey of 489 people to gauge their views and ideas about affordable housing. The survey responses contain significant information about respondent's affordable housing priorities, preferred policy options, and community concerns.

### Respondent Input and czb Comment

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1. **The sky isn't falling.** Yet. As many pointed out, the county has a range of housing options and smart government policies like the new transit system will afford even more opportunities. We agree, but think Washtenaw County can do much better. There is broad agreement that the jurisdictions can do a better job of addressing affordable housing needs. There are clearly growing concerns about the ability of current residents to continue to afford to live in their community and the long-term sustainability of affordable housing prices.
2. **The big challenge is balance.** As many pointed out, there is growing inequity. Some used the word "segregation" to describe gaps between jurisdictions. Many concerns were raised about the creation of luxury units in Ann Arbor at the expense of middle class housing. Over time, that imbalance is going to harm the economic potential of the county. It will also continue to conflict with the strong desire for racial and socio-economic equity in the county expressed repeatedly by many.
3. **There is good news.** Fortunately, the region is well equipped to develop and manage a balanced affordable housing policy that can be

coordinated between the jurisdictions. It will take work, but the civic and community ingredients are there to create a state and perhaps national model. People clearly see the value of a regional policy framework to help guide the future of housing in the county.

4. **Quality of life is the biggest driver - and divider - of value in the region.** This is a double edged sword as higher quality of life in one area can cause that area to leapfrog other places quickly and create greater imbalance around housing affordability. Ann Arbor is on this trajectory now. If not checked, Ann Arbor will turn into an exclusive enclave with little alignment between jobs and housing and greater transportation and environmental impacts as a result.





5. **Vocabulary.** Affordable Housing is a complex term in Washtenaw County that different people understand differently. The region would benefit from a shared understanding and language about affordable housing, its relationship to jobs, to development and growth and to planning. There isn't a consistent framework for discussing or evaluating these issues, and there needs to be one.
6. **Image and perception matter greatly.** Respondents expressed concerns about how subsidized housing in Washtenaw County looks, and about the general safety of the community that is implied by how well or poorly a place is taken care of. They say they want their region to be integrated; they also want it to look nice and they want to feel safe in their neighborhood. These issues need to be addressed in the context of any housing effort, with safety being the number one issue for quality of life.
7. **Agreement.** There is strong regional agreement about the value of mixed-use, mixed-income development along transit corridors and equally strong agreement about the need to limit sprawl and protect agricultural and open space areas. It would be unfortunate to not capitalize on the convergence of opinion and market reality.
8. **Transportation, commuting, jobs, and housing.** People want housing choices to exist throughout the region and believe they should be, ideally, close to jobs. This came up over and over; the issue of housing near jobs, or workforce housing, was a strong thread in interviews and the survey. This can become the undergirding for a regional housing policy.
9. **Concentrated poverty is a problem that isn't going away.** People understand that it isn't economically healthy for any community to have a disproportionate share of low-income housing. It isn't sustainable for one area to essentially send low income residents and the resulting service needs to communities that are not able to afford the services needed to give the residents the best chance at success. This imbalance is one of the most striking and hardest issues that needs to be addressed.

10. **Focus.** There is a strong desire to focus on homelessness in Ann Arbor. While appropriate and well-meaning, has taken energy away from workforce housing preservation and creation, which is the more significant issue at hand.
11. **Government resources and priorities.** To the extent current government funds are spent, we think the needs to preserve public housing, subsidize low-income housing and that addressing the service needs of these residents should take precedence. Strong civic support for these efforts is healthy and should be fostered. It is important though, that they be better balanced geographically in terms of how and where these funds are spent.
12. **Market forces.** There is a need to look at market solutions, and land-use incentives, for workforce housing needs and as something in the survey suggested, there is clear value in evaluating a funding stream to ensure the preservation of workforce housing for the long-term. Like the difficulty of addressing concentrations of poverty (which require diffusion in a county where few are going to come forward and volunteer to absorb their fair share), the only value market forces provide is the value the community extracts through policy.
13. **Nominal history of serious collaborative output.** We have been surprised that there isn't greater collaboration or policies around the development community to address these issues. The opportunity for public-private partnerships, especially around workforce housing, is not being taken advantage of. This needs to be explored in more detail. We see opportunities to both educate the development community and residents about what could be possible, such as development rights transfer programs.
14. **Weakness and Imbalance.** The lack of balance in the housing mix of each jurisdiction has weakened both the overall economic prospects for the region as well as the ability to give all residents of the region an equal chance to move forward successfully. There's a discernible gap between viewpoint and rhetoric and nominal collaborative output to address equity issues. Focusing on this is essential and hard.
15. **Housing ladder.** While housing for families and people starting out was emphasized, people understand the need to provide housing for all life-stages from people starting out to seniors as well as people with unique health needs. The view of "community" as being driven by the stakeholders was powerful thread through most discussions. The desire for a diverse community is a strength that can be built on.
16. **Wages.** There is some awareness, especially in the survey, that jobs and wages are one of the policy arenas that should be focused on. We strongly encourage housing policy discussion to be connected to wage issues for there to be any chance for sustainable outcomes.
17. **Schools. Schools. Schools.** The fact that some areas of the region have access to Ann Arbor schools and others don't creates an inherent economic challenge for the value of housing outside of the Ann Arbor school district. Poor performing schools are an issue that will handcuff any weak market's capacity to recover, so school quality differential requires attention.
18. **Capacity.** The capacity and ideas to address these issues are within the County. Between the survey's and the interviews, it is clear to us that a policy framework to address the housing issues can be developed and that champions exist to help develop and support it over time. We are impressed with the breath and depth of civic interest and passion around this issue. There is a healthy range of viewpoints and ideas to create something that can last for the long term. But experience also tells us that the ability to craft sustainability policies can vary wildly based on willingness. No progress is likely without risks being taken, issue literacy being elevated, innovation occurring, and multi-jurisdictional collaboration at the center.
19. **Positioning.** The county is well positioned to play a leading role helping to address its housing and market strength imbalances and to support quality economic development and balanced growth throughout the region, at the center of which are looming affordability challenges given Ann Arbor's high and increasing quality of life. People in the county understand that there should be a planning relationship between jobs, housing, and transit. The challenge is developing a policy framework for the region to work within that also respects the unique differences of each jurisdiction as well as the different economic capacities of each jurisdiction, and then takes those differences into account.

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## RECOMMENDED NEXT STEPS

Building on past, successful regional collaborations, we suggest the creation of multi-jurisdictional housing policy working group.

- The group would be responsible for distilling the qualitative and quantitative information collected and analyzed by czb about housing in the county and then to develop a set of housing goals & strategies, as well as metrics and action steps to pursue.
- The importance of reshaping the county into an equitable community across jurisdictions cannot be overstated. Segregation of any sort - racial, economic, other - is also a two way street. It is never mathematically possible for one area to become segregated unless other areas as oppositely comprised. The more segregated into a high income area Ann Arbor becomes, the more segregated Ypsilanti will be. This group should be responsible for educating the community on equity issues.
- Specifically:
  - A working group from multiple jurisdictions should be impaneled
  - The group should receive a detailed briefing on the housing issues in the county

- The focus should be on bringing the group to a common understanding of the following:
  - Terms/Vocabulary of Affordable Housing
  - Drivers for generating or undermining demand, and thus triggering price change
  - Relationships of housing to job locations and wages to housing cost burdens
  - Link between livability and demand and price and affordability
  - Role of land in determining value and in addressing imbalances
- Agreement should be pursued on the following:
  - Baseline conditions
  - Trajectory
  - Metrics

From this foundation, the working group may subsequently be in a position to collaborate on multi-jurisdictional responses to the two looming challenges that the county faces: equity imbalance and affordability for low and moderate income working households.



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## POLICY OPPORTUNITIES FOR CONSIDERATION FROM INTERVIEWS AND SURVEYS

The interviews and surveys exposed a broad range of policy ideas to consider. Below is just a list of the most frequently mentioned concepts. A plan development process would include a process to identify more ideas to consider.

- Push for higher density, mixed-use projects along transit corridors.
- Re-visit parking requirements to ensure they are encouraging transit and not driving up housing prices.
- Consider multi-jurisdictional tax-districts to support the growth of mixed-use development areas.
- Push for new state rules regarding property taxes for seniors. Current rules may discourage seniors to move to smaller, more manageable homes and essentially “lock-up” larger homes thereby limiting family housing choices.
- Consider ways to develop zoning or other rules that approximate inclusionary zoning or ask the state for new powers.
- Consider ways for zoning to encourage smaller starter homes, family sized units and to add some workforce options to existing neighborhoods.
- Consider changes to zoning and/or policy to encourage development of mixed-income housing in targeted areas.
- Consider ways to ensure property owners don’t set unfair requirements for renters and essentially limit choices for low income residents.
- Identify infill opportunities for new affordable housing projects.
- Consider the use of public lands to help develop affordable housing projects.
- Consider a "fair share" housing provision (each local unit provides a percentage of the region's affordable housing equal to its percentage of the region's total population) or an "impact fee" approximation of such a system, in which units that don't provide housing units provide financial support to those who do.
- Consider metrics between a jurisdictions workforce needs and available housing and set goals for the relationship of the two.
- Consider ways to reduce waiting list for affordable housing (vouchers, etc.)
- Evaluate something like the Twin Cities Fiscal Disparity Act / tax-base sharing -- in part, approximates a per-community payment-in-lieu fair share housing system; regional shift in property tax revenues from communities with high taxable value per capita to those with low, so that cities hosting more low-income residents (and low taxable-value housing) can address the service needs they have.
- Consider creating a local land trusts to hold land to help with affordability.
- Consider increasing local housing trust funds and/or creating a county trust fund.
- Consider approaches to discouraged or prevent over-concentration of low income housing.
- Consider policies to ensure public services are available in areas with greatest need.
- Consider policies to give tenants greater opportunities to purchase units or stay in units after sale.
- Consider changes/update to plan to end homelessness in Ann Arbor
- Explore ways to encourage more co-ops.
- Explore ways to encourage co-housing options.

# PART 2

## Quantitative Analysis

## What affordability challenges are faced by Washtenaw County owners and potential buyers?

Throughout the target area (as well as in the portions of the county outside the target area), the number of owners facing unaffordable housing costs (in excess of 30% of income) increased substantially between 2000 (pre-recession) and 2012 (post-recession).<sup>4</sup> Countywide, the number of owners paying more than 30% of their income on housing costs increased by 12,438 households between 2000 and 2012; just under half of this increase (5,358 out of 12,438) was in the target area (Table 1). The number of Washtenaw County owners paying more than 50% of their income on housing costs (those considered to have very unaffordable

costs) increased by 5,078 households; again, roughly half of this increase occurred in the target area (where the number of owners with very unaffordable housing costs doubled between 2000 and 2012).

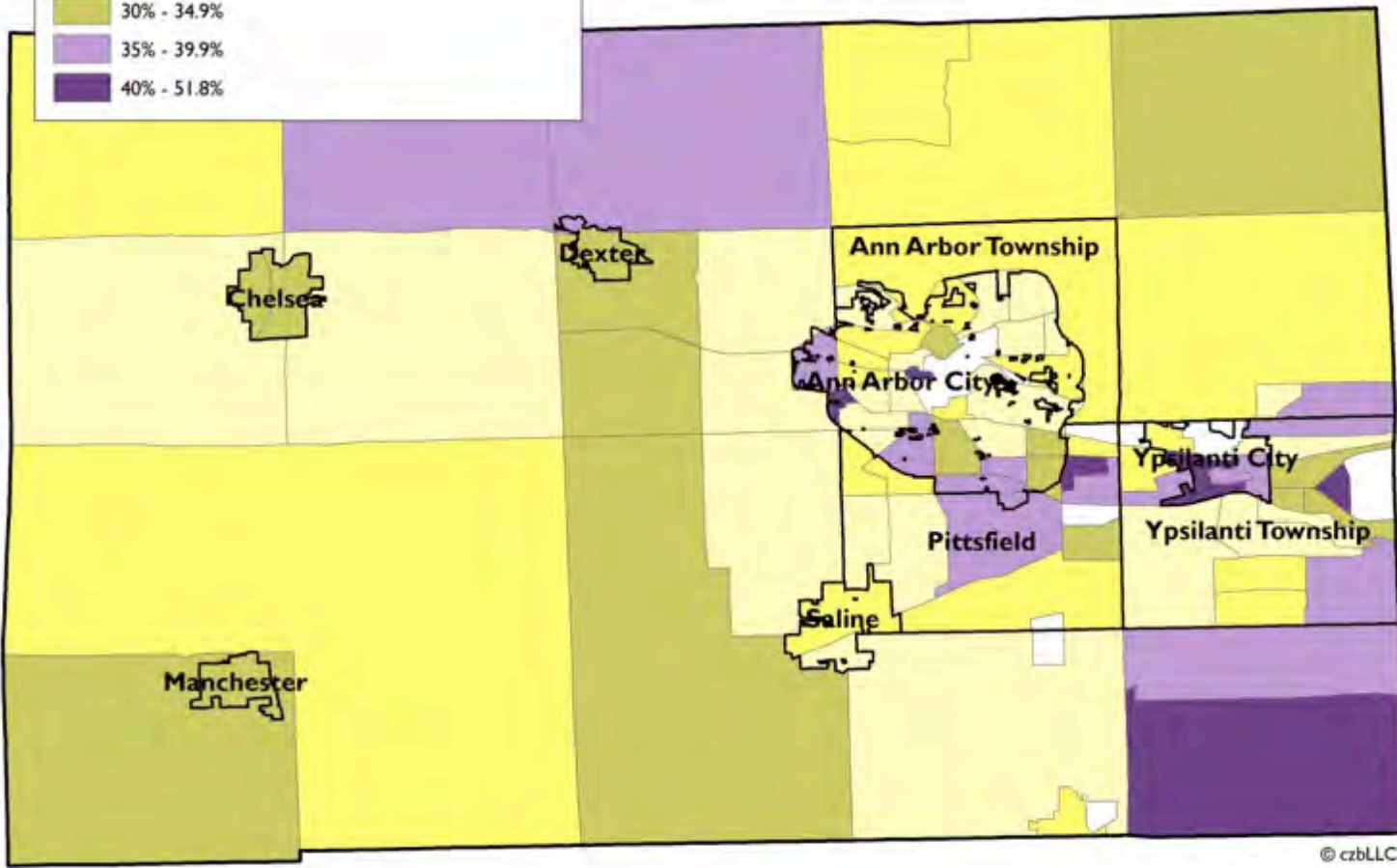
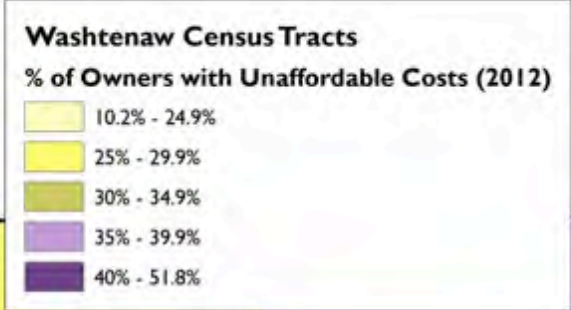
By 2012, nearly three out of every ten owners in the county (and in the target area) paid too much for housing, up from two out of every ten owners in 2000. The largest percentages of owners had unaffordable costs (>30% of income) in Census tracts in western and southern Ann Arbor city, parts of Pittsfield township, southern Ypsilanti city, and parts of Ypsilanti township (see map on following page).

TABLE 1 :: UNAFFORDABLE HOUSING COSTS, WASHTENAW COUNTY VS. TARGET AREA

	Washtenaw County				Target Area			
	2000	2012	Change	% Change	2000	2012	Change	% Change
Unaffordable (>30% of Income) Housing Costs	11,397	23,835	12,438	109%	7,288	12,646	5,358	74%
Very Unaffordable (>50% of Income) Housing Costs	3,428	8,506	5,078	148%	2,200	4,404	2,204	100%
% Unaffordable	19%	29%	10%		19%	28%	9%	
% Very Unaffordable	6%	10%	5%		6%	10%	4%	

source: US Census (2000); 2012 ACS 5 Year Estimates; czb

<sup>4</sup> For the purposes of this analysis, the “target area includes Pittsfield, Ann Arbor City, Ann Arbor Township, Ypsilanti City, and Ypsilanti Township.



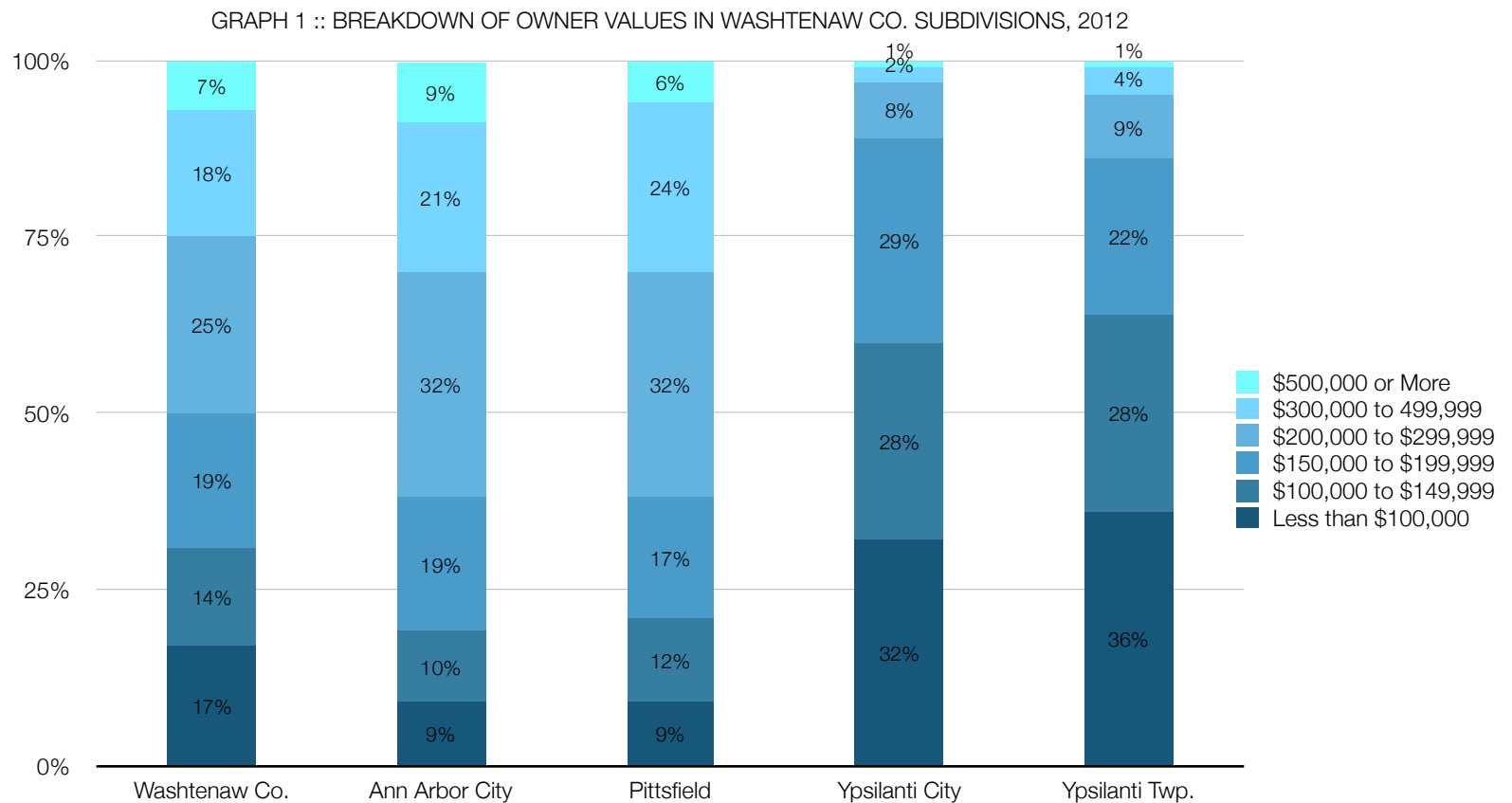
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## Consistent Affordability for Others – Great Housing Values for Buyers

Yet, on the whole, for-sale housing is fairly affordable in Washtenaw County. Countywide, half of all units are valued below \$200,000 (according to the 2012 American Community Survey 5-Year Estimates); just 25% were valued at \$300,000 or higher (Graph 1). This breakdown varies greatly, though, between local municipalities: in Ann Arbor city, nearly two-thirds of all owner-occupied units were valued over \$200,000, as were almost 90%

in Ann Arbor township; in Ypsilanti city and Ypsilanti township, in contrast, roughly three in five units (60% and 64%, respectively) were valued below \$150,000.

This variety not only creates vastly different housing markets (for both owner-occupied housing and for rentals) across the target area, but has put different communities and neighborhoods on different trajectories, as some have quickly recovered from the recent recession and others have not.



## How do housing market conditions vary across Washtenaw County Target Area municipalities?

For the Washtenaw County Target Area analysis, we analyzed a range of people- and place-based data from the 2000 and 2010 Decennial Census and the 2012 American Community Survey 5-Year Estimates. We also received data from the Multiple Listing Service (MLS) on for-sale properties and rentals made available through the system and sold or rented between.

These MLS records included 16,570 sales between 2000 and 2014 (with the bulk sold after 2004) and 1,866 apartments rented between 2003 and 2014 (with the bulk rented after 2006). To complement these MLS records, czb compiled an inventory of all rental properties in the target area, which included the number, characteristics, and costs of apartments at each location.

As of 2012 (according to the 2012 American Community Survey 5-Year Estimates), the county's higher-cost owner-occupied housing units were concentrated in Ann Arbor City and Pittsfield (which both had more than their share of housing units valued over \$200,000) and particularly Ann Arbor township (which had two times its share of owner units valued in the \$200,000s, three times

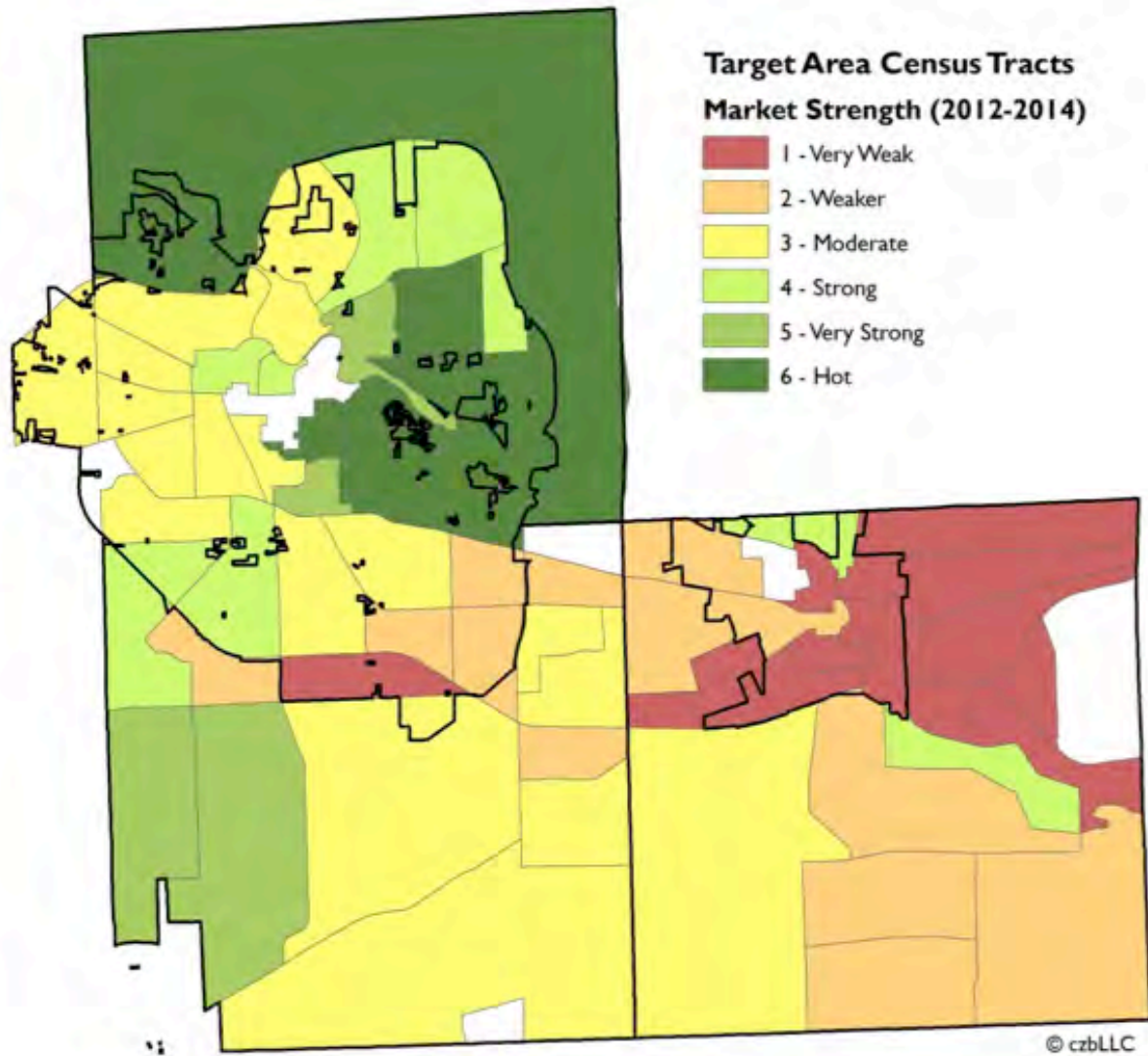
its share of owner units valued in the \$300,000s, and four times its share of owner units valued over \$500,000). In contrast, both Ypsilanti city and Ypsilanti township had twice their share of owner units valued below \$150,000.<sup>5</sup>

To further understand these market dynamics, czb utilized sales data (collected from the multiple listing service (MLS)) to generate average sale prices at the Census tract level based on single-family home sales in 2012, 2013, and 2014. Based on these averages, czb divided Washtenaw County Target Area Census Tracts (those within Ann Arbor city, Ann Arbor township, Pittsfield, Ypsilanti city, and Ypsilanti township) into 6 market types – from “very weak” to “hot.” “Very Weak” market Census tracts were those with average sale prices between roughly \$25,000 and \$75,000 between 2012 and 2014, or had averages more than one standard deviation away from the target area average sale price during that time. The average sale price and Z Scores (or how many standard deviation units each average stood from the overall average) are listed in the table below (Table 2); the market strength for each target area Census tract are shown in the map on the following page.

TABLE 2 :: SALE PRICE RELATIVE TO MARKET TYPE

		Average Sale Price		Z Score Range
		Low	High	
	Very Weak	\$26,613	to \$75,492	Less than -1.00
	Weaker	\$94,086	to \$186,061	-0.99 to -0.25
	Moderate	\$199,050	to \$262,408	-0.24 to 0.24
	Strong	\$271,577	to \$357,699	0.25 to 0.99
	Very Strong	\$393,360	to \$463,355	1.00 to 1.74
	Hot	\$498,139	to \$622,393	1.75 or More

<sup>5</sup> Figures presented in this paragraph are explained further on page x, under the heading “Washtenaw County - Catch Up and Keep Up”.



GRAPH 2 :: AVERAGE SALE PRICE OF SINGLE-FAMILY HOMES IN WASHTENAW COUNTY TARGET AREA CENSUS TRACTS BY MARKET STRENGTH, 2005-2014

Across all market types, the average sale price of a single-family home was up in 2005 (during the housing boom) and declined during the recession, hitting lows between 2008 and 2011, before recovering in the years since (Graph 2, Table 3).

What this table illustrates is that the gap in value between the strongest and weakest submarkets in Washtenaw is growing, and all signs indicate a further widening.

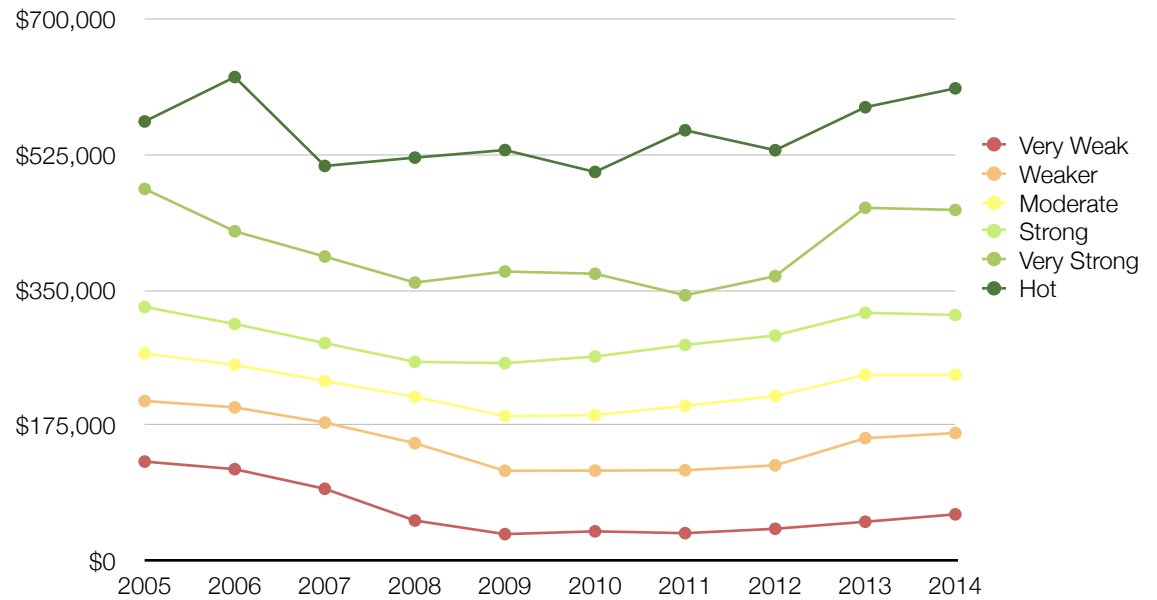


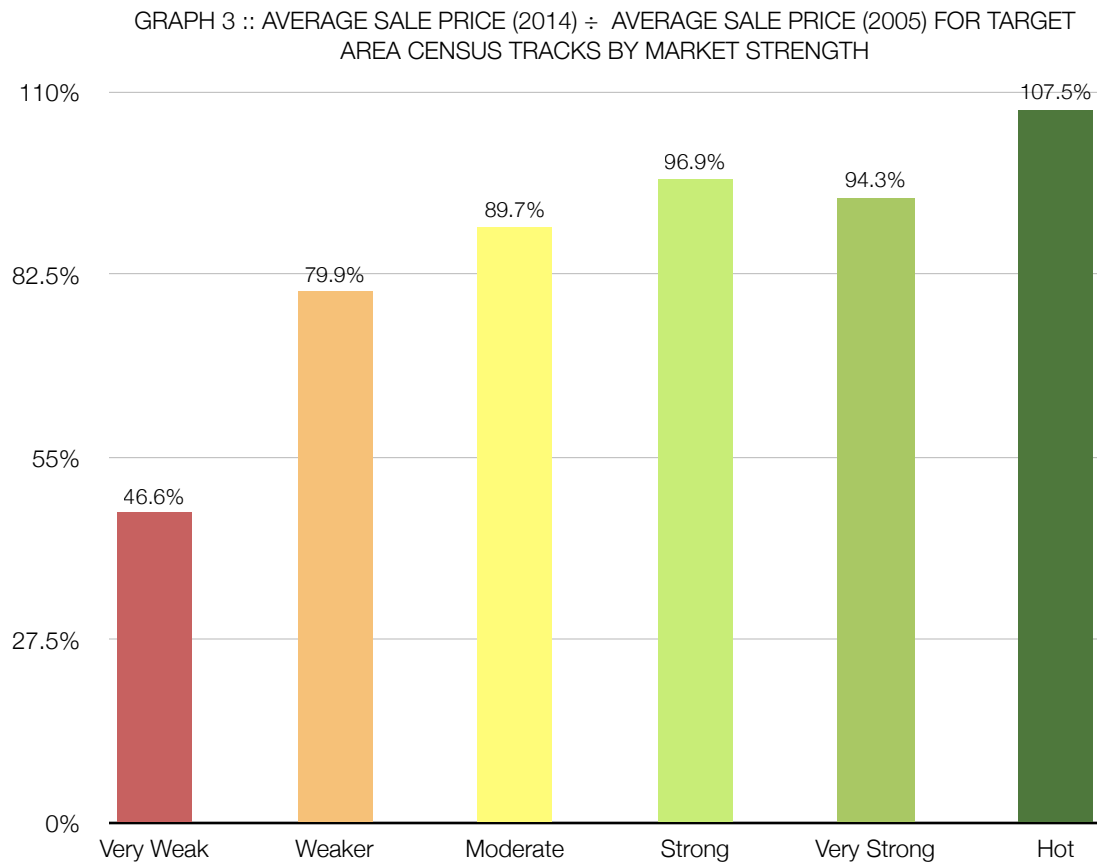
TABLE 3 :: AVERAGE SALE PRICE OF SINGLE-FAMILY HOMES IN WASHTENAW CO. TARGET AREA CENSUS TRACTS BY MARKET STRENGTH 2005-2014

		Average Sale Price									
		2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
	Very Weak	\$127,797	\$117,990	\$92,635	\$51,599	\$34,053	\$37,608	\$35,294	\$40,932	\$50,021	\$59,587
	Weaker	\$206,180	\$197,902	\$178,225	\$151,559	\$115,894	\$116,146	\$116,629	\$122,925	\$158,037	\$164,727
	Moderate	\$267,618	\$252,775	\$231,820	\$211,547	\$186,609	\$187,891	\$199,818	\$212,538	\$239,908	\$239,997
	Strong	\$327,626	\$305,656	\$280,968	\$256,689	\$255,048	\$263,556	\$278,612	\$290,768	\$320,132	\$317,318
	Very Strong	\$480,256	\$425,502	\$392,830	\$359,223	\$373,484	\$370,635	\$342,762	\$367,490	\$455,815	\$453,071
	Hot	\$567,486	\$624,889	\$509,958	\$520,733	\$530,523	\$502,209	\$556,091	\$530,312	\$585,900	\$610,267



Interestingly, though, while the average sale price of a single-family home was higher in 2014 than it had been in 2005 in “Hot” markets (suggesting a full recovery), the 2014 average sale price in “weaker” markets was equivalent to 80% of the 2005 average sale price; in “very weak” markets, the 2014 average sale price was equal to just 47% of the 2005 average (suggesting far from a full recovery in these areas) (Graph 3).

These still-struggling markets bore the brunt, to a certain extent, of the housing market meltdown: according to Neighborhood Stabilization Program Data released by the U.S. Department of Housing and Urban Development (HUD), Census tracts within and surrounding Ypsilanti city had the areas highest foreclosure rates and vacancy rates in the midst of the crisis.

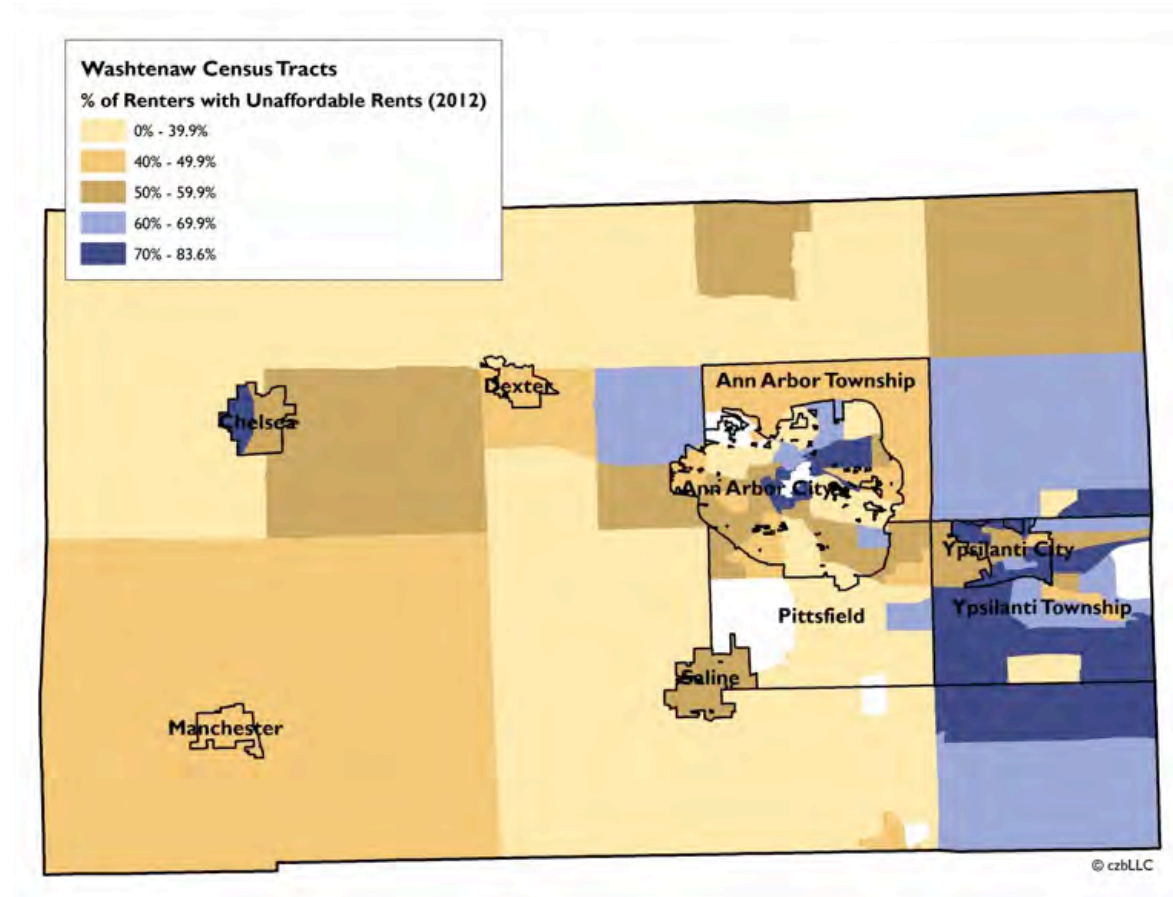


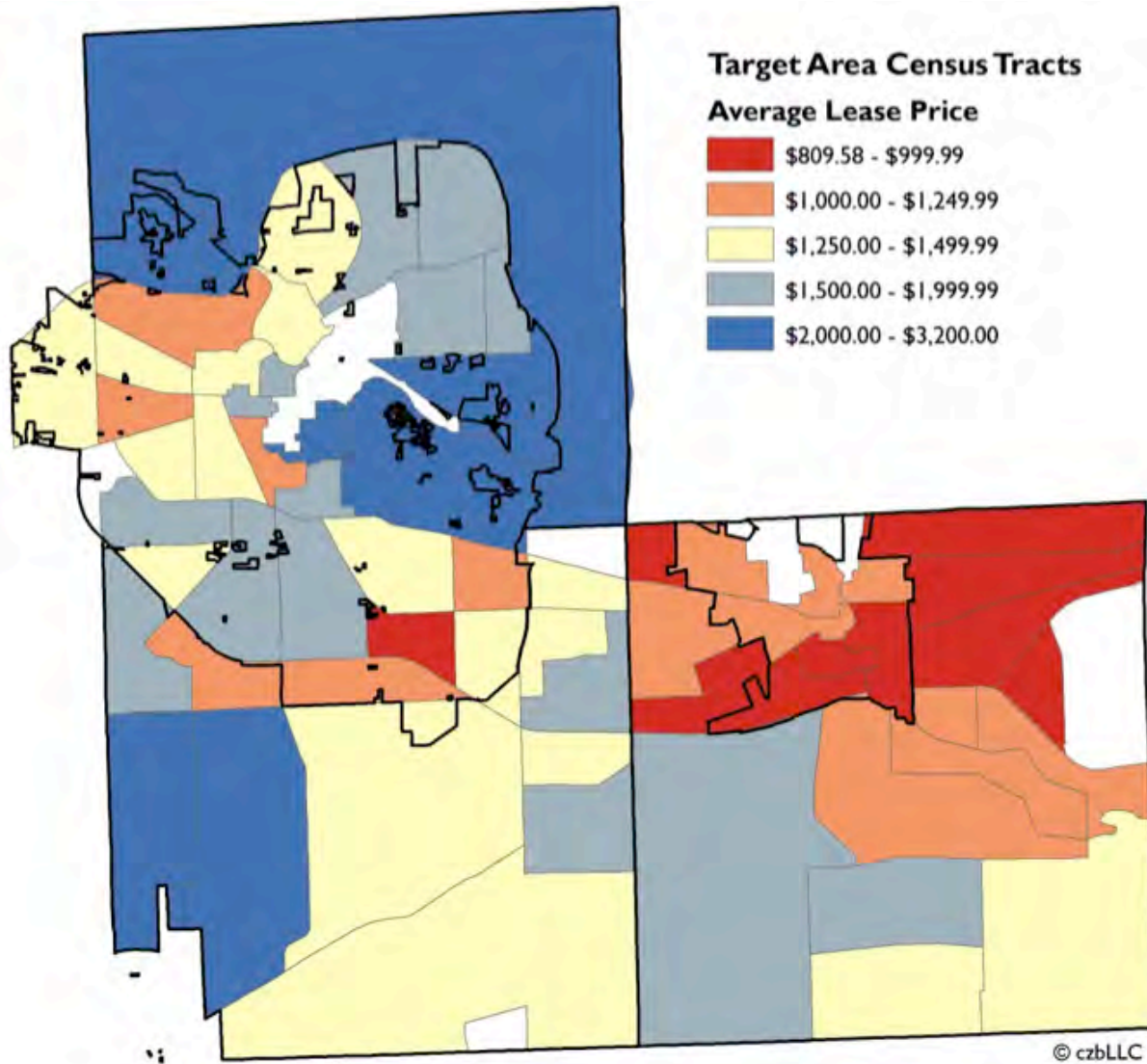
## What affordability challenges are faced by Washtenaw County renters and potential renters?

Renters are far more likely than owners to have excessive housing costs in Washtenaw County. In the Census tracts in Central Ann Arbor city (near the University of Michigan), as well as those in far northern and southern Ypsilanti city and throughout much of Ypsilanti township, in excess of 60% of renters pay more than 30% of their income on housing (see map below).

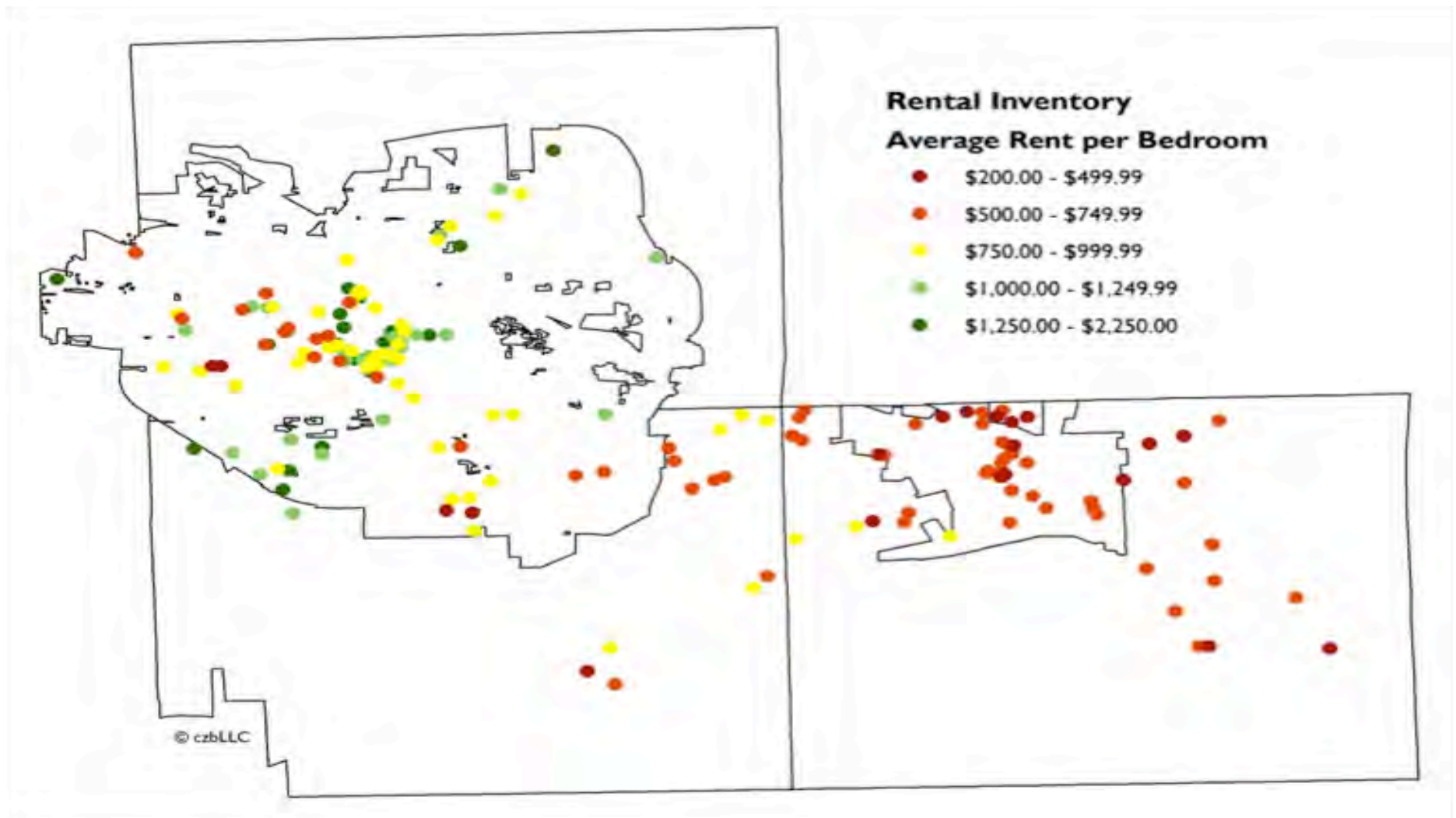
College undergraduate and graduate students, whose incomes tend to be very low (if not \$0), as well as higher rents, are driving these numbers in Ann Arbor city; lower-income non-student renters are doing so in Ypsilanti city and Ypsilanti township.

According to data from the Multiple Listing Service, the average lease price for units listed on the MLS was lowest in Ypsilanti city and Ypsilanti township (and in a few scattered Census tracts in Ann Arbor city), and highest throughout much of Ann Arbor city and Ann Arbor township (and in a few scattered Census tracts in Pittsfield and Ypsilanti township).



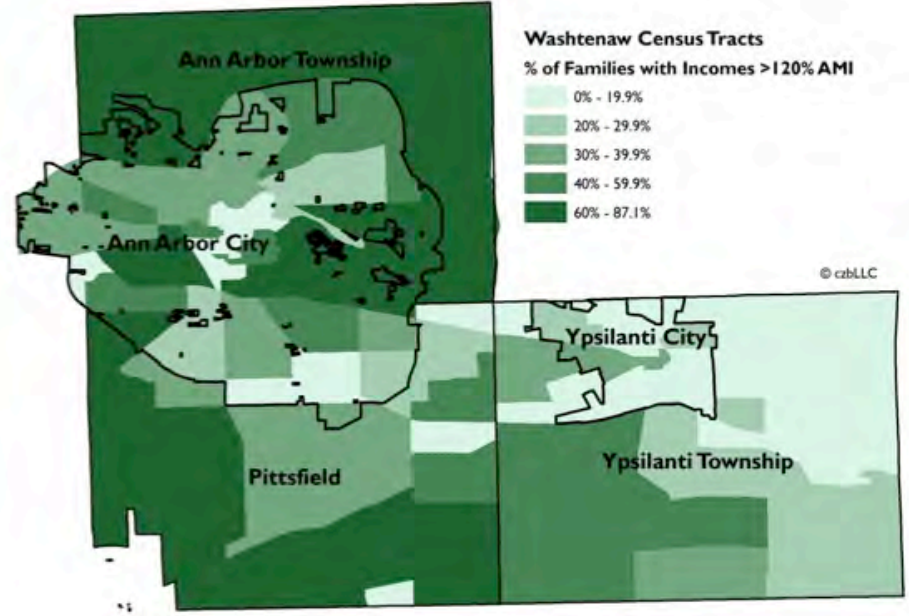
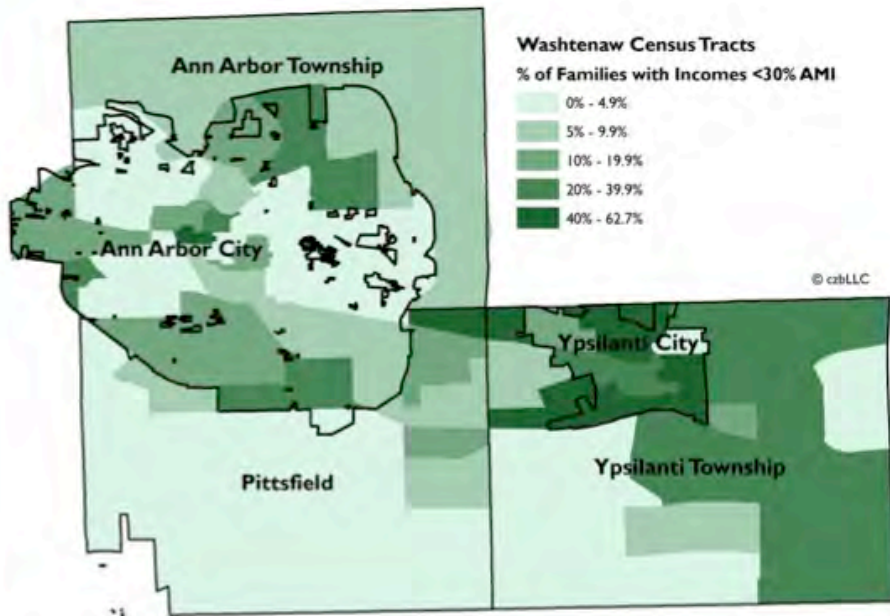
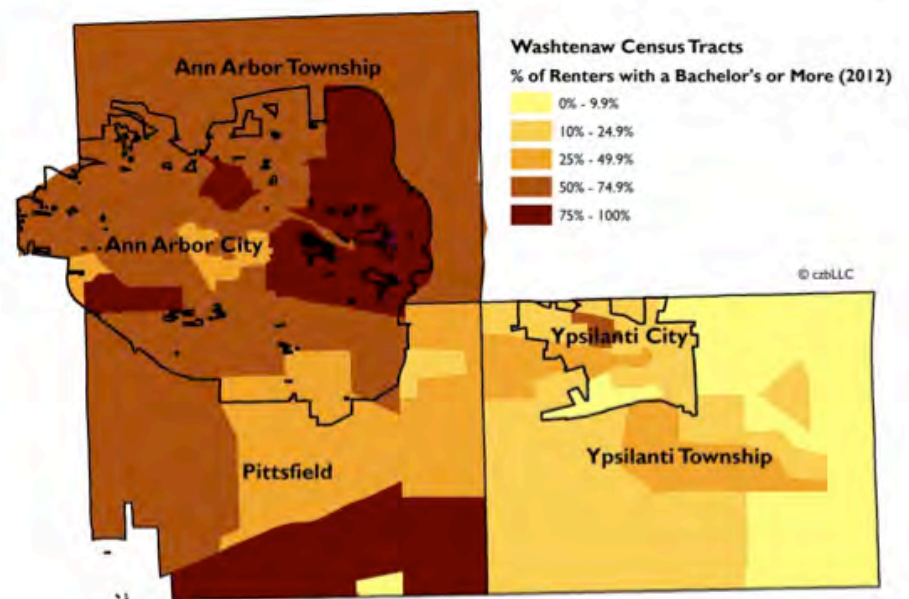
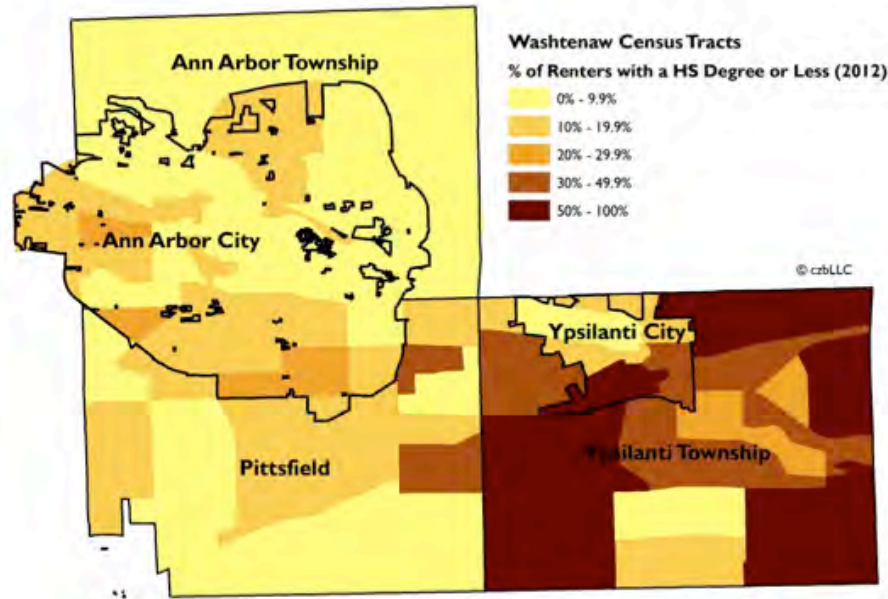


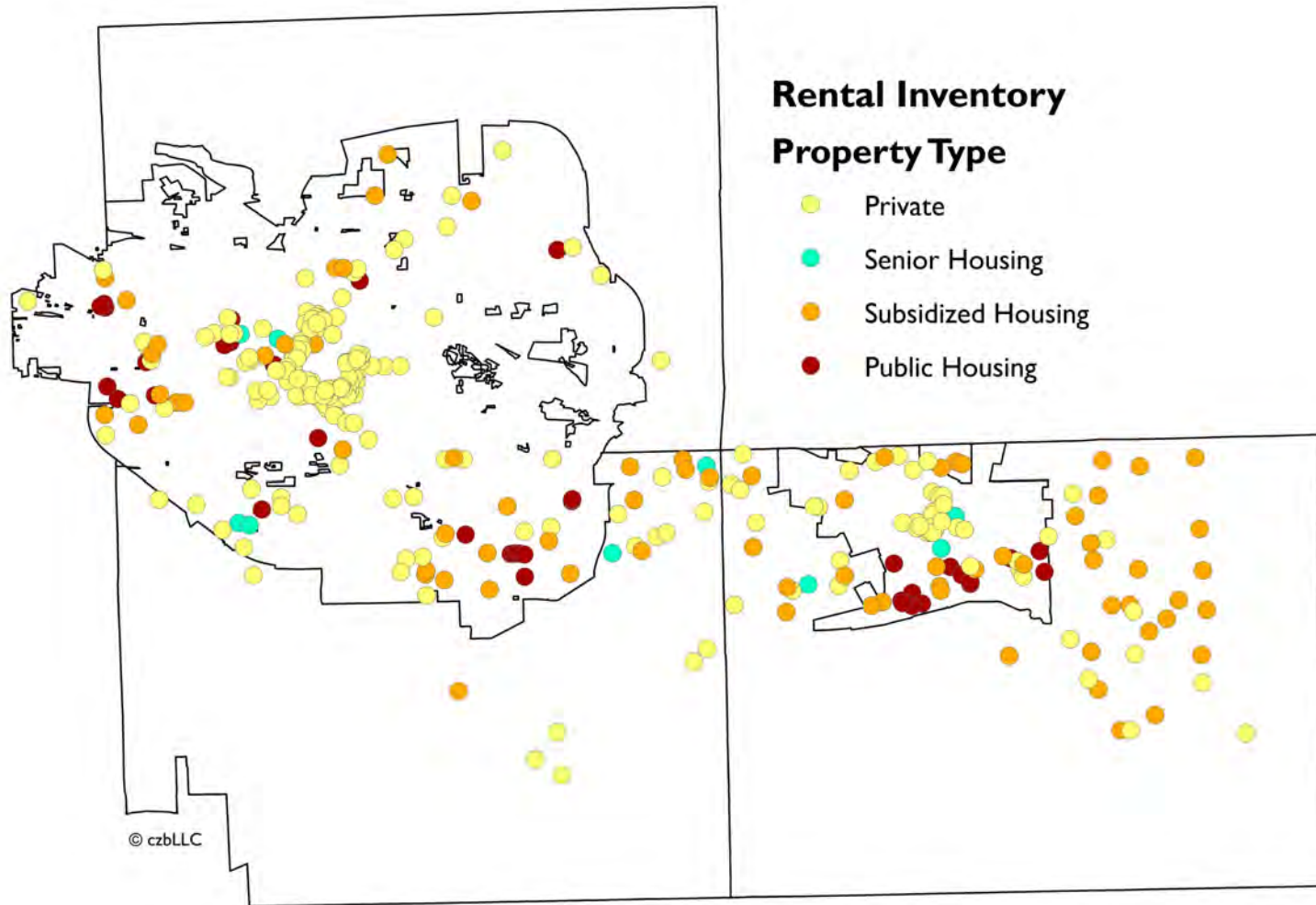
Pressure on the market from student renters certainly plays a role in driving up rents in Ann Arbor city and Ann Arbor township. Both communities have more than their share of rentals with rents over \$1,000 (according to data from the 2012 American Community Survey 5-Year Estimates), including those with rents over \$1,500. In contrast, Pittsfield and Ypsilanti township both have more than their share of rentals with rents between \$500 and \$999, and Ypsilanti city has far more than its share of rentals with rents below \$750.



A czb review of the county's rental inventory further highlighted the variety of the target area's rental market: almost exclusively buildings with average rents per bedroom below \$750 on the eastern side of the target area and primarily buildings with average rents per bedroom of \$750 or more on the western side of the target area (see map above).

At the same time, far more subsidized and public housing, as well as Section 8 vouchers, was concentrated on the eastern side of the target area as well (see map on following page).

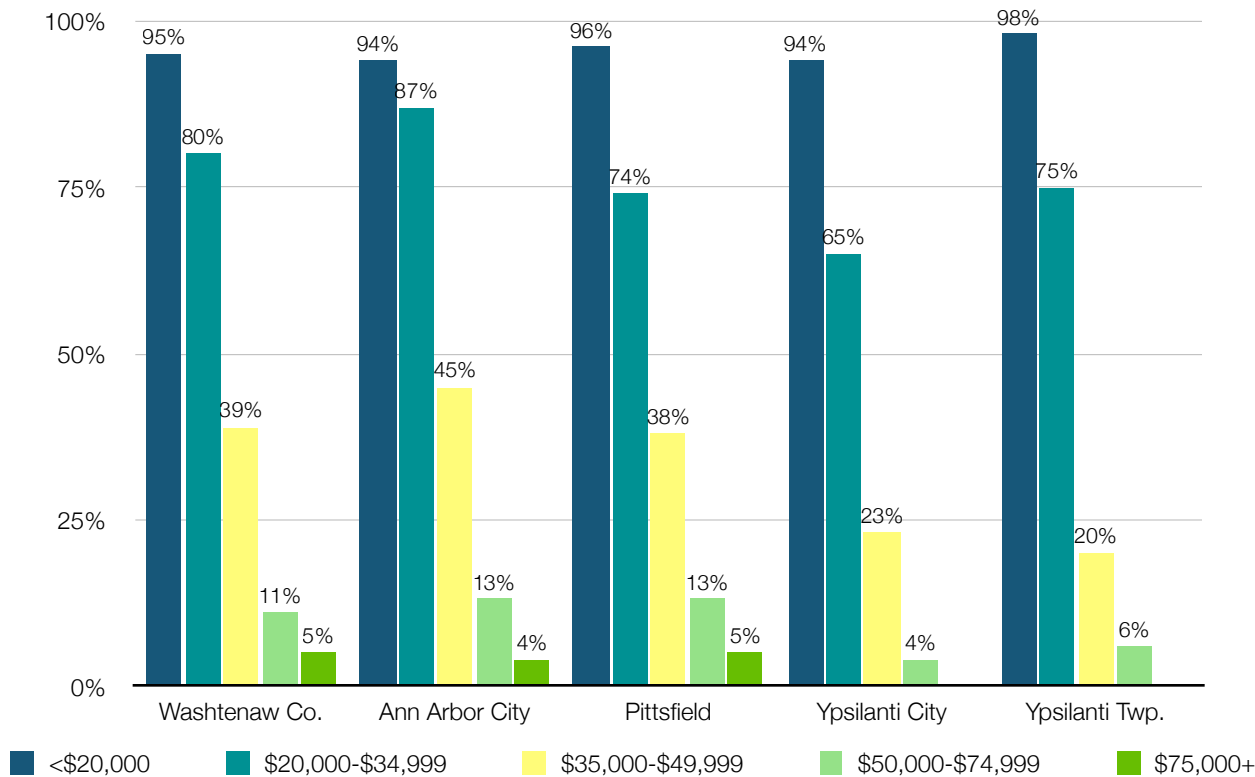




Such different rent levels mean that unaffordability reaches higher up the income ladder in some municipalities than others. For example, across in all target area municipalities, nearly all (94% or more) renter households with incomes below \$20,000 pay more than 30% of their income on housing (Graph 4). Most renter households with incomes between \$20,000 and \$34,999 also paid too much for housing – ranging from 65% of these households in Ypsilanti city to 87% of these households in Ann Arbor city. And while affordability was not really an issue for households with incomes between \$35,000 and \$49,999 in Ypsilanti city and Ypsilanti township (where just 23% and 20%, respectively, faced unaffordable costs), it remained a serious issue for renter households at this income level in Ann Arbor city (where nearly half (45%) faced unaffordable costs).

Differences in the price of rental units as well as differences in overall market vitality and amenities – in neighborhood quality of life – contributes to two very distinct rental markets in the Washtenaw County target area. Across nearly all Census tracts on the western side of the target area, the percentage of renter household heads with a high school degree or less and the percentage of renting families who have incomes below 30% of the Area Median Income (AMI) are very low, while the reverse is true on the eastern half of the target area. In contrast, across nearly all Census tracts on the western side of the target area, the percentage of renter household heads with a Bachelor’s degree or more education and the percentage of renting families who have incomes above 120% AMI are very high, while the reverse is true on the eastern half of the target area (see maps on following page).

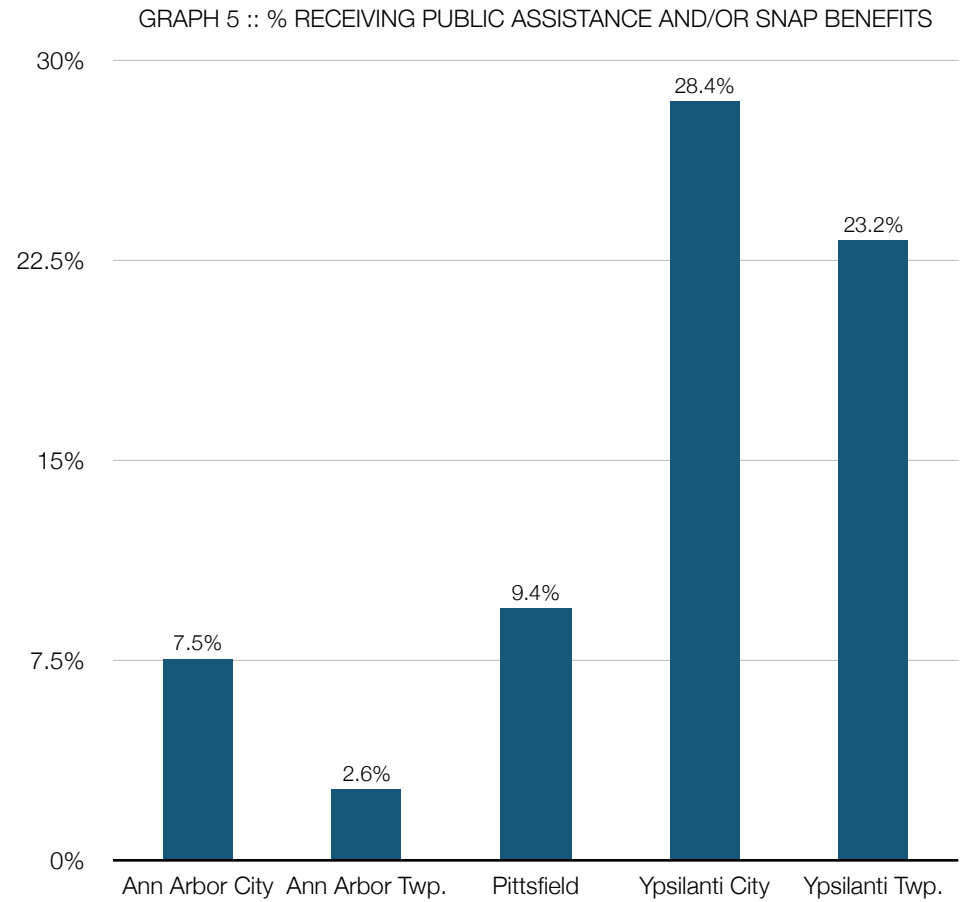
GRAPH 4 :: % OF RENTER HOUSEHOLDS PAYING >30% OF INCOME ON RENT BY INCOME LEVEL AND LOCATION, 2012



In a third example, while 2.6% of Ann Arbor township households and 7.5% of Ann Arbor city households received public assistance income or food stamp (SNAP) benefits in 2012, roughly one-fourth of Ypsilanti city (28.4%) and Ypsilanti township (23.2%) households did so (Graph 5).

As evidenced by neighborhoods' varied recovery rates following the recent housing market meltdown and municipalities' varied severity of affordability challenges, such disparities between target area municipalities is not sustainable.

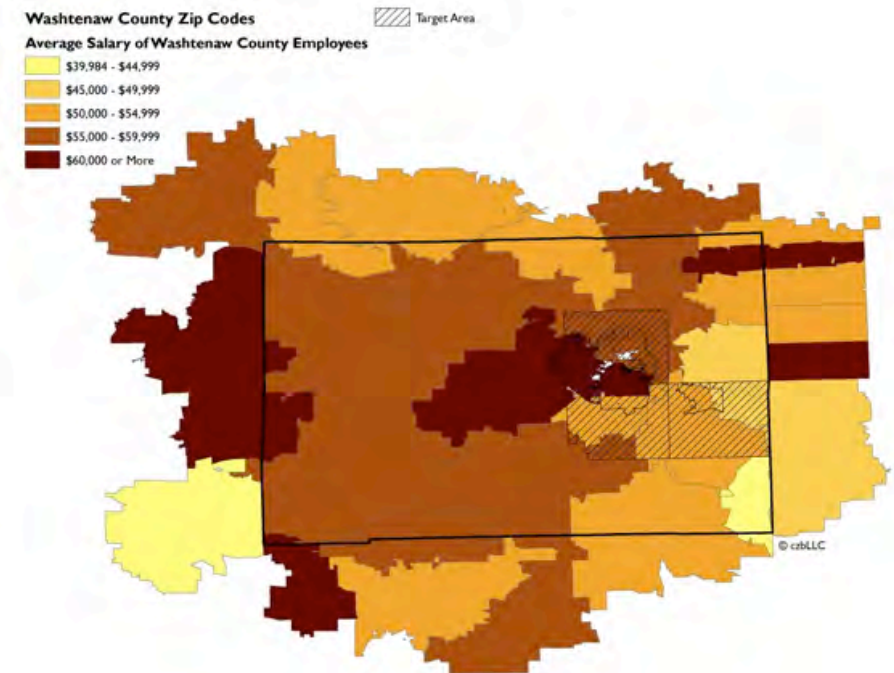
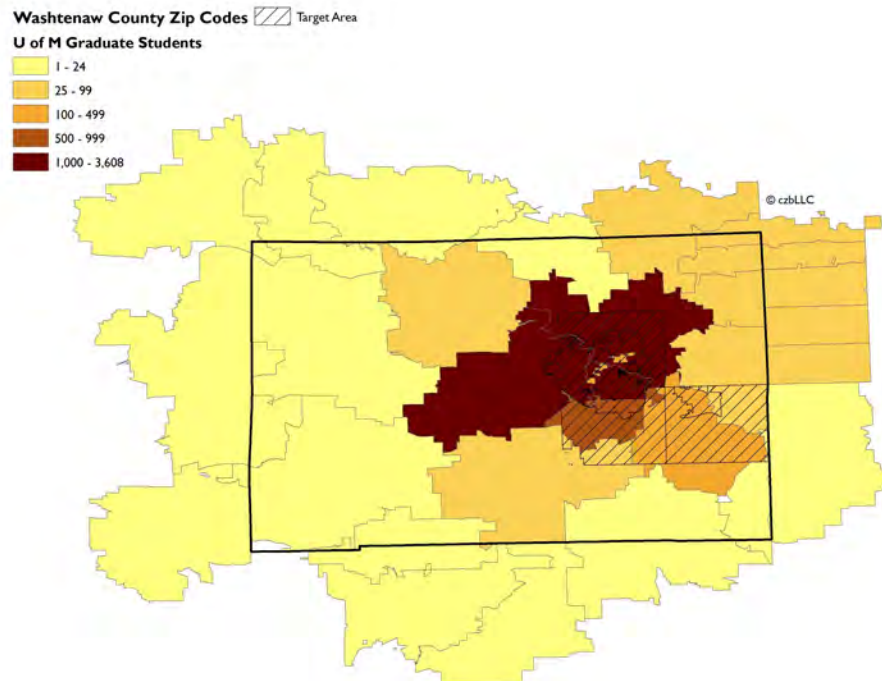
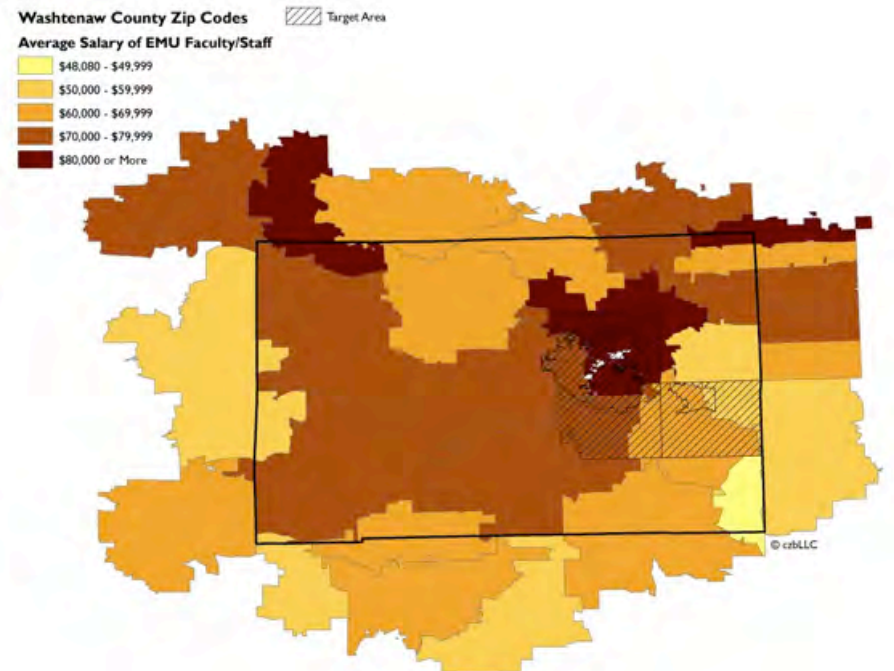
Such trends point to the need for regional cooperation going forward.





The target area is increasingly splitting into winning municipalities and losing municipalities, and, as time goes by, the gap between the two is only widening. An analysis of the residential choices made by Eastern Michigan University faculty and staff, Washtenaw County employees and University of Michigan graduate students all show the same thing: households with choice (higher incomes and more mobility) are concentrating in Ann Arbor city and Ann Arbor township and pricing out everyone else; those beat out for housing in these communities are concentrating in Ypsilanti city and Ypsilanti township (see surrounding maps).

- UM graduate should be taking advantage of the locational and pricing opportunities that Ypsilanti offers; *yet aren't*. Why? Because the affordability advantages Ypsilanti can provide are offset by the livability disadvantages that push UM graduate students away.
- Pittsfield is filling a middle ground, although is heavily influenced by the adjacent markets, both positively and otherwise.

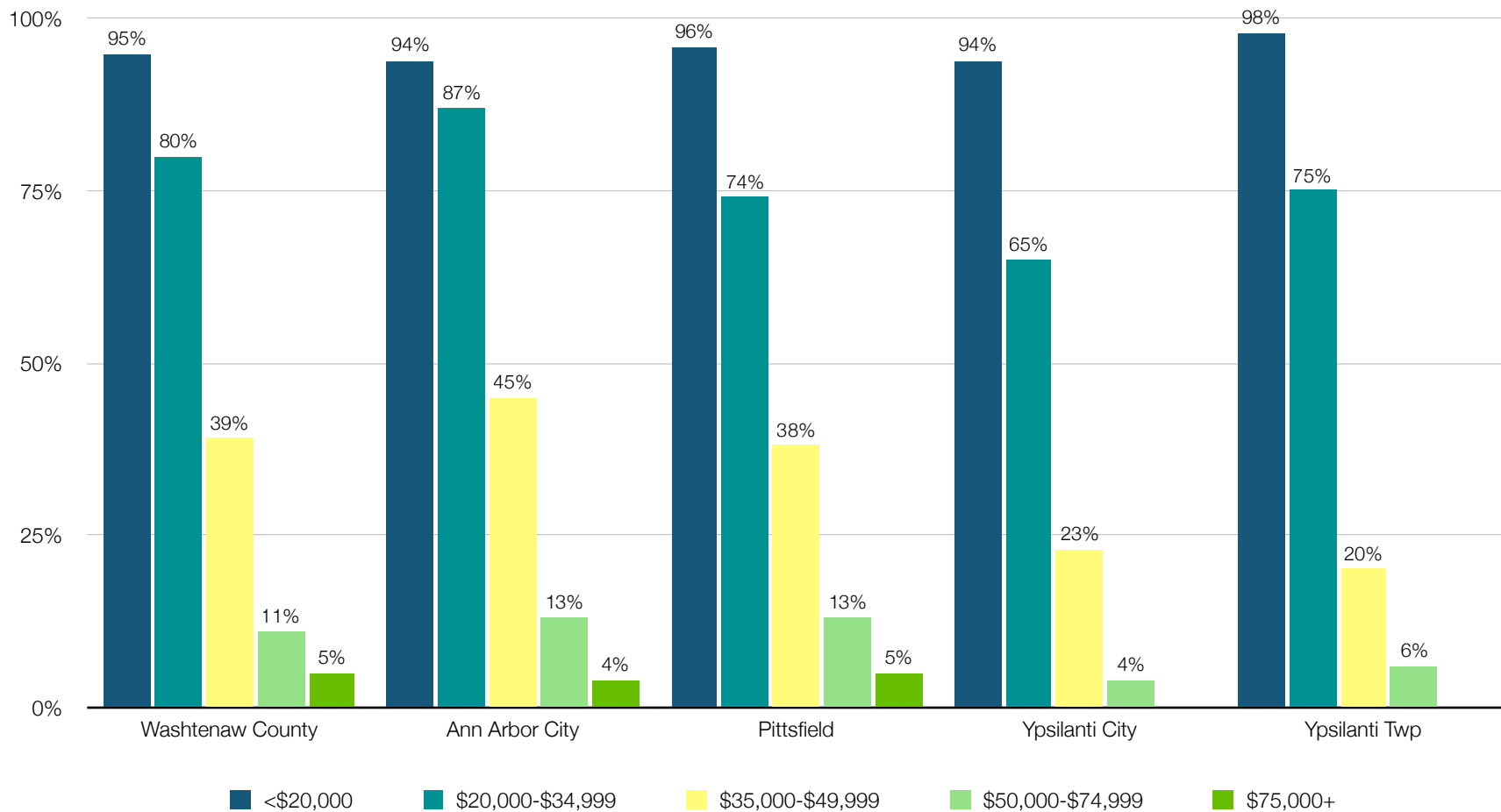


## Washtenaw County Catch Up and Keep Up

Most renters with household incomes below \$35,000 (or below roughly 40% of HUD's Area Median Income) in Washtenaw County generally, and the target area in particular, face housing cost burdens. In fact, over 90% of renter households with incomes below \$20,000 pay more than 30% of their income on rent; roughly three-quarters of households with incomes between \$20,000 and \$34,999 do so (Graph 6).

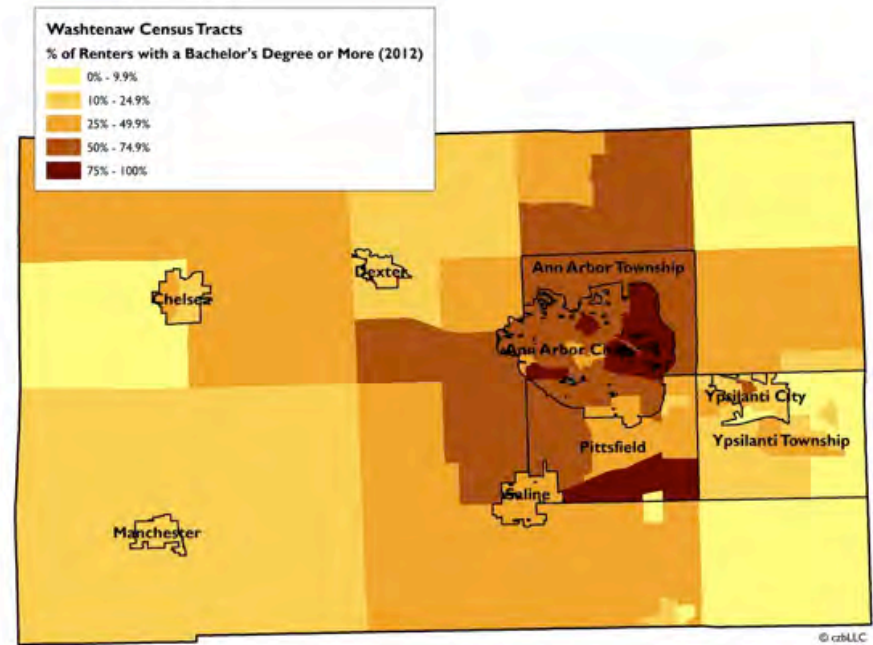
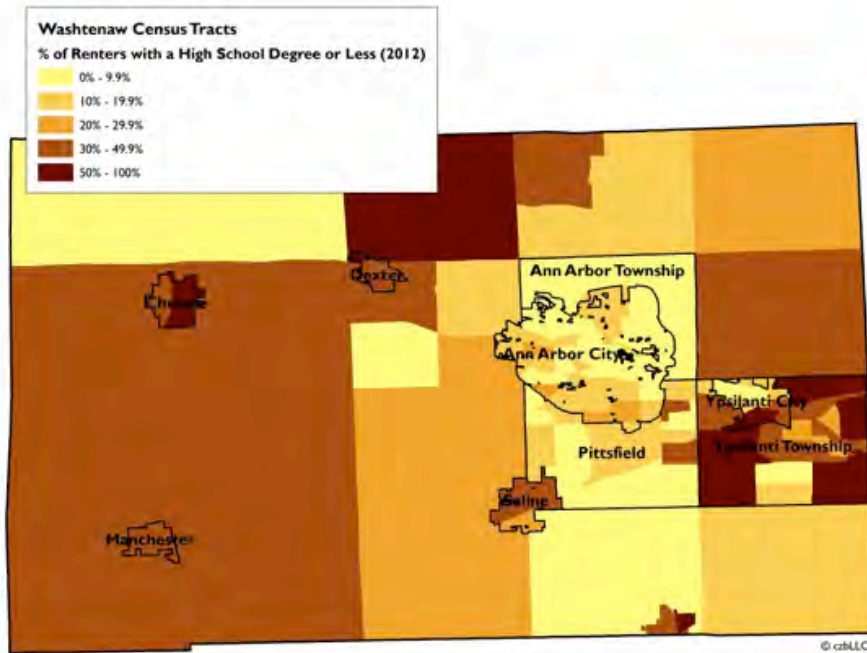
While housing cost burdens are less common among renter households with incomes between \$35,000 and \$49,999 (or between 40% and 60% of Area Median Income), unaffordable rents remain an issue for two-fifths of renters in this income bracket – and for 45% of renters in this income bracket in Ann Arbor city. (Rents are more affordable for households in this income bracket in Ypsilanti city and Ypsilanti township, where only about one-fifth of households with incomes between \$35,000 and \$49,999 pay more than 30% of income on rent.)

GRAPH 6 :: % OF RENTER HOUSEHOLDS PAYING >30% OF INCOME ON RENT BY INCOME LEVEL AND LOCATION, 2012



Housing costs make the Ann Arbor rental market harder to access for lower-income households; so does the intense competition for rental housing from 30,000+ undergraduate and graduate students, not to mention hundreds of recent graduates choosing to stay in town, also seeking apartments. As a result, just a small fraction of Ann Arbor renters have a high school degree or less; the reverse is the case in Ypsilanti city and township, where only a small fraction have a bachelor's degree or more (see maps below).

In Ann Arbor city, fully 58% of renter householders has a Bachelor's degree or more; just 13% have a high school degree or less. The breakdown of renters by educational attainment is far different in Ypsilanti city and Ypsilanti township, where far more renters have a high school degree or less (25% and 34%, respectively) and far fewer have Bachelor's degrees or more (22% and 18%, respectively).



In other words, while Ann Arbor city is home to 48% of the county's renter households, it is where just 30% of the county's renters with a high school degree/GED or less live (Graph 7, Table 4). To instead house 48% of the county's renters with a high school degree/GED or less (or the city's equitable proportion), Ann Arbor would need to accommodate nearly 2,000 more of them (1,948) (Table 5). Similarly, while Ann Arbor city is home to 48% of the county's renter households, it is where just 38% of the county's renters with some college or an Associate's degree live. To instead house 48% of the county's renters with some college or an Associate's degree (or the city's "fair share" of these renters), Ann Arbor would need to accommodate nearly 2,000 more of them (1,925). City officials could think of this as a strategy requiring 2,000 new units for households at 0-40% AMI and another 2,000 new units for households at 40%-60% AMI. (At the other side of the spectrum, to house its equitable proportion of renters with a Bachelor's degree or more, Ypsilanti city would need to add just over 1,000 units for these renters (1,030) and Ypsilanti township would need to add more than 2,000 units for them (2,174).)

GRAPH 7 :: BREAKDOWN OF RENTERS BY EDUCATION ATTAINMENT AND LOCATION, 2012

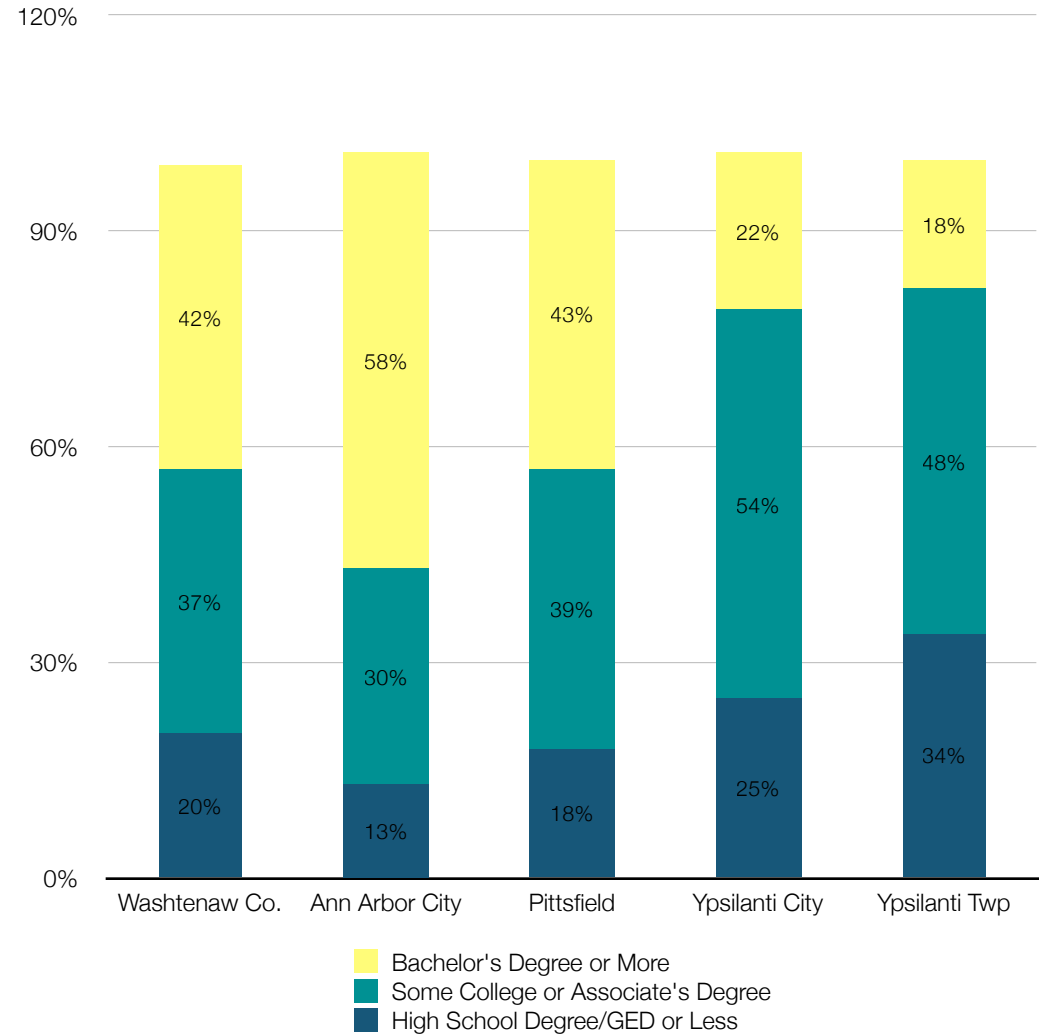


TABLE 4 :: BREAKDOWN OF RENTERS BY EDUCATION ATTAINMENT AND LOCATION, 2012

	Washtenaw County	Ann Arbor City	Pittsfield	Ypsilanti City	Ypsilanti Twp
All Rental Units:	51,945	24,905	5,922	5,001	8,785
Up to High School/GED	10,608	3,138	1,069	1,226	3,001
Some College/Associate's	19,340	7,348	2,318	2,687	4,238
Bachelor's or More	21,997	14,419	2,535	1,088	1,546
All Rental Units:	100%	48%	11%	10%	17%
Up to High School/GED	100%	30%	10%	12%	28%
Some College/Associate's	100%	38%	12%	14%	22%
Bachelor's or More	100%	66%	12%	5%	7%
All Rental Units:	100%	48%	11%	10%	17%

TABLE 5 :: "FAIR SHARE" DISTRIBUTION OF RENTERS BY EDUCATIONAL ATTAINMENT AND LOCATION, 2012

	Ann Arbor City			Pittsfield			Ypsilanti City			Ypsilanti Twp		
	Current #	Fair Share #	Difference	Current #	Fair Share #	Difference	Current #	Fair Share #	Difference	Current #	Fair Share #	Difference
High School Degree/GED or Less	3,138	5,086	1,948	1,069	1,209	140	1,226	1,021	-205	3,001	1,794	-1,207
Some College or Associate's Degree	7,348	9,273	1,925	2,318	2,205	-113	2,687	1,862	-825	4,238	3,271	-967
Bachelor's Degree or More	14,419	10,546	-3,873	2,535	2,508	-27	1,088	2,118	1,030	1,546	3,720	2,174

WASHTENAW COUNTY AFFORDABILITY GAPS - OWNER-OCCUPIED	% of County				
	Ann Arbor City	Ann Arbor Twp.	Pittsfield	Ypsilanti City	Ypsilanti Twp.
Total:	33.9%	1.3%	10.3%	5.7%	15.8%
Owner-occupied housing units:*	25.1%	1.5%	9.5%	3.2%	15.2%
Less than high school graduate	8.5%	0.2%	8.2%	5.8%	32.7%
High school graduate (including equivalency)	10.3%	0.6%	5.8%	3.4%	23.7%
Some college or associate's degree	14.8%	0.7%	6.8%	3.2%	19.1%
Bachelor's degree or higher	34.3%	2.1%	11.7%	3.0%	10.1%

	Current Share				
	Ann Arbor City	Ann Arbor Twp.	Pittsfield	Ypsilanti City	Ypsilanti Twp.
Less than high school graduate	0.339	0.127	0.855	1.804	2.154
High school graduate (including equivalency)	0.410	0.406	0.603	1.060	1.562
Some college or associate's degree	0.589	0.448	0.713	0.999	1.261
Bachelor's degree or higher	1.370	1.448	1.230	0.922	0.662

	2012 Totals					
	Washtenaw County	Ann Arbor City	Ann Arbor Twp.	Pittsfield	Ypsilanti City	Ypsilanti Twp.
Owner-occupied housing units:	82,938	20,799	1,214	7,912	2,677	12,588
Less than high school graduate	3,778	321	7	308	220	1,235
High school graduate (including equivalency)	11,284	1,159	67	649	386	2,676
Some college or associate's degree	20,415	3,018	134	1,388	658	3,907
Bachelor's degree or higher	47,461	16,301	1,006	5,567	1,413	4,770
	2035 Goal if Move to Fair Share Distribution					
	Washtenaw County	Ann Arbor City	Ann Arbor Twp.	Pittsfield	Ypsilanti City	Ypsilanti Twp.
Owner-occupied housing units:	96,790	24,273	1,417	9,233	3,124	14,690
Less than high school graduate	4,409	1,106	65	421	142	669
High school graduate (including equivalency)	13,169	3,302	193	1,256	425	1,999
Some college or associate's degree	23,825	5,975	349	2,273	769	3,616
Bachelor's degree or higher	55,388	13,890	811	5,284	1,788	8,407
	Difference between 2012 and 2035 Goal					
	Washtenaw County	Ann Arbor City	Ann Arbor Twp.	Pittsfield	Ypsilanti City	Ypsilanti Twp.
Owner-occupied housing units:	13,852	3,474	203	1,321	447	2,102
Less than high school graduate	631	785	58	113	-78	-566
High school graduate (including equivalency)	1,885	2,143	126	607	39	-677
Some college or associate's degree	3,410	2,957	215	885	111	-291
Bachelor's degree or higher	7,927	-2,411	-195	-283	375	3,637

WASHTENAW COUNTY AFFORDABILITY GAPS - RENTER - OCCUPIED	% of County				
	Ann Arbor City	Ann Arbor Twp.	Pittsfield	Ypsilanti City	Ypsilanti Twp.
Renter-occupied housing units:*	47.9%	1.0%	11.4%	9.6%	16.9%
Less than high school graduate	29.3%	0.9%	8.6%	14.3%	34.3%
High school graduate (including equivalency)	29.7%	0.2%	10.7%	10.4%	25.7%
Some college or associate's degree	38.0%	0.6%	12.0%	13.9%	21.9%
Bachelor's degree or higher	65.5%	1.7%	11.5%	4.9%	7.0%
	Current Share				
	Ann Arbor City	Ann Arbor Twp.	Pittsfield	Ypsilanti City	Ypsilanti Twp.
Less than high school graduate	0.611	0.858	0.754	1.488	2.031
High school graduate (including equivalency)	0.619	0.241	0.939	1.080	1.522
Some college or associate's degree	0.792	0.558	1.051	1.443	1.296
Bachelor's degree or higher	1.367	1.667	1.011	0.514	0.416



	2012 Totals					
	Washtenaw County	Ann Arbor City	Ann Arbor Twp.	Pittsfield	Ypsilanti City	Ypsilanti Twp.
Renter-occupied housing units:	51,945	24,905	520	5,922	5,001	8,785
Less than high school graduate	3,142	921	27	270	450	1,079
High school graduate (including equivalency)	7,466	2,217	18	799	776	1,922
Some college or associate's degree	19,340	7,348	108	2,318	2,687	4,238
Bachelor's degree or higher	21,997	14,419	367	2,535	1,088	1,546
	2035 Goal if Move to Fair Share Distribution					
	Washtenaw County	Ann Arbor City	Ann Arbor Twp.	Pittsfield	Ypsilanti City	Ypsilanti Twp.
Renter-occupied housing units:	60,621	29,065	607	6,911	5,836	10,252
Less than high school graduate	3,667	1,758	37	418	353	620
High school graduate (including equivalency)	8,713	4,177	87	993	839	1,474
Some college or associate's degree	22,570	10,821	226	2,573	2,173	3,817
Bachelor's degree or higher	25,671	12,308	257	2,927	2,471	4,341
	Difference between 2012 and 2035 Goal					
	Washtenaw County	Ann Arbor City	Ann Arbor Twp.	Pittsfield	Ypsilanti City	Ypsilanti Twp.
Renter-occupied housing units:	8,676	4,160	87	989	835	1,467
Less than high school graduate	525	837	10	148	-97	-459
High school graduate (including equivalency)	1,247	1,960	69	194	63	-448
Some college or associate's degree	3,230	3,473	118	255	-514	-421
Bachelor's degree or higher	3,674	-2,111	-110	392	1,383	2,795

# PART 3

## Implementation

## General

Ann Arbor needs to focus its attention on the preservation and production of affordable *non student* rental housing for low and moderate-income workers who are helping to keep so much of the Ann Arbor economy vibrant.

Pittsfield also needs to focus its efforts on existing and future demand for affordable non student rental housing for low and moderate-income workers.

Meanwhile:

Ypsilanti cannot remain the de facto affordable housing policy for Ann Arbor and Pittsfield; continuation of this default way of operating will ensure further decline of property values and fiscal stability.

Ypsilanti must find partners to intervene in the destabilizing cycle of foreclosure, disinvestment, abandonment, flipping, and distress.

Ann Arbor and Pittsfield	Ypsilanti (City and Township)
Add 3,139 non student affordable rentals next 20 years	Grow demand by 4,178 college educated HHs next 20 years

**TASK** **GROW THE SUPPLY OF AFFORDABLE NON-STUDENT RENTAL HOUSING IN ANN ARBOR AND PITTSFIELD**

GOALS	Annual	By 2035
Ann Arbor	140	2797
Pittsfield	17	342

OBJECTIVE Regional Equity and Fair Share Balance (skills, education, housing) to help ensure the County is creating an environment that is best prepared for economic growth.

METRICS Additional Affordable Supply on an Annual Basis As Noted Above

TOOLS	Inclusionary Zoning	Incentive Based Zoning	Need Based Calculations	Housing Trust Fund	Development Review
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POTENTIAL IMPACT	HIGH	HIGH	HIGH	HIGH	HIGH
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ACTIONS	<ol style="list-style-type: none"> <li>1. Work with legislative partners to create framework by which high demand communities can implement inclusionary zoning provisions (i.e. amend State enabling legislation to enable communities to require % of residential units be maintained affordable).</li> <li>2. Work with the City of Ann Arbor to develop an Inclusionary zoning ordinance.</li> <li>3. Work with the Pittsfield Township to develop an Inclusionary zoning ordinance.</li> </ol>	<ol style="list-style-type: none"> <li>1. In high demand areas, development zoning premiums or other incentive-based approaches to add to affordable and workforce housing inventory. Evaluate planned unit development ordinances in urbanized areas to recommend methods of incorporating affordable and/or workforce housing component to public benefit evaluation.</li> </ol>	<ol style="list-style-type: none"> <li>1. Develop a ratio that equates the development of commercial floor area or market rate housing floor area to a certain number of units of affordable housing required to support the new development. (i.e. the number of low income or workforce jobs that would be needed to support a particular development equate to a certain number of units to house those employees).</li> <li>2. Develop a ratio that equates the addition of new high-end jobs to a community with the service sector job needed to support the growing workforce. Use this framework to help establish and update annual housing targets.</li> <li>3. Develop a ratio for rental housing stock that relates current and proposed jobs in the jurisdiction/county to available/needed rental housing. Use this ratio to establish goals for new rental housing as well as affordable home ownership programs.</li> </ol>	<ol style="list-style-type: none"> <li>1. The sale of all public land will donate a portion of the provides to the trust fund.</li> <li>2. Explore millage, bonds and/or other methods of assembling adequate resources to meet affordable housing unit targets based on history of unit support and projected costs of future development. <ul style="list-style-type: none"> <li>• Seattle</li> <li>• Austin</li> </ul> </li> <li>3. Leverage DDA funds for affordable housing inventory.</li> <li>4. Establish a Land Trust to acquire costly land (at current prices) that can be later leased to developers as a tool for achieving affordability. Traditional Land Trust activities can also be accomplished by a Land Bank with suitable statutory language in the organization's enabling charter.</li> </ol>	<ol style="list-style-type: none"> <li>1. In high cost markets, evaluate opportunity to reduce development fees and/or streamline process to promote affordable units through reduced time and/or cost of development review process.</li> <li>2. Along major development corridors that span multiple jurisdictions, develop common developer procedures to help streamline and simplify developers working on cross-jurisdictional projects or on multiple projects within the corridor.</li> </ol>
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**TASK**      **GROW THE SUPPLY OF AFFORDABLE NON-STUDENT RENTAL HOUSING IN ANN ARBOR AND PITTSFIELD**

GOALS	Annual	By 2035
Ann Arbor	140	2,797
Pittsfield	17	342

**OBJECTIVE**      Regional Equity and Fair Share Balance (skills, education, housing) to help ensure the County is creating an environment that is best prepared for economic growth.

**METRICS**      Additional Affordable Supply on an Annual Basis As Noted Above

<b>TOOLS</b>	ADUs	Choice Voichers	Brownfields	Tax Foreclosures	Tax Exemption	108 Financing
<b>POTENTIAL IMPACT</b>	LOW - MODERATE	LOW - MODERATE	LOW - MODERATE	LOW - MODERATE	LOW - MODERATE	LOW - MODERATE

<b>ACTIONS</b>	Encourage zoning amendments across communities to provide additional housing unit opportunities (e.g. granny flats, small accessory apartments).	Work with housing choice voucher administrators to maximize utility of vouchers by utilizing tiered structure (i.e. higher voucher limits in higher market areas, lower in areas of concentrated poverty).	Amend policy and implementation of Brownfield incentives to require affordable housing units component to any supported residential project in the target areas; Establish thresholds for implementation.	Work with County Treasurer and municipalities to determine methods of maximizing the availability of appropriate tax foreclosed parcels to increase affordable housing inventory.	Maximize use of Public Act 216 of 2006 to provide tax exemptions for non-profit ownership housing; Utilize PILOTs to reduce development and operational cost of affordable housing developments consistent with Act 346 of 196.	Evaluate methods of utilizing Section 108 loan guarantees to support affordable and/or workforce housing development.
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**TASK** **GROW DEMAND BY WORKING AND COLLEGE-EDUCATED HOUSEHOLDS TO LIVE AND REINVEST IN YPSILANTI**

GOALS	Annual	By 2035
City	69	1,383
Township	140	2,795

**OBJECTIVE** Regional Equity and Fair Share Balance (skills, education, housing) to help ensure the County is creating an environment that is best prepared for economic growth.

- METRICS**
- Housing Values That Rise at Rates > the Regional Average
  - Poverty Rates That Are Falling Towards a Target Rate of < the Regional Average

TOOLS	Invest in Q/L Amenities	Regulatory Updates	Transportation Options	Educational Policy	Neighborhood Stabilization	Limit Additional Affordable Housing
<b>POTENTIAL IMPACT</b>	HIGH	HIGH	HIGH	HIGH	HIGH	HIGH

<b>ACTIONS</b>	<ol style="list-style-type: none"> <li>Create a capital improvements plan that is geared towards urban amenities such as parks, plazas, transportation amenities including pedestrian facilities, bike lanes, new transit stops, etc.</li> <li>Explore millage, bonds and/or other methods of assembling adequate resources to implement capital improvements</li> <li>Develop county-wide grant program for targeted for community enhancements.</li> </ol>	<ol style="list-style-type: none"> <li>Update zoning ordinance to allow for higher density development along transit routes. Require high quality urban design in key areas.</li> <li>Curtail apartmentalization of large, single family homes</li> <li>Establish mandatory rental property registration and inspection program</li> <li>Alternatively deploy code enforcement (focus on code compliance in middle market sub areas and code enforcement in most troubled areas)</li> </ol>	<ol style="list-style-type: none"> <li>Develop more robust transit options including expanded bus services and potential BRT or light rail on major corridors as well as the creation of a complete network of walking and biking facilities.</li> <li>Ensure that public incentives and investments in affordable and/or workforce housing are made only in instances where housing is effectively linked with public transit, non-motorized networks, and other transportation choices.</li> </ol>	<ol style="list-style-type: none"> <li>Create a unified Ann Arbor, Ypsilanti School District</li> <li>Develop / Expand programs to provide continuing education to existing workforce in the community. Set goals for skill growth in the community each year.</li> </ol>	<ol style="list-style-type: none"> <li>Focus capital improvement on amenities that improved quality of life, such as parks, and trails. Prioritize projects based on greatest impact.</li> <li>Create the desire for private investment in local/neighborhood commercial areas by public investment in roads and street scape in order to make them attractive to developers and business owners.</li> <li>In areas of concentrated poverty, target investments and incentives to projects that stabilize neighborhoods and/or improve market demand/price point as a means of de-concentrating poverty.</li> </ol>	<ol style="list-style-type: none"> <li>Work with housing choice voucher administrators to maximize utility of vouchers by utilizing tiered structure (i.e. higher voucher limits in higher market areas, lower in areas of concentrated poverty)</li> <li>Ensure any investments in affordable and/or workforce housing meet or exceed the median cost of housing in the jurisdiction.</li> <li>Tie any investments in affordable or workforce housing to meaningful quality of life improvements.</li> <li>Work with County Treasurer and municipalities to determine methods to identify available tax foreclosed parcels and try to get them into the hands of programs like Habitat and avoid additional absentee land lords in order to stabilized/increase demand.</li> </ol>
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**TASK** **GROW DEMAND BY WORKING AND COLLEGE-EDUCATED HOUSEHOLDS TO LIVE AND REINVEST IN YPSILANTI**

GOALS	Annual	By 2035
City	69	1,383
Township	140	2,795

**OBJECTIVE** Regional Equity and Fair Share Balance (skills, education, housing) to help ensure the County is creating an environment that is best prepared for economic growth.

- METRICS**
1. Housing Values That Rise at Rates > the Regional Average
  2. Poverty Rates That Are Falling Towards a Target Rate of < the Regional Average

TOOLS	Balance S-D to Stabilize Prices	Home Purchase Assistance	Tax Increment Financing	Development Review	Control Land***	Energy Efficiency
<b>POTENTIAL IMPACT</b>	MODERATE	MODERATE	MODERATE	MODERATE	MODERATE	MODERATE
<b>ACTIONS</b>	<ol style="list-style-type: none"> <li>1. Acquire and demolish obsolete pre 1930 wood framed houses throughout the Township</li> <li>2. Intervene in foreclosure process for post 1960 brick ranch homes throughout Township using an acquisition-rehab-sale process, and target finished product pricing above market</li> <li>3. Provide incentive and grants to Township and City owner occupants for exterior upgrades</li> <li>4. Provide incentive loans to Township and City owner occupants for interior upgrades</li> </ol>	<ol style="list-style-type: none"> <li>1. Target first time buyer programs to highly qualified working and professional households,</li> <li>2. Expand on successful efforts such as LiveYpsi</li> </ol>	<ol style="list-style-type: none"> <li>1. Develop TIF districts along key corridors or other methods to move value creation between jurisdiction into most regionally impactful areas.</li> <li>2. Strategically invest TIF funds into infrastructure and amenities that promote a sense of place, and quality of life.</li> </ol>	<ol style="list-style-type: none"> <li>1. In weaker markets, evaluate opportunity to reduce development fees and/or streamline process to promote market rate development through reduced time and/or cost of development review process.</li> </ol>	<ol style="list-style-type: none"> <li>1. Use County wide trust funds to acquire vacant parcels; where possible assemble large blocks of land by connecting land purchases to demolition of obsolete pre 1930s housing stocks.                     <ul style="list-style-type: none"> <li>• Start with those in foreclosure process.</li> </ul> </li> <li>2. Downzone and place in conservation easement to reduce excess land supply</li> <li>3. Establish a Land Bank to acquire fallow land (at current prices) that can be managed and, eventually, assembled for development as market rate housing on the demand side of the equation.</li> </ol>	<ol style="list-style-type: none"> <li>1. Develop long term quality products that use best available technology. Create long term sustainability that focuses on the health of occupants and lowers energy costs.</li> </ol>

## Best Practices for Addressing Affordability Shortages in High Cost Markets (such as Ann Arbor)

Inclusionary Zoning	Incentive Zoning	Need Based	Housing Trust Fund/Levy/Bond
<p><b>Madison, WI</b>  <a href="http://www.cityofmadison.com/cdbg/iz/">http://www.cityofmadison.com/cdbg/iz/</a></p>	<p><b>Puget Sound</b>  <a href="http://www.psrc.org/growth/housing/hip/alltools/incent-zoning/">http://www.psrc.org/growth/housing/hip/alltools/incent-zoning/</a></p>	<p><b>Aspen, CO</b>  <a href="http://www.aspenpitkin.com/Departments/Housing-for-Workforce/">http://www.aspenpitkin.com/Departments/Housing-for-Workforce/</a></p>	<p><b>Boston, MA</b>  <a href="http://masshousing.com">masshousing.com</a></p>
<p><b>Boulder, CO</b>  <a href="https://bouldercolorado.gov/housing/inclusionary-housing">https://bouldercolorado.gov/housing/inclusionary-housing</a></p>	<p><b>Seattle, WA</b>  <a href="http://www.seattle.gov/housing/incentives/LandUseCode.htm">http://www.seattle.gov/housing/incentives/LandUseCode.htm</a></p>		<p><b>Austin, TX</b>  <a href="http://www.austintexas.gov/2013bond">http://www.austintexas.gov/2013bond</a></p> <p><a href="http://tdhca.state.tx.us/htf">tdhca.state.tx.us/htf</a></p>
<p><b>Montgomery County, MD</b>  <a href="http://montgomerycountymd.gov/dhca/resources/files/director/housing_policy/housingpolicy2012_draft.pdf">http://montgomerycountymd.gov/dhca/resources/files/director/housing_policy/housingpolicy2012_draft.pdf</a></p>	<p><b>New York City, NY</b>  <a href="http://www.nyc.gov/html/dcp/html/zone/zh_zoning_tools.shtml">http://www.nyc.gov/html/dcp/html/zone/zh_zoning_tools.shtml</a></p>		<p><b>Seattle, WA</b>  <a href="http://www.seattle.gov/housing/levy/">http://www.seattle.gov/housing/levy/</a></p> <p><a href="http://housing.ocd.wa.gov">housing.ocd.wa.gov</a></p>
<p><b>Sacramento, CA</b>  <a href="http://www.shra.org/LinkClick.aspx?fileticket=XZQq8ExTDCU%3d&amp;tabid=143&amp;mid=418">http://www.shra.org/LinkClick.aspx?fileticket=XZQq8ExTDCU%3d&amp;tabid=143&amp;mid=418</a></p>	<p><b>Cambridge, MA</b>  <a href="http://www.cambridgema.gov/CDD/housing/fordevelopersandpropmanagers/incentivezoning.aspx">http://www.cambridgema.gov/CDD/housing/fordevelopersandpropmanagers/incentivezoning.aspx</a></p>		
<p><b>Barnstable, MA</b>  <a href="http://ecode360.com/6556730">http://ecode360.com/6556730</a></p>			
<p><b>New York City, NY</b>  <a href="http://www.nyc.gov/html/dcp/html/zone/zh_inclu_housing.shtml">http://www.nyc.gov/html/dcp/html/zone/zh_inclu_housing.shtml</a></p>			
<p><b>Seattle, WA</b>  <a href="http://clerk.seattle.gov/%7Escrips/nph-brs.exe?s1=&amp;s3=31551&amp;s2=&amp;s4=&amp;Sect4=AND&amp;l=20&amp;Sect5=RESNY&amp;Sect6=HITOFF&amp;d=RESF&amp;p=1&amp;u=%2F%7Epublic%2Fresny.htm&amp;r=1&amp;f=G">http://clerk.seattle.gov/%7Escrips/nph-brs.exe?s1=&amp;s3=31551&amp;s2=&amp;s4=&amp;Sect4=AND&amp;l=20&amp;Sect5=RESNY&amp;Sect6=HITOFF&amp;d=RESF&amp;p=1&amp;u=%2F%7Epublic%2Fresny.htm&amp;r=1&amp;f=G</a></p>			



## Best Practices for Addressing Demand Problems in Weak Markets (such as Ypsilanti - City + Township)

Use of Vacant Parcels	Healthy Neighborhoods	Using Major Institutions	Historic Preservation	Scaled Redevelopment
<p><b>Pittsburgh, PA</b>  <a href="https://gtechstrategies.org/wp-content/uploads/2013/10/VacanttoVibrant.pdf">https://gtechstrategies.org/wp-content/uploads/2013/10/VacanttoVibrant.pdf</a></p>	<p><b>Baltimore, MD</b>  <a href="http://www.healthyneighborhoods.org">http://www.healthyneighborhoods.org</a></p>	<p><b>Philadelphia, PA</b>  <a href="https://www.fels.upenn.edu/news/new-report-urban-revitalization-1">https://www.fels.upenn.edu/news/new-report-urban-revitalization-1</a></p>	<p><b>Frederick, MD</b>  <a href="http://www.downtownfrederick.org/downtown-history">http://www.downtownfrederick.org/downtown-history</a></p>	<p><b>Denver, CO (LoDo)</b>  <a href="http://urbanland.uli.org/development-business/from-skid-row-to-lodo-historic-preservation-s-role-in-denver-s-revitalization/">http://urbanland.uli.org/development-business/from-skid-row-to-lodo-historic-preservation-s-role-in-denver-s-revitalization/</a></p>
<p><b>Louisville, KY</b>  <a href="http://www.metropolitanhousing.org/get-involved/louisville-vacant-properties-campaign/">http://www.metropolitanhousing.org/get-involved/louisville-vacant-properties-campaign/</a></p>	<p><b>Milwaukee, WI</b>  <a href="http://city.milwaukee.gov/HealthyNeighborhoods#.VKb-sluppFI">http://city.milwaukee.gov/HealthyNeighborhoods#.VKb-sluppFI</a></p>		<p><b>Durham, NC</b>  <a href="http://durhamnc.gov/ich/cb/cdd/Pages/ssd_revit.aspx">http://durhamnc.gov/ich/cb/cdd/Pages/ssd_revit.aspx</a></p>	<p><b>Baltimore, MD (EBDI)</b>  <a href="http://www.ebdi.org">http://www.ebdi.org</a></p>
	<p><b>Jamestown, NY</b>  <a href="http://jamestownrenaissance.org/neighborhoods/">http://jamestownrenaissance.org/neighborhoods/</a></p>			<p><b>Oakland, CA</b>  <a href="http://www.downtownoakland.org">http://www.downtownoakland.org</a></p>
	<p><b>Battle Creek, MI</b>  <a href="http://www.nibc.org/#&amp;panel1-1">http://www.nibc.org/#&amp;panel1-1</a></p>			
	<p><b>Chattanooga, TN</b>  <a href="http://choosechattanooga.com/neighborhoods/">http://choosechattanooga.com/neighborhoods/</a></p>			
	<p><b>Oswego, NY</b>  <a href="http://www.oswegonyonline.com">http://www.oswegonyonline.com</a></p>			

# APPENDIX

## Survey and Interviews

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## ADDITIONAL QUALITATIVE FINDINGS FROM INTERVIEWS

Significant feedback was obtained from a large volume of interviews. There was widespread agreement that the community overall faces some hard choices. Likewise there was general agreement that the issues facing one community - while connected - are not the same as those facing others. There was consensus that Ann Arbor is a strong market with an acute affordability challenge; and agreement that Ypsilanti is a weak market with equally acute challenges, but of a different nature. An additional common recognition was the acknowledgment of the limited capacity of the nonprofit development sector.

1. While most believe the region values the need for affordable housing, there is a sense that the region lacks a common definition or understanding of what affordable housing is.
2. There is a strong interest in addressing affordable housing needs in the region in a balanced, thoughtful way.
3. There is some confusion about what affordable housing is (meaning); we were told that some residents have been critical of people that may live in affordable housing even when the new residents would have the same income as the current residents.
4. Some have indicated that issues of race and ethnicity play into where the community wants to put and have affordable housing, but that these issues are not often discussed in public. This contrasts with many public statements about the value of diversity. The question appears to be how that value is supported and implemented through planning and services.
5. Racial and ethnic diversity is a value shared throughout the jurisdictions. But it is a spoken value not revealed in objective data regarding settlement patterns, market values, school district boundaries, and livability. Residential segregation analysis by both the Brookings Institution and the Institute for Social Research at the University of Michigan Social Science Data Analysis Network) speaks clearly to this issue.
6. Most people say they don't want rising housing values to push their neighbors out of their community.
7. The recent regional mass transit plan is an example of multi-jurisdictional collaboration. There have been other regional efforts around policing and others that indicate an ability for the region to cooperate.
8. Mass transit is seen an important part of regional housing, development and economic planning.
9. When talking about affordable housing, people emphasize the need to encourage people to live near where they work and the goal of giving residents a range of housing choices. This idea of workforce housing was regularly identified as a priority.
10. Preserving workforce units - especially as prices are rising and older low income tax credit projects age - may not be getting the focus it deserves, given that the public has focused on, especially in Ann Arbor, the housing options for the very lowest income households.
11. There is considerable civic and policy focus on people under 30% of AMI, especially the homeless, and especially in Ann Arbor. Many commented that public money should focus on helping those under 30% of AMI.
12. Still, generous supportive services for people under 30% of AMI (area median income) in Ann Arbor have attracted people from outside the county to Ann Arbor. This has raised concerns about the sustainability of these programs.
13. The fact that most of Ann Arbor's housing vouchers are used outside the city has created a services imbalance as other communities, often with fewer resources than Ann Arbor, are pressed to provide supportive services to high concentrations of voucher residents.
14. There is a struggle between housing advocates that want to build in lower cost jurisdictions to maximize their investments and people in those jurisdictions concerned about the pressure on their local budgets and overall economic prospects from over concentration of any one type of housing or a lack of alignment between housing and jobs.
15. Existing zoning (density, parking, height, design) can make it hard to provide under 30% AMI housing as well as other levels of affordable housing.
16. Some in Ann Arbor have suggested local zoning and land-use could be modified to encourage transit, discourage cars, and provide for more affordability, as well since providing parking spaces for cars. But this costs extra money. It was raised a few times that changing city parking

requirements away from a minimum parking requirement would open up more options for mixed use, transit projects that support a range of housing prices.

17. While the student population is not growing very fast, there are concerns (completely validated by quantitative analysis) that new student housing is driving up the cost of housing in Ann Arbor as developers focus much of their attention on high-end student housing.
18. People want to make sure seniors can age in place and/or live in the community for the long term. Many have criticized the state policy that pushes seniors to stay in their current home at a lower tax level because it functions as a disincentive from moving into a smaller and more manageable home.
19. Some suggested that more assisted living, co-housing, rooming and/or co-operative housing options for seniors would be helpful. These housing approaches could be a beneficial tool to support regional affordable housing goals.
20. A number suggested greater density in urban areas would help the region provide a range of housing prices and affordability. Jurisdictions in the region clearly understand the benefit of mixed-use, higher density development clusters in areas with appropriate transit services and their master plans reflect this. But recent development projects, where developers built less than they otherwise could due to concerns about market demand, parking, neighborhood concerns, demonstrate that achieving this development vision can be difficult. Some believe the government should be stronger about enforcing master plans and the calls for mixed income, mixed use development.
21. Urban infill, government owned land and the Washtenaw Avenue Corridor regularly come up as the best opportunities for bringing a range of housing options to the area. Also, Reimagine Washtenaw came up repeatedly as an important regional project that can help foster the collaboration and regionalism needed to also address a balance of affordable housing options. But it was stressed that this project can't address all the affordability issues.
22. Where possible, the jurisdictions want to protect rural areas and prevent sprawl. This is important for environmental, quality of life and infrastructure reasons. It was not generally acknowledged that such aims increase the cost of housing.
23. There is a sense that area developers are not as committed to affordable housing or mixed-income/mixed-use housing as they could be. It was suggested a few times that the local development community needs to be augmented by outside developers with experience in mixed-use-mixed-income projects.
24. A number expressed frustration about lack of inclusionary zoning powers due to state law, though many suggested zoning could still be used to encourage a range of price points.
25. There may be an opportunity to work more closely with developers to provide workforce housing options in the area. Public-private partnerships to create affordable housing have not been as common as some believe they should be. Most said that there is limited collaboration with developers today. Many suggested that there are not enough market-driven developer projects to generate a lot of affordable housing and that more pro-active efforts using publicly owned land and, perhaps even publicly purchased land, would be needed.
26. It can be hard to get private land-lords and apartment companies to accept vouchers or ex-felons. Both policies make providing affordable housing for especially lower income populations hard.
27. There is natural civic tension between doing what is needed to respond to the housing market so that a community can provide a range of affordable housing options and community concerns about change and density. Many indicated that people in the community are concerned about the scale of buildings created obstacles to building affordable housing. We also heard clearly that there are many that associate their community's charm, sustainability and social equity as coming from the diversity and types of people that can live there. But what we heard varies. (The sentiment in Ann Arbor is not the same as the view in Ypsilanti.) The perspective in Ypsilanti Township is not shared by everyone else, and vice versa. Markets with different strengths produce people with different viewpoints.
28. There is concern from some that taking a don't change, low density approach will essentially drive up home values, create sprawl, exasperate traffic and lead to a less balanced region.
29. Carrot Way came up a number of times as a good model for an affordable housing project with people suggesting it should be replicated.
30. Many believe that there is a lot of interest and value in using areas outside Ann Arbor as the affordable housing for the region because they are less expensive and government subsidies can go further. This

is tempered by the fact that people outside of Ann Arbor are worried about over concentration of low income housing and the overall balance of housing options in their communities.

31. Outside of Ann Arbor there is concern about the amount of rental housing. They have a desire to see more affordable home ownership options. Since the recession, some areas have seen a substantial change from home ownership to rental.
32. As already stated, housing vouchers for Ann Arbor are most often used outside of Ann Arbor and are creating concentrations of vouchers in a few limited areas. This creates demand for supportive services (jobs, mental health, public safety, etc.) that these communities can't afford. Prisoner re-entry programs often send people to the same communities and these residents (as well as those exiting homelessness) have similar needs for support services. It also creates anger and frustration in the receiving jurisdictions.
33. Some expressed concern that the region may lack the staff resources and capacity to support a truly collaborative approach to affordable housing. Others suggested that the County is well positioned to help coordinate and catalyze regional collaboration through the management of grants as well as staff support.
34. There is general agreement that residents of each jurisdiction should have multiple choices about where they can live and that there should

be a balance of housing options. No one jurisdiction should have all the high income or the lower income housing, but there are different views about what balance and regionalism mean with some saying it means somebody else takes more and few saying it means they should take more affordable housing. Everyone generally agrees that affordable housing is important, as long as it is located someplace else.

35. Sustainability is integrated into area master plans, transportation, energy and civic planning, but generally speaking is not directly associated with housing affordability. There are some current efforts to make affordable housing more energy efficient. There is a sense that sustainability could be more clearly aligned with affordable housing as the two go hand in hand.
36. Schools play a significant role in how people think about where they live and the value of the housing. Communities that are a part of the Ann Arbor school district have a clear real estate advantage; This does impact the balance of housing choices in the region.
37. There is a sense that more focused political leadership would help affordable housing issues and that the area lacks clear metrics or goals. Past efforts with specific numerical goals failed, so some have also suggested that the focus should be on projects instead.

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## SURVEY REVIEW

1/3 of homeowners surveyed (321) are concerned (119) that they couldn't buy their own home if they tried to do it today.

64% of survey respondents are pretty happy about where they are living now. 20% ready to move if they can afford it.

80% of those contemplating moving in the future are focused on quality of life and cost. Some mentioned work, changes in relationship status, a desire for something new (e.g. warmer weather, country living) as driving their desire to move.

Safety (19%), Affordability (16%), Schools (15%), and Employment options/jobs (11%) are seen as the top public priorities.

40% live where they are due to quality of life, 31% for cost/affordability reasons, and 28% because it is close to work. Others indicated they live where they do so they can live near family and friends; the need for a larger or smaller house; a change in their relationship status (married, single, etc.); retirement; eviction; safety; a desire for something different (e.g. rural living); needing a place for dogs; needing a place for kids, and; that their previous rental building had been sold.

80% see community sustainability as an important value, including making sure a broad range of people can live in a community (50%), a sense of social justice (44%), protecting community assets (36%), ensuring people that grow up in the community can live there (36%) and about 33% identifying clean water and mass transit as important for sustainability.

Others, when asked about lost affordability, brought up concerns about gentrification, increased foreclosures, increased homelessness, segregation, and longer commutes.

### Feedback on Purpose and Value of Affordable Housing

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The top goal identified for affordable housing was making sure people have choices about where they live (62%). 48% said affordable housing is necessary to help their community thrive. 41% said the ending

homelessness is a major goal. 37% said helping seniors age in place was a top goal. 37% said helping people live near their jobs was an important goal.

The top purposes identified for affordable housing are: 69% housing for working families; 56% entry level rental options; 52% Homeless housing options; 51% senior housing, first time home buyer and general home ownership options.

84% believe that affordable housing is an important issue and 86% believe it is important that people living in their community now can continue to live there into the future.

46% of respondents think others in their community are worried that affordable housing will hurt their home values. 36% think their neighbors believe affordable housing should be somewhere else.

31% of respondents think others in their community want to live in a place with a range of housing options.

31% of respondents think there is modest interest in affordable housing issues amongst their neighbors.

34% are concerned that lost affordability will make it harder to fill jobs in the community and

32% are concerned that lost affordability will contribute to increased traffic and congestion.

49% believe families with children need the most help with affordable housing. 45% say the homeless. 39% say entry-level workers. 37% say seniors.

### Why is affordable housing important?

*(summary of written responses)*

- It is needed to attract and keep community diversity and talent; we need housing for people that work in and contribute to our community.

- It is important to have options for people to buy housing so they can put down roots and become a part of the community.
- Important to attract and retain young people who contribute to workforce and put down roots.
- People shouldn't have to be homeless.
- People should be able to live near where they work.
- It is an important part of dealing with congestion and sprawl.
- Because many of us could need a different housing option at some point.
- Housing is critical to a person's ability to work and get ahead.
- People should have housing choices.
- To attract new families to an area and to create safe places for children to grow up.
- Single parents need affordable places to raise their families.
- So our children can move back and live where they grew up.
- It is a human right. Social justice is a core community value.
- It helped me.
- People deserve a safe, clean place to live.
- A strong community should not exclude low-income people.
- A strong community has people from all backgrounds and economic levels.
- People with developmental disabilities and mental illness should have places to live in a community.
- The new housing being built is too expensive.
- People shouldn't be priced out of their communities/homes/apartments.
- It is very hard to find a place to live (especially in Ann Arbor).
- Ownership opportunities are too limited for folks; there are not enough affordable choices.
- People shouldn't have to choose between food and rent.
- It is hard to save to buy a home if you can barely afford your own rent. This makes it hard to climb the economic ladder.
- We don't have enough options for seniors to live in.
- Affordable housing in Ann Arbor would increase access to good schools.

### Why is it important for people to be able to continue to live in their current community?

*(summary of written responses)*

- A stable community should have a mix of people, talent, backgrounds.
- Family and community stability require people to have the ability to live in their community for a long time.
- To prevent/slow gentrification.
- The residents are the character and most valuable assets of a community.
- Contributes to strong neighborhoods; long term residents are more civically active.
- If people don't think they can keep living in a place, they are less likely to help improve it or to participate in civic life.
- I want to stay in my community.
- Helps promote pride in the community; community roots get stronger the longer somebody lives in a place.
- People should be able to stay in a community they enjoy.
- Fairness.
- Contributes to community balance and sustainability; community is based on long-term relationships and shared experiences.
- Stability helps contribute to economic base of a community.
- A true community should support people at every stage in their life; Aging in place is important.

### What is quality of life?

*(summary of written responses)*

- A safe and well maintained neighborhood.
- A place you can safely walk around; the ability to walk places.
- Quiet.
- Access to parks & green space. Trees and grass.
- Neighborhood with kids & sense of community.
- Great neighbors.
- Civic pride.
- Grocery stores.
- Access to arts and culture and entertainment.
- Transportation options (walking, biking, transit).
- Access to health care.
- Access to friends.
- Access to farmer's markets and local food choices and local farmers.

- Access to libraries.
- Good schools nearby.
- Diversity.
- Time to spend with friends and family.
- Quality landlords that are available and provide good customer service.
- Access to restaurants.
- Vibrancy and activity.

### What should affordable housing look like?

*(summary of written responses)*

- Safe.
- Clean and well cared for.
- Well-built.
- Need to fix derelict buildings.
- Affordable housing should be energy efficient.
- Close to good schools.
- It should allow people to have disposable income for other needs.
- It needs to be transportation and transit accessible (need more of this).
- A part of a stable community.
- It should ensure people have choices as to where they can live.
- Close to work. Affordable homes should be within two miles of a job.
- It should be in mixed-income settings. [very strong comments about not segregating housing types].
- Must be compatible with surrounding neighborhood; Should look like the other housing that is near it.
- There should be a range of housing types in every neighborhood for different life stages.
- Denser urban areas with greater mix of housing price points.
- It should not be concentrated; it should be integrated & blended throughout community.
- Smaller scale housing units that are more affordable.
- It should provide options for families. We need more family sized housing.
- Options for working families and retirees.
- Avoid city-owned housing; focus on private-ownership rental.
- Explore market-based affordability rather than government subsidies; zoning and density should be tied to market-based affordability.

- Affordable housing needs to include ownership options, not just rental.
- Ownership is important. Co-ops could be a good form of ownership to encourage.
- Rental and purchase options mixed together.
- Opportunity for long-term living to put down roots in the community.
- Should encourage personal responsibility, growth and ownership.
- Co-housing options should be explored.

### Regional Coordination + Balance

88% of respondents believe that communities should provide a range of housing options and types for their residents.

65% don't think there is a fair distribution of housing types in the county. 41% would like to see more opportunities for people to live where they work. 29% wants to see more balance of housing affordability options. 19% wants to see more affordable entry-level housing options.

65% of respondents believe that their community should provide a range of ownership and rental options and need to do more to make this happen. 21% think their community is already doing enough.

83% would like to see coordination between jurisdictions on affordable housing issues, but only 9% think this coordination is already happening.

45% believe different areas of the county currently have different roles with regard to affordable housing...

### What does that mean?

*(summary of written responses)*

- Clearly some areas have more affordable housing than others; all areas should have affordable housing - there shouldn't be a "poor" area.
- Ann Arbor has more subsidized housing, but outside areas are more affordable.
- Ann Arbor should do more. It has become very expensive.
- Ann Arbor needs to focus more on making housing affordable for working people.



- Ann Arbor provides a lot of services, but other areas of the county have greater numbers of people with needs.
- All of the new development in Ann Arbor is high-end and expensive for people to afford.
- There are options, but not enough.
- Ypsilanti seems to be more diverse and affordable than Ann Arbor.
- Ypsilanti houses a disproportionate amount of the county's affordable housing.
- Ypsilanti isn't as supportive of new affordable housing as other areas.
- It appears that some think Ypsilanti should solve everybody else's affordable housing and workforce needs.
- Rentals are concentrated in the eastern end of the county.
- Ypsi/Eastern Washtenaw generally has enough affordable housing and need to focus on stabilizing neighborhoods, fixing the public schools and getting people good jobs, and encouraging home investment.
- Service needs are concentrated in the eastern end of the county.
- Western Washtenaw, Chelsea and Dexter in particular, are fast becoming retirement centers for wealthy baby boomers & should maybe start thinking about affordability now while space is still available.
- Urban areas have a greater role to play due to proximity to jobs and transit; the more urban an area is, the more important affordable housing is for workforce needs.
- If you have employment, you should have housing near it.
- There should be a variety of people and housing everywhere; everybody has a role to make sure people have housing options.
- Some areas of county are very expensive; wealthier areas of county should do more.
- Some areas of county have disproportionate share of housing vouchers.
- Need more transit services to support housing options for people.
- We need a regional approach rather than each jurisdiction having a different model.
- Every community needs a health triple bottom line--socially, economically and environmentally--to become truly sustainable.
- Diversity is not spread evenly throughout the county - the county seems very segregated in terms of housing.
- Less dense areas are pushing the more urban areas to cover the needs for affordable housing.
- Some places are trying to ban affordable housing.

- Areas with the most transit and services should support the most affordable housing.
- The County is balanced overall.
- The decisions about balance should depend on each community's unique needs.

**What does “fair” mean with regard to affordable housing distribution?**  
(summary of written responses)

- Every jurisdiction has a role in helping provide the region's housing needs for all income levels; each community has some reasonable degree of diversity of housing options and price points.
- No one community (or two) should have to bear a disproportionate share of low income housing; over concentration isn't fair.
- We should have a fair distribution of tax base so lower cost, lower tax producing properties are not concentrated in one area.
- Ann Arbor, Saline, Dexter and Chelsea should play more of a role.
- We should work to distribute rents/housing choices based on average wages in an area.
- If 20% of the jobs in a town pay poverty-level wages, then 20% of the homes in the town should be affordable to those workers who live in poverty.
- Housing should be available within a 45 minute commute to work or less.
- If you can be employed in a community, you should be able to live there.
- Minimum wage should enable you to find housing that is safe and clean.
- Teachers, firefighters, police officers should all be able to live in the community they work in.
- You should not have to earn 6 figures to live in the community.
- Paying a fair rent (30% of income)
- We need more affordable options near transit lines.
- More opportunities for families with kids.
- People shouldn't have to choose between good schools for their kids and affordability; the best schools should be available to all communities
- People should have a chance to get on their feet, but should not get a free ride.
- People should have a chance to live in a community and get ahead.

- People shouldn't get special deals based on their income — fair is everybody pays the same for the same house.
- Ex-felons should have a chance to re-start their lives
- Elderly and disabled should be able to live in their community.
- Every community should provide a certain amount of housing options for those with disabilities, senior citizens, and the poor because that is the decent thing to do.
- We should have either a "fair share" housing provision (each local unit provides a percentage of the region's affordable housing equal to its percentage of the region's total population) or an "impact fee" approximation of such a system, in which units that don't provide housing units provide financial support to those who do.
- There should be a sliding scale of income to rent payment.
- Housing choices should take into account all aspects of a person's life. Look at poverty issues and disability issues that affect a person's income.

#### What affordable housing policies and programs are you most familiar with?

*(summary of written responses)*

- Low income tax credits (some would like them to allow for more mixed income projects).
- Community Development Block Grant Funds.
- HOME Funds.
- Section 8 Vouchers (frequently mentioned, many concerned about concentrating poverty or concerns about being bad neighbors, many also say they work when they are available but that they are not available in all communities or usable with all land-lords and the waiting lists are too long).
- Habitat for Humanity (most commonly cited) people want to see it used more.
- Avalon (mentioned multiple times as needing more support, as providing good supportive services).
- RAAH.
- Shelter Association.
- Ann Arbor Housing Commission.
- Ann Arbor and Ypsilanti Housing Authorities.
- HOPE 6.

- Public housing projects raised as being unsafe while others talked about how vouchers work and that more are needed (and they should be accepted in more places).
- Co-ops do work.
- USDA Rural Homeowners Program.
- Strong comments about the value of mixed-income development (we don't want segregated areas).
- Rent controls like in NYC.
- Concerns raised about effectiveness of developer contributions and small projects to impact market forces.
- Increase housing first funding.
- Should offer tax incentives so people can live closer to work.
- Inclusionary zoning (mentioned a few times to help create mixed-income housing options).
- Fair share housing (per-community).
- Twin Cities Fiscal Disparity Act / tax-base sharing -- in part, approximates a per-community payment-in-lieu fair share housing system; regional shift in property tax revenues from communities with high taxable value per capita to those with low, so that cities hosting more low-income residents (and low taxable-value housing) can address the service needs they have.
- Tenant right of first refusal.
- There are few programs to help seniors.
- Should have local land trusts to hold land to help with affordability.
- Housing first policies.
- Should have a larger housing trust fund.
- Shared Tax District between jurisdictions to address infrastructure and housing needs.
- Some concerns about concentrated low income housing in Ypsilanti.
- Concerns about low income tax credit projects expiring and people being priced out.
- MSHDA downpayment assistance program helps homebuyers with the substantial financial burden of the downpayment on a mortgage.
- Plan to end homelessness needs to be updated.
- Concerns about subsidized housing producing dependency.
- Step Forward Michigan.
- Interfaith Hospitality Network.
- Some think the focus should be on education not on housing.
- Some want "granny-flat" rental options
- Hamilton Crossing pointed to as a good project.
- Delonis and Alpha House. Need more of these and mental health services.

- Water street
- 1st ave
- Paradise manor
- University Townhouses
- Arrowwood mentioned a few times as a good project

**What would you do for affordable housing if you could do anything?**  
*(summary of written responses)*

- New, denser mixed use and mixed income development near all transit lines in region.
- Increase affordability in downtown areas with the most walkability, jobs and transit
- Allow for more density.
- Have a mix of housing in every neighborhood; balance in thee region.
- Provide more home ownership options.
- Prevent sprawl; halt all development on agricultural land.
- Stop McMansions.
- Increase housing supply along key corridors, including both subsidize and market-rate housing.
- Don't allow developers to tear down modestly-priced housing.
- Stop building luxury apartments.
- Don't segregate or concentrate — integrate.
- Expand transit routes (have more buses to and fro Chelsea, Dexter, Canton and add Saline)
- Make sure all affordable housing looks nice and is something we can be proud of.
- Make units small so they are more affordable (e.g. 800 sq ft); make sure zoning allows smaller homes (e.g. more affordable)
- Make all affordable housing energy efficient.
- Support small, modest apartment units/buildings throughout the urban areas.
- Allow ADUs in Ann Arbor.
- Provide more starter homes for young families.
- More rental options for young professionals just starting.
- More affordable first time home buyer options.
- House young families with seniors so the seniors can help with the kids
- More co-ops.
- More senior housing options.
- Affordable 2 bedroom apartments.

- Affordable 3 bedroom purchase options/starter homes.
- More infill housing.
- More housing for non-students in Ann Arbor.
- Less low income housing in Ypsilanti.
- Something near Chelsea that is affordable.
- Change state law to allow inclusionary zoning.
- Expand incentives for developers to include affordability benefits in market-rate housing developments.
- Increased government investment/subsidy.
- Expand Ann Arbor's housing trust fund.
- Rebuild all current public housing.
- Eliminate housing waiting list.
- More options for use of section 8 vouchers.
- Expanded voucher program for more people at a range of income levels.
- Increase use of habitat for humanity.
- Provide vouchers targeted for senior citizens.
- More housing re-habitation funds for seniors and others.
- More support services (mental health, social workers, jobs programs) for people in subsidized housing.
- Make sure people living in subsidized housing take care of their homes.
- Increase subsidized housing options for working - poor with incentives for them to maintain their units.
- Help people with underwater mortgages.
- Lower taxes.
- Continue building the Sister Yvonne Gelise Fund for Supportive Services.
- Reclaim abandoned properties for affordable housing. Use housing funds to buy up low cost housing and work with habitat for humanity to then re-sell it; Take over all vacant properties fix them up.
- Bring in more outside capital to the area to invest in housing choices.
- Put less money into housing first and more into first time home-buyers and workforce housing needs.
- Increase the living wage in county.
- More job training so people could work and afford housing; attract more jobs to area.
- Provide more security in neighborhoods with a lot of affordable/public housing.
- Provide rent to own housing options.
- Develop rent control policies.
- More Avalons.

- Work collectively as a region; create a region-wide plan.
- County-wide affordable housing trust fund paid for through millage.
- Create a community/regional panel to oversee these issues on a regional scale.
- Create some sort of income metrics to guide plans.
- End homelessness.
- More safe shelters, especially for women and children.
- Improve options for Camp Take Notice.
- More emergency housing options.
- Just let the market do what it does - don't try to control it.
- Work with private investors instead of government.
- Remove the fear and bias from this issue - eliminate the stigma.
- Make sure everybody could find a place to live.
- Working people, seniors, vets, families all deserve places to live.
- Make sure everybody has access to a great education.
- Make sure everybody has access to healthy, local, foods
- More housing options, with services, for people with mental illness.

70% think developers should do more to help with affordable housing...

#### **What does that mean?**

*(summary of written responses)*

- They need to set aside more units as affordable.
- There should be more incentives for developers to create affordable housing.

- We need them to stop building luxury housing — they are only focused on expensive homes and condos.
- They need to put more work into making inexpensive housing look good.
- They are only focused on profit, so their profits should be tied to affordability.
- They are not building mixed income and mixed use buildings that we want
- We need more Avalon's.
- We need inclusionary zoning.
- Should require smaller homes integrated with larger, more expensive ones.
- Unless they are forced to, they won't do it.
- They should have to build on transit and infrastructure corridors... stop sprawl.
- Need to build more small, starter homes.
- When developers do try to build affordable housing, the community opposes it and/or it is struck down by the local government; developers need confidence their affordable projects have a fair shot to move forward.
- Ann Arbor's extra floor space premiums for developers have not been working.
- Zoning restrictions make it hard for developers to expand housing supply and thus impact supply and demand pressures.
- Developers focus a lot on the student market, not the workforce market.

# CHARTER TOWNSHIP OF YPSILANTI

## OFFICE OF COMMUNITY STANDARDS

Building Safety • Planning & Zoning • Ordinance Enforcement

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### Memorandum

**To:** Board of Trustees  
**From:** Joe Lawson, Planning Director  
**Date:** September 12, 2016  
**Re:** Acceptance of, upon review by the Township Attorney, a “Sidewalk Easement” granted by Ypsilanti MI (2985 Washtenaw) LLC in relation with the construction and site improvements associated with the forthcoming Fresh Thyme Farmers Market located at 2985 Washtenaw Avenue.

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As the Board may be aware, during a special Planning Commission meeting held on September 1, 2015, the Commission approved the preliminary site plan application of Mr. Dan Uebelhor representing Insite Realty to permit the construction of a 29,375 square-foot retail facility to house the forthcoming Fresh Thyme Farmers Market grocery store.

As part of the site plan approval process, the Commission attached the following condition to the aforementioned approval: *“The applicant shall provide for township attorney review, easement language relating to the dedication of a 20-foot wide public access easement along the Washtenaw Avenue frontage. The easement shall be dedicated and recorded with the County Registrar of Deeds prior to final site plan approval.”*

Included on the final site plan dated October 27, 2015, the applicant noted the donation of the requested 20-foot public access easement along with the installation of the required 5-foot wide sidewalk and a concrete pad for the installation of a bus shelter. Attached hereto is a copy of the actual easement provided by the applicant granting said easement to the Township.

The initial draft easement was subsequently reviewed by both the Township Engineer Jessica Howard and Township Attorney Winters. During the initial review, Engineer Howard noted two minor changes to the legal description associated with the actual easement. Attorney Winters noted within his review letter dated July 5, 2016 that Fresh Thyme has requested that the sidewalk easement be conveyed to the Township with the Township being responsible for any **“potential trip hazards”** that may arise in the future. As a side note, Fresh Thyme is responsible **“...to address**

**winter maintenance in the easement area”** which is limited to **“keeping the sidewalk clear and free of ice, snow and keep accessible.”** Mr. Winters further stated that “While the proposed **“Sidewalk Easement”** is in proper form to be signed by the parties (subject to the revisions noted by Township Engineer Jessica Howard) I did want to take a moment and bring this issue of future legal responsibility being transferred to the Township so as to ensure all of us are proceeding on the same wavelength.”

Since Mr. Winters’ review letter, the legal description included as part of the easement has been properly revised per the request of Ms. Howard and though the easement has yet to be approved by the Board of Trustees, representatives of the property owner, Ypsilanti, MI (2985 Washtenaw) LLC, subsequently moved forward with the recordation of the easement without first gaining the approval of or signatures of the necessary township officials.

That being said, staff respectfully requests the consideration of the Board to accept the 20-foot wide “Sidewalk Easement” as provided by Ypsilanti, MI (2985 Washtenaw) LLC as association with the construction of the forthcoming Fresh Thyme Farmers Market located at 2985 Washtenaw Avenue upon the review and approval of the Township Attorney.



SIDEWALK EASEMENT

KNOW ALL MEN BY THESE PRESENTS, that YPSILANTI, MI (2985 Washtenaw) LLC, whose address is 1400 16<sup>th</sup> Street, Oak Brook, Illinois 60523 (hereinafter referred to as "Grantor"), being title holder to the following described parcel of land (the "Property"):

See "Parcel Legal Description" of "Exhibit A"

Tax Identification Number: K-11-06-350-021

for and in consideration of One (\$1.00) Dollar, receipt of which is hereby acknowledged, does hereby grant and convey to the Charter Township of Ypsilanti, a Michigan Municipal Corporation, whose address is 7200 S. Huron River Drive, Ypsilanti, Michigan, 48197, (hereinafter referred to as "Grantee"), a perpetual easement for sidewalk, over, upon, across, in, through, and under the following described real property described on attached "Exhibit A" (the "Easement Area") and to enter upon sufficient land adjacent to said sidewalk easement for the purpose of exercising the rights and privileges granted herein.

The proposed sidewalk along Washtenaw Avenue is consistent with the adopted Reimagine Washtenaw Corridor Improvement Study. This connection will help promote pedestrian access along the corridor and improve the connection between the City of Ann Arbor, Pittsfield Township, Ypsilanti Township and the City of Ypsilanti.

Grantor will install, repair, replace, and restore the Easement Area and all necessary appurtenances thereto, within the easement herein granted.

Grantee will assume responsibility to inspect the Easement Area annually and identify potential trip hazards and address with the Township annual sidewalk program as necessary.

Grantor agrees not to build or to convey to others permission to build any permanent structures in the Easement Area.

Grantor agrees to address winter maintenance in the Easement Area, limited to keeping the sidewalk clear and free of ice, snow and keep accessible.

Any portion of the Property or Easement Area disturbed by reason of the exercise of any of the foregoing powers, rights and privileges, shall be reasonably restored to its prior condition by Grantee.

Grantee will indemnify, defend and hold harmless Grantor, and Grantor's mortgage and their respective directors, officers, managers, members, affiliates, agents and employees (collectively, the "Grantor Parties") from and against any and all claims, demands, actions, liabilities, damages, cost, and expenses (including reasonable attorneys' fees), for injuries to any persons and damage to or loss of property occurring in or about the Property and Easement Area and arising from the use and occupancy of the Property and Easement Area or from any activity or work, permitted or suffered by Grantee in or about the Property and Easement Area.

This instrument shall be binding upon and inure to the benefit of the parties hereto, their heirs, representatives, successors and assigns.

Time Submitted for Recording  
Date 7-28-2016 Time 11:15  
Lawrence Kestenbaum  
Washtenaw County Clerk/Register





## EXHIBIT A

### PARCEL LEGAL DESCRIPTION:

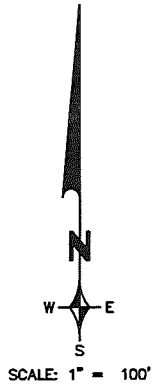
A parcel of land being part of the Southwest 1/4 of Section 6, Town 3 South, Range 7 East, Ypsilanti Township, Washtenaw County, Michigan, described as:

Beginning at a point on the East line of Golfside Avenue (66 feet wide) said point being South 979.65 feet and South 83 degrees 47 minutes East, 33.20 feet from the West 1/4 corner of Section 6, Town 3 South, Range 7 East; thence along the East line of Golfside Avenue (66 feet wide) South 278.45 feet; thence South 83 degrees 47 minutes East, 372.0 feet; thence North 6 degrees 13 minutes East, 400.0 feet to a point on the South line of Washtenaw Avenue (80 feet wide); thence along the South line of Washtenaw Avenue (80 feet wide) North 83 degrees 47 minutes West, 210.24 feet and along the arc of a curve concave to the North whose radius is 2648.67 feet, subtended by chord which bears North 82 degrees 50 minutes 56 seconds West, 86.40 feet; thence South 6 degrees 13 minutes West, 92.0 feet; thence South 52 degrees 18 minutes 33 seconds West, 47.0 feet; thence North 83 degrees 47 minutes West, 71.66 feet to the Point of Beginning.

### EASEMENT AREA LEGAL DESCRIPTION:

See Exhibit B

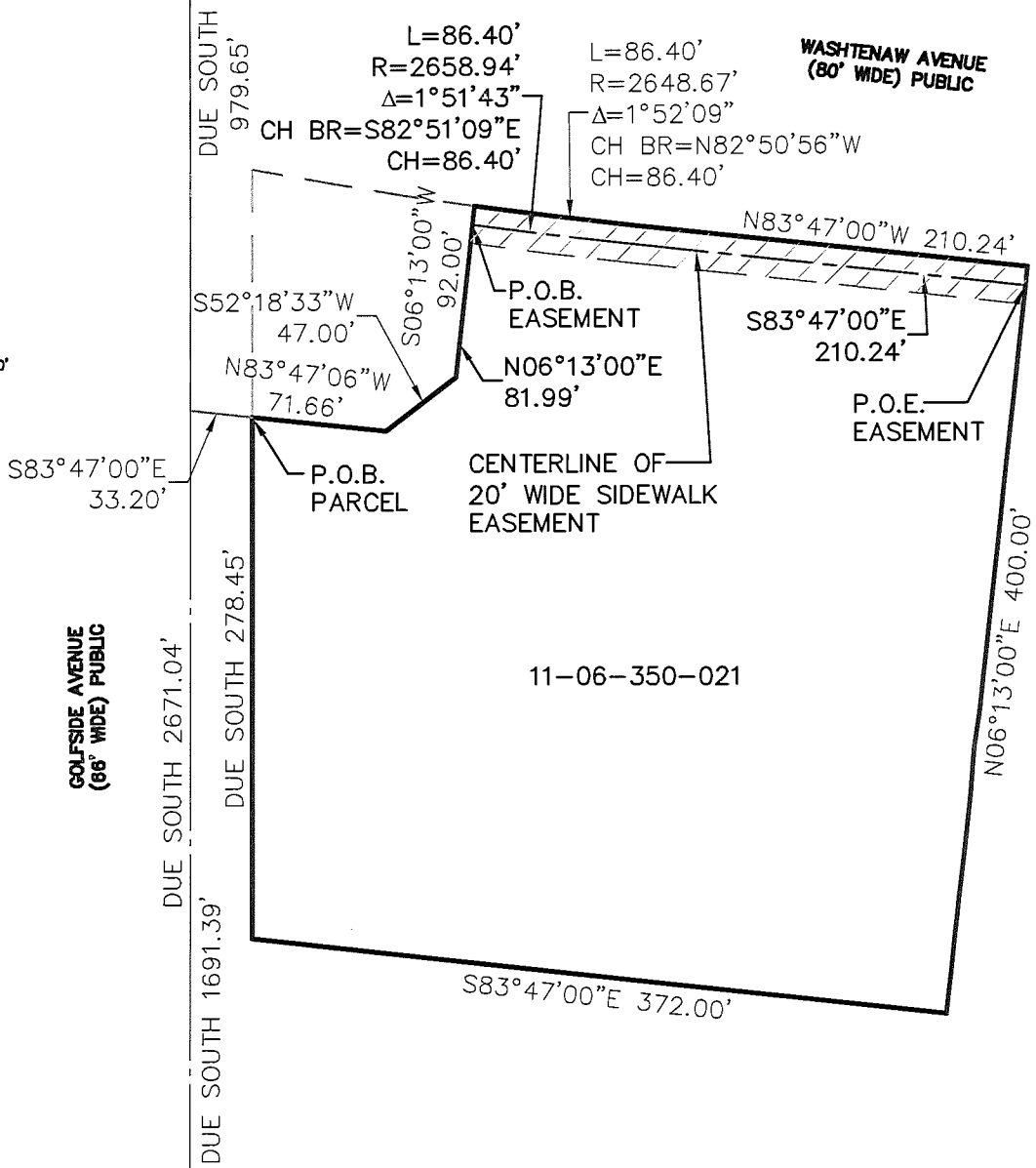
EXHIBIT B



W. 1/4 CORNER  
SECTION 6  
T. 3 S., R. 7 E.  
YPSILANTI TWP.,  
MI

GOLFSIDE AVENUE  
(66' WIDE) PUBLIC

WASHTENAW AVENUE  
(80' WIDE) PUBLIC



S.E. CORNER  
SECTION 1  
T. 3 S., R. 6 E.  
PITTSFIELD TWP., MI

S.W. CORNER  
SECTION 6  
T. 3 S., R. 7 E.  
YPSILANTI TWP., MI



REVISIONS		
ITEM	DATE	BY
PER TOWNSHIP	6/15/16	SRB

**SIDEWALK EASEMENT**  
**FRESH THYME FARMERS MARKET**  
YPSILANTI TOWNSHIP, MICHIGAN

**ZEIMET WOZNAK**  
& ASSOCIATES  
Civil Engineers & Land Surveyors  
55800 GRAND RIVER AVE, SUITE 100  
NEW HUDSON, MICHIGAN 48165  
P: (248) 437-5099 F: (248) 437-5222 www.zeimetwozniak.com

DATE	6/29/16	SCALE HOR: 1" = 100'
DESIGNED BY	SRB	FIELD BOOK NO.
DRAWN BY	SRB	JOB NO. <b>15128</b>
		SHEET NO. <b>1/2</b>

© COPYRIGHT 2015

LEGAL DESCRIPTION 20' WIDE SIDEWALK EASEMENT:

THE CENTERLINE DESCRIPTION OF A 20 FOOT WIDE SIDEWALK EASEMENT:

REAL PROPERTY IN THE TOWNSHIP OF YPSILANTI, COUNTY OF WASHTENAW, STATE OF MICHIGAN, DESCRIBED AS FOLLOWS:

A PARCEL OF LAND BEING PART OF THE SOUTHWEST 1/4 OF SECTION 6, TOWN 3 SOUTH, RANGE 7 EAST, YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN, DESCRIBED AS:

BEGINNING AT A POINT ON THE EAST LINE OF GOLFSIDE AVENUE (66 FEET WIDE) SAID POINT BEING SOUTH 979.65 FEET AND SOUTH 83 DEGREES 47 MINUTES EAST, 33.20 FEET AND SOUTH 83 DEGREES 47 MINUTES 06 SECONDS EAST 71.66 FEET AND NORTH 52 DEGREES 18 MINUTES 33 SECONDS EAST 47.00 FEET AND NORTH 06 DEGREES 13 MINUTES EAST 81.99 FEET FROM THE WEST 1/4 CORNER OF SECTION 6, TOWN 3 SOUTH, RANGE 7 EAST TO THE POINT OF BEGINNING OF SAID EASEMENT CENTERLINE; THENCE ALONG EASEMENT CENTERLINE 86.40 FEET ALONG THE ARC OF A CURVE TO THE LEFT, RADIUS 2656.94 FEET, CENTRAL ANGLE 01 DEGREES 51 MINUTES 43 SECONDS, AND A CHORD THAT BEARS SOUTH 82 DEGREES 51 MINUTES 09 SECONDS EAST 86.40 FEET; THENCE SOUTH 83 DEGREES 47 MINUTES EAST 210.24 FEET TO A POINT OF ENDING.

LEGAL DESCRIPTION PARCEL 11-06-350-021:

THE LAND REFERRED TO IN THIS COMMITMENT IS DESCRIBED AS FOLLOWS:

REAL PROPERTY IN THE TOWNSHIP OF YPSILANTI, COUNTY OF WASHTENAW, STATE OF MICHIGAN, DESCRIBED AS FOLLOWS:

A PARCEL OF LAND BEING PART OF THE SOUTHWEST 1/4 OF SECTION 6, TOWN 3 SOUTH, RANGE 7 EAST, YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN, DESCRIBED AS:

BEGINNING AT A POINT ON THE EAST LINE OF GOLFSIDE AVENUE (66 FEET WIDE) SAID POINT BEING SOUTH 979.65 FEET AND SOUTH 83 DEGREES 47 MINUTES EAST, 33.20 FEET FROM THE WEST 1/4 CORNER OF SECTION 6, TOWN 3 SOUTH, RANGE 7 EAST; THENCE ALONG THE EAST LINE OF GOLFSIDE AVENUE (66 FEET WIDE) SOUTH 278.45 FEET; THENCE SOUTH 83 DEGREES 47 MINUTES EAST, 372.0 FEET; THENCE NORTH 6 DEGREES 13 MINUTES EAST, 400.0 FEET TO A POINT ON THE SOUTH LINE OF WASHTENAW AVENUE (80 FEET WIDE); THENCE ALONG THE SOUTH LINE OF WASHTENAW AVENUE (80 FEET WIDE) NORTH 83 DEGREES 47 MINUTES WEST, 210.24 FEET AND ALONG THE ARC OF A CURVE CONCAVE TO THE NORTH WHOSE RADIUS IS 2648.67 FEET, SUBTENDED BY CHORD WHICH BEARS NORTH 82 DEGREES 50 MINUTES 56 SECONDS WEST, 86.40 FEET; THENCE SOUTH 6 DEGREES 13 MINUTES WEST, 92.0 FEET; THENCE SOUTH 52 DEGREES 18 MINUTES 33 SECONDS WEST, 47.0 FEET; THENCE NORTH 83 DEGREES 47 MINUTES 06 SECONDS WEST, 71.66 FEET TO THE POINT OF BEGINNING.

AREA: 144,449.52 SF = 3.31 ACRES

REVISIONS			SIDEWALK EASEMENT <b>FRESH THYME FARMERS MARKET</b> YPSILANTI TOWNSHIP, MICHIGAN		DATE	SCALE
ITEM	DATE	BY			6/29/16	HOR: 1" = N/A
PER TOWNSHIP	6/15/16	SRB	 Civil Engineers & Land Surveyors 55800 GRAND RIVER AVE, SUITE 100 NEW HUDSON, MICHIGAN 48165 P: (248) 437-5099 F: (248) 437-5222 www.zeimetwozniak.com		DESIGNED BY	JOB NO.
					SRB	15128
			DRAWN BY	SHEET NO.	© COPYRIGHT 2015	
			SRB	2/2		



August 19, 2016

**VIA OVERNIGHT DELIVERY**

Township of Ypsilanti  
McLain & Winters  
Attn: Douglas Winters  
61 North Huron Street  
Ypsilanti, MI 48197  
(734) -484-4700

Re: Easement Agreement / Site ID: MI46903-A Site Name: Ypsilanti Twp. I-94/Cadillac

Dear Ground Owner:

SBA 2012 TC Assets, LLC, a Delaware limited liability company, or an affiliate (“SBA”), proposes that it be granted the option to enter into an exclusive, perpetual communications easement with the Township of Ypsilanti, a Michigan municipal corporation (“Owner”) over real property currently leased by SBA from Owner (“Property”) together with an assignment of the corresponding ground lease pursuant to an agreement in recordable form provided by SBA (“Easement”). A sample form Easement is attached hereto as **Exhibit “A”**. SBA proposes the following terms applicable to this transaction, in addition to the Easement:

**Option Payment:** Within 14 days after full execution of this Agreement, SBA will pay the Owner the sum of One-Hundred Dollars (\$100.00).

**Option Period:** SBA shall have a period of seventy-five (75) days from full execution of this agreement to inspect the Property and contact governmental authorities regarding the Easement (“Option Period”). If SBA elects not to exercise the option, it will send Owner notice of termination prior to the expiration of the Option Period. If notice is not sent prior to the expiration of the Option Period, SBA shall deliver the Easement and other documents necessary for closing (“Closing Documents”) within fourteen (14) days of the expiration of the Option Period.

**Purchase Price:** One-time payment in the sum of Three Hundred Thirty-Four Thousand and No/100 Dollars (\$334,000.00), less any payments made to Owner in advance for ground rent or other rent (“Purchase Price”) attributable to any period subsequent to the closing date. Accordingly, no additional consideration shall be due during the term of the Easement.

**Closing:** Owner shall execute and deliver to SBA the executed Easement and other Closing Documents, including, but not limited to, an owner’s affidavit, closing statement and documents required by SBA’s title company to issue an owner’s title policy in favor of SBA insuring the exclusive Easement within seven (7) days of receipt. SBA will deliver Owner’s closing proceeds, within two (2)

business days following full execution of the Closing Documents by check or wire transfer (“Closing”) in accordance with written instructions provided by Owner. The Closing will occur as soon as the conditions set forth on **Exhibit “B”** hereto are satisfied to SBA’s satisfaction.

Confidentiality: Owner acknowledges that the terms expressed in this agreement are confidential, and agrees not to disclose any information regarding this transaction, whether written or oral, to any third party without SBA’s written consent. Notwithstanding the foregoing, Owner may disclose the terms of this Agreement pursuant to the requirement of any law or regulation, including the Freedom of Information Act. From the date of this agreement until Closing, Owner agrees not to directly or indirectly solicit, initiate or encourage offers or proposals for the sale of the Property in whole or in part.

Cooperation: Owner will cooperate with SBA in obtaining any consents or approvals from governmental authorities necessary to effectuate and create the Easement.

By executing this agreement below, Owner agrees to each of its terms. Owner represents that it is the fee simple owner of the Property, with full authority to enter into this agreement, the assignment at closing to SBA of the landlord’s interest in the existing ground lease, and the Easement. In the event of a breach of this agreement, in addition to other remedies, the parties are entitled to seek damages including, but not limited to, costs incurred for investigations and inspections done relating to this agreement. The effective date of this agreement (and the Option Period shall begin) on the last date the agreement is executed by the parties. Owner shall deliver the executed agreement by (1) overnight courier or U.S. mail at the address below, (2) by facsimile to 561-322-2893, or (3) electronic mail to [stdavis@sbsite.com](mailto:stdavis@sbsite.com). If Owner does not accept the terms of this agreement within forty (40) days of its date, it shall terminate and shall be of no further force or effect.

We appreciate your cooperation and attention to this matter. If you have any questions, please feel free to call me at 800-799-4722 x7534.

Sincerely,

SBA 2012 TC Assets, LLC

By: \_\_\_\_\_  
Martin Aljovin  
Vice President, Asset Optimization  
Date: \_\_\_\_\_

**OWNER AGREES TO THE TERMS OF THIS AGREEMENT:**

Township of Ypsilanti

By: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_

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

**EXHIBIT "A"**

**SAMPLE EASEMENT AGREEMENT**

Prepared by and Return to:  
SBA Network Services, LLC  
Attn: \_\_\_\_\_  
8051 Congress Avenue  
Boca Raton, FL 33487  
561.226-\_\_\_\_\_

\_\_\_\_\_  
[Recorder's Use Above This Line]

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

Tax ID Number:

**EASEMENT AGREEMENT**

By and between \_\_\_\_\_ ("Grantor") with an address of \_\_\_\_\_  
and \_\_\_\_\_, a \_\_\_\_\_ ("Grantee")  
with an address of 8051 Congress Avenue, Boca Raton, FL 33487

By initialing below, the Grantor does hereby acknowledge that the Grantor has received, reviewed and approved this Easement Agreement in which the Easement described herein is granted from Grantor to Grantee.

Grantor initial(s) here: \_\_\_\_\_

## EASEMENT AGREEMENT

This Easement Agreement (“Agreement”) dated effective \_\_\_\_\_, 201\_\_ (“Effective Date”) by and between \_\_\_\_\_, with an address at \_\_\_\_\_ (“Grantor”) and \_\_\_\_\_, a \_\_\_\_\_, with an address of 8051 Congress Avenue, Boca Raton, FL 33487 (“Grantee”).

### BACKGROUND

Grantor is the owner of the real property described on **Exhibit ‘A’** attached hereto (the “Premises”). Grantor desires to grant to Grantee certain easement rights with respect to the Premises, as more particularly described below, and subject to the terms and conditions of this Agreement.

### AGREEMENTS

For and in consideration of the covenants and agreements herein contained and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. **Grant of Easements.** Grantor, for itself and its heirs, personal representatives, successors and assigns, hereby grants and conveys unto Grantee, its tenants, lessees, sublessees, licensees, agents, successors and assigns: (i) a perpetual, exclusive easement (the “Exclusive Easement”) in and to that portion of the Premises more particularly described on **Exhibit ‘B’** hereto; and (ii) a perpetual, non-exclusive easement in and to that portion of the Premises more particularly described on **Exhibit ‘C’** hereto (the “Access and Utility Easement”) (the Exclusive Easement and the Access and Utility Easement being collectively referred to herein as the “Easements”).

2. **Private Easement.** Nothing in this Agreement shall be deemed to be a dedication of any area for public use. All rights, easements, and interests herein created are private and do not constitute a grant for public use or benefit.

3. **Successors Bound.** This Agreement shall be binding on and inure to the benefit of the parties hereto and their respective heirs, personal representatives, lessees, successors and assigns. It is the intention of the parties hereto that all of the various rights, obligations, restrictions, and easements created in this Agreement shall run with the affected lands and shall inure to the benefit of and be binding upon all future owners and lessees of the affected lands and all persons claiming under them.

4. **Duration.** The duration of the Easements granted herein (the “Term”) shall be perpetual, unless Grantee provides written, recordable notice of its intent to terminate this Agreement, in which event this Agreement and all obligations of Grantee hereunder shall terminate upon Grantee’s recordation of any such notice. Grantor may not terminate this Agreement.



5. Easement Consideration. Grantor hereby acknowledges the receipt, contemporaneous with the execution hereof, of all consideration due hereunder. Accordingly, no additional consideration shall be due during the Term of this Agreement.

6. Use of Easement Areas.

(a) Exclusive Easement. Grantee and its designated customers, lessees, sublessees, licensees, agents, successors and assigns shall have the unrestricted right to use the Exclusive Easement for installing, constructing, maintaining, operating, modifying, repairing and replacing improvements and equipment, which may be located on the Exclusive Easement from time to time, for the facilitation of communications related uses in connection therewith. Grantee may make improvements, alterations or modifications on or to the Easements as are deemed appropriate by Grantee, in its commercially reasonable discretion and are related to the permitted uses. At all times during the term of this Agreement, Grantee shall have the exclusive right to use, and shall have free access to, the Easements seven (7) days a week, twenty-four (24) hours a day. Grantee shall have the exclusive right to lease, sublease, license, or sublicense any structure or equipment on the Exclusive Easement and shall also have the right to license, lease or sublease to third parties any portion of the Exclusive Easement, but no such lease, sublease or license shall relieve or release Grantee from its obligations under this Agreement. Grantor shall not have the right to use the Exclusive Easement for any reason and shall not disturb Grantee's right to use the Exclusive Easement in any manner. Grantor and Grantee acknowledge that Grantee shall have the right to construct a fence around all or part of the Exclusive Easement, and shall have the right to prohibit anyone, including Grantor, from entry into such Exclusive Easement.

(b) Access and Utility Easement. The Access and Utility Easement shall be used by Grantee, its tenants, lessees, sublessees, licensees, agents, successors and assigns for ingress and egress from and to the Exclusive Easement, as well as the construction, installation, operation and maintenance of overhead and underground electric, water, gas, sewer, telephone, data transmission and other utility facilities (including wires, poles, guys, cables, conduits and appurtenant equipment) with the right to construct, reconstruct, improve, add to, enlarge, change and remove such facilities, and to connect the same to utility lines located in a publicly dedicated right of way. Grantor shall not in any manner prevent access to, and use of, the Access and Utility Easement by Grantee or its tenants, lessees, sublessees, licensees, agents, successors and assigns and Grantor shall not utilize the Access and Utility Easement in any manner that interferes with Grantee's or its tenants', lessees', sublessees', licensees', agents', successors' and assigns' use of such area. Grantee shall not in any manner prevent access to, and use of, the Access and Utility Easement by Grantor or its tenants.

7. Equipment and Fixtures. Grantee's equipment, structures, fixtures and other personal property now or in the future on the Easements shall not be deemed to be part of the Premises, but shall remain the property of Grantee or its licensees and customers. At any time during the Term and within 180 days after termination hereof, Grantee or its customers shall have the right to remove their equipment, structures, fixtures and other personal property from the Easements.

8. Assignment. Grantee may freely assign this Agreement, including the Exclusive Easement and the Access and Utility Easement and the rights granted herein, in whole or in part, to any person or entity (including but not limited to an affiliate of Grantee) at any time without the prior written consent of Grantor. If any such assignee agrees to assume all of the obligations of Grantee under this Agreement, then Grantee will be relieved of all responsibility hereunder.

9. Covenants and Agreements.

(a) Grantor represents and warrants that it is the owner in fee simple of the Premises, free and clear of all liens and encumbrances and that it alone has full right to grant the Easements and assign the Lease (as such term is defined in Section 25 hereof). Grantor further represents and warrants that Grantee shall peaceably and quietly hold and enjoy the Easements for the Term.

(b) During the Term, Grantor shall pay when due all real property taxes and all other fees and assessments attributable to the Premises. If Grantor fails to pay when due any taxes affecting the Premises, Grantee shall have the right but not the obligation to pay such taxes and demand payment therefore from Grantor, which payment Grantor shall make within ten (10) days of such demand by Grantee. The provisions of the foregoing sentence shall survive the termination or expiration of this Agreement.

(c) Grantor shall not cause the area comprising the Easements to be legally or otherwise subdivided from any master tract of which it is a part in such a way that the remaining tract containing the Easements is substantially the only use of the tract, nor shall Grantor cause the area comprising the Easements to be separately assessed for tax purposes. If it is determined by Grantee that the transfer of the Easements set forth herein requires or shall require the subdivision of the Premises, and if Grantee, in its sole judgment, determines that it desires to seek subdivision approval, then Grantor agrees to cooperate with Grantee, at Grantee's expense, in obtaining all necessary approvals for such subdivision.

(d) Grantor shall not grant, create, or suffer any claim, lien, encumbrance, easement, restriction or other charge or exception to title to the Premises that would adversely affect Grantee's use of the Easements. Grantor has granted no outstanding options to purchase or rights of first refusal with respect to all or any part of the Premises and has entered into no outstanding contracts with others for the sale, mortgage, pledge, hypothecation, assignment, lease or other transfer of all or any part of the Premises and there are no leases, written or oral, affecting the lands underlying the Easements except for the Lease.

(e) Grantor has and will comply with all environmental, health and safety laws with respect to the Premises.

(f) Grantor has not received notice of condemnation of all or any part of the Premises, notice of any assessment for public improvements, or notices with respect to any zoning ordinance or other law, order, regulation or requirement relating to the use or ownership of such lands and there exists no violation of any such governmental law, order, regulation or

requirement and there is no litigation pending or threatened, which in any manner affects the Easements.

(g) Grantor reaffirms and restates the representations contained in the Lease (as defined in Section 25) as though they were set forth in this Agreement. The representations and warranties made hereunder shall survive the Closing. Grantor agrees to indemnify, defend and hold harmless Grantee and its officers, directors, shareholders, agents and attorneys for, from, and against all damages asserted against or incurred by any of them by reason of or resulting from a breach by Grantor of any representation, warranty or covenant of Grantor contained herein, in the Lease, or in any agreement executed in connection herewith.

10. Non-Disturbance. During the Term, Grantor will not improve or grant any other easement, ground lease, lease, license, sale or other similar interest of or upon the Premises if such improvement or interest would interfere with Grantee's use of the Easements nor shall Grantor during the Term enter into any other lease, license or other agreement for a similar purpose as set forth herein, on or adjacent to the Premises. Grantee and its tenants, lessees, sublessees, licensees, agents, successors, and assigns are currently utilizing the Exclusive Easement for the non-exclusive purpose of transmitting and receiving telecommunication signals. Grantor and Grantee recognize the Grantee's use of the easement rights set forth in this Agreement would be frustrated if the telecommunications signals were blocked, if an obstruction were built that would cause interference with such transmission, if access and/or utilities to and from the Exclusive Easement were partially and/or completely inhibited, or if Grantee's use was otherwise materially interfered with or prevented. Grantor, for itself, its successors and assigns, hereby agrees to use its best efforts to prevent the occurrence of any of the foregoing, and shall promptly undertake any remedial action necessary to do so. Grantee shall have the express right to seek an injunction to prevent any of the activity prohibited by this Section 10.

11. Access and Utilities. To the extent not otherwise addressed herein, (or to the extent any access and utility easement specifically referenced herein, including but not limited to the Access and Utility Easement or the Exclusive Easement, if applicable, cannot, does not, or will not fully accommodate the access and utility needs of the Exclusive Easement at any time), Grantor hereby grants and conveys unto Grantee, its tenants, lessees, sublessees, licensees, agents, successors and assigns, full, complete, uninterrupted and unconditional access to and from the Exclusive Easement, seven days a week, 24 hours a day, over and across any adjacent property now or hereafter owned by Grantor, for, without limitation, ingress and egress to and from the Exclusive Easement, as well as the construction, installation, location, maintenance, relocation and repair of overhead and/or underground utility connections, including electric, telephone, gas, water, sewer, and any other utility connection, provided that Grantee shall repair any damages to the Premises caused by such access. This easement, and the rights granted herein, shall be assignable by Grantee to any public or private utility company to further effect this provision. Grantor agrees to maintain all access roadways from the nearest public right of way to the Exclusive Easement in a manner sufficient to allow for pedestrian and vehicular access to the Exclusive Easement at all times. If it is reasonably determined by Grantor or Grantee that any utilities that currently serve the Exclusive Easement are not encompassed within the description of the Access and Utility Easement set forth herein, then Grantor and Grantee agree to amend the description of the Access and Utility Easement set forth herein to

include the description of such areas. If it becomes necessary to relocate any of the utility lines that serve the Exclusive Easement, Grantor hereby consents to the reasonable relocation for such utility lines upon the premises for no additional consideration, and hereby agrees to reasonably cooperate with Grantee to create a revised legal description for Access and Utility Easement that will reflect such relocation.

12. Mortgagees' Continuation Rights and Notice and Cure. Grantee may from time to time grant to certain lenders selected by Grantee and its affiliates (the "Lender") a lien on and security interest in Grantee's interest in this Agreement and all assets and personal property of Grantee located on the Easements, including, but not limited to, all accounts receivable, inventory, goods, machinery and equipment owned by Grantee ("Personal Property") as collateral security for the repayment of any indebtedness to the Lender. Should Lender exercise any rights of Grantee under this Agreement, Grantor agrees to accept such exercise of rights by Lender as if same had been exercised by Grantee. If there shall be a monetary default by Grantee under the Agreement, Grantor shall accept the cure thereof by Lender within fifteen (15) days after the expiration of any grace period provided to Grantee under this Agreement to cure such default, prior to terminating this Agreement (if permitted by the terms hereof). If there shall be a non-monetary default by Grantee under this Agreement, Grantor shall accept the cure thereof by Lender within thirty (30) days after the expiration of any grace period provided to Grantee under this Agreement to cure such default, prior to terminating this Agreement (if permitted by the terms hereof). Hereafter, this Agreement may not be amended in any respect which would be reasonably likely to have a material adverse effect on Lender's interest therein or surrendered, terminated or cancelled, without the prior written consent of Lender. If the Agreement is terminated or is rejected in any bankruptcy proceeding, Grantor will enter into a new easement agreement with Lender or its designee on the same terms as this Agreement within 15 days of Lender's request made within 30 days of notice of such termination or rejection, provided Lender pays all past due amounts under the Agreement, if any. The foregoing is not applicable to normal expirations of this Agreement. Grantor hereby agrees to subordinate any security interest, lien, claim or other similar right, including, without limitation, rights of levy or distraint for rent, Grantor may have in or on the Personal Property, whether arising by agreement or by law, to the liens and/or security interests in favor of the Lender, whether currently existing or arising in the future. Nothing contained herein shall be construed to grant a lien upon or security interest in any of Grantor's assets. Simultaneous with any notice of default given to Grantee under the terms of this Agreement, Grantor shall deliver of copy of such notice to Lender at an address to be provided by Grantee.

13. Notices. All notices required to be given by any of the provisions of this Agreement, unless otherwise stated, shall be in writing and delivered in person or by a national overnight delivery service (and shall be effective when received, when refused or when the same cannot be delivered) to the appropriate party at the address set forth below (or at such other address designated in writing pursuant to the terms hereof):

To Grantor: \_\_\_\_\_

To Grantee: \_\_\_\_\_

8051 Congress Avenue  
Boca Raton, FL 33487  
Attn: Legal Dept.

14. Force Majeure. The time for performance by Grantor or Grantee of any term, provision, or covenant of this Agreement shall be deemed extended by time lost due to delays resulting from strikes, civil riots, floods, labor or supply shortages, material or labor restrictions by governmental authority, litigation, injunctions, and any other cause not within the control of Grantor or Grantee, as the case may be.

15. Recording. This Agreement shall be recorded at either Grantor's or Grantee's option.

16. Miscellaneous. This Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective heirs, legal representatives, successors and assigns. This Agreement shall be governed by and construed in accordance with the laws of the state or commonwealth where the Premises are located.

17. Captions and Headings. The captions and headings in this Agreement are for convenience and shall not be held or deemed to define, limit, describe, explain, modify, amplify or add to the interpretation, construction or meaning of any provisions of or the scope or intent of this Agreement.

18. Cumulative Remedies. Except as otherwise expressly provided herein, each and every one of the rights, benefits and remedies provided to Grantor or Grantee by this Agreement, or by any instrument or documents executed pursuant to this Agreement, are cumulative and shall not be exclusive of any other of said rights, remedies and benefits allowed by law or equity to Grantee.

19. Counterparts. This Agreement may be executed in one or more counterparts, and by the different parties hereto in separate counterparts, each of which when executed shall be deemed to be an original but all of which taken together shall constitute one and the same agreement.

20. Severability. If any provision of this Agreement is deemed unenforceable in whole or in part, such provision shall be limited to the extent necessary to render the same valid or shall be excised from this Agreement, as circumstances require, and this Agreement shall be construed as if such provision had been so limited or as if such provision had not been included herein, as the case may be. Additionally, if any laws, rules or regulations promulgated by any state, county or local jurisdiction, including without limitation those concerning zoning, subdivision or land use, or should any court of competent jurisdiction, make the sale of the Easements herein either void or voidable, Grantor agrees that upon the written request of Grantee, the grant of the Easements shall convert to a ground lease between Grantor, as lessor, and Grantee, as lessee, (with the Exclusive Easement area being the leased premises therein, and the Access and Utility Easement area remaining a non-exclusive easement for access and utility purposes) for uses consistent with those set forth in Section 6 hereof, and containing other terms

and conditions acceptable to both parties; provided that Grantee shall not be required to obtain the consent of Grantor to enter into any sublease or license of any portion of the Exclusive Easement or to permit sublessees or licensees to utilize the Access and Utility Easement; nor shall Grantor be entitled to any additional consideration in connection with such subleases and licenses; and provided that the delivery of the consideration paid by Grantee to Grantor for the Easements at the execution of this Agreement shall constitute the prepayment of rent under such ground lease for an extended term of 99 years, or as long as permitted by applicable law.

21. Attorney's Fees. If there is any legal action or proceeding between Grantor or Grantee arising from or based on this Agreement, the unsuccessful party to such action or proceeding shall pay to the prevailing party all costs and expenses, including reasonable attorney's fees and disbursements incurred by such prevailing party in such action or proceeding and in any appeal in connection therewith. If such prevailing party recovers a judgment in any such action, proceeding or appeal, such costs, expenses and attorney's fees and disbursements shall be included in and as a part of such judgment.

22. Entire Understanding and Amendment. This Agreement and the closing documents executed in connection therewith, constitute the entire understanding between the parties with regard to the subject matter hereof and there are no representations, inducements, conditions, or other provisions other than those expressed herein. This Agreement may not be modified, amended, altered or changed in any respect except by written agreement and signed by each of the parties hereto.

23. Zoning. To the extent any improvements, whether now or in the future existing, upon the Exclusive Easement do not meet zoning or other land-use requirements, or to the extent such improvements may otherwise have to be constructed and/or relocated, Grantor hereby consents to the reasonable construction and/or relocation of such improvements to accommodate such requirements and agrees to reasonably cooperate with Grantee to create a revised legal description for the Exclusive Easement and the Access and Utility Easement. Grantor hereby covenants and agrees that neither Grantor nor an affiliate of Grantor shall at anytime file an opposition to a zoning or land use application of Grantee or in any way publicly oppose Grantee at a zoning hearing or other land use proceedings in connection with the Premises and the Easements; and that Grantor shall promptly cooperate with Grantee in making application for obtaining all licenses, permits, and any other necessary approvals that may be required for Grantee's intended use of the Easements.

24. Rule Against Perpetuities. If the rule against perpetuities or any other rule of law would invalidate the Easements or any portion or provision hereof or would limit the time during which the Easements or any portion or provision hereof shall be effective due to the potential failure of an interest in property created herein to vest within a particular time, then each such interest in property shall be effective only from the date hereof until the passing of twenty (20) years after the death of the last survivor of the members of Congress of the United States of America (including the House of Representatives and the Senate) representing the state in which the Premises is located who are serving on the date hereof, but each such interest in property shall be extinguished after such time, and all other interests in property created herein and all other provisions hereof shall remain valid and effective without modification.

25. Assignment of Ground Lease. The parties hereby recognize and agree that the Premises is currently subject to that certain \_\_\_\_\_, dated \_\_\_\_\_, originally by and between Grantor and \_\_\_\_\_, and assigned to Grantee, as amended and assigned from time to time (collectively, the "Lease"). It is the intention of the parties that the interest created by this Agreement, including the Lease, shall not merge into any other interest now or hereafter held by Grantee and such interests shall remain a separate and distinct interest in the underlying real property. Grantor hereby acknowledges that there currently exists no default under the Lease and no conditions that, with the passage of time, would constitute defaults under the Lease. Grantor hereby assigns, transfers, sets over and delivers to Grantee, all of its rights, title and interests under the Lease arising or accruing on or after the date of this Agreement and Grantee hereby accepts, assumes and agrees to be bound by all the terms and conditions which are the responsibility of the landlord under the Lease. Grantor hereby releases and forever discharges Grantee from all claims arising under the Lease. Grantor hereby agrees to indemnify and agrees to hold Grantee harmless with respect to any demands, claims, actions, causes of action, assessments, expenses, costs, damages, losses, and liabilities (including reasonable attorneys' fees and costs) under the Lease which relate to costs or actions first arising on or before the date of this Agreement. Grantee hereby agrees to indemnify and agrees to hold Grantor harmless with respect to any demands, claims, actions, causes of action, assessments, expenses, costs, damages, losses, and liabilities (including reasonable attorneys' fees and costs) under the Lease which relate to costs or actions first arising after the date of this Agreement.

26. Cure Period; Default. No party to this Agreement shall be in default of the terms thereof until thirty (30) days following the date of the defaulting party's receipt of notice of default from the non-defaulting party. In the event such default is not reasonably capable of cure within such thirty (30) day period and such defaulting party promptly and diligently pursues the cure of such default during such cure period, such cure period shall be extended for so long as the defaulting party diligently pursues such cure for a maximum of ninety (90) additional days. In no event shall Grantor be entitled to terminate this Agreement as a result of or remedy for any breach or default thereunder by Grantee. In the event Grantor fails to comply with the terms of this Agreement, Grantee may, in its sole and absolute discretion, cure any such default, and to the extent Grantee incurs any expenses in connection with such cure (including but not limited to the amount of any real property taxes Grantee pays on behalf of Grantor), Grantor agrees to promptly reimburse Grantee for such expenses incurred and hereby grants Grantee a security interest and lien in the Premises and the parent parcel in which it is located, if any, to secure Grantor's obligation to repay such amounts to Grantee.

27. Right of First Refusal/Exclusivity. If at any time during term of this Agreement, Grantor receives a bona fide written offer from a third person (the "Offer") to sell, assign, convey, lease or otherwise transfer or create any interest in the Easements and/or Premises, or any portion thereof, which Grantor desires to accept, Grantor shall first give Grantee written notice (including a copy of the proposed contract) of such Offer prior to becoming obligated under such Offer, with such notice giving Grantee the right to purchase the Easements for a pro-rata price based on the size that the Easements are to the portion of the Premises described in the Offer. Grantee shall have a period of thirty (30) days after receipt of Grantor's notice and terms to accept the Offer or exercise Grantee's right to purchase the Easements and exercise this right

of first refusal by notifying Grantor in writing. If Grantee has not accepted the Offer or exercised its right to purchase the Easements in writing to Grantor within such thirty (30) day period, the Offer will be deemed rejected. In addition to the above, Grantor shall not, at any time during the term of this Agreement, grant any interest in any portion of the Premises (other than the conveyance of fee simple title to the entire Premises) to any third party without the prior written consent of Grantee, in Grantee's sole and absolute discretion.

As part of Grantee's right to the undisturbed use and enjoyment of the Easements, Grantor shall not, at any time during the term of this Agreement (i) use or suffer or permit another person to use any portion of the Premises or any adjacent parcel of land now or hereafter owned, leased or managed by Grantor for the uses permitted herein or other uses similar thereto, or (ii) grant any interest or an option to acquire any interest in any portion of the Premises that permits (either during the term of this Agreement and/or after the term hereof) any of the uses permitted under this Agreement without the prior written consent of Grantee, in Grantee's sole discretion. Grantor may not assign any Easement Payment or this Agreement or any rights hereunder, except in connection with conveyance of fee simple title to the Premises, without the prior written consent of Grantee, in Grantee's sole and absolute discretion.

28. Further Acts; Attorney-In-Fact. Grantor shall cooperate with Grantee in executing any documents necessary to protect Grantee's rights under this Agreement or Grantee's use of the Easements and to take such action as Grantee may reasonably require to effect the intent of this Agreement. Grantor hereby irrevocably appoints Grantee as Grantor's attorney-in-fact coupled with an interest to prepare, execute and deliver land-use and zoning applications, and any other documents that a municipality may require, concerning the tower or the tower facilities, on behalf of Grantor with federal, state and local governmental authorities, and upon request, will sign a separate power of attorney to such effect.

[The remainder of this page is intentionally left blank. Signatures to follow.]



IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the dates written below.

**WITNESSES:**

**GRANTOR:**

\_\_\_\_\_  
Print Name: \_\_\_\_\_

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

\_\_\_\_\_  
Print Name: \_\_\_\_\_

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

**INSERT CORRECT STATE NOTARY**

\_\_\_\_\_  
Notary Public

Print Name: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

(NOTARY SEAL)

**WITNESSES:**

**GRANTEE:**

\_\_\_\_\_, a  
\_\_\_\_\_

\_\_\_\_\_  
Print Name: \_\_\_\_\_

By: \_\_\_\_\_  
Thomas P. Hunt  
Executive Vice President & General Counsel

\_\_\_\_\_  
Print Name: \_\_\_\_\_

STATE OF FLORIDA

COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me \_\_\_\_\_, 201\_\_ by  
Thomas P. Hunt, the Executive Vice President & General Counsel  
\_\_\_\_\_, a \_\_\_\_\_, on behalf of the  
company, who is personally known to me.

\_\_\_\_\_  
Notary Public  
Print Name: \_\_\_\_\_  
My Commission Expires: \_\_\_\_\_

(NOTARY SEAL)

**EXHIBIT 'A'**

Premises

Legal description to be incorporated upon receipt of final survey.

**EXHIBIT 'B'**

Exclusive Easement

Legal description to be incorporated upon receipt of final survey.

**EXHIBIT 'C'**

Access and Utility Easement

Legal description to be incorporated upon receipt of final survey.

## **EXHIBIT "B"**

### **CONDITIONS TO CLOSING**

1. Receipt by SBA of a title insurance commitment for the subject transaction stating that Owner has good, indefeasible and marketable fee simple title to the Property, free and clear of all liens and encumbrances except such matters as may be acceptable to SBA.
2. Receipt by SBA of a survey in form satisfactory to SBA revealing no encumbrances, which shall be provided to Owner in advance of the Closing. The legal descriptions from the survey shall be used to complete the descriptions of the exclusive, perpetual communications easement on the final executed, recordable Easement.
3. The execution and delivery by Owner of all forms required by applicable taxing authorities and any documents required by SBA's title insurer evidencing the authority of the party executing such documents on Owner's behalf.
4. Owner will obtain an executed, recordable subordination and a non-disturbance agreement ("SNDA") for all mortgages, deeds of trust or any other liens against the Property prior to Closing. If Owner is unable to obtain any required SNDA, SBA reserves the right, in its sole discretion, to reduce the Purchase Price by ten percent (10%), in each instance, and elect to close without such SNDA or elect not to close.
5. The use of the Easements by SBA and the financial transaction contemplated herein is satisfactory to SBA (this determination being made in SBA's sole discretion).

## RESOLUTION 2016-38

### Vacation/Abandonment of Public Alley Between Andrea and Harry Streets

**Whereas**, there is currently a public alley running between Andrea and Harry Streets within the Township; and

**Whereas**, the public alley was created and recorded more than 45 years ago, as part of a platted Willow Heights subdivision and

**Whereas**, the public alley has not been used as a public alley for decades;; and

**Whereas**, the existence of the public alley is detrimental to the safety and welfare of the residents living in the area of Andrea and Harry Streets.; and

**Whereas**, Michigan law provides that the Township Board may vacate and abandoned a public alley by adopting a resolution authorizing the vacation/abandonment of the alley between Andrea and Harry Streets; and

**Whereas**, Michigan law provides that title to the vacated/abandoned alley may be vested in the owners of the lots abutting the alley, through a circuit court proceeding;

**Now Therefore, be it resolved**, pursuant to MCL 560.256 the Charter Township of Ypsilanti authorizes the vacation/abandonment of the public alley between Andrea and Harry Streets and the filing of a circuit court action seeking to have title to the public alley vested in the owners of the lots abutting the vacated alley.

**RESOLUTION 2016-39**  
**(In Reference to Ordinance 2016-467)**

**Amending the Township Code of Ordinances,  
Chapter 46, Article II Park Regulations**

**Whereas**, the Township Board has authority to adopt ordinances which protect public health and safety; and

**Whereas**, The Township Board believes that tobacco use in Township Parks is detrimental to the health of children and adults enjoying recreational activities within Township Parks; and

**Whereas**, cigarette butts are the most littered item in the United States, requiring clean-up expense, diminished parkland beauty, and causing a significant risk of fire damage to parkland grasses, landscaping and other natural areas; and

**Whereas**, the Township Park Commission and the Township Board has determined that prohibiting tobacco use within Township Parks will serve to protect the health, safety and welfare of the citizens of Ypsilanti Township; and

**Whereas**, the Ordinance 2016-467 makes it unlawful for persons within Township Parks to use tobacco products including smokeless tobacco products;

**Now Therefore,**

**Be it resolved**, that Ordinance No. 2016- 467 is hereby adopted by reference.



# CHARTER TOWNSHIP OF YPSILANTI

## PROPOSED ORDINANCE NO. 2016-467

*An Ordinance to Amend the Code of Ordinances, Chapter 46, Article II,  
Concerning Township Park Regulations*

The Charter Township of Ypsilanti hereby ordains that the Code of Ordinances, Chapter 46, Article II, Park Regulations, is amended as follows:

***Add the following new provision: It shall be unlawful for any person to smoke or use tobacco products, including smokeless tobacco, within a Township park.***

### ***Severability***

Should any provision or part of the within Ordinance be declared by any court of competent jurisdiction to be invalid or enforceable, the same shall not affect the validity or enforceability of the balance of this Ordinance which shall remain in full force and effect.

### ***Effective Date and Repeal of Conflicting Ordinances***

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

This ordinance shall take effect after publication in a newspaper of general circulation as required by law.

# Tobacco-Free Parks : Ypsilanti Township

Stephen Wade, MUP  
Health Equity Policy Analyst  
Sharon P. Sheldon, MPH  
Program Administrator  
May 2, 2016

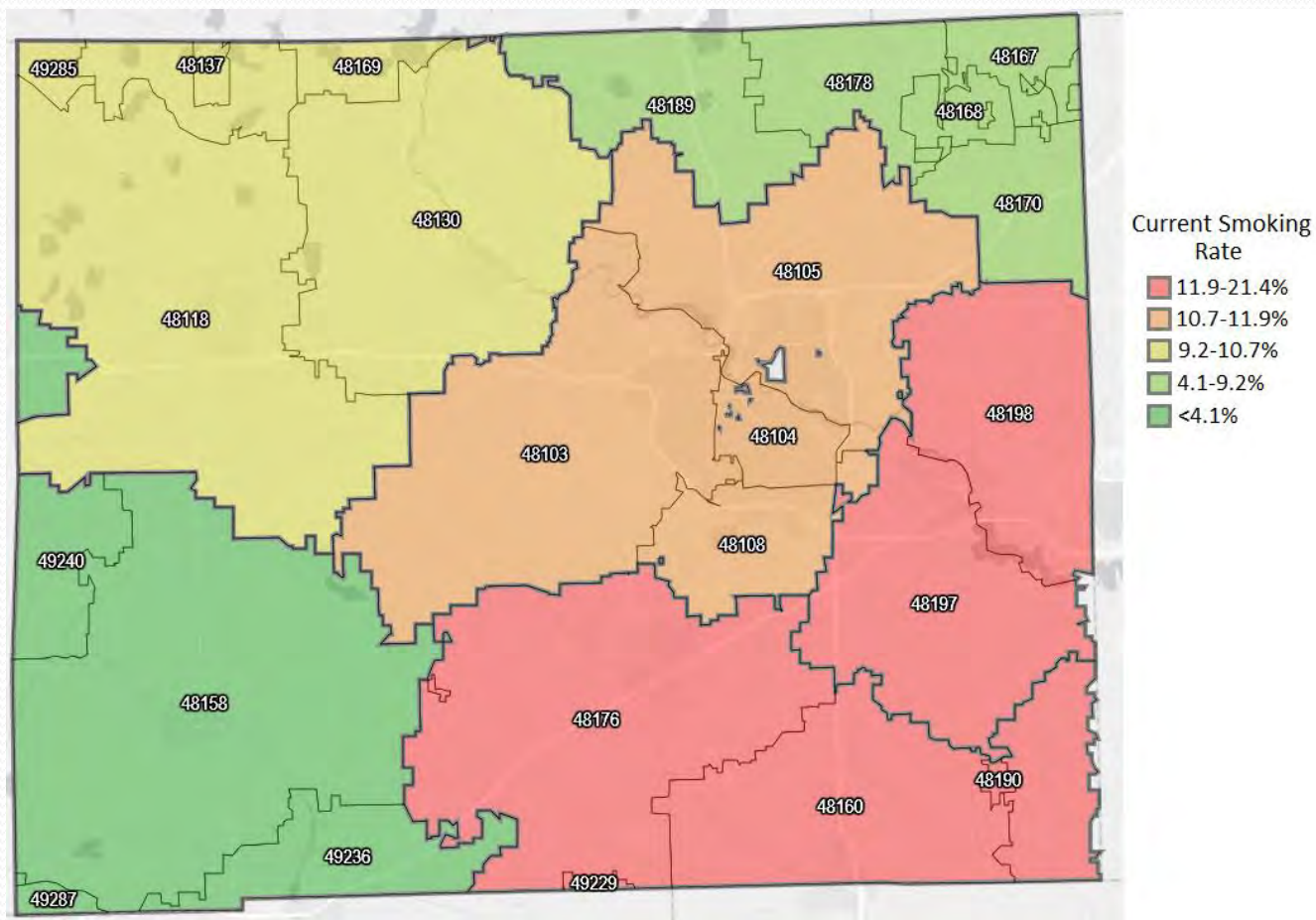
# Benefits of TF Parks

- Protection from Secondhand Smoke exposure
  - Children, families, young people, pregnant women, older persons, persons with special health needs, workers
- Protect young children from dangers associated with tobacco-related litter
- Model healthy behavior

# Benefits of TF Parks

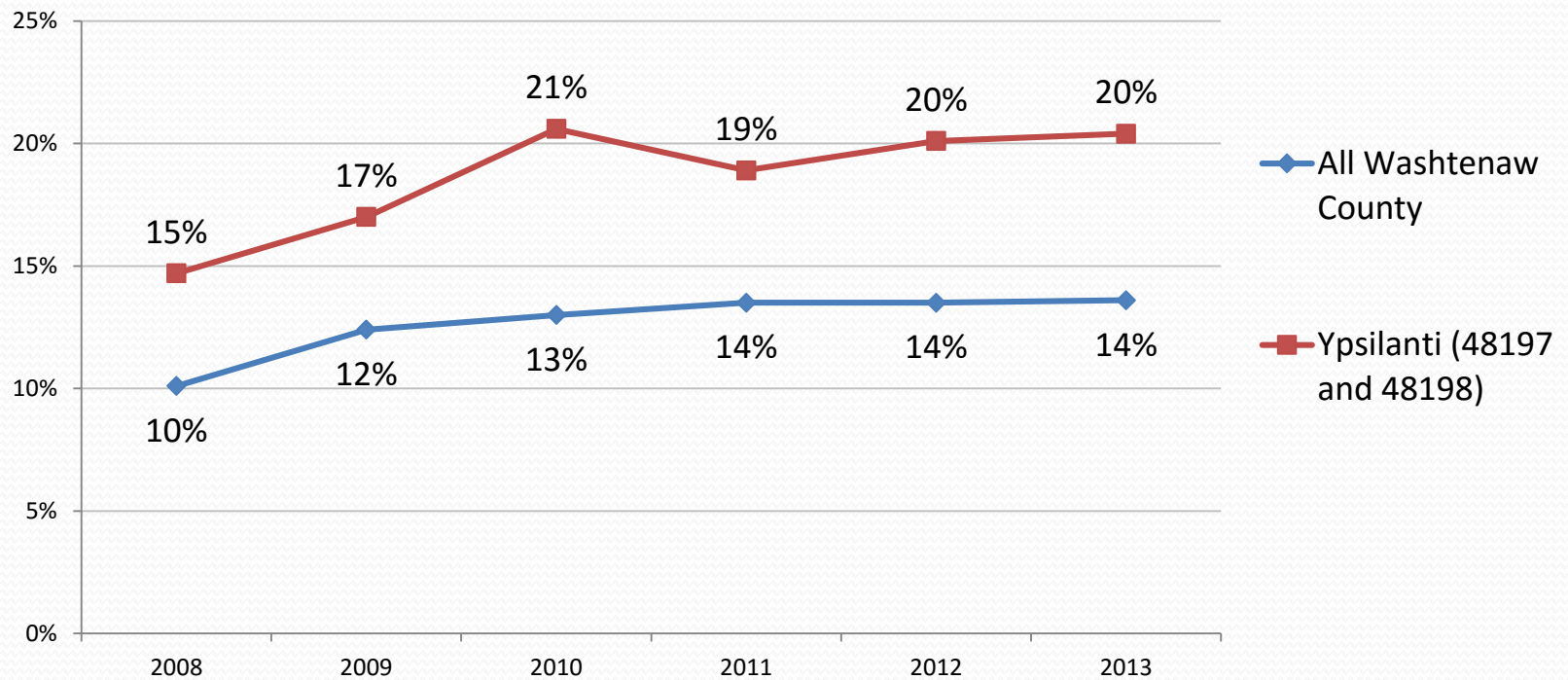
- Protect the natural environment
- Promote clean water
- Aligns with Pure Michigan campaign promoting tourism
- Reduce fire risk
- Reduce maintenance costs

# Smoking Rates in Washtenaw County – HIP 2015



# Smoking Rates in Washtenaw County

## Smoking Rates in Pregnant Women 2008-2013, Singleton Only



# Need for Tobacco-Free Policy

- Tobacco use #1 cause of preventable death and disease
- Secondhand smoke (SHS) is a health hazard with no safe level of exposure (U.S. Surgeon General, 2006)
- Smokeless tobacco or e-cigarettes are not a safe alternative to cigarette smoking and cause significant death and disease



# Need for Tobacco-Free Policy: Secondhand Smoke

- Exposure to SHS in outdoor environments has negative health effects
  - To be completely free from exposure to SHS in outdoor places, a person may have to move nearly 25 feet away from the source of the smoke, about the width of a two-lane road



# Need for Tobacco-Free Policy: Secondhand Smoke

- Exposure to SHS in outdoor environments has negative health effects
  - Can reach levels attained indoors depending on
    - Direction and amount of wind
    - Number and proximity of smokers
  - Smoking cigarettes near building entryways can
    - Increase air pollution levels by more than two times
    - Reach the “hazardous” range on the US EPA’s Air Quality Index at maximum levels
  - Washtenaw County CIAR uses “a reasonable distance”

# Need for Tobacco-Free Policy: Cigarette Butts

- Discarded cigarette butts pose a fire risk
- Cigarette butts and tobacco-related litter are costly to clean up



# Need for Tobacco-Free Policy

## Cigarette Butts

- Cigarette butts are the most littered item in the US and have a negative impact on the environment
  - Frequently discarded onto sidewalks, streets, beaches, and nature trails, and in parks, gardens and other public places, ending up in storm drains that flow into the water supply
  - Cigarette filters, made of plastic cellulose acetate, are not biodegradable and take approximately 15 years to decompose

# Need for Tobacco-Free Policy

## Cigarette Butts

- Littered cigarette butts pose a health risk to young children
  - In 2009, American poison control centers received nearly 8,000 reports of children poisoned by the ingestion of cigarettes, cigarette butts, and other tobacco products
  - Children who ingest cigarette butts can experience vomiting, nausea, lethargy, and gagging



# Need for Tobacco-Free Policy: Healthy Norms

- Tobacco use in outdoor areas where youth recreate sends a negative health message
- Tobacco-Free policies reduce the number of youth who begin using tobacco by demonstrating a tobacco-free community norm



# Parks Commission Core Values

- Maintain, preserve, and protect Ypsilanti Township parks and amenities.
- Value partnering with the community to support and sustain Ypsilanti Township parks.
- Promote nature, recreation and health.

# Public Support for TF Parks in Ypsilanti Township

- Washtenaw County Clean Indoor Air Regulation
- Michigan Smoke-Free Air Law
- Smoke-free schools regulations (during school hours)
- Parks & Other Public Spaces
  - City of Ann Arbor (parks and some public spaces)
  - City of Ypsilanti (tot lots only)
  - Village of Dexter
- Public Housing
  - Ann Arbor and Ypsilanti Housing Commissions

# Michigan Jurisdictions with TF Park and/or Beach Policies

- Greenville
- City of Sault Ste. Marie
- Kinross Charter Township
- City of Traverse City
- City of Escanaba
- Grand Haven Township
- Howell
- Ottawa County
- Portage
- Holland Township
- Ingham County Park System (playgrounds and beaches)



# Authority to Adopt Tobacco-Free Parks/Beaches Policy

- Both townships and villages have the authority under state law to adopt ordinances and regulations
- There is no Constitutional right to smoke or use other tobacco products

# Resources Available

- Sample signage
- Smoke-Free Environments Law Project
  - Model policy
  - Technical support and consultant from attorneys
- Michigan Tobacco Quitline cessation services



# Policy Enforcement

- Education
- Clear and adequate signage
- Public and staff participation (i.e. ask violator to comply with policy)
- Model policy includes sample enforcement language to be adapted locally

**Stephen Wade, MUP**  
**Washtenaw County Public Health**  
wades@ewashtenaw.org

# Welcome to the Community Health Committee

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**Carrie Rheingans, MPH, MSW**  
Community Health Committee Chair  
Project Manager  
Washtenaw Health Initiative



**Stephen Wade, MUP**  
Health Equity Policy Analyst  
Washtenaw County Public Health

# Today's Topic (3/8/2016):

**Promoting Smoke-Free Environments for Families:**  
Data, Policy and Practice

# Health Improvement Plan (HIP)

HIP is a county-wide partnership working to improve the community's health

1. Facilitate **partnerships**
2. Collect and analyze local health **data** and set health improvement objectives
3. Promote evidence-based **strategies**



# HIP Goals

## Partnerships

- Grow partnerships across sectors and disciplines.

## Data

- Collect, analyze, and disseminate data on health factors, outcomes, and disparities in Washtenaw County.
- Establish long term health objectives and monitor progress.

## Strategies

- Increase understanding of evidence-based strategies.
- Increase understanding of policy and environmental approaches.
- Further address social determinants of health, social justice, and health equity.
- Develop, implement, and monitor shared countywide health improvement plan.



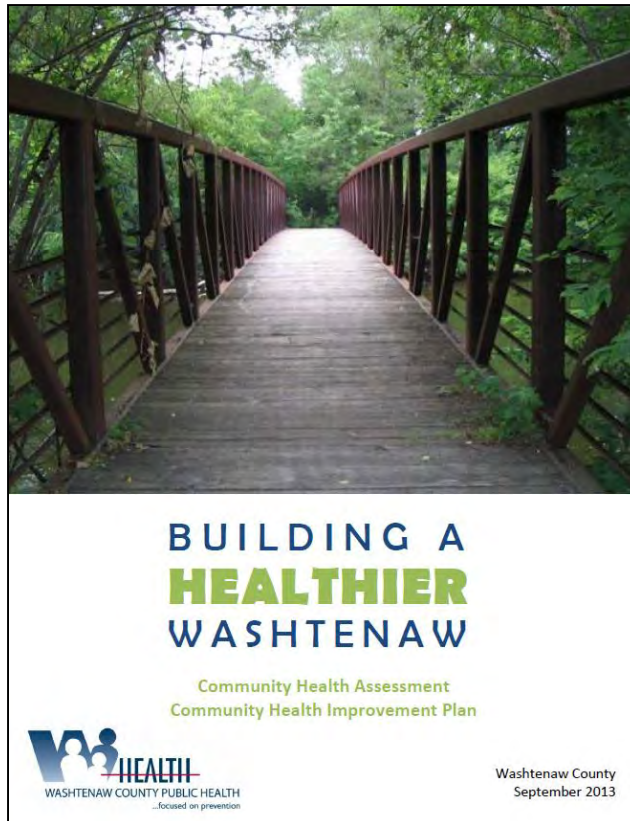
# Data

- Community Health Assessment
- 2015 HIP Survey – *results will be posted to HIP website by April*



# Evidence-Based Strategies

- Community Health Improvement Plan



- Priority Health Issues and Plans:*
- ✓ Access to Care
  - ✓ Perinatal Health
  - ✓ Vaccine Preventable Diseases
  - ✓ Mental Health
  - ✓ Substance Use Disorders
  - ✓ Obesity

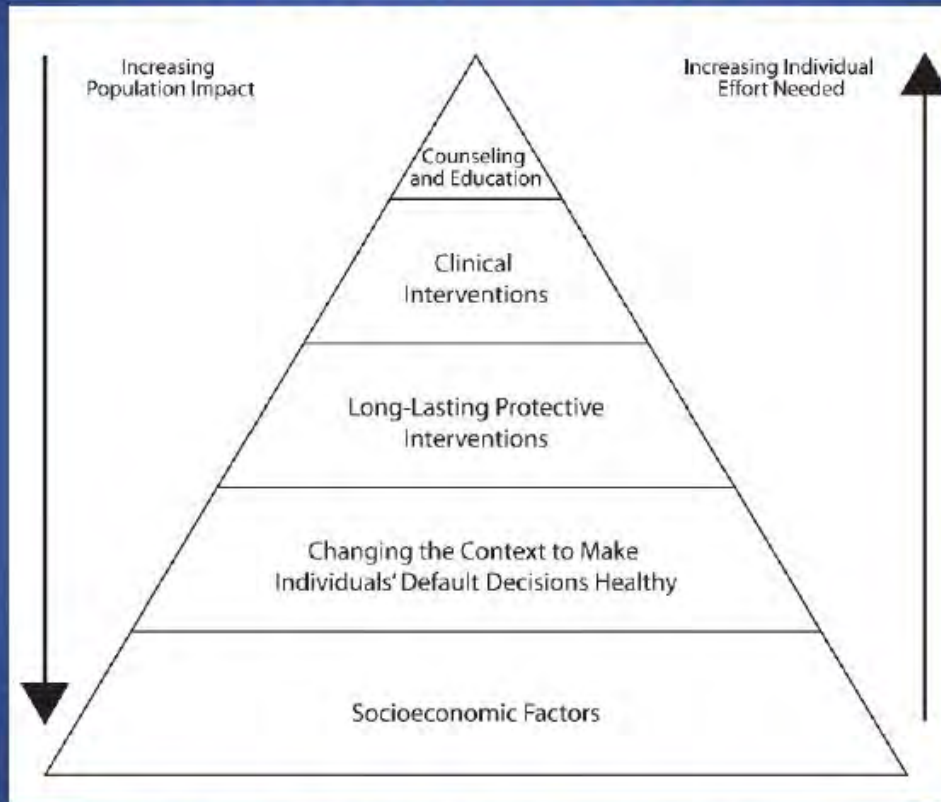
# PROMOTING SMOKE-FREE ENVIRONMENTS FOR FAMILIES

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Data, Policy and Practice

# Social Determinants of Health

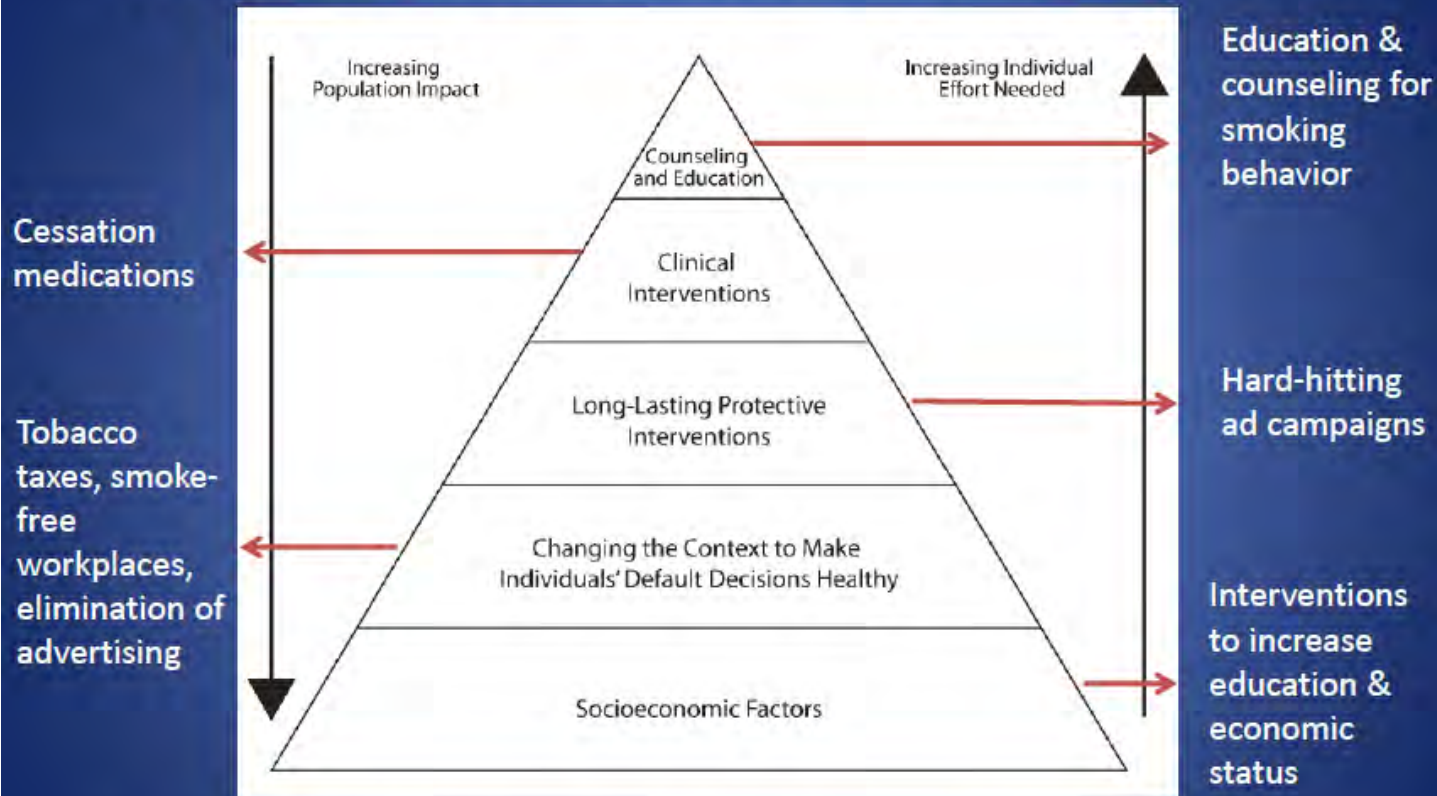
## Health Impact Pyramid



Frieden, T. A Framework for Public Health Action: The Health Impact Pyramid. *American Journal of Public Health*, 2010, 100(4): 590-595.

# Social Determinants of Smoking

## Working at All Levels of the Pyramid



Frieden, T. A Framework for Public Health Action: The Health Impact Pyramid. *American Journal of Public Health*, 2010, 100(4): 590-595.

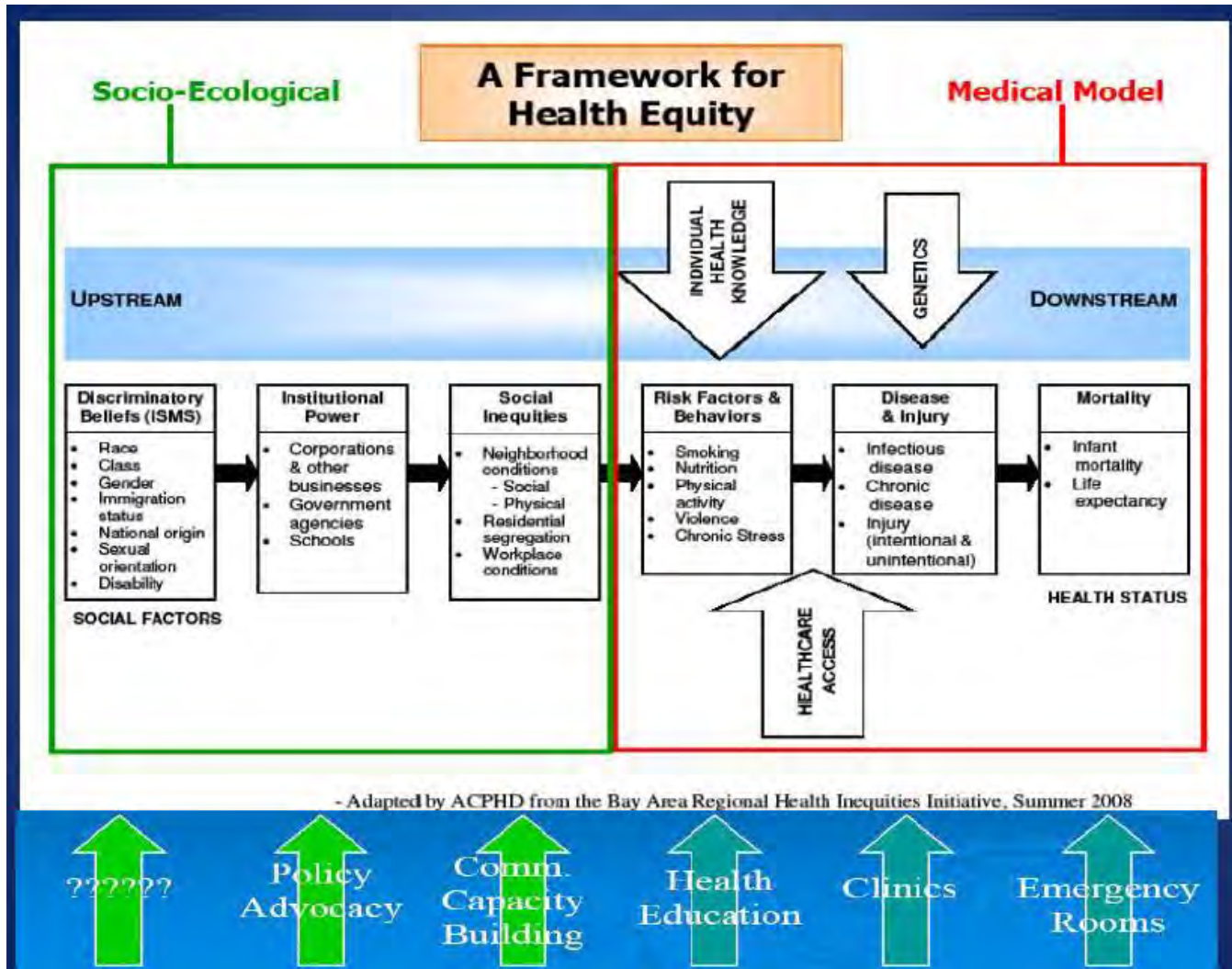
# Structural Stress and Discrimination

- Restricted social and economic opportunities
  - Education, income, neighborhood conditions, etc.
- Perceived resource deprivation compared to others
- Greater density of tobacco retailers in underserved communities
- Point of sale tobacco advertising targets low-income and minority communities

Credits: Georgia Health Policy Center. Holly Avey, PhD, MPH

John R, Cheney MK, Azad MR. Point-of-sale marketing of tobacco products: taking advantage of the socially disadvantaged? Laws MB, Whitman J, Bowser DM, Krech L. Tobacco availability and point of sale marketing in demographically contrasting districts of Massachusetts.

# Health Equity



# SMOKING DURING PREGNANCY

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The call to action



# Background

- The Opportunity Index was created in 2015
  - <http://www.opportunitywashtenaw.org/>
- Public Health contributed low birth weight as an indicator
  - Low birth weight (LBW): born weighing less than 2500 g or 5.5 lbs
  - LBW associated with poor health outcomes
  - 20,000+ comprehensive birth records from 2008 to 2013
    - Clinical and demographic data
    - Outcomes
    - Behavioral data



**VERY POWERFUL TOOL!**

# Birth Record data: LBW Summary of Results

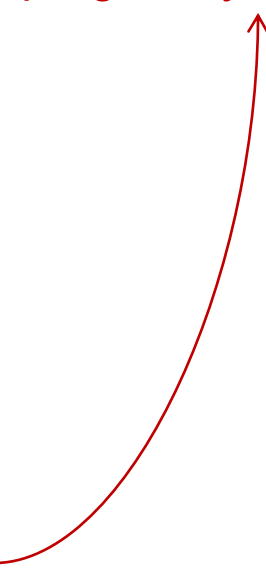
Low Birth Weight in Singleton v Plural Washtenaw County, 2008-2013			
	Pop N	LBW N	LBW %
Singleton	21726	1234	5.7%
Plural	982	536	54.6%
Total	22708	1770	7.8%

- Most analysis was done for Singleton births only
  - Singleton: Only pregnant with one baby
  - Plurals are more likely to be LBW or premature (37 weeks or less)
  - Including plurals could double count moms

# LBW Summary of Results

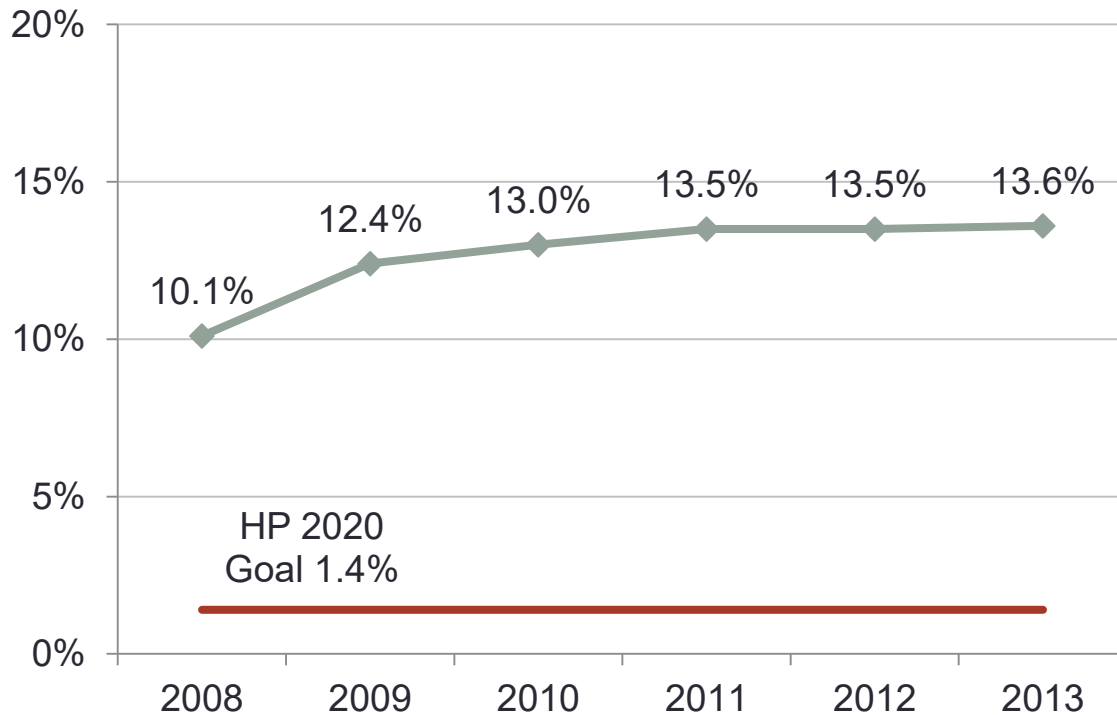
Low Birth Weight in Singleton Births Washtenaw County, 2008-2013 *				
Demographic	Population N	LBW N	% LBW	
<b>Mother's Age</b>				
Less than 25 yrs	265	31	8.1%	
25-34 yrs	12904	601	4.7%	
Greater than 35 yrs	940	55	6.2%	
<b>Insurance</b>				
Private insurance	14768	711	4.8%	
Medicaid	6243	477	7.6%	
<b>Mother's Race</b>				
Asian	2308	151	6.5%	
Black or African American	3643	377	10.3%	
White or Caucasian	14473	627	4.3%	
<b>Mother's Ethnicity</b>				
Hispanic or Latina - all races	1330	66	5.0%	
Non-Hispanic or Latina - all races	20332	1163	5.7%	
<b>Mother's Education</b>				
Less than high school	1453	120	8.3%	
High school graduate or GED	3244	279	8.6%	
Some college	5547	340	6.1%	
College Graduate	5537	232	4.1%	
<b>Marital Status</b>				
Never married	5825	499	8.6%	
Currently married	15517	705	4.5%	
Divorced/widowed	376	28	7.4%	
<b>Smoking Status</b>				
Smoked while pregnant	2811	329	11.7%	
Did not smoke while pregnant	19618	1397	7.1%	
<b>Washtenaw County Overall (6-year average, singleton only)</b>				
	21726	1234	5.7%	

13% of women  
smoked during  
pregnancy!



# Smoking during pregnancy has increased since 2008

**Cigarette Smoking During Pregnancy**  
Washtenaw County, Singleton births only



Healthy People 2020 aims to decrease national rates of smoking during pregnancy to 1.4% by 2020.

# Smoking During Pregnancy

- Why does this matter?
  - Increases the risk of complications during pregnancy and after birth
    - Emotional and physical distress
    - Limit development of brain and lungs
    - Low birth weight
    - Prematurity
    - Congenital abnormalities
    - SIDS



# Birth Record data: Smoking During Pregnancy

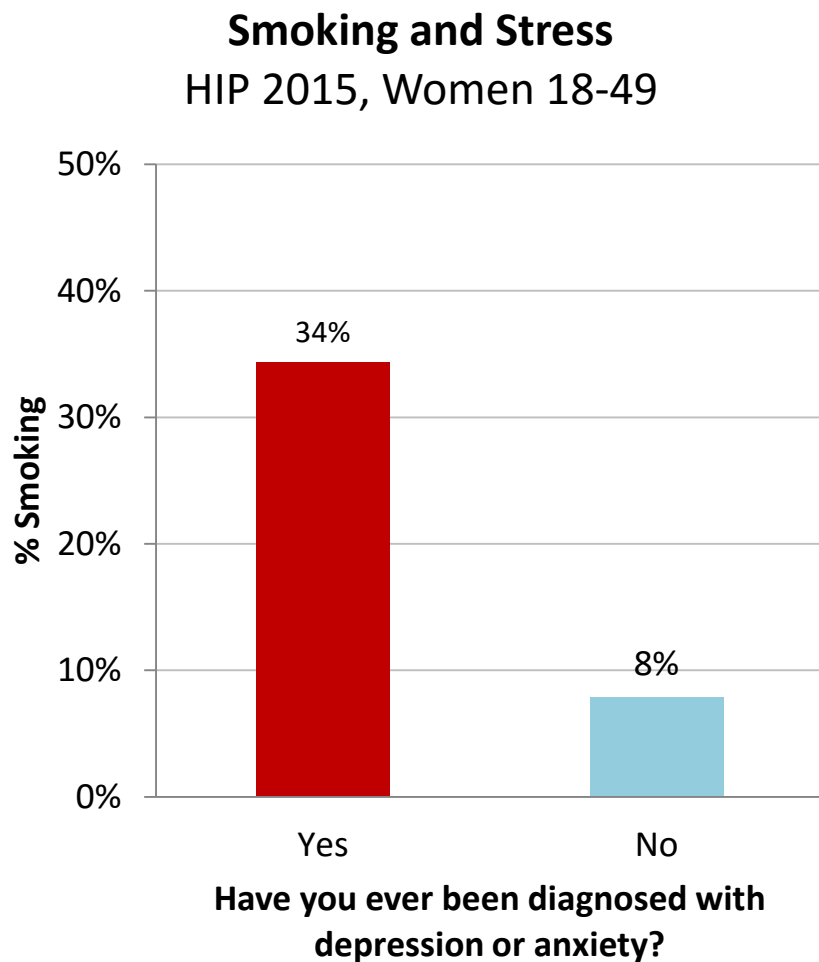
<b>Negative Outcome by Smoking Status</b> Washtenaw County 2008-2013, Singleton births only		
Outcome	Rate in women who smoked	Rate in women who did not smoke
Preterm birth (37 weeks or less)***	19.9%	14.3%
Low birth weight (less than 2500g or 5.5 lbs)***	9.7%	5.0%
Congenital anomalies***	2.0%	1.0%
Immediate ventilation required for infant*	6.2%	4.8%
Infant ventilation required for 6+ hours**	2.0%	1.2%
NICU***	10.6%	8.0%
Data source: MDHHS Vital Records <sup>ii</sup>		
*p≤0.01		
**p≤0.001		
***p≤0.0001		

# Who are most likely to smoke during pregnancy?

- Common knowledge that smoking is unhealthy
- Often used as a coping mechanism for stress
- Vulnerable populations are those experiencing more stress
  - Pregnancy may add to this stress



# HIP 2015 Data

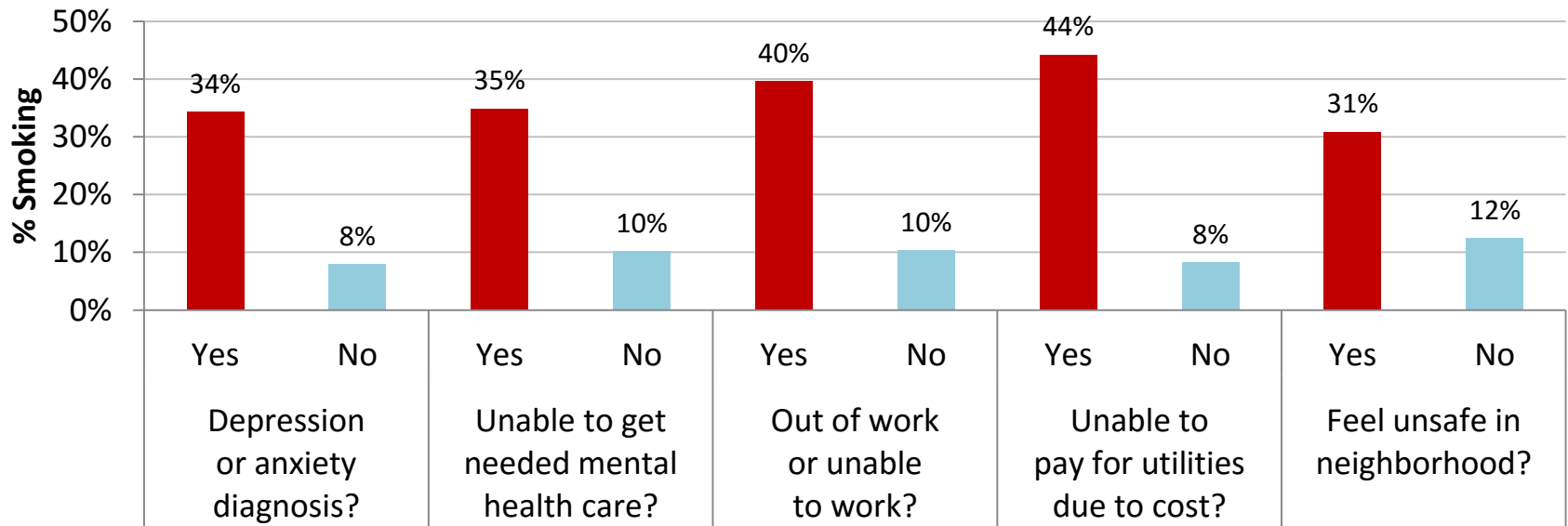


- Women who are experiencing stress are more likely to smoke.
- Women asked “Have you ever been diagnosed with depression [or] anxiety?”
  - Answered “Yes” – 34% smoking rate
  - Answered “No” – 8% smoking rate



# HIP 2015 Data

**Smoking and Stress**  
HIP 2015, Women 18-49



- HIP 2015 data: Women, 18-49 years, living in Washtenaw County
- Women experience more mental or physical stress reported higher rates of smoking.

# Birth Record data: Low-income women

Health Insurance	% Smoked
Private Insurance	6%
Medicaid	28%

Medicaid coverage is a proxy for poverty

# Birth Record data: Younger women

Mother's Age	% Smoked
Less than 25 yrs	26%
25-34 yrs	10%
More than 35 yrs	6%

As women get older, they are less likely to smoke while pregnant.

# Women with less education

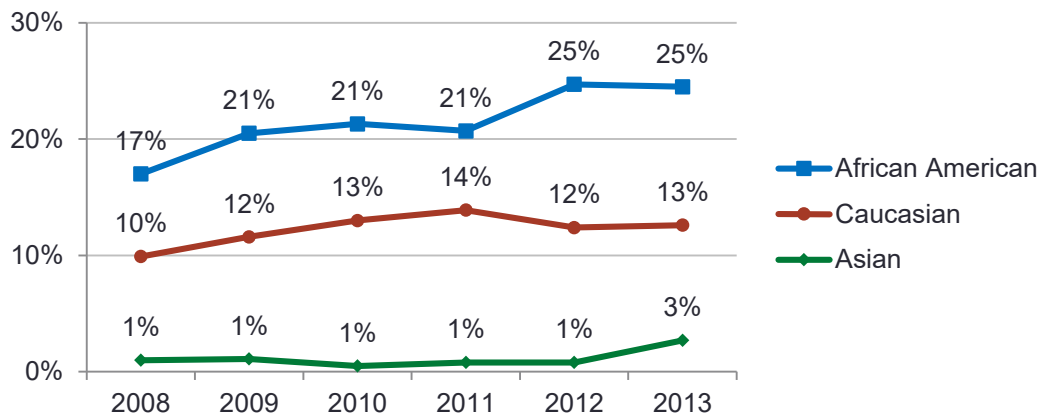
Mother's Education	% Smoked
Less than high school	37%
High school grad/GED	29%
Some college	17%
Bachelors degree	4%
Graduate school	2%

As women complete higher levels of education, they are less likely to smoke.

# Birth Record data: African American Women

Mother's Race	% Smoked
White or Caucasian	12%
Black or African American	21%
Asian	1%

**Smoked while Pregnant**  
Washtenaw County, 2008-2013



# Birth record data

- Overlap between highest risk for LBW and most likely to smoke
  - How do we know what causes negative outcomes?
- In multivariate analysis:
  - 60% more likely to be LBW (less than 2500 g or 5.5 lbs at birth)
  - 19% more likely to be premature (less than 37 weeks)



# COMPREHENSIVE TOBACCO CONTROL PROGRAMS

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The Community Guide

# Preventing initiation of tobacco use among youth and young adults

- Smoke-Free Policies
- Increase the Unit Price for Tobacco Products

## State cigarette excise tax

*The amount of state excise tax, in dollars, on a pack of 20 cigarettes.*

As of September 30, 2015, Michigan's cigarette excise tax was \$2.00 per pack, compared with the highest state tax of \$4.35 (range = \$0.17–\$4.35) (12).

*Healthy People 2020* target: An increased excise tax in all states and the District of Columbia by \$1.50 per pack by the year 2020 (7). This increase would generate millions of dollars in revenue annually, prevent more children from starting to smoke, help smokers quit, save lives, and save millions in long-term healthcare costs (1,9–11).

Rating	State excise tax
Green	≥\$2.00 per pack
Yellow	\$1.00–\$1.99 per pack
Red	<\$1.00 per pack



# Eliminating exposure to secondhand smoke

- Smoke-Free Policies

## Comprehensive state smoke-free policy

*A state law that prohibits smoking in all indoor areas of private workplaces, restaurants, and bars, with no exceptions.*

As of September 30, 2015, Michigan had a statewide smoke-free policy covering workplaces, restaurants, and bars (12).

*Healthy People 2020 target:* A statewide prohibition on smoking in public places and worksites in all states and the District of Columbia (7). Studies have shown that smoke-free policies reduce secondhand smoke exposure, help smokers quit, and reduce heart attack and asthma hospitalizations (1,9-11,13-17).

Rating	Locations covered by state smoke-free policy
Green	Workplaces, restaurants, and bars
Yellow	One or two of the three locations
Red	None of the locations

# Promoting quitting among adults and youth

- Increase the Unit Price for Tobacco Products
- Counter Advertising / Mass Media
  - television, radio, print media
- Reducing Out-of-Pocket Costs for Evidence-Based Cessation Treatments
- Smoke-Free Policies
- Quitline Interventions (including text messaging)

# Identifying and eliminating tobacco-related disparities

- Increase the Unit Price for Tobacco Products
- Focused Work with High Risk Groups



# COMPREHENSIVE TOBACCO CONTROL PROGRAMS

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Local Resources

# Smoke-Free Policies

- Washtenaw County Clean Indoor Air Regulation
- Michigan Smoke-Free Air Law
- Schools
- Parks & Other Public Spaces
  - City of Ann Arbor (parks and some public spaces)
  - City of Ypsilanti (tot lots only)
  - Village of Dexter
- Public Housing
  - Ann Arbor and Ypsilanti Housing Commissions

# Michigan Tobacco Quitline

## All Michigan Callers Receive

- Information
- Referrals
- Text Messaging
- On-line services

## Additional Services

- Based on eligibility
- Free Counseling
- Up to 8 weeks of nicotine replacement therapy (patch, gum, lozenge, etc.)

**MICHIGAN  
TOBACCO QUITLINE**

1.800

**Quit.Now**

784.8669

# Michigan Tobacco Quitline

## All Prenatal Callers Receive

- Specially trained counselors dedicated to working with prenatal callers
- 9 counseling calls
  - 5 Prenatal
  - 4 Postpartum
- Incentives for participation
  - Prenatal Calls = \$5 Visa gift card
  - Postpartum Calls = \$10 Visa gift card
  - Total of \$65 if all calls are completed

Pregnant and Smoking?

**We Can Help!**



The Michigan Tobacco Quitline is here to help.  
1-800-QUIT-NOW or 1-800-784-8669

**Did you know?**

- Smoking can cause you to deliver too soon.
- By quitting, you're making sure your baby is getting enough oxygen to grow.

**Here's what you can expect when you call.**

- When you call the Michigan Tobacco Quitline, be sure to tell them that you are pregnant.
- The Quitline has created a special program just for pregnant women.
  - The program is free and confidential.
  - It's a proven way to quit successfully.
  - Enrolling is simple.
  - You will talk to your personal Quit Coach.
  - You start building a plan that's right for you.
  - You will receive up to nine calls during your pregnancy and postpartum.
  - You have the opportunity to receive text messaging.
  - You earn rewards after every call that you can use to buy things for you and your baby.

Call the Michigan Tobacco  
Quitline today.  
**1-800-QUIT-NOW**



# Cessation Treatments

- Referrals for individual counseling (in person, by phone)
  - St. Joseph Mercy Health System
  - University of Michigan Health System
- Provider interventions



# COMPREHENSIVE TOBACCO CONTROL PROGRAMS

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How can we improve?

# Opportunities

- Funding
- Smoke-Free Policies
- Promote cessation services for at-risk women
- Media campaigns targeting high risk groups
- Health-in-All Policies

## State funding for tobacco control

*The amount of state funding allocated for state comprehensive tobacco control activities.*

As of fiscal year 2015, Michigan allocated 1.4% of the CDC-recommended funding for tobacco control (\$1.5 million of \$110.6 million) (4,18).

CDC recommendation: Tobacco control funding at 100% of CDC's recommended annual investment in all states and the District of Columbia (4). States that have invested in comprehensive tobacco control programs at recommended levels (or above) have seen cigarette sales drop more than twice as much as sales in the United States as a whole (4). Smoking prevalence among adults and youth has also declined faster as spending for tobacco control programs has increased (1,4,19,20).

Rating	State funding level
Green	≥100% of CDC recommendation
Yellow	50.0%–99.9% of CDC recommendation
Red	<50.0% of CDC recommendation

# Q and A and Large Group Discussion

# SMOKE FREE



INCLUDING NO E-CIGARETTES, NO VAPING

**SMOKING PROHIBITED  
IN ALL WASHTENAW  
COUNTY BUILDINGS  
AND PROPERTY**



ADOPTED PURSUANT TO AUTHORITY BY  
THE MICHIGAN PUBLIC HEALTH CODE, 1978 P.A. 368, MCLA 333.2441  
AND MCLA 333.2435 AS AMENDED

**RESOLUTION 2016-40**  
(In Reference to Ordinance 2016-468)

**Amending the Township Zoning Code Regarding Child  
Day Care Centers in Residential Districts**

**Whereas**, the Township Planning Commission on April 26, 2016, voted to recommend the Ypsilanti Township Board amend the Township's Zoning Code to delete the provision adopted in January of 2007 (Ordinance 2006-368) allowing child day care centers in residentially zoned districts; and

**Whereas**, the Township Planning Commission does not believe that child care centers are compatible with the uses permitted within residentially zoned districts; and

**Whereas**, the Township Zoning Code allows within residential district; "Family Daycare Homes" providing care for 6 or less children and "Child Group Daycare Homes" providing care for 7-12 children; and

**Whereas**, the Ordinance 2016-468 repeals the Township's Zoning Code provision which allows Child Care Centers and Day Care Centers within residentially zoned districts;

**Now Therefore**,

**Be it resolved**, that Ordinance No. 2016- 468 is hereby adopted by reference.

## ORDINANCE 2016-468

### **An Ordinance Amending Ordinance No. 74, the Township Zoning Code, Regarding Child Care Centers**

**The Charter Township of Ypsilanti hereby ordains that**

Ordinance

No. 74, the Ypsilanti Township Zoning Code, adopted May 18, 1994,

shall be amended as follows:

I. **Delete in its entirety subsection 402 (6) a – f inclusive, regarding Child Care or daycare centers.**

II. **Amend Section 2122(1), to read, as follows:**

Type of facility (standards applicable to the use)	R-1 thru R-5	RM-1 Thru RM-5	OS-1 & B-1 thru B-6	<del>FS &amp;</del> MHP	IRO, I-1	12,13,1-C
Adult foster care family home (6 or fewer adults) (a,b,c,d,e)	P	P	N/A	N/A	N/A	N/A
Adult foster care small group home (12 or fewer adults) (a,b,c,d,e,i)	SCU	SCU	N/A	N/A	N/A	N/A
Adult foster care large group (13 to 20 adults) (a,b,c,d,e,i)	N/A	SCU	N/A	N/A	N/A	N/A
Congregate facility (more than 20 adult) (a,b,c,d,e,i)	N/A	SCU	N/A	N/A	N/A	N/A
Foster family home (4 or fewer children 24 hours per day)	P	P	N/A	N/A	N/A	N/A
Foster family group home (5 to 6 children 24 hours per day) (a,b,c,d,e)	SCU	P	N/A	N/A	N/A	N/A
Family day care home (6 or fewer children less than 24 hours per day) (a,b,c,d,e,f,g,h,i)	P	P	N/A	N/A	N/A	N/A
Group Day care home (7 to 12 children less than 24 hours per day) (a,b,c,d,e,f,g,h,i,j)	SCU	P	N/A	N/A	N/A	N/A
Child care center or day care center (more than 6 children less than 24 hours per day) (a,b,c,d,e,f,g,h)	SCU as accessory	SCU	P	N/A	SCU	SCU as accessory
Child caring institution (a,b,c,d,e,f,g,h)	N/A (k)	SCU	SCU	N/A	SCU	N/A
P:	Permit by Right					
SCU	May be allowed upon review and approval of a special conditional use permit, in accordance with the general and specific standards for special conditional use.					
SCU as accessory:	May be allowed as an accessory to an approved use, such as a church, school, office or other place of employment, upon review and approval of a special conditional use permit.					
NA:	Not allowed in zoning district					

III. **No change to footnotes in subsection 2122(1).**

**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.

# CHARTER TOWNSHIP OF YPSILANTI

## OFFICE OF COMMUNITY STANDARDS

Building Safety • Planning & Zoning • Ordinance Enforcement

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### Memorandum

**To:** Board of Trustees  
**From:** Joe Lawson, Planning Director  
**Date:** September 8, 2016  
**Re:** First Reading: To Approved Ordinance 2016-468 in order to rescind Ordinance 2006-368 as associated with Zoning Ordinance Section 402.6 and Section 2122 which if approved will eliminate Child Care Centers as a principle permitted use subject to special conditions within a Residential Zoning District.

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On April 26, 2016, the Township Planning Commission held a public hearing to consider a zoning ordinance text amendment to sections 402.6 (child care or daycare center as provided for in section 2122) and 2122 (state licensed residential child and adult care facilities) in order to no longer permit said use within a residential zoning district.

A memorandum addressed to the Planning Commission and dated April 26, 2016 is attached hereto outlining the full request and history of the adoption of ordinance 2006-368.

During the public hearing, no public comments were received by the Commission in relation to the proposed ordinance amendment and in turn, the Commission filed the following motion recommending approval of the proposed amendment to the Board of Trustees:

*A motion was made by Commissioner Sinkule, supported by Commissioner Krieg to recommend approval to the Township Board of Trustees the proposed amendments to Zoning Ordinance Section 402; rescinding section 402.6 "Child care or daycare center as provided for in section 2122" and to further amend zoning ordinance section 2122 "State licensed residential child and adult care facilities" as proposed and presented within the memorandum provided by staff dated April 26, 2016.*

*The motion carried unanimously.*

That being said, staff respectfully requests the Board approve the first reading of ordinance 2016-468 rescinding Ordinance 2006-368 that currently permits by way of a special conditional use approval, the establishment of a Child Care Centers, providing



Ordinance 2016-468  
September 12, 2016

care for 13 or more children, as a principle use within a single-family residential zoning district as recommended by the Township Planning Commission.

Should anyone have any questions, concerns or comments relating to the proposed amendment, please feel free to contact me and I will be happy to discuss the proposed amendment with you.

**CHARTER TOWNSHIP OF YPSILANTI  
PLANNING COMMISSION  
REGULAR MEETING– APRIL 26, 2016  
MINUTES**

The regular meeting was called to order by Chair John Reiser at approximately 6:34p.m. in the Ypsilanti Township Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township.

**Commissioners Present:** John Reiser – Chair; Sally Richie – Vice Chair; Laurence Krieg – Secretary; Stan Eldridge; Gloria Peterson; and Bill Sinkule

**Commissioners Absent:** Brandon Jones

**Others in Attendance:** Joe Lawson, Planning Director; Denny McLain, Township Attorney

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF THE WORK SESSION AND REGULAR MEETING MINUTES FROM MARCH 22, 2016.**

A motion was made by Commissioner Krieg, supported by Commissioner Richie to approve the minutes of the March 22, 2016 Work Session as amended during the work session tonight. The motion carried.

A motion was made by Commissioner Krieg, supported by Commissioner Peterson to approve the minutes of the March 22, 2016 Regular Meeting, with the corrections noted:

The motion carried.

- 4. APPROVAL OF THE AGENDA**

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

- 5. PUBLIC HEARINGS AND PLANS FOR REVIEW**
  - a. GROUP DAYCARE HOME - MS. CINDY YATES – 1383 MESA DRIVE –** to consider the special conditional use permit application of Ms. Cindy Yates in order to permit the establishment of a group daycare home, providing care for

Ms. Lento responded that she might not be the best person to answer that. She knows that there were early-on some safety concerns, so her client did install some additional safety measures. She will take his concern back to her client and see if they can do something to accommodate the situation.

**A motion was made by Commissioner Eldridge, supported by Commissioner Richie to approve the request of Ms. Rochelle Lento of Dykema Gossett PLLC and representing the National Church Residences; the requested Class 'A' Non-conforming Use Designation relating to the Clark East Towers multi-family residential structure located at 1550 East Clark Road, parcel K-11-02-275-005 with the following conditions:**

1. The applicant shall enter into a Class 'A' Non-Conforming Use Agreement with the Charter Township of Ypsilanti and said agreement shall be recorded with the Washtenaw County Register of Deeds.

**The motion carried unanimously.**

**c. ZONING ORDINANCE TEXT AMEMENDMENT – RESIDENTIAL DAYCARE CENTERS** – to consider a recommendation to the Board of Trustees in order to revoke zoning ordinance section 402.6 which currently permits by way of a special conditional use, child care or daycare centers, providing care for more than 12 children, within single-family residential districts under certain conditions.

Mr. Lawson noted that within our residential districts there are family daycares that are allowed in residential structures for 1-6 children. Those are under State license and the Township has no say-so in relation to those. The next level up is group daycare homes, which are 7-12 children. The State gives them a little wiggle room in relation to the Special Conditional Use approval. Then there are centers, which are 13 children and above. The Township has more say-so regarding these daycares. In terms of the current zoning ordinance, they are permitted right now in a residential district under specific circumstances. The law was changed because a need seemed to be there. Since then, one daycare center has actually located in a residential district. The old ordinance allowed for daycares as an accessory use, in relation to a church or school. The recommendation is to go back to that old ordinance, to allow them as an accessory use and rescind the opportunity to have a center as a commercial business in a residential district. Daycares would still be allowed in office districts, business districts, and as accessory use in an industrial district, which would allow for staffed daycare situations.

Discussion followed regarding accessory usage in schools and churches.

Public Hearing Open at 7:40pm

None

Public Hearing Closed at 7:40pm

Mr. Lawson noted that this is a recommendation to the Township Board, as it is a text amendment to the ordinance.

**A motion was made by Commissioner Sinkule, supported by Commissioner Krieg to recommend approval to the Township Board of Trustees the proposed amendments to Zoning Ordinance Section 402; rescinding section 402.6 "Child care or daycare center as provided for in section 2122" and to further amend zoning ordinance section 2122 "State licensed residential child and adult care facilities" as proposed and presented within the memorandum provided by staff dated April 26, 2016.**

**The motion carried unanimously.**

**6. Old Business**

a. None

**7. New Business**

- a. **SET A PUBLIC HEARING – SPECIAL CONDITIONAL USE PERMIT- GROUP DAYCARE HOME – 2371 PONDEROSA** – to schedule a public hearing for Tuesday May 24, 2016 to consider the special conditional use permit application to permit the establishment of a Group Daycare Home, providing care for up to 12 children in the single-family home located at 2371 Ponderosa, parcel K-11-14-105-222.

***A motion was made by Commissioner Eldridge, seconded by Commissioner Krieg, to set this public hearing for Tuesday, May 24, 2016 as requested.***

***Motion carried unanimously***

**8. Open Discussion For Issues Not On The Agenda**

- a. Correspondence Received – the email mentioned under 5.a. was noted
- b. Planning Commission Members – none
- c. Members of the Audience - none

# CHARTER TOWNSHIP OF YPSILANTI

## OFFICE OF COMMUNITY STANDARDS

Building Safety • Planning & Zoning • Ordinance Enforcement

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### Memorandum

To: Planning Commission  
From: Joe Lawson, Planning Director  
Date: April 26, 2016  
Re: Public Hearing – Zoning Ordinance Text Amendment  
Residential Child Care and Daycare Centers  
Request to Rescind Section 402.6 and to further amend section 2122

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In October of 2006, staff requested that the Planning Commission hold a public hearing to consider a zoning ordinance text amendment to Zoning Ordinance Section 402 and 2122 in order to permit the establishment of Daycare Centers within a residentially zoned district by way of a special conditional use permit.

At the conclusion of the public hearing, the Commission made a recommendation to the Township Board of Trustees to approve the requested text amendment. This amendment was later approved by the Board on January 16, 2007 (Ord 2006-368). Since the adoption of ordinance 2006-368, one daycare provider has applied for and established a Daycare Center within a residentially zoned district. No other daycare centers have applied for or been granted special conditional use approval.

Taking into consideration the apparent lack of interest in establishing daycare centers within a residential district and the perceived impacts to the neighboring residential property owners, staff is requesting that the Commission commence with the scheduled public hearing in order to provide a recommendation to the Board of Trustees to rescind zoning ordinance section 402.6 “Child care or daycare center as provided for in section 2122” and amend section 2122 “State licensed residential child and adult care facilities”, as attached hereto. If approved, the requested amendments will revert the ordinance back to the language and the approved uses permitted prior to the adoption of ordinance 2006-368. Said language will continue to permit “Family” daycare homes, providing care for 6 or less children with a State License; Group Daycare Homes (7-12 children) by way of a special conditional use permit and daycare centers as an accessory use by way of a special conditional use permit. These facilities are generally associated with or operated within a church or school.

Recommended Motion:

*I move to recommend approval to the Township Board of Trustees the proposed amendments to Zoning Ordinance Section 402; rescinding section 402.6 "Child care or daycare center as provided for in section 2122" and to further amend zoning ordinance section 2122 "State licensed residential child and adult care facilities" as proposed and presented within the memorandum provided by staff dated April 26, 2016.*

## Zoning Ordinance Text Amendment

### Article IV

Sec. 402. - Uses permitted subject to special conditions:

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

1. Churches and other facilities normally incidental thereto subject to the following conditions:
  - a. Buildings of greater than the maximum height allowed in article XX "Schedule of Regulations" may be allowed provided front, side and rear yards are increased above the minimum required yards by one foot for each foot of building height that exceeds the maximum height allowed.
  - b. All access to the site shall be in accordance with sec. 2118.
2. Public, parochial and private intermediate and/or secondary schools offering courses in general education, not operated for profit. Access to the site shall be in accordance with sec. 2118.
3. Utility and public service buildings and uses (without storage yards) when operating requirements necessitate the locating of said building within the district in order to serve the immediate vicinity.
4. Family day care home for up to six adults, to be registered annually with the Ypsilanti Township community development department and subject to the following:
  - a. One off-street parking space shall be provided for each caregiver, plus two spaces for customer dropoff and pickup.
  - b. A special condition use permit shall terminate upon change of ownership.
5. State-licensed residential child and adult care facilities as provided for in section 2122.
- ~~6. Child care or daycare center as provided for in section 2122. (Insert: Reserved)~~
  - ~~a. All play areas shall maintain a minimum setback of not less than 25 feet from any side or rear property line.~~
  - ~~b. Child care or day care centers shall front upon a paved road consisting of not less than an 86-foot wide right-of-way as indicated in the "Thoroughfare Master Plan".~~
  - ~~c. Child care or day care centers shall be located on a parcel of not less than one-acre in size.~~
  - ~~d. Combined use facilities shall not be permitted.~~
  - ~~e. A landscape buffer, per section 2108.2c, shall be provided along the perimeter of the play area to minimize any noise intrusion onto neighboring properties.~~
  - ~~f. A child care center shall be subject to the site plan review regulations set forth under section 2115.~~
7. Institutional or community recreation centers and nonprofit swimming pool clubs, all subject to the following conditions:
  - a. The proposed site for any of the uses permitted herein which would attract persons from, or are intended to serve, areas beyond the immediate neighborhood shall have at least one property line abutting a major thoroughfare as designated on the major thoroughfare

## Sec. 2122. - State-licensed residential child and adult care facilities.

(1) State-licensed child and adult care facilities, as defined in Article 2, Definitions, are allowed only as provided for in the following table. Applicable conditions are listed as footnotes to the table.

Type of facility (standards applicable to the use)	R-1 thru R-5	RM-1 thru RM-5	OS-1 & B-1 thru B-6	FS & MHP	IRO, I-1	I2, I3, I-C
Adult foster care family home (6 or fewer adults) (a, b, c, d, e)	P	P	N/A	N/A	N/A	N/A
Adult foster care small group home (12 or fewer adults) (a, b, c, d, e, i)	SCU	SCU	N/A	N/A	N/A	N/A
Adult foster care large group home (13 to 20 adults) (a, b, c, d, e, i)	N/A	SCU	N/A	N/A	N/A	N/A
Congregate facility (more than 20 adults) (a, b, c, d, e, i)	N/A	SCU	N/A	N/A	N/A	N/A
Foster family home (4 or fewer children 24 hours per day)	P	P	N/A	N/A	N/A	N/A
Foster family group home (5 to 6 children 24 hours per day) (a, b, c, d, e)	SCU	P	N/A	N/A	N/A	N/A
Family day care home (6 or fewer children less than 24 hours per day) (a, b, c, d, e, f, g, h, j)	P	P	N/A	N/A	N/A	N/A
Group day care home (7 to 12 children less than 24 hours per day) (a, b, c, d, e, f, g, h, i, j)	SCU	P	N/A	N/A	N/A	N/A
Child care center or day care center (more than 6 children less than 24 hours per day) (a, b, c, d, e, f, g, h)	SCU as accessory	SCU	P	N/A	SCU	SCU as accessory
Child caring institution (a, b, c, d, f, g, h)	N/A (k)	SCU	SCU	N/A	SCU	N/A



P:	Permitted by right.
SCU:	May be allowed upon review and approval of a special conditional use permit, in accordance with the general and specific standards for special conditional use.
SCU as accessory:	May be allowed as an accessory to an approved use, such as a church, school, office or other place of employment, upon review and approval of a special conditional use permit.
NA:	Not allowed in zoning district.

Footnotes:

- a. The use shall be registered with the Ypsilanti Township Community Development Department and shall continually have on file with the township documentation of a valid license as required by the state.
  - b. Since the state law preempts in this area, the facility shall be brought into compliance with all state building and fire codes pursuant to State Licensing Rules R400.1831—R400.1835. Documentation of such compliance with state requirements shall be provided.
  - c. The site shall comply with the sign provisions of section 2109.
  - d. Off street parking shall be provided for the number of employees on site at any one time.
  - e. The building shall have an appearance which is nonintrusive and consistent in color, materials, roof-line and architecture with the single-family residential district in which it is located, as determined by the planning commission.
  - f. Documentation of sufficient indoor classroom, crib or play area meeting state requirements shall be provided. Documentation of approved areas, as licensed by the state, shall be provided.
  - g. There shall be sufficient outdoor play area to meet state regulations. All required outdoor play areas shall be fenced with a four-foot tall fence, provided that no fence shall be located in a front yard.
  - h. An on-site drive shall be provided for drop offs/loading. This drive shall be arranged to allow maneuvers without creating a hazard to traffic flow on the public street.
  - i. The lot shall be at least 1,500 feet from another group day care home or similar facility. This may be reduced by the planning commission upon a finding by the planning commission that the proposed facility will not contribute to an excessive concentration of state licensed residential facilities.
  - j. The facility shall operate a maximum of 16 hours per day.
  - k. See "Institutional Farms" in section 402.
- (2) A state-licensed residential child or adult care facility existing prior to the effective date of this section (April 1, 1999), that has been operating under a valid state license and is registered with the township no later than 60 days following the effective date of this section (April 1, 1999), shall be considered an approved special conditional use, provided such use conforms with the conditions of this section. Any change in class of the use to a larger care facility shall require approval in accordance with the requirements of this section. Any modification to the use shall require approval following the standards of section 2115, as applicable.

**RESOLUTION 2016-41**  
**(In Reference to Ordinance 2016-469)**

**Prohibit Texting While Driving**

**Whereas**, the Charter Township of Ypsilanti's Code of Ordinances pertaining to motor vehicles and traffic enforcement needs to be updated to be consistent with the changes and deletions to the Motor Vehicle Code,; and

**Whereas**, the sections of the Motor Vehicle Code set forth in Ordinance 2016-469 are consistent with current Michigan law; and

**Whereas**, the adoption of Ordinance 2016-469 will amend the Ypsilanti Township Traffic Code to reflect changes in the Motor Vehicle Code,; and

**Whereas**, a copy of the Charter Township of Ypsilanti's Traffic Code of Ordinances as amended is available for inspection at the Township Clerk's office during normal business hours and copies are available to the public for a reasonable charge;

**Now therefore, be it resolved**, that the Charter Township of Ypsilanti Board of Trustees hereby adopts and incorporates by reference, Ordinance #2016-469 as attached in its entirety.

**PROPOSED ORDINANCE NO. 2016 - 469**  
***An ordinance to amend the Ypsilanti Township***  
***Code, Chapter 58 of the***  
***Charter Township of Ypsilanti's***  
***Code of Ordinances***

THE CHARTER TOWNSHIP OF YPSILANTI HEREBY ORDAINS:

**Add** the following provision to Chapter 58, Traffic and Vehicles, section 28(4), Adoption of provisions of the Motor Vehicle Code by reference:

**Chapter VI (Obedience to and Effect of Traffic Laws):** MCLs 257.602(b), texting while driving

**Severability**

If a court of competent jurisdiction declares any provision of this Ordinance or a statutory provision adopted by reference herein to be unenforceable, in whole or in part, such declaration shall only affect the provision held to be unenforceable and shall not affect any other part or provision; provided that if a court of competent jurisdiction declares a penalty provision to exceed the authority of the Township, the penalty shall be construed as the maximum penalty that is determined by the court to be within the authority of the Township to impose.

**Repeal of Conflicting Provisions and Effective Date**

This ordinance shall take effect upon publication as required by law. All ordinances or parts of ordinances in conflict or inconsistent with the provisions of this ordinance are hereby repealed; provided that any violation charged before the effective date of this Ordinance under an Ordinance provision repealed by this Ordinance shall continue under the Ordinance provision then in effect.

**RESOLUTION 2016-49**

**RESOLUTION FOR  
PETITION TO LOCATE, ESTABLISH AND CONSTRUCT A DRAIN**

**YPSILANTI CHARTER TOWNSHIP**

**TYLER DAM DRAIN**

At a \_\_\_\_\_ meeting of the Ypsilanti Charter Township Board, held in \_\_\_\_\_  
County, State of Michigan on the \_\_\_\_ day of \_\_\_\_\_, 2016, at \_\_\_\_\_ a.m./p.m.

PRESENT: \_\_\_\_\_  
\_\_\_\_\_

ABSENT: \_\_\_\_\_  
\_\_\_\_\_

The following resolution was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_  
\_\_\_\_\_.

**WHEREAS**, an Order Laying Out and Designating the Tyler Dam Drain Drainage District was entered on September 12, 2016; and

**WHEREAS**, the Township has determined that the location, establishment and construction of the proposed drain is necessary for the public health in the Township pursuant to Chapter 4 of Public Act 40 of 1956 and for the establishment and construction of a dam(s) as part of the proposed drain pursuant to Chapter 15 of Public Act 40 of, as amended; and

**WHEREAS**, the Township will be liable for an assessment at large against it for a percentage of the cost of the proposed drain and dam(s).

**NOW, THEREFORE BE IT RESOLVED THAT**, the Township Board does authorize the filing of a petition for the location, establishment and construction of the drain and the establishment and construction of a dam(s) in the proposed drain.

**BE IT FURTHER RESOLVED THAT** the Supervisor is authorized to execute the petition for the location, establishment and construction of the drain and dam(s).

**BE IT FURTHER RESOLVED** that the Clerk shall forward to the Washtenaw County Water Resources Commissioner a copy of this Resolution for the petition for the location, establishment and construction of the drain and dam(s).

**YPSILANTI CHARTER TOWNSHIP**

Dated: \_\_\_\_\_

\_\_\_\_\_  
By: Brenda Stumbo  
Its: Supervisor

Yeas:  
Nays:  
Abstain:  
Absent:

**Resolution No.**

I, the undersigned, being duly qualified and acting Clerk of Ypsilanti Charter Township, do hereby certify that the foregoing is a true and complete copy of certain proceedings taken by the Township Board for the Ypsilanti Charter Township at a regular meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2016, and that notice of said meeting was given in accordance with the Open Meetings Act.

\_\_\_\_\_  
Karen Lovejoy Roe, Clerk  
Ypsilanti Charter Township

\_\_\_\_\_  
Date

**YPSILANTI CHARTER TOWNSHIP**

**PETITION FOR LOCATING, ESTABLISHING  
AND CONSTRUCTING A DRAIN**

**TYLER DAM DRAIN**

To the Washtenaw County Water Resources Commissioner:

The undersigned is Ypsilanti Charter Township, Washtenaw County, Michigan. This petition has been duly authorized by the governing body of Ypsilanti Charter Township and requests that the Tyler Dam Drain be located, established and constructed under the provisions of Chapter 4 of Public Act 40 of 1956, as amended, and for the location, construction, and establishment of dams in the Tyler Dam Drain under the provisions of Chapter 15 of Public Act 40 of 1956, as amended, to alleviate drainage issues in the Drainage District.

The proposed drain is located in Ypsilanti Charter Township, Washtenaw County, Michigan.

The proposed drain is necessary for the public health, convenience or welfare and is further necessary for the protection of the public health in Ypsilanti Charter Township.

Ypsilanti Charter Township understands that it will be liable for an assessment at large against it for a percentage of the cost of the proposed drain, and also understands that it will be liable for an assessment at large against it for the cost of the dams in the proposed drain.

The tentative location of the proposed Tyler Dam Drain is as described in the Order Laying Out and Designating the Tyler Dam Drain Drainage District dated September 12, 2016.

Dated: \_\_\_\_\_, 2016

**YPSILANTI CHARTER TOWNSHIP**

\_\_\_\_\_  
By: Brenda Stumbo  
Its: Supervisor

\_\_\_\_\_  
By: Karen Lovejoy Roe  
Its: Clerk

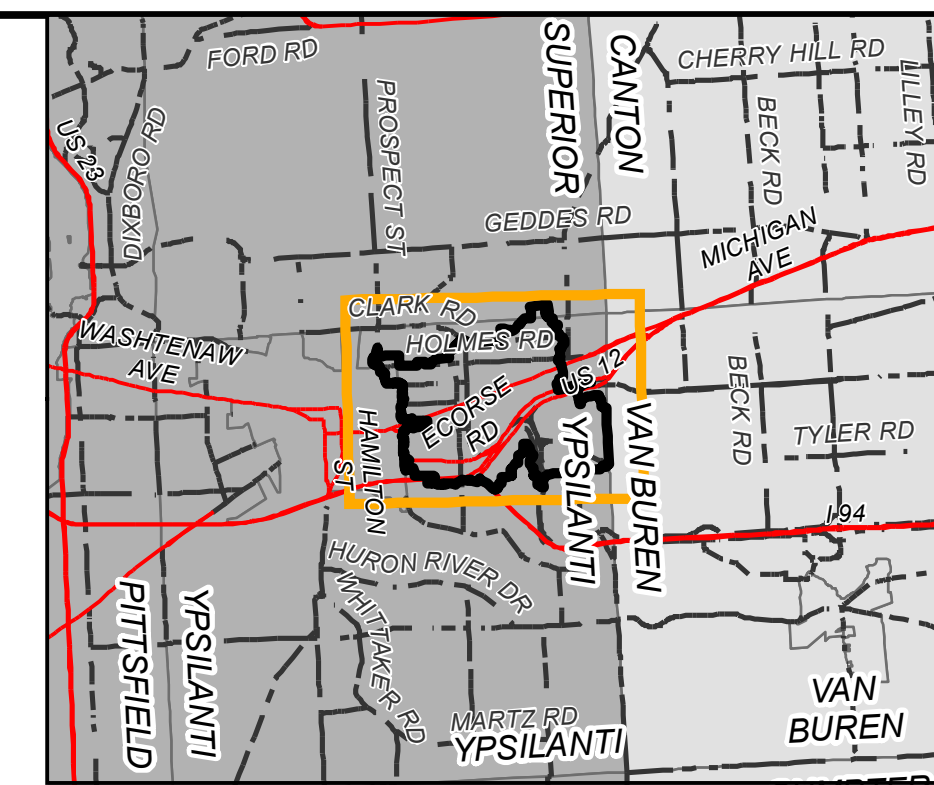
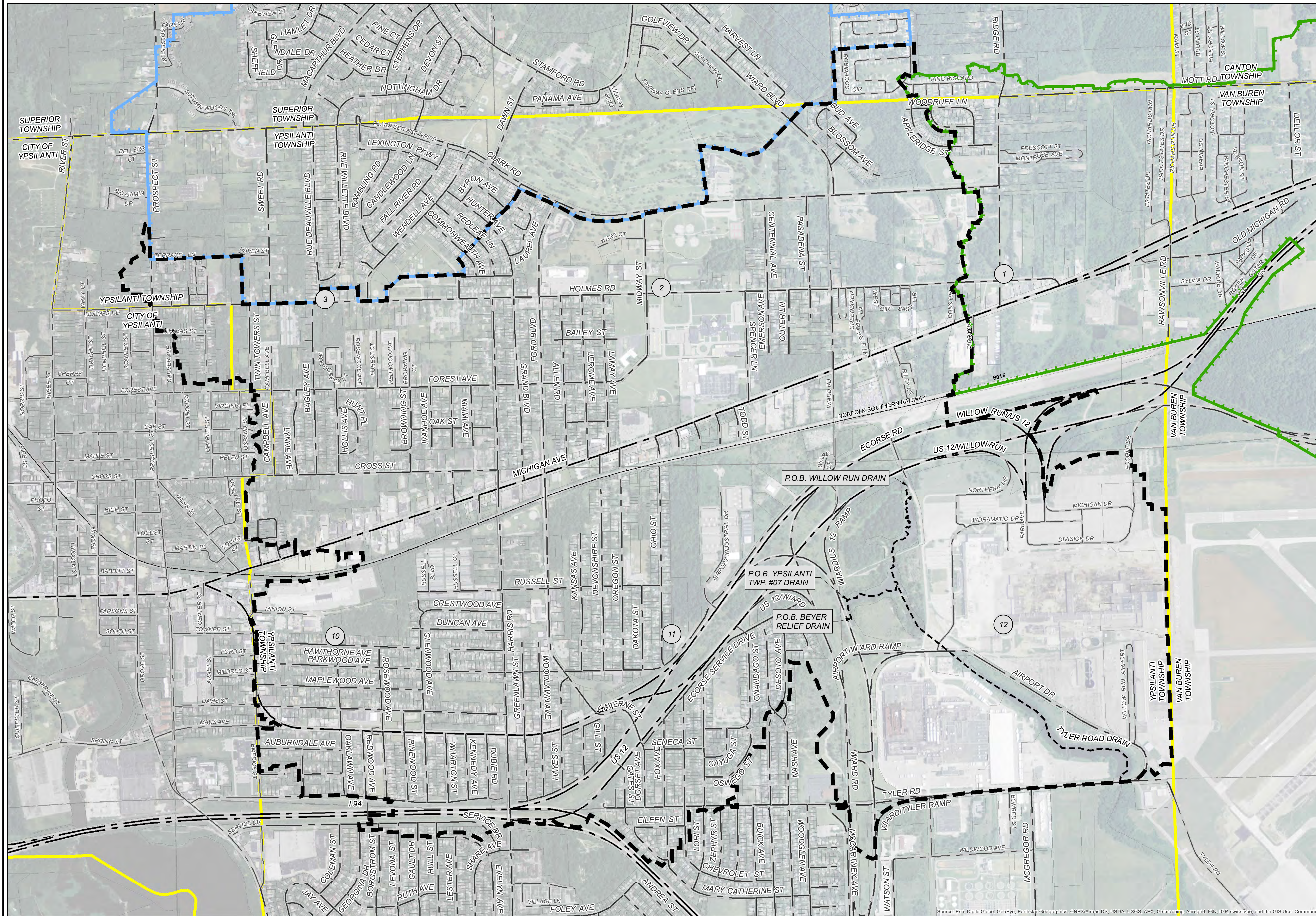




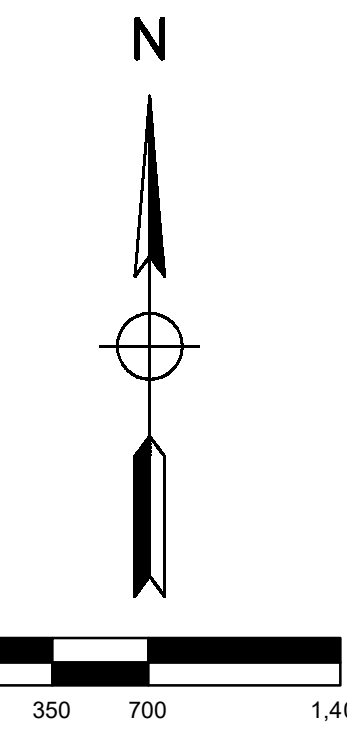
# TYLER DAM DRAIN

## WASHTENAW COUNTY, MICHIGAN

WASHTENAW COUNTY WATER RESOURCES COMMISSIONER - EVAN N. PRATT



AREA MAP  
NOT TO SCALE



### LEGEND

- TYLER ROAD DRAINAGE DISTRICT
- BAZLEY FOSTER DRAINAGE DISTRICT
- SINES INTERCOUNTY DRAINAGE DISTRICT
- TYLER ROAD DRAIN
- STATE ROADS
- COUNTY ROADS
- LOCAL ROADS
- RAILROAD
- MUNICIPALITY BOUNDARY

BY	MARK	REVISIONS	DATE
<p>THE WORK REPRESENTED BY THIS DRAWING WAS DESIGNED BY THE ENGINEER FOR THIS SPECIFIC APPLICATION AND SPECIFIC LOCATION DESCRIBED HEREIN IN ACCORDANCE WITH THE CONDITIONS PREVALENT AT THE TIME THE DESIGN WAS DONE. THE ENGINEER DOES NOT GUARANTEE AND WILL NOT BE LIABLE FOR ANY OTHER LOCATION, CONDITION, DESIGN OR PURPOSE.</p>			
<p><b>TYLER ROAD DRAIN</b> WASHTENAW COUNTY, MICHIGAN</p>			
<p><b>DRAINAGE DISTRICT MAP</b></p>			
		<p>DUNDEE OFFICE 123 Main Blvd., Suite 2 Dundee, MI 48131 Tel. 734-823-3308 www.SpicerGroup.com</p>	
DE. BY: RVG	CH. BY: SKR	PROJECT NO.	
DR. BY: ZCS	APP. BY: RAV	123888SG2016	
STDS.	SHEET 1 OF 1	DR	
DATE: SEPTEMBER 2016	FILE NO. DR-3242	1	
SCALE: 1" = 700'			

PATH: L:\PROJECTS\16123888SG2016 - TYLER ROAD DRAIN\GIS\TYLERDRAIN.DWG, PRINTED ON: 9/15/2016, BY: A2020V09KXK

Source: Esri, DigitalGlobe, GeoEye, Earthstar, Geographics, CNES/Airbus DS, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community



**RESOLUTION 2016-50**

**RESOLUTION AUTHORIZING THE TOWNSHIP SUPERVISOR TO ENTER INTO A  
DRAIN AND DETENTION EASEMENT AGREEMENT WITH  
THE WASHTENAW COUNTY WATER RESOURCES COMMISSIONER ON BEHALF  
OF THE TYLER DAM DRAIN DRAINAGE DISTRICT**

**YPSILANTI CHARTER TOWNSHIP**

At a \_\_\_\_\_ meeting of the Ypsilanti Charter Township Board, held in \_\_\_\_\_  
County, State of Michigan on the \_\_\_\_ day of \_\_\_\_\_, 2016, at \_\_\_\_\_ a.m./p.m.

PRESENT: \_\_\_\_\_  
\_\_\_\_\_

ABSENT: \_\_\_\_\_  
\_\_\_\_\_

The following resolution was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_  
\_\_\_\_\_.

**WHEREAS**, an Order Laying Out and Designating the Tyler Dam Drain Drainage District was entered on September 12, 2016; and

**WHEREAS**, the Township has determined that the location, establishment and construction of the proposed drain is necessary for the public health in the Township pursuant to Chapter 4 of Public Act 40 of 1956 and for the establishment and construction of a dam(s) as part of the proposed drain pursuant to Chapter 15 of Public Act 40 of, as amended; and

**WHEREAS**, a Drain and Detention easement will be necessary for the purposes of establishment, construction, operation, maintenance and improvement of said Drain and for the temporary storage of water over and across the Property owned by the Township, (parcel number K -11-12-400-002).

**NOW, THEREFORE BE IT RESOLVED THAT**, the Township Board authorizes its Supervisor to sign and enter into an agreement for a Drain and Detention easement with the Washtenaw County Water Resources Commissioner on behalf of the Tyler Dam Drain Drainage District for the uses and purposes of establishment and construction of the drain and the establishment and construction of a dam(s) in the proposed drain.

**BE IT FURTHER RESOLVED** that this conveyance shall be deemed a sufficient conveyance to vest in the Drainage District, an easement over the Drain and Detention Easement Area for the uses and purposes of drainage and temporary storage of water, with such rights of entry upon, passage over, storing of equipment and materials including excavated earth on the Property as may be necessary or useful for the establishment, construction, operation, maintenance and improvement of said Drain.

**BE IT FURTHER RESOLVED** that the Clerk shall forward to the Washtenaw County Water Resources Commissioner a copy of this Resolution along with the signed Drain and Detention Easement.

**YPSILANTI CHARTER TOWNSHIP**

Dated: \_\_\_\_\_

By: Brenda Stumbo  
Its: Supervisor

Yeas:  
Nays:  
Abstain:  
Absent:

**Resolution No.**

I, the undersigned, being duly qualified and acting Clerk of Ypsilanti Charter Township, do hereby certify that the foregoing is a true and complete copy of certain proceedings taken by the Township Board for the Ypsilanti Charter Township at a regular meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2016, and that notice of said meeting was given in accordance with the Open Meetings Act.

\_\_\_\_\_  
Karen Lovejoy Roe, Clerk  
Ypsilanti Charter Township

\_\_\_\_\_  
Date

**DRAIN AND DETENTION EASEMENT**  
**TYLER DAM DRAIN**

For and in consideration of Zero Dollars and (00/100) and the prospective benefits to be derived because of the establishment, construction, operation, maintenance and improvement of the Tyler Dam Drain, a county drain under the supervision of Evan N. Pratt, Washtenaw County Water Resources Commissioner, whose address is 705 N. Zeeb Rd., Ann Arbor, MI 48103;

**Brenda Stumbo, as Supervisor of Ypsilanti Charter Township, under the authorization and direction of the Ypsilanti Township Board**, whose address is 7200 S. Huron River Dr., Ypsilanti, MI 48197, who is the owner of lands described in Exhibit A (hereafter “Landowner”), now conveys and releases to the Tyler Dam Drain Drainage District (“Drainage District”), whose address is 705 N. Zeeb Rd., Ann Arbor, MI 48103, an easement for purposes of establishment, construction, operation, maintenance and improvement of said Drain and for the temporary storage of water over and across the Property owned by the Township. The easement is described and in the attached **Exhibit B** (“Drain and Detention Easement Area”).

This conveyance shall be deemed a sufficient conveyance to vest in the Drainage District, an easement over the Drain and Detention Easement Area for the uses and purposes of drainage and temporary storage of water, with such rights of entry upon, passage over, storing of equipment and materials including excavated earth on the Property as may be necessary or useful for the establishment, construction, operation, maintenance and improvement of said Drain.

This conveyance shall also be deemed sufficient to vest in the Drainage District an easement for the clearing of the Drain and Detention Easement Area and the spreading and/or removal of spoil and excavated materials.

Non-movable or permanent structures shall not be constructed by Landowner, its agents, employees, or contractors within the specific limits of the Drain and Detention Easement Area.

This conveyance includes a release of any and all damages or claims arising out of the easement herein granted, or because of the establishment, construction, operation, maintenance and improvement of the Drain.

This Drain and Detention Easement shall be binding upon Landowner, and the Drainage District, their heirs, assigns, successors in interest and successors in office and be deemed to run with the land in perpetuity.



**PARENT PARCEL DESCRIPTION RECORDED IN L 2432 P 511-P513**

Situated in Ypsilanti Township, Washtenaw County, Michigan

Parcel No. K -11-12-400-002

YP#12-11 COM AT SE COR OF SEC, TH S 87 DEG 46' 05" W 650 FT IN S LINE OF SEC FOR A PL OFBEG, TH S 87 DEG 46' 05" WEST 285.33 FT, TH N 1 DEG 16' 17" W 60.01 FT, TH N 61 DEG 16' 45" E 232.01 FT TO CENTER OF WILLOW RUN CREEK, TH N 4 DEG 51' 50" E 188.68 FT, TH N 45 DEG 40' 10" W 181.74 FT, TH N 82 DEG 54' 10" W 250.92 FT, TH S 83 DEG 10' 55" WEST 185.31 FT, TH N 74 DEG 06' 15" W 157.0 FT, TH N 86 DEG 11' 10" W 300.66 FT, TH N 42 DEG 09' 05" W 284.61 FT, TH N 16 DEG 47' 55" W 276.81 FT, TH N 44 DEG 03' 10"W 171.14 FT, TH N 54 DEG 59' 50" W 411.42 FT, TH N 66 DEG 19' 45" W 159.41 FT, TH N 49 DEG 51' W 325.75 FT, TH N 51 DEG 59' 20 W 181.27 FT, TH N 48 DEG 18' W 140.67 FT, TH LEAVING CENTER OF WILLOW RUN CREEK, TH N 29 DEG 09' 07 W 224.42 FT, TH EAST 122.46 FT, TH S 56 DEG 33' 55 EAST 1888.63 FT, TH SELY 464.60 FT IN THE ARC OF A CIRC CURVE TO THE LEFT OF 3306.76 FT RADIUS THRU A CENT ANGLE OF 8 DEG 03', TH S 64 DEG 36' 55 E 587.00 FT, TH SLY 663.63 FT IN THE ARC OF A CIRCULAR CURVE TO THE RIGHT OF 260.81 FT RADIUS THRU A CENT ANGLE OF 146 DEG 28' 12 THE CHORD BEARS S 8 DEG 37' 11 W 499.44 FT, TH S 2 DEG 13' 55 E 43.63 FT TO THE PL OF BEG, BEING A PART OF THE S 1/2 SEC 12 T3S-R7E 22.15 AC. EXCEPTING THAT PART DEED TO THE WCRC EXHIBIT "A" L. 24321 P. 511. CONTAINING 0.801 AC'

**DRAIN & DETENTION EASEMENT AREA DESCRIPTION:**

*COM AT SE COR OF SEC 12 T3S R7E, TH S 87 DEG 46' 05" W 830.56 IN S LINE OF SEC FOR A PL OF BEG, TH S 87 DEG 46' 05" WEST 104.77 FT, TH N 1 DEG 16' 17" W 60.01 FT, TH N 61 DEG 16' 45" E 232.01 FT TO CENTER OF WILLOW RUN CREEK, TH N 4 DEG 51' 50" E 188.68 FT, TH N 45 DEG 40' 10" W 181.74 FT, TH N 82 DEG 54' 10" W 250.92 FT, TH S 83 DEG 10' 55" WEST 185.31 FT, TH N 74 DEG 06' 15" W 157.0 FT, TH N 86 DEG 11' 10" W 300.66 FT, TH N 42 DEG 09' 05" W 284.61 FT, TH N 16 DEG 47' 55" W 276.81 FT, TH N 44 DEG 03' 10" W 171.14 FT, TH N 54 DEG 59' 50" W 411.42 FT, TH N 66 DEG 19' 45" W 159.41 FT, TH N 49 DEG 51' W 325.75 FT, TH N 51 DEG 59' 20 W 181.27 FT, TH N 48 DEG 18' W 140.67 FT, TH LEAVING CENTER OF WILLOW RUN CREEK, TH N 29 DEG 09' 07 W 224.42 FT, TH EAST 114.50 FT MORE OR LESS, TH S 29 DEG 09' 7" E 151.775 FT, TH S 48 DEG 18' 0" E 120.583 FT, TH S 51 DEG 59' 20" E 179.917 FT, TH S 49 DEG 51' 0" E 313.136 FT, TH S 66 DEG 19' 45" E 154.851 FT, TH S 54 DEG 59' 50" E 430.914 FT, TH S 44 DEG 03' 40" E 204.963 FT, TH S 16 DEG 47' 55" E 278.568 FT, TH S 42 DEG 09' 05" E 221.68 FT, TH S 86 DEG 11' 10" E 270.805 FT, TH S 74 DEG 06' 15" E 147.497 FT, TH N 83 DEG 10' 55" E 177.428 FT, TH S 82 DEG 54' 10" E 296.81 FT, TH S 45 DEG 40' 10" E 262.625 FT, TH S 04 DEG 51' 50" W 289.516 FT, TH S 61 DEG 16' 45" W 224.905 FT TO THE PL OF BEG.*



K-12-SW

K-12-SE

Airport Dr

Airport Dr

Airport Dr

S Ward Airport Dr

NW Ward Airport Dr

Ward Rd Turnaround

Ward Rd Turnaround

Ward NW Ward

Tye Rd

2625

2625

2930

830

2830

1010

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



Charter Township of Ypsilanti  
Residential Services Division

7200 S. Huron River Drive  
Ypsilanti, MI 48197  
Phone: (734) 484.0073  
Fax: (734)544.3501

[www.ytown.org](http://www.ytown.org)

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# MEMORANDUM

To: Ypsilanti Township Board of Trustees

From: Jeff Allen, Director – Residential Services Department

Date: September 12, 2016

RE: Approval of the contract with Stantec Consulting for professional services on the Tyler Dam – Phase 4 for \$79,800 with \$35,000.00 budgeted in Line Item #252.252.000.801.250 and \$44,800.00 Budgeted in Line Item 252.252.000.801.250 for 2017.

Enclosed please find a proposal from Stantec Consulting for the work they anticipate completing over the next year as Phase 4 of the Tyler Dam project. Their proposal is for \$79,800 which includes construction administration, field observation, survey and the close-out.

This Tyler Dam work is the same that you approved at the June 21 Board Meeting, where you authorized up to \$2 million to join YCUA in their trestle project. Stantec will be working with YCUA's engineers, The Spicer Group, to complete the joint project over the next couple years.

The proposal does assume that it would be a 6 month project, with about 20 hours per week, and Stantec excluded materials testing in this scope.

There is a budget amendment on the agenda addressing the \$35,000.00 out of account 252.252.000.801.250.

I will be available at the meeting should you have any questions.





Stantec Consulting Michigan Inc.  
3754 Ranchero Drive, Ann Arbor MI 48108-2771

September 7, 2016  
File: 207599000

**Attention: Mr. Michael Saranen, Hydro Operations**

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

Dear Mr. Saranen,

**Reference: Proposal for Professional Services: Tyler Dam Phase 4 – Construction Services**

Stantec is pleased to offer the following proposal for professional services for the above-referenced project.

**PROJECT UNDERSTANDING**

Ypsilanti Township has elected to proceed with permanent drawdown of the Tyler Pond. Drawings and specifications for this alternative were completed by Stantec, and the documents were advertised for bids. Of the bids received, Dan's Excavating Inc. was the lowest responsible bidder, and was awarded the contract.

At this time Ypsilanti Township seeks professional engineering services for the construction phase of this project (Tyler Phase 4).

**SERVICES**

Stantec proposes the following services for Tyler Phase 4:

Construction Administration

- Review shop drawing submittals
- Attend progress meetings (10 assumed)
- Address contractor RFI's
- Review contractor's requests for payment
- Correspond with MDEQ and other permitting agencies (2 meetings assumed)

Field Observation

- Provide construction observation at key activities during project. The following represent typical events where Stantec would conduct site visits:



September 7, 2016  
Mr. Michael Saranen, Hydro Operations  
Page 2 of 3

**Reference: Proposal for Professional Services: Tyler Dam Phase 4 – Construction Services**

- o SESC installation
- o Dewatering milestones
- o Cofferdam excavation, clearing 54-inch pipe
- o Milestones of channel and slope restoration work
- o Construction of drop structures, with emphasis on concreting operations
- Field records, including inspector's report and photographs.

Survey

Stantec proposes to include the following survey work in this scope:

- Topographic survey of excavation spoils (to verify volume removed). 2 days assumed.
- Record survey of drained bottom, including new drop structures and river bed structures.

Closeout

- Prepare punch list of items for completion/correction.
- Record drawings, integrating as-built survey and field records.
- Issue certificate of substantial completion for related work scope.
- Provide assistance with permanent easements. Assumes that no new property descriptions will be needed.

**ASSUMPTIONS**

Stantec assumes the following for this scope of work:

- 6 months total construction time from October 2016 through August 2017, with a winter/spring shut-down of approximately 5 months.
- Approximately 20 hours per week of administration + field time for 24 weeks is assumed.
- Material testing (e.g., concrete, earth materials) is not included in this scope of services.



September 7, 2016  
Mr. Michael Saranen, Hydro Operations  
Page 3 of 3

**Reference: Proposal for Professional Services: Tyler Dam Phase 4 – Construction Services**

- No new property descriptions will be needed for permanent easements.
- Permit fees are excluded.

**FEES**

Stantec proposes to complete the above scope for the Time and Materials, Not to Exceed amount of \$79,800. Expenses will be limited to mileage and are included in the stated amount.

If you are in agreement with this scope of work, please send notice of authorization and we will commence work as soon as construction activities begin. Our understanding is that this scope will be a Task Order under the Master Services Agreement in place between Ypsilanti Township and Stantec.

Thank you again for the opportunity to provide you with this proposal. Please do not hesitate to contact us if you have any questions, or require more information.

Sincerely,

**STANTEC CONSULTING MICHIGAN INC.**

A handwritten signature in black ink that reads "Paul J. Malocha".

Paul J. Malocha, P.E.  
Senior Project Engineer  
Phone: (734) 214-2525  
Fax: (734) 761-1200  
paul.malocha@stantec.com

**STANTEC CONSULTING MICHIGAN INC.**

A handwritten signature in black ink that reads "Mark D. Pascoe".

Mark D. Pascoe, P.E.  
Senior Associate  
Phone: (734) 214-1865  
Fax: (734) 761-1200  
mark.pascoe@stantec.com

Attach: Stantec 2016 Fee Schedule

c. file

de v:\2075\promotion\ypsilanti\_township\tyler\_dam\2016\_phase4\_construction\pro\_saranen\_tyler\_phase\_4\_let\_201609.docx

Title	Hourly Rate	Description
Technician	\$57 - \$64	<ul style="list-style-type: none"> <li>• Entry-level position</li> <li>• Works under the supervision of a senior professional</li> <li>• Recent graduate from an appropriate post-secondary program or equivalent</li> <li>• Generally, less than four years experience</li> </ul>
Engineering Assistant Construction Technician Environmental Technician	\$71 - \$85	<ul style="list-style-type: none"> <li>• Junior-level position</li> <li>• Independently carries out assignments of limited scope using standard procedures, methods and techniques</li> <li>• Assists senior staff in carrying out more advanced procedures</li> <li>• Completed work is reviewed for feasibility and soundness of judgment</li> <li>• Graduate from an appropriate post-secondary program or equivalent</li> <li>• Generally, four years work experience</li> </ul>
Senior CADD Technician Project Engineer Designer Senior Engineering Designer	\$92 - \$105	<ul style="list-style-type: none"> <li>• Fully qualified professional position</li> <li>• Carries out assignments requiring general familiarity within a broad field of the respective profession</li> <li>• Makes decisions by using a combination of standard methods and techniques</li> <li>• Actively participates in planning to ensure the achievement of objectives</li> <li>• Works independently to interpret information and resolve difficulties</li> <li>• Graduate from an appropriate post-secondary program, with credentials or equivalent</li> <li>• Generally, six years experience</li> </ul>
Senior Designer Senior Project Engineer Project Manager	\$114- \$129	<ul style="list-style-type: none"> <li>• First level supervisor of first complete level of specialization</li> <li>• Provides applied professional knowledge and initiative in planning and coordinating work programs</li> <li>• Adapts established guidelines as necessary to address unusual issues</li> <li>• Decisions accepted as technically accurate, however may on occasion be reviewed for soundness of judgment</li> <li>• Graduate from an appropriate post-secondary program, with credentials or equivalent</li> <li>• Generally, nine years experience</li> </ul>
Senior Project Manager Associate Registered Surveyor	\$136 - \$149	<ul style="list-style-type: none"> <li>• Highly-specialized technical professional or supervisor of groups of professionals</li> <li>• Provides multidiscipline knowledge to deliver innovative solutions in related field of expertise</li> <li>• Participates in short and long range planning to ensure the achievement of objectives</li> <li>• Makes responsible decisions on all matters, including policy recommendations, work methods, and financial controls associated with large expenditures</li> <li>• Reviews and evaluates technical work</li> <li>• Graduate from an appropriate post-secondary program, with credentials or equivalent</li> <li>• Generally, ten years experience with extensive, broad experience</li> </ul>
Principal	\$173 - \$232	<ul style="list-style-type: none"> <li>• Senior level consultant or management function</li> <li>• Recognized as an authority in a specific field with qualifications of significant value</li> <li>• Provides multidiscipline knowledge to deliver innovative solutions in related field of expertise</li> <li>• Independently conceives programs and problems for investigation</li> <li>• Participates in discussions to ensure the achievement of program and/or project objectives</li> <li>• Makes responsible decisions on expenditures, including large sums or implementation of major programs and/or projects</li> <li>• Graduate from an appropriate post-secondary program, with credentials or equivalent</li> <li>• Generally, fifteen years experience with extensive professional and management experience</li> </ul>
Survey Crew	\$120 \$160	1 person crew 2 person crew

*Supervisor*  
BRENDA L. STUMBO  
*Clark*  
KAREN LOVEJOY ROE  
*Treasurer*  
LARRY J. DOE  
*Trustees*  
JEAN HALL CURRIE  
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# MEMORANDUM

To: Ypsilanti Township Board of Trustees

From: Jeff Allen, Director – Residential Services Department

Date: September 9, 2016

RE: Authorizing the signing of an agreement with Canton Township regarding Yard Waste

As you are aware, earlier this year, the Township Board approved the purchase of a Wind-row turner for the Compost Site. We have now received it and are putting it to good use. To follow-up on our promise to you that we would pay it back in a short time, we are interested in entering an agreement with Canton Township to accept their yard waste for the next 5 years.

We have met with Tim Faas, the Canton Municipal Services Director, and came up with a “fair terms” contract for their yard waste to be brought into our Compost Site. As you can see in the attachment enclosed, we would start this fall at \$7 per cubic yard. The agreement would run through 2020 with a 2% price increase yearly. Also included on page 2, you will see that Canton averages about 6,000 tons per year, or about 15,000 cubic yards. This will generate over \$100,000 for the materials coming in and we anticipate at least half that amount in compost sales after the material matures. Of course this is in addition to the materials we take in from our Township residents.

I will be in attendance at the meeting to answer any questions you may have.

**Brenda Stumbo, Supervisor**  
Charter Township of Ypsilanti  
7200 S Huron River Drive  
Ypsilanti, MI 48197

**RE: Letter of Intent on Yard Waste Disposal Agreement**

Dear Brenda:

This Letter of Intent is for the purpose of outlining the general terms and conditions being proposed for an agreement on the processing of municipal yard waste from Canton Township at the Ypsilanti Township Compost Site located at 2600 E Clark Road, Ypsilanti, MI 48198:

**OWNER/OPERATOR:** Charter Township of Ypsilanti

**CUSTOMER:** Charter Township of Canton

**TERM:** The initial term shall be for five (5) years commencing in 2016 and ending in 2020. The term may be extended by mutual agreement of the parties.

**PAYMENT CONDITIONS:** Owner/Operator shall invoice the Customer monthly for the cubic yards processed. Invoice back-up materials shall depict the date, time, truck number and volume of yard waste received. Customer shall remit payment within thirty (30) calendar days of receipt of any invoice.

**PRICING STRUCTURE:** Pricing for processing of the yard waste from the Customer is as noted below. A 2% per year escalation clause is the basis for the future price increases.

<u>Calendar Year</u>	<u>Price per Cubic Yard</u>
2016	\$7.00
2017	\$7.14
2018	\$7.28
2019	\$7.43
2020	\$7.58

**OPERATIONS POLICIES:** The Owner and the Customer shall mutually develop and maintain policies on yard waste material quality control.

**OTHER SERVICES:**

Any other services offered by the Owner/Operator will also be offered to the Customer (and its residents) at the rates established & published by the Owner/Operator.

Should this proposal meet with your approval, please develop an agreement based on the terms and conditions set forth for approval by the respective Township Boards.

**CUSTOMER:**

**OWNER/OPERATOR:**

**Charter Township of Canton**

**Charter Township of Ypsilanti**

\_\_\_\_\_  
By: Tim Faas  
Its: Municipal Services Director

\_\_\_\_\_  
By: Carl Rowsey  
Its: Compost Site Coordinator

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

<b>2015 CALENDER YEAR</b>	<b>TONS</b>	<b>TOTAL RECYCLED</b>	<b>TOTAL STREAM</b>
<b>SINGLE STREAM</b>	<b>4,859.2</b>		
<b>OCC</b>	<b>2,509.2</b>		
<b>YW</b>	<b>6,006.0</b>		
<b>MSW</b>	<b>29,480.0</b>	<b>13,374.4</b>	<b>42,854.4</b>
<b>TOTAL DIVERSION RATE</b>	<b>30%</b>		

	<b>REFUSE</b>	<b>RECYCLING</b>	<b>YARD WASTE</b>	<b>TOTAL</b>	<b>% RECYCLED</b>	<b>% CHANGE</b>
<b>2009</b>	<b>26,800.9</b>	<b>2,492.5</b>	<b>6,221.8</b>	<b>35,515.2</b>	<b>7.0</b>	
<b>2010</b>	<b>26,317.3</b>	<b>3,637.5</b>	<b>5,828.7</b>	<b>35,783.4</b>	<b>10.2</b>	<b>44.84%</b>
<b>2011</b>	<b>27,738.8</b>	<b>3,935.8</b>	<b>5,751.5</b>	<b>37,426.1</b>	<b>10.5</b>	<b>3.40%</b>
<b>2012</b>	<b>25,766.4</b>	<b>5,127.0</b>	<b>4,835.4</b>	<b>35,728.9</b>	<b>14.3</b>	<b>36.50%</b>
<b>2013</b>	<b>27,286.5</b>	<b>5,594.1</b>	<b>6,103.7</b>	<b>38,984.3</b>	<b>14.3</b>	<b>0.00%</b>
<b>2014</b>	<b>28,945.4</b>	<b>6,283.7</b>	<b>6,032.4</b>	<b>41,261.4</b>	<b>15.2</b>	<b>0.88%</b>
<b>2015</b>	<b>29,480.0</b>	<b>7,368.4</b>	<b>6,006.0</b>	<b>42,854.4</b>	<b>17.2</b>	<b>0.94%</b>

**ALL IN TONS**



*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

Date: August 22, 2016

To: Karen Lovejoy Roe,  
Ypsilanti Township Clerk

From: Brian McCleery,  
Assistant Assessor

Subject: Approval of Property Sale to Lorenza & Tammey Eppes  
K-11-14-436-004

The **Assessor's Office is requesting approval to finalize the sale** of the above property to Mr. & Mrs. Eppes for \$1,000.

The above property is adjacent to the Eppes' primary residence located at 1824 George Ave. Mr. & Mrs. Eppes have agreed to combine the above property with their existing home into one resulting parcel. They have also agreed to maintain the property.

Also attached you will find the letter of agreement, an aerial photograph and recent pictures of the property. If you have any questions or need more **information, please don't hesitate contacting me.**



1824 George Ave, vacant Township owned lot to right



Township owned lot- K-11-14-436-004

2015 AERIAL PHOTOGRAPH



-004 TOWNSHIP OWNED PARCEL

-003 1824 GEORGE AVE

*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**



**Assessor's Office**

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

*Charter Township of Ypsilanti*

## Letter of Agreement

August 1, 2016

Lorenza & Tammy Epps  
1824 George Ave  
Ypsilanti, MI 48198

Dear Mr. and Mrs. Epps,

This letter (the "Agreement") summarizes the understanding of the agreement that we reached during our conversation on July 19, 2016. 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 property listed below will be purchased for the price of \$1,000 paid by certified check. The Property is to be combined with purchaser's primary residence parcel at 1224 George Ave, parcel id K-11-14-436-003

Parcel **K-11-14-436-004** described as:

1810 George Ave  
Lot 458  
Nancy Park Number 7

2. Term

The term of this Agreement ("Term") will commence as of August 1, 2016 and will continue to be in effect for 6 months or until February 1, 2017, at which point it shall terminate, unless the Term is extended or terminated earlier in a written document signed by both parties.

3. Closing

Letter of Agreement- Continued

For the agreed upon sum of **\$1,000** 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 Lorenaz & Tammie Epps.

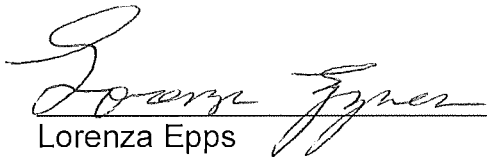
4. Termination

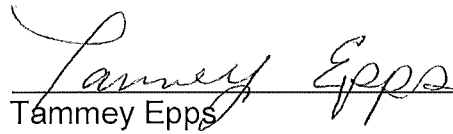
This agreement shall terminate upon the closing of the sale of the above property or the expiration of the Term after February 1, 2017.

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  
7200 S. Huron River Dr.  
Ypsilanti, MI 48197

Accepted and agreed to on August 22, 2016 by

  
\_\_\_\_\_  
Lorenza Epps

  
\_\_\_\_\_  
Tammie Epps

\_\_\_\_\_  
Notary Public, \_\_\_\_\_ County

My Commission Expires on \_\_\_\_\_



DTE Electric Company  
 1 Energy Plz  
 DETROIT MI 48226-1221  
 USA

# INVOICE 90233232

Bill-To Number: 1007083
CHARTER TWP OF YPSILANTI 7200 S HURON RIVER DR YPSILANTI MI 48197-7007
Ship-To Party: 1007083
CHARTER TWP OF YPSILANTI 7200 S HURON RIVER DR YPSILANTI MI 48197-7007

Information	
<b>Invoice Number:</b>	90233232
<b>Invoice Date:</b>	August 26, 2016
<b>Transaction Date:</b>	August 26, 2016
<b>Payment Terms:</b>	Net 90 Days
<b>Work Order Number:</b>	100045070052
<b>Customer Ref Number:</b>	45060182
<b>Due Date:</b>	November 24, 2016
<b>Total Due:</b>	\$6,580.91
Payment Options	
<ul style="list-style-type: none"> <li>● Mail check payments using the coupon attached</li> <li>● Wire Instructions: Send the Invoice Number, company name of DTE Electric Company and the bank name of JP Morgan Chase to ABA 021000021, Account Number 000000001102823</li> <li>● ACH Instructions: Send the Invoice Number, company name of DTE Electric Company and the bank name of JP Morgan Chase to ABA 072000326, Account Number 000000001102823</li> </ul>	

Item	Material Description	Plant	Quantity	UOM	Unit Price	Net Amount
10	STREET LIGHTING CIAC	2200	1	EA	\$6,580.91/1 EA	\$6,580.91
	CIAC FOR THE INSTALLATION OF (1) 280 WATT AUTOBAHN LED WITH BLACK HOUSING (CODE LY) MOUNTED ON A SMOOTH BLACK 30' FIBERGLASS DIRECT BURIED POST (CODE 70). LOCATION IS THE INTERSECTION OF WHITTAKER RD & CIVIC CENTER DR.					
<b>Sub Total:</b>						\$6,580.91
<b>Total Taxes:</b>						\$0.00
<b>Total Amount:</b>						\$6,580.91

**Additional Information:**

- Please make any inquiries regarding this bill before the due date
- Please have your invoice number and Bill-To number available when calling about your bill.

# Payment Coupon

Please Indicate Amount Paying \$ \_\_\_\_\_

## Mail Payments To:

DTE ENERGY COMPANY  
REMITTANCE PROCESSING CC0202  
PO BOX 33844  
DETROIT MI 48232-5844

Customer Acct No:	1007083
Invoice No:	90233232
Due Date:	November 24, 2016
Total Due:	\$6,580.91

CHARTER TWP OF YPSILANTI  
7200 S HURON RIVER DR  
YPSILANTI MI 48197-7007

---

Please fold on dotted line

Please Return Coupon With Payment

## MASTER AGREEMENT FOR MUNICIPAL STREET LIGHTING

This Master Agreement for Municipal Street Lighting ("Master Agreement") is made between The Detroit Edison Company ("Company") and Ypsilanti District Library ("Customer") as of August 24, 2016.

### RECITALS

A. Customer may, from time to time, request the Company to furnish, install, operate and/or maintain street lighting equipment for Customer.

B. Company may provide such services, subject to the terms of this Master Agreement.

Therefore, in consideration of the foregoing, Company and Customer hereby agree as follows:

### AGREEMENT

1. Master Agreement. This Master Agreement sets forth the basic terms and conditions under which Company may furnish, install, operate and/or maintain street lighting equipment for Customer. Upon the Parties agreement as to the terms of a specific street lighting transaction, the parties shall execute and deliver a Purchase Agreement in the form of the attached Exhibit A (a "Purchase Agreement"). In the event of an inconsistency between this Agreement and any Purchase Agreement, the terms of the Purchase Agreement shall control.

2. Rules Governing Installation of Equipment and Electric Service. Installation of street light facilities and the extension of electric service to serve those facilities are subject to the provisions of the Company's Rate Book for Electric Service (the "Tariff"), Rule C 6.1, Extension of Service (or any other successor provision), as approved by the The Michigan Public Service Commission ("MPSC") from time to time.

3. Contribution in Aid of Construction. In connection with each Purchase Agreement and in accordance with the applicable Orders of the MPSC, Customer shall pay to Company a contribution in aid of construction ("CIAC") for the cost of installing Equipment ("as defined in the applicable Purchase Agreement") and recovery of costs associated with the removal of existing equipment, if any. The amount of the CIAC (the "CIAC Amount") shall be an amount equal to the total construction cost (including all labor, materials and overhead charges), less an amount equal to three years revenue expected from such new equipment. The CIAC Amount will be as set forth on the applicable Purchase Agreement. The CIAC Amount does not include charges for any additional cost or expense for unforeseen underground objects, or unusual conditions encountered in the construction and installation of Equipment. If Company encounters any such unforeseen or unusual conditions, which would increase the CIAC Amount, it will suspend the construction and installation of Equipment and give notice of such conditions to the Customer. The Customer will either pay additional costs or modify the work to be performed. If the work is modified, the CIAC Amount will be adjusted to account for such modification. Upon any such



suspension and/or subsequent modification of the work, the schedule for completion of the work shall also be appropriately modified.

4. Payment of CIAC Amount. Customer shall pay the CIAC Amount to Company as set forth in the applicable Purchase Agreement. Failure to pay the CIAC Amount when due shall relieve Company of its obligations to perform the work required herein until the CIAC Amount is paid.

5. Modifications. Subject to written permission of the respective municipality, after installation of the Equipment, any cost for additional modifications, relocations or removals will be the responsibility of the requesting party.

6. Maintenance, Replacement and Removal of Equipment. In accordance with the applicable Orders of the MPSC, under the Municipal Street Lighting Rate (as defined below), Company shall provide the necessary maintenance of the Equipment, including such replacement material and equipment as may be necessary. Customer may not remove any Equipment without the prior written consent of Company.

7. Street Lighting Service Rate.

a. Upon the installation of the Equipment, the Company will provide street lighting service to Customer under Option 1 of the Municipal Street Lighting Rate set forth in the Tariff, as approved by the MPSC from time to time, the terms of which are incorporated herein by reference.

b. The provision of street lighting service is also governed by rules for electric service established in MPSC Case Number U-6400. The Street Lighting Rate is subject to change from time to time by orders issued by the MPSC.

8. Contract Term. This Agreement shall commence upon execution and terminate on the later of (a) five (5) years from the date hereof or (b) the date on which the final Purchase Agreement entered into under this Master Agreement is terminated. Upon expiration of the initial term, this Agreement shall continue on a month-to-month basis until terminated by mutual written consent of the parties or by either party with thirty (30) days prior written notice to the other party.

9. Design Responsibility for Street Light Installation. The Company installs municipal street lighting installations following Illuminating Engineering Society of North America ("IESNA") recommended practices. If the Customer submits its own street lighting design for the street light installation or if the street lighting installation requested by Customer does not meet the IESNA recommended practices, Customer acknowledges the Company is not responsible for lighting design standards.

10. New Subdivisions. Company agrees to install street lights in new subdivisions when subdivision occupancy reaches a minimum of 80%. If Customer wishes to have installation occur prior to 80% occupancy, then Customer acknowledges it will be financially

responsible for all damages (knockdowns, etc.) and requests for modifications (movements due to modified curb cuts from original design, etc.).

11. Force Majeure. The obligation of Company to perform this Agreement shall be suspended or excused to the extent such performance is prevented or delayed because of acts beyond Company's reasonable control, including without limitation acts of God, fires, adverse weather conditions (including severe storms and blizzards), malicious mischief, strikes and other labor disturbances, compliance with any directives of any government authority, including but not limited to obtaining permits, and force majeure events affecting suppliers or subcontractors.

12. Subcontractors. Company may sub-contract in whole or in part its obligations under this Agreement to install the Equipment and any replacement Equipment.

13. Waiver; Limitation of Liability. To the maximum extent allowed by law, Customer hereby waives, releases and fully discharges Company from and against any and all claims, causes of action, rights, liabilities or damages whatsoever, including attorney's fees, arising out of the installation of the Equipment and/or any replacement Equipment, including claims for bodily injury or death and property damage, unless such matter is caused by or arises as a result of the sole negligence of Company and/or its subcontractors. Company shall not be liable under this Agreement for any special, incidental or consequential damages, including loss of business or profits, whether based upon breach of warranty, breach of contract, negligence, strict liability, tort or any other legal theory, and whether or not Company has been advised of the possibility of such damages. In no event will Company's liability to Customer for any and all claims related to or arising out of this Agreement exceed the CIAC Amount set forth in the Purchase Order to which the claim relates.

14. Notices. All notices required by the Agreement shall be in writing. Such notices shall be sent to Company at The Detroit Edison Company, Community Lighting Group, 8001 Haggerty Rd, Belleville, MI 48111 and to Customer at the address set forth on the applicable Purchase Agreement. Notice shall be deemed given hereunder upon personal delivery to the addresses set forth above or, if properly addressed, on the date sent by certified mail, return receipt requested, or the date such notice is placed in the custody of a nationally recognized overnight delivery service. A party may change its address for notices by giving notice of such change of address in the manner set forth herein.

15. Representations and Warranties. Company and Customer each represent and warrant that: (a) it has full corporate or public, as applicable, power and authority to execute and deliver this Agreement and to carry out the actions required of it by this Agreement; (b) the execution and delivery of this Agreement and the transactions contemplated hereby have been duly and validly authorized by all necessary corporate or public, as applicable, action required on the part of such party; and (c) this Agreement constitutes a legal, valid, and binding agreement of such party.

16. Miscellaneous.

a. This Agreement is the entire agreement of the parties concerning the subject matter hereof and supersedes all prior agreements and understandings. Any amendment or modification to this Agreement must be in writing and signed by both parties.

b. Customer may not assign its rights or obligations under this Agreement without the prior written consent of Company. This Agreement shall be binding upon and shall inure to the benefit of the parties' respective successors and permitted assigns. This Agreement is made solely for the benefit of Company, Customer and their respective successors and permitted assigns and no other party shall have any rights to enforce or rely upon this Agreement.

c. A waiver of any provision of this Agreement must be made in writing and signed by the party against whom the waiver is enforced. Failure of any party to strictly enforce the terms of this Agreement shall not be deemed a waiver of such party's rights hereunder.

d. The section headings contained in this Agreement are for convenience only and shall not affect the meaning or interpretation thereof.

e. This Agreement shall be construed in accordance with the laws of the State of Michigan, without regard to any conflicts of law principles. The parties agree that any action with respect to this Agreement shall be brought in the courts of the State of Michigan and each party hereby submits itself to the exclusive jurisdiction of such courts.

f. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original but all of which together will constitute one and the same instrument.

g. The invalidity of any provision of this Agreement shall not invalidate the remaining provisions of the Agreement.

\*\*\*\*\*

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

Company:

The Detroit Edison Company

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Customer:

Ypsilanti District Library

By: Lisa Hoening

Name: Lisa Hoening

Title: Director

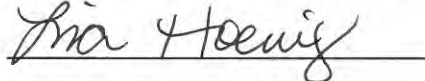
**Exhibit A to Master Agreement**

**Purchase Agreement**

This Purchase Agreement (this "Agreement") is dated as of August 24, 2016 between The Detroit Edison Company ("Company") and Ypsilanti District Library ("Customer").

This Agreement is a "Purchase Agreement" as referenced in the Master Agreement for Municipal Street Lighting dated August 24, 2016 (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:	45060182	
	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:	Intersection of Whittaker Rd & Civic Center Dr, 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) – 280 watt Autobahn LED with black housing (Code LY) mounted on a smooth black 30' fiberglass direct buried post (Code 70).	
5. Estimated Total Annual Lamp Charges	\$353.04	
6. Computation of Contribution in aid of Construction (" <u>CIAC Amount</u> ")	Total estimated construction cost, including labor, materials, and overhead:	\$7,640.03
	Credit for 3 years of lamp charges:	\$1,059.12
	<b>CIAC Amount (cost minus revenue)</b>	<b>\$6,580.91</b>
7. Payment of CIAC Amount:	Due promptly upon execution of this Agreement. Ypsilanti Township to provide payment of CIAC Amount.	
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  <b>Signature:</b> 	
10. Customer Address for Notices:	Ypsilanti District Library 5577 Whittaker Rd Ypsilanti, MI 48197 Attn: Lisa Hoenig	

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:

The Detroit Edison Company

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Customer:

Ypsilanti District Library

By: Lisa Hoening

Name: Lisa Hoening

Title: Director

**Attachment 1 to Purchase Agreement**

**Map of Location**

[To be attached]

# EXHIBIT "B"



WHITTAKER RD.

YPSILANTI DISTRICT LIBRARY

CIVIC CENTER DR

BORE

② IN DET 984 UG - RISER  
IN DUAL 120/240V 25-3  
TRANSFORMER  
IN STANDARD GROUND ASBY

IN POST CODE 070  
IN FOUNDATION CRUSHED STONE  
IN UG MULTIPLE LED 280LY COBRA  
IN UG PCLL

①

TOM WINCEL

<b>DTE Energy</b>		<b>DTE Electric - Distribution Engineering and Planning</b>					
Service Planner <b>TOM WINCEL</b>		Work Order Description NBUS-YPSILANTI DISTRICT LIBRARY-IN 1 - UG					
Phone 586-412-3028		Work Order # 45070046	GIS-DSN	COH	CUL	CUG	PLC
Supervisor		Circuit #1 9000 YPSIL		Circuit #2		PH	SCMAT
Phone		Service Center AASC	Worksite City		Worksite Twp YPSILANTI	County WASHTENAW	
Planning Engineer		JU Work to be Performed		JU		RSD	
Phone		JU Company		Contact	Email	Phone	
Phone		JU Company		Contact	Email	Phone	
Phone		CUE Number		Ver	Plot Date 5/13/2016	Scale	Town Range Section Qtr
Phone						Town Range Section	





**Exhibit A to Master Agreement**

**Purchase Agreement**

This Purchase Agreement (this "Agreement") is dated as of September 12, 2016 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:	45718257	
	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:	Parking area for Hewens Creek Park on Bemis Rd, west of Hitchingham Rd 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> "):	1 – Overhead fed 280 watt Autobahn LED fixture with gray housing mounted on a 6' arm attached to a wood pole. Will require installation of a transformer and replacement of existing pole with a taller pole.	
5. Estimated Total Annual Lamp Charges	\$198.04	
6. Computation of Contribution in aid of Construction (" <u>CIAC Amount</u> ")	Total estimated construction cost, including labor, materials, and overhead:	\$9,312.35
	Credit for 3 years of lamp charges:	\$594.12
	<b>CIAC Amount (cost minus revenue)</b>	<b>\$8,718.23</b>
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  <b>Signature:</b> _____	
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 warrantees, 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: \_\_\_\_\_

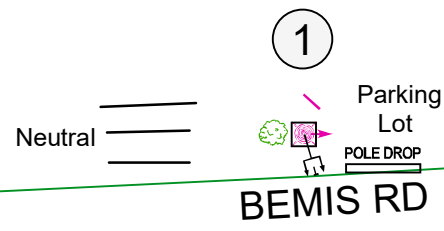
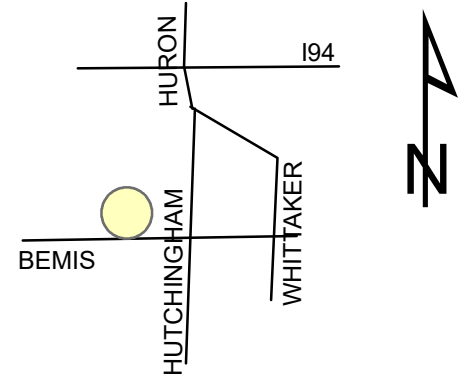
Title: \_\_\_\_\_

**Attachment 1 to Purchase Agreement**

**Map of Location**

**LEGEND**

- EXISTING DECO POLE
- ⊗ PROPOSED POLE
- FOREIGN POLE
- EXISTING ANCHOR
- PROPOSED ANCHOR
- ☁ TREE
- 120/240 V LINE
- 4.8 KV LINE
- 13.2 KV LINE
- 40 KV LINE



**WL 1:** 190689-246003  
 IN: CUTTING BRUSH F  
 RM: 35 6 PINE 1/1/1935  
 IN: 45 5 PINE  
 IN: SSS-DET 282  
 RM: DET 13X33 DBL 96HVY  
 IN: DET 25X35A  
 IN: DUAL 120/240V 25-3  
 IN: 100A S&C 25K  
 IN: STANDARD GROUND ASBY  
 IN: DET 1721  
 IN: DET 608A  
 IN: MULTIPLE LED 280 LT COBRA  
 IN: OH CODE S46  
 IN: PCLL  
 L 280 AFT934 -- 9000 YPSIL -- A230 -- 901

**NOTES: TRUCK ACCESSIBLE.  
FACE LIGHT TOWARDS  
PARKING LOT**

**Streetlight Billing Summary**  
 A230 - YPSILANTI TWP OF  
 9000 YPSIL IN 1 \*901  
 Created on: 8/15/2016 1:37:30 PM

PWO# 45718257 8 1/2 X 11



<b>DTE Energy</b>										
<b>DTE Electric - Distribution Engineering and Planning</b>										
Service Planner		Work Order Description								
O'Dea, Charlotte A		CWO SL-NBUS-1 OH-Hewen's Creek Park-Bemis & Hitchingham-Ypsilanti Twp								
Phone		Work Order #	GIS-DSN	COH	CUL	CUG	PLC			
734.397.4307		45730764	45730765	45730774						
Supervisor		Circuit #1				Circuit #2		PH		SCMAT
Mark A Slater		COLNS9894								45730773
Phone		Service Center	Worksite City			Worksite Twp		County		
734.397.4055		ANN	AUGUSTA			AUGUSTA		Washtenaw		
Planning Engineer		JU Work to be Performed				JU		RSD		
		JU Company		Contact		Email		Phone		
		JU Company		Contact		Email		Phone		
Phone										
		CUE Number	Ver	Plot Date	Scale	Town	Range	Section	Qtr	
		650912	1	8/17/2016	NTS	03S	07E	32		

# CHARTER TOWNSHIP OF YPSILANTI

## OFFICE OF COMMUNITY STANDARDS

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

---

To: Karen Lovejoy Roe, Clerk  
From: Mike Radzik, OCS Director  
Re: **Request to authorize legal action to abate public nuisance at 1196 Lester in the amount of \$5,000 budgeted in 101-950.000-801.023**  
Date: September 12, 2016

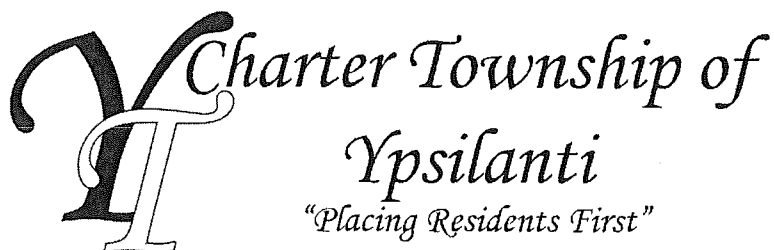
The Office of Community Standards is seeking authorization to proceed with legal action in Washtenaw County Circuit Court to abate the public nuisances that exist at:

1196 Lester

This single family home in the Gault Village neighborhood was investigated by the Washtenaw County Sheriff's Office. It was determined that the property owner is a state regulated medical marijuana caregiver and is growing marijuana as a caregiver in a residential district in violation of the Township zoning code. Administrative approval was granted on August 22, 2016 to initiate legal action and now Board authorization is requested.



*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 *Brenda*  
DATE: September 12, 2016  
RE: 2016 Revised Tax Rate Request – L-4029

Please find attached the revised 2016 Tax Rate Request for the 2017 budget.

After receiving the OPEB and pension obligations, we found that the Fire Pension levy amount needed to be increased from 1.00 to 1.20 mills for the 2017 budget.

Please place this item on the September 20, 2016 agenda for the Board's consideration. It has to be approved by the Board no later than September 30<sup>th</sup>.

If you have any questions, please contact my office or the Accounting Director.

tk

Attachment

cc: Javonna Neel, Accounting Director  
Linda Gosselin, Assessor

Revised

**2016 Tax Rate Request** (This form must be completed and submitted on or before September 30, 2016)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes <b>Washtenaw</b>	2016 Taxable Value of ALL Properties in the Unit as of 5-23-16 <b>1,149,212,674</b>
Local Government Unit Requesting Millage Levy <b>Charter Township of Ypsilanti</b>	For LOCAL School Districts: 2016 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2016 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2015 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2016 Current Year "Headlee" Millage Reduction Fraction	(7) 2016 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Allocated	Gen Op	N/A	1.1160	1.0322	.9942	1.0262	1.0000	1.0262		1.0262	N/A
Voted	Fire Prot	8/6/13	3.1250	3.1250	.9942	3.1069	1.0000	3.1069		3.1069	2016
Voted	Sld Waste	8/6/13	2.1550	2.1550	.9942	2.1425	1.0000	2.1425		2.1425	2016
Voted	Police	8/6/13	5.9500	5.9500	.9942	5.9155	1.0000	5.9155		5.9155	2016
Voted	Rec/BP	8/6/13	1.0059	1.0059	.9942	1.0001	1.0000	1.0001		1.0001	2016
PA 235	FPen/HC	N/A						1.2000		1.2000	2016

Prepared by <b>Javonna Neel</b>	Telephone Number <b>(734) 484-3702</b>	Title of Preparer <b>Accounting Director</b>	Date <b>8/25/16</b>
------------------------------------	---	---	------------------------

**CERTIFICATION:** As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input checked="" type="checkbox"/> Clerk	Signature	Print Name	Date
<input type="checkbox"/> Secretary		<b>Karen Lovejoy Roe</b>	<b>8/25/16</b>
<input type="checkbox"/> Chairperson	Signature	Print Name	Date
<input checked="" type="checkbox"/> President		<b>Brenda L. Stumbo</b>	<b>8/25/16</b>

\* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

\*\* **IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

**Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 3 of 2016 for instructions on completing this section.**

Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	



Preliminary

**2016 Tax Rate Request** (This form must be completed and submitted on or before September 30, 2016)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

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Local Government Unit Requesting Millage Levy <b>Charter Township of Ypsilanti</b>	For LOCAL School Districts: 2016 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

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Allocated	Gen Op	N/A	1.1160	1.0322	.9942	1.0262	1.0000	1.0262		1.0262	N/A
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Voted	Sld Waste	8/6/13	2.1550	2.1550	.9942	2.1425	1.0000	2.1425		2.1425	2016
Voted	Police	8/6/13	5.9500	5.9500	.9942	5.9155	1.0000	5.9155		5.9155	2016
Voted	Rec/BP	8/6/13	1.0059	1.0059	.9942	1.0001	1.0000	1.0001		1.0001	2016
PA 235	FPen/HC	N/A						1.0000		1.0000	

Prepared by <b>Javonna Neel</b>	Telephone Number <b>(734) 484-3702</b>	Title of Preparer <b>Accounting Director</b>	Date <b>6/3/16</b>
------------------------------------	---	---	-----------------------

**CERTIFICATION:** As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input checked="" type="checkbox"/> Clerk	Signature	Print Name	Date
<input type="checkbox"/> Secretary		<b>Karen Lovejoy Roe</b>	<b>6/3/16</b>
<input type="checkbox"/> Chairperson	Signature	Print Name	Date
<input checked="" type="checkbox"/> President		<b>Brenda L. Stumbo</b>	<b>6/3/16</b>

\* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

**Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 3 of 2016 for instructions on completing this section.**

Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	

\*\* **IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).


*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: August 24, 2016

RE: Request to reduce number of members on the Construction Board of Appeals

As you know, we currently have seven positions on the Construction Board of Appeals. We would like to request the Township Board to consider reducing the number of members from seven to three.

Please place this on the next agenda for the Board's consideration.

If you have any questions, please contact me.

tk


cc: Michael Radzik  
Alex Mamo  
Township Attorney

*Supervisor*  
BRENDA L. STUMBO  
*Clerk*  
KAREN LOVEJOY ROE  
*Treasurer*  
LARRY J. DOE  
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TO: Karen Lovejoy Roe, Clerk  
FROM: Brenda L. Stumbo, Supervisor   
DATE: September 12, 2016  
RE: Planning Commission Appointment

We are requesting that the following be placed on the September 20, 2016 agenda for the Board's consideration:

1. Request to appoint Michael Randall to the Planning Commission to fill the vacancy created by the resignation of Brandon Jones

If you have any questions, please contact my office.

tk

cc: Joe Lawson, Planning Director  
File

# Michael Randall

Community Development Coordinator & Financial Coach at Habitat for Humanity of Huron Valley  
randallm@ewashtenaw.org

---

## Summary

Passionate community developer; particularly in the areas of health and housing.

---

## Experience

### **Community Development Coordinator & Financial Coach at Habitat for Humanity of Huron Valley**

August 2016 - Present (1 month)

- Provide direct credit/financial counseling to program participants
- Assists with program development and marketing around the Habitat Education Program
- Works with the Family Services team to survey current Habitat families about desired education offerings
- Serves as an information and referral resource to families to assist in finding support in the community to overcome barriers to successful financial wellbeing
- Connects residents and community leaders in the Sugarbrook neighborhood-Ypsilanti MI
- Creates opportunities for residents and Community leaders to identify and express issues that they feel important to Sugarbrook through community meetings, focus groups, and surveys.
- Actively recruits and empowers unengaged population segments to enthusiastically participate
- Helps residents to empower themselves to develop new understand of the issues, shared relationships, new resources and to enhance their capacity to utilize these resources to accomplish goals based on shared interests
- Builds and maintains strategic alliances and strong working partnerships within community based organizations, community action groups and local government departments
- Serves as an articulate, enthusiastic and visible spokesperson for HHHV and Sugarbrook

### **Trustee at Ypsilanti District Library**

December 2015 - Present (9 months)

As a trustee of the Ypsilanti District Library we continuously strive to ensure that services offered through the library system are cutting edge, new and unique. Along with overseeing the financial and organizational operations of one of the largest library systems in Michigan, I routinely attend events held by the library to better understand the pulse of our patrons and listen to their concerns. As a long time resident of Ypsilanti I am pleased to serve my community in this capacity for another 2 year term through 2018.

### **Member Services Specialist at Washtenaw County Public Health- Washtenaw Healthplan**

March 2014 - August 2016 (2 years 6 months)

- Actively oversaw the implementation of the Healthy Michigan Plan in Washtenaw county

- Worked alongside the Department of Human Services to ensure individual enrollment
- Administer 20 thousand dollars in mini-grants for non-profits to expand their enrollment capacity
- Extensive data entry and technical trouble shooting skills utilized daily
- Held trainings for health care professional learning how to enroll patients through the Michigan Benefits Access online portal including officials from the state's largest medical institutions
- Strategically pin-pointed locations within Washtenaw County with large indigent populations and planed accordingly

**Program Liason- Division of Economic and Community Development at Washtenaw Community College**

January 2013 - March 2015 (2 years 3 months)

- Oversaw the implementation of the IMHOTEP Urban Design class
- Worked alongside community development manager to engage community partners
- Heavily involved in the overall strategic planning of Parkridge Community Center/ WCC-OECD
- Produced and filmed a full scale promotional video to present for marketing purposes

**Patient Attendant at University of Michigan Health System**

July 2006 - March 2014 (7 years 9 months)

- Provided excellent patient care for children and adults
- Enthusiastically worked with a diverse population of patients that required supervision and support
- Responsibly performed various duties including assisting patients in and out of bed, feeding, bathing, and clothing
- Practiced exemplary decision making abilities to ensure patient safety and satisfaction

**Rental Assistance Demonstration (RAD) Grant- Intern at Ypsilanti Housing Commission**

September 2013 - January 2014 (5 months)

- Assisted with the application process for the Rental Assistance Demonstration Program
- Helped preserve and improve 198 public housing properties within the City of Ypsilanti
- Improved community involvement in the applications process by putting together community meetings to discuss planning, design and cost: a HUD regulation
- Developed filing system for RIF and RIH block grants which is still in use today.

**Skills & Expertise**

**Microsoft Office**

**Management**

**Microsoft Excel**

**Microsoft Word**

**Research**

**PowerPoint**

**Leadership**

**Training**  
**Photoshop**  
**Community Development**  
**Community Outreach**  
**Video Production**  
**Video Editing**  
**Photography**  
**Project Management**

---

## Volunteer Experience

### **Volunteer at Growing Hope**

Hands on in the Farm

Dates and Times: Mon. from 3-5pm and Tues. & Fri., 10am-12pm

Location: Growing Hope Center

Planting, weeding, harvesting, watering, organizing tools and seeds, and general farm maintenance. However, during the cooler months, farm work typically includes more organizational and clean-up work.

### **Community Resource Navigator at AmeriCorps**

February 2014 - Present

Community Resource Navigators meets Michigan's statewide immediate need for connecting financially struggling families with community resources available. Members (based within 211 Call Centers, United Ways and other local nonprofits) will assist clients in navigating the 2-1-1 database and MiBridges portal helping them to complete and submit applications for benefits electronically as well as assist them with gathering all the necessary supporting documentation to complete the application. Members will follow up with individuals served to see whether referrals to community resources were successful and provide feedback to 2-1-1. Members will also serve to build capacity within the current network of nonprofit organizations and will perform outreach functions to assure sites are connected with the support and training needed to assure sustainability of this service within the local community. The anticipated outcome of the direct community resource navigator's efforts will be increased income in to low-income households and the delivery of integrated services needed for individuals served to gain financial stability and become self-sufficient and to build a systemic, long term network of organizations that will assist individuals in the future.

---

## Publications

### **Keeping it Local**

May 1, 2014

Authors: Michael Randall, Aayat Ali Elizabeth Bastian Christopher Fenn Rebecca Nikodem

Vacancy and abandonment present serious challenges to communities and neighborhoods. In Springwells, residents and community organizations identified a need to secure and reduce vacant property in the area as a

way to improve quality of life for residents. In an attempt to address this issue Bridging Communities (BCI) and Urban Neighborhood Initiatives (UNI) won a grant to build a series of workshops to educate Springwells residents about the Wayne County Tax Foreclosure Auction and the properties available through the auction.

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## Education

### **University of Michigan-Dearborn**

Bachelor's degree, City/Urban, Community and Regional Planning

### **Willow Run High**

Diploma, General, 2001 - 2005

---

# Michael Randall

Community Development Coordinator & Financial Coach at Habitat for Humanity of Huron Valley

randallm@ewashtenaw.org

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[Contact Michael on LinkedIn](#)



# OTHER BUSINESS

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# **AUTHORIZATIONS AND BIDS**

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# CHARTER TOWNSHIP OF YPSILANTI

## INFORMATION SERVICES

Computer Support □ Web Content Management □ Communications Services

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To: Township Board  
From: Travis McDugald, IS Manager  
Re: Request to accept lowest bids and award a contract to Fiber Link Inc. for fiber optic cable installation at the Civic Center and Compost Site contingent upon attorney review; budgeted in account 101.266.000.971.008 for a total project cost of \$37,036.14.  
Date: August 26, 2016  
Copy To: Mike Radzik, OCS Director

On June 21<sup>st</sup> 2016 the Township Board approved seeking bids for the installation of fiber optic cable to connect the maintenance garages to the primary buildings at both the Civic Center and Compost site. The Township received two bids for each location:

**Location 1)** Install fiber optic cabling underground connecting the main Civic Center building to the Civic Center Maintenance Garage

- Fiber Link Inc @ \$16,988.76
- Amcomm Telecommunication Inc @ \$21,000

**Location 2)** Install fiber optic cabling underground connecting the Compost Site Gate House to the Compost Site Maintenance Garage

- Fiber Link Inc @ \$19,047.47
- Amcomm Telecommunication Inc @ \$21,000

The goal of this project is to build a robust, reliable, and sustainable network capable of handling future growth. The current wireless infrastructure is hampered by lack of clear line of site, vulnerable security, outside interference, and limited throughput capacity. More and more devices such as cameras, time clocks, building alarms, environmental controls, and phones use the same network infrastructure as our computers and servers. Improving our network today will enable us to easily adapt to future growth.

I respectfully request the Township Board accept the low bid and award the project contract to Fiber Link Inc. contingent upon attorney review. The total project cost includes an additional \$1,000 for required network cables and switch adapters.

Thank for your consideration.

# CHARTER TOWNSHIP OF YPSILANTI

## INFORMATION SERVICES

Computer Support • Web Content Management • Communications Services

---

To: Township Board  
From: Travis McDugald, IS Manager  
Re: Request to authorize Computer Support to seek cost proposals for voice phone service utilities.  
Date: September 12, 2016  
Copy To: Mike Radzik, OCS Director

The current phone service contracts have expired and all voice utility services are on a month-to-month bases. With the fiber installation at the Community Center complete, we need to disconnect some of the phone and internet services at this location so they may be migrated to the new fiber connection with the Fire Station.

This request is to seek new proposals for service that would accommodate the necessary migration and also seek additional costs savings for voice services going forward.

I respectfully request Computer Support be authorized to seek cost proposals for voice phone service utilities. The proposals and a recommendation will be brought back to the Township Board for consideration and approval.

Thank you for your consideration.  
Travis McDugald

# CHARTER TOWNSHIP OF YPSILANTI

## INFORMATION SERVICES

Computer Support • Web Content Management • Communications Services

---

To: Karen Lovejoy Roe, Clerk  
From: Travis McDugald, IS Manager  
Re: Request to reject all Managed Print Services proposals and seek individual agreements on a per device basis.  
Date: September 12, 2016  
Copy to: Mike Radzik, OCS Director

On June 24<sup>th</sup> 2016, the Township Board approved a request to seek proposals for Managed Print Services. Based on that approval, a Request for Proposals was published and only two responses were received.

After reviewing and analyzing the responses, I believe it is in the best interest of the Township not to accept either proposal in its entirety. The costs of the new services would exceed current expenses without providing additional benefits and therefore cannot be recommended.

Our current mixed fleet of both new and old equipment presents a challenge managing the older equipment in a cost effective way. In some cases, replacing an older device would cost less than placing the device under a maintenance agreement. At the same time, some newer devices would benefit from an agreement, while others would best be managed under existing agreements. No single proposal meets all of our needs in a cost effective manner, which indicates a different methodology be considered.

I respectfully request the Township Board reject both recent proposals in their entirety, and authorize Computer Support to work with various vendors to develop maintenance plans on a per device basis where it is economically responsible to do so.

Thank you for your consideration.

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



Charter Township of Ypsilanti  
Residential Services Division

7200 S. Huron River Drive  
Ypsilanti, MI 48197  
Phone: (734) 484.0073  
Fax: (734)544.3501

[www.ytown.org](http://www.ytown.org)

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# MEMORANDUM

To: Ypsilanti Township Board of Trustees

From: Jeff Allen, Director – Residential Services Department

Date: September 12, 2016

RE: Approval of awarding the Ford Lake Tennis Court project to S & J Asphalt in the amount of \$218,187.

As you may recall, we were awarded a \$99,600 matching grant from the DNR to renovate the Ford Lake Park Tennis Courts. The Spicer Group did the engineering on the plans, which also included renovating the outdoor racquetball courts that are adjacent to the courts.

We conducted a public bid opening on September 8<sup>th</sup> and the bid tabulation is included for your review. The low bidder for the total package is S & J Asphalt with a bid of \$218,187. The tennis court piece of the project is \$203,687, of which we will receive \$100,000 from the State for the costs. This is budgeted in line item #212.970.000.997.001. The additional \$14,500 for the racquetball court is budgeted in line item #212.970.000.975.795.

S & J Asphalt- \$218,187  
Best Asphalt- \$231,185  
Nagle Paving- \$277,823

I have included Spicer’s letter of recommendation for this project.

We anticipate this work to be completed yet this fall, pending good weather. I will be available at the meeting should you have any questions.

September 12, 2016

Mr. Jeffrey Allen  
Ypsilanti Charter Township  
7200 S. Huron River Driver  
Ypsilanti, MI 48197

RE: Recommendation of Contract Award  
Ford Lake Park Tennis Courts

Mr. Allen:

Enclosed is a copy of the bid tabulation for the above referenced project. The bids were received on September 8, 2016 at the Ypsilanti Township offices. The work included in the bid documents includes removal and replacement of tennis courts and improvements to the racquetball courts at Ford Lake Park.

Enclosed is the tabulation of the bids received. A total of three (3) bids were received, with the low being \$218,187.00 and high being \$277,743.00. The low bid was submitted by S&J Asphalt of Canton, MI. A breakdown of our bid tabulation is shown below:

<u>Contractor</u>	<u>Bid Amount</u>
S&J Asphalt	\$218,187
Best Asphalt	\$231,185
Nagle Paving	\$277,823

References have been checked for S&J Asphalt and they received favorable recommendation. S&J Asphalt has successfully completed other projects similar to this one, and we believe they are qualified to complete the Ford Lake Park Tennis Courts project. Therefore, we recommend the award of this project to S&J Asphalt of Canton, MI for the amount of \$218,187.00.

If you have any questions or need additional information, please contact our office.

Sincerely,



**Philip Westmoreland, P.E.**  
Sr. Project Manager

**SPICER GROUP, INC.**  
125 Helle Blvd, Suite 2  
Dundee, MI 48131  
Phone: (517) 375-9449  
mailto: philaw@spicergroup.com

cc: SGI File No. 123719SG2016

L:\proj2016\123719SG2016 - Ford Lake Park Tennis Courts\Design\Bid Docs\Bid Recommendation Letter 2016-09-08.doc

BIDS FOR: FORD LAKE PARK TENNIS COURTS  
YPSILANTI TOWNSHIP-WASHTENAW COUNTY

TAKEN ON: Thursday, September 8, 2016

BIDDERS>>

				S&J Asphalt Canton, MI		Best Asphalt Romulus, MI		Nagle Paving Novi, MI	
Estimated Quantity	Unit	Description	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	
<b>DIVISION 1 - TENNIS COURT</b>									
1.	4,400	SYD	Pavement Removal	\$5.75	\$25,300.00	\$9.00	\$39,600.00	\$10.50	\$46,200.00
2.	3,680	SYD	Asphalt Leveling Course, 2" Thick	\$10.50	\$38,640.00	\$9.50	\$34,960.00	\$16.00	\$58,880.00
3.	3,680	SYD	Asphalt Wearing Course, 1.5" Thick	\$13.50	\$49,680.00	\$11.50	\$42,320.00	\$12.00	\$44,160.00
4.	3,680	SYD	Acrylic Sport Surface and Tennis Court Striping, Complete	\$6.40	\$23,552.00	\$4.50	\$16,560.00	\$5.60	\$20,608.00
5.	2	Court	Pickleball Court Striping, Complete	\$1,000.00	\$2,000.00	\$250.00	\$500.00	\$300.00	\$600.00
6.	5	Each	Tennis Court Equipment, Complete	\$2,200.00	\$11,000.00	\$2,000.00	\$10,000.00	\$2,400.00	\$12,000.00
7.	740	Lin. Ft.	Tennis Court Fence & Gates, 10' Tall	\$48.00	\$35,520.00	\$45.00	\$33,300.00	\$50.00	\$37,000.00
8.	445	Lin. Ft.	Asphalt Pathway, 6' Wide	\$20.00	\$8,900.00	\$25.00	\$11,125.00	\$35.00	\$15,575.00
9.	630	SYD	Site Grading and Seeding	\$6.50	\$4,095.00	\$4.00	\$2,520.00	\$10.00	\$6,300.00
10.	1	Lump Sum	Clean-Up & Restoration	Lump Sum	\$5,000.00	Lump Sum	\$1,500.00	Lump Sum	\$5,000.00
<b>Sub Total Division 1</b>					<b>\$203,687.00</b>		<b>\$192,385.00</b>		<b>\$246,323.00</b>
<b>DIVISION 2 - RACQUETBALL COURT</b>									
11.	1	Lump Sum	Paint Racquetball Court Walls, Complete	Lump Sum	\$7,000.00	Lump Sum	\$33,000.00	Lump Sum	\$24,500.00
12.	1	Lump Sum	Replace Chain Link Canopy	Lump Sum	\$7,500.00	Lump Sum	\$5,800.00	Lump Sum	\$7,000.00
<b>Sub Total Division 2</b>					<b>\$14,500.00</b>		<b>\$38,800.00</b>		<b>\$31,500.00</b>
<b>TOTAL AMOUNT OF BID</b>					<b>\$218,187.00</b>		<b>\$231,185.00</b>		<b>\$277,823.00</b>

Bid amounts in red are actual per unit price x quantity and differ from the amount originally submitted on the bid form.





*Supervisor*  
**BRENDA L. STUMBO**  
*Clerk*  
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*Treasurer*  
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## Residential Services

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

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# MEMORANDUM

TO: Charter Township of Ypsilanti Board of Trustees

FROM: Jeff Allen, Director of Residential Services

DATE: August 29, 2016

RE: Approval for seeking RFP for 2017 printing "Helpful Handbook" packet

We are requesting Township board approval to seek proposals for the 2017 "Helpful Handbook".

In prior years, the Environmental Services Division has mailed out an annual magnet schedule and information to our residents. In 2011, we changed this to include all departments, including specific information for residents as it relates to all of the departmental contacts at the Township.

We are again planning on going forward with the printing and mailing of some 15,000 packets to allow for easy reference by residents. This would also include a separate mailing for multi-family units.

This year we are requesting bids for a five year term (2017-2021) and we anticipate the cost not to exceed \$25,000 for the printing of the materials, \$4,000 for magnets and another \$6,000 for mailing the pieces. We will be bringing the bids back to the board for final approval.

The charges for this are budgeted and would be divided up between the following:

226.226.000.900.000- for the printing in 2016  
226.226.000.730.000- for postage mailing in 2017

*Supervisor*  
BRENDA L. STUMBO  
*Clerk*  
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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

# MEMORANDUM

To: Ypsilanti Township Board of Trustees

From: Karen Lovejoy Roe, Clerk 

Date: September 15, 2016

Subject: ***Request Authorization for the Purchase of Twenty (20) Dell Latitude 3560 Laptops for Election Use in the Amount of \$10,300.00 Budgeted in Line Item #101-266-000-977-000***

The Clerk's Office is requesting to purchase twenty (20) Dell Latitude 3560 laptops to replace our current fleet of Compaq laptops used for Elections.

This year the Bureau of Elections made it possible for precincts to use dual pollbooks (laptops) to process voters at the precincts. This is expected to help greatly in processing voters at the precincts on Election Day. In anticipation of this, the Clerk's office budgeted \$18,000.00 for 2016 for the purchase of second laptops for the precincts.

Once the go ahead was received from the Bureau of Elections for jurisdictions to move to dual pollbooks if they wish, the Washtenaw County Clerk's Office worked with Dell to obtain extremely competitive pricing based on a large volume purchase for all jurisdictions in Washtenaw County. This price is \$515.00 per laptop. The Clerk's office purchased eight (8) of these laptops in June in order to utilize the dual pollbook technology at nine (9) of our precincts in August.

It was recently suggested to us by the IS department that we may want to replace all of our original Compaq laptops. They are approximately six years old, run slow and will need to be replaced. We have already lost several this year due to failed hard drives. Due to these reasons and the fact that we have an opportunity to purchase new machines with Dell under this deal obtained for jurisdictions in Washtenaw County by the Washtenaw County Clerk's Office we are asking to purchase twenty (20) Dell

Latitude 360 laptops. This will replace all of our old Compaq laptops and give us two (2) extra to be used as spares on Election Day. This purchase would total \$10,300.00 and is budgeted in line item #101-266-000-977-000.

Thank you for your consideration.

Irg

cc: Michael Radzik, Office of Community Standards  
Travis McDugald, IS Manager  
Lisa Garrett, Deputy Clerk  
Files

*Supervisor*  
BRENDA L. STUMBO  
*Clerk*  
KAREN LOVEJOY ROE  
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**Supervisor's Office**

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www.ytown.org

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TO: Township Board

FROM: Brenda L. Stumbo, Supervisor 

DATE: September 20, 2016

RE: Request for printing/mailing of postcards for millage renewals

On August 16, 2016, the Township Board approved language for the millage renewals and agreed to place them on the November ballot. We are requesting authorization for printing and mailing an informational postcard to each household in the Township.

Attached for your review are the three quotes we received. We are recommending that the job be awarded to Messenger Printing who provided the lowest quote at \$4,203, plus postage.

Funds are available in line item 101-267-000-900-000 for the printing/mailing service and in 101-267-000-730-000 for postage costs.

If you have any questions, please let me know.

tk

Attachments

# MILLAGE INFORMATIONAL POSTCARD

Vendor	Printing	Mailing Service	Total
Messenger	\$ 2,972.00	\$ 1,231.00	\$ 4,203.00
UPS Store	\$ 2,300.00	\$ 3,417.18	\$ 5,717.18
Standard	\$ 5,698.00	\$ 850.00	\$ 6,548.00

## IMPORTANT FACTS YOU NEED TO KNOW WHEN VOTING ON THE NOVEMBER 8, 2016 MILLAGE PROPOSALS FOR TOWNSHIP SERVICES

- Ypsilanti Township has always held special elections for millages. This year, we are putting them on the November ballot, saving approximately \$30,000 in costs for a special election if voters renew the millages.
- Ypsilanti Township residents pay for services through voter approved millages for Police, Fire, Trash, Recycling, Roads, Parks, Recreation, Sidewalks, Bike Paths, Composting, Brush/Chipping and Yard Waste Pick-up.

- These voter approved millages expire every four (4) years and an election must be held every four (4) years in order to continue to receive your current Township services.
- The requested millage levy renewals are the same as 2013:
  - Proposal A – Fire 3.125 mils
  - Proposal B – Police 5.95 mils
  - Proposal C – Recreation/Roads 1.0059 mils
  - Proposal D – Solid Waste 2.1555 mils

If approved, the current voter approved millage rate of 12.2364 would continue for the next four (4) years.

If you need an absentee ballot, please call or email the Clerk at (734) 484-4700. Please contact us with your questions or concerns. We welcome your phone calls, emails and visits. Sample ballots are available if you would like one mailed to you or you can view them on our website, [ytown.org](http://ytown.org) under the Clerk's Office.

Brenda L. Stumbo, Supervisor  
[bstumbo@ytown.org](mailto:bstumbo@ytown.org)  
(734) 481-0617

Karen Lovejoy Roe, Clerk  
[klovejoyroe@ytown.org](mailto:klovejoyroe@ytown.org)  
(734) 484-4700

Larry J. Doe, Treasurer  
[ldoe@ytown.org](mailto:ldoe@ytown.org)  
(734) 484-1002



Charter Township of Ypsilanti  
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