

CHARTER TOWNSHIP OF
YPSILANTI BOARD OF TRUSTEES

Supervisor

BRENDA L. STUMBO

Clerk

KAREN LOVEJOY ROE

Treasurer

LARRY J. DOE

Trustees

JEAN HALL CURRIE

STAN ELDRIDGE

MIKE MARTIN

SCOTT MARTIN

October 4, 2016 Rev. 10-5-16

Work Session – 5:00 p.m.

Regular Meeting – 7:00 p.m.

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



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, OCTOBER 4, 2016

5:00PM

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


1. AAATA UPDATE.....CHRIS WHITE AND JEFF MURPHY
2. WOLVERINE PIPE PROGRAM.....CHELSEA VANCAMP
3. 2017 PRELIMINARY BUDGET.....SUPERVISOR STUMBO AND JAVONNA NEEL
 - a) FUND 226 – ENVIRONMENTAL SERVICES
 - b) FUND 230 – RECREATION
 - c) FUND 236 – 14B DISTRICT COURT
 - d) FUND 248 – HOUSING AND BUSINESS INSPECTION
 - e) FUND 249 – BUILDING
 - f) FUND 252 – HYDRO
 - g) FUND 590 - COMPOST
2. TRUSTEE ATTENDANCE POLICYJAVONNA NEEL
AND KAREN WALLIN
3. AGENDA REVIEW..... SUPERVISOR STUMBO
4. OTHER DISCUSSION BOARD MEMBERS

Supervisor
BRENDA L. STUMBO
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Supervisor's Office

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TO: Karen Lovejoy Roe, Clerk
FROM: Brenda L. Stumbo, Supervisor 
DATE: September 28, 2016
RE: 2017 Fiscal Year Budget Discussion

Javonna Neel, our Accounting Director will be presenting the following at the October 4, 2016 Work Session:

1. Discussion – 2017 Fiscal Year Budget
 - Fund 226 – Environmental Services
 - Fund 230 – Recreation
 - Fund 236 – 14B District Court
 - Fund 248 – Housing & Business Inspection
 - Fund 249 – Building
 - Fund 252 – Hydro
 - Fund 590 – Compost

Please place this on the Work Session agenda.

If you have any questions, please let us know.

cc: Javonna Neel, Accounting Director

Fund 226 – Environmental Services

Revenues

Line Item	Explanation
226-000-000-403-000 – Current Property Taxes	This line item reflects the revenues received from property taxes. An increase of \$20,758 is budgeted, .86%.
226-000-000-403-001 – 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.
226-000-000-642-000 – Sale of Recycle Bins	This line item reflects revenue received from the sale of recycling bins.
226-000-000-642-001 – Sale of Trash Pickup Stickers	This line item reflects revenue received from the sale of trash stickers.
226-000-000-642-002 – Sale of White Good Stickers	The Township no longer sells white goods stickers. Based on our Waste Management contract, residents schedule white goods pick-ups directly.
226-000-000-642-003 – Sale of Freon Stickers	The Township no longer sells Freon stickers. Based on our Waste Management contract, residents schedule pick-ups directly.
226-000-000-664-001 – Interest Earned	Interest earned from banks.

Line Item	Explanation
226-000-000-699-000 – Appropriated Prior Year Balance	This line item reflects the amount needed for operating expenses in 2017. This is less than 2016 and was projected.

Expenditures

Line Item	Explanation
226-226-000-705-000 – Salary-Supervision	This line item reflects ½ the salaries of the Residential Services Director and Public Services Superintendent. The other 50% of the Director’s salary is budgeted in 101-762-000-705-000 and the Superintendent’s is budgeted in 101.774.000.705.000. A 1.5% increase is budgeted, the same as AFSCME and Teamster employees. Even though an increase is budgeted, a decrease is shown in this line item since no payroll accrual is needed for 2017.
226-226-000-706-000 – Salary-Permanent Wages	This line item is for the wages of 50% of a full-time employee (chipping), 75% of 2 full-time Floater II/Clerk III positions & 50% of the mechanic/equipment operator position. Per the AFSCME contract, a 1.5% increase is budgeted. Even though an increase is budgeted, a decrease is shown in this line item since no payroll accrual is needed for 2017.
226-226-000-707-000 – Salary-Temporary/Seasonal	This line item is used for seasonal employees who work on the chipper trucks. The current rate of pay is \$11.00/hour.
226-226-000-708-004 – 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
226-226-000-708-009 – Auto Allowance	This line item is used for 50% of the auto allowance for the RSD Director. The other 50% is budgeted in line item 101.762.000.708.009.
226-226-000-708-010 – Health Insurance Buyout	This line item is used for the health insurance buyout for employees who receive health insurance through another source.
226-226-000-709-000 – Regular Overtime	This line item is used for overtime received for the chipping crew, the mechanic and the Floater II/Clerk III's. Based on what was spent in 2014, 2015 and to date in 2016, it is recommended that it be reduced to \$2,000 in 2017.
226-226-000-715-000 – FICA/Medicare	Figures were provided by the Accounting Director.
226-226-000-719-000 – Health Insurance	We were notified of our health care renewal rates and will only receive a .16% increase in 2017. A greater increase is shown in this line item due to an employee moving from single health care to family health care coverage.
226-226-000-719-001 – 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.
226-226-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.
226-226-000-719-015 – 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, an increase is budgeted due to an employee moving from single coverage to family coverage.

Line Item	Explanation
226-226-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017. A larger increase is budgeted due to an employee moving from single coverage to family coverage.
226-226-000-719-020 – 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 budgeted due to an employee moving from single coverage to family coverage.
226-226-000-719-021 – Admin Fee – Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies.
226-226-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates in 2017.
226-226-000-723-000 – Deferred Compensation Employer	Figures provided by the Accounting Director.
226-226-000-724-001 – Unemployment Expense	Figures provided by the Accounting Director.
226-226-000-726-000 – Recycle Bins – New Homeowner	This line item is used to purchase recycling bins.
226-226-000-726-001 – Stickers for Trash Pick Up	This line item is used to purchase trash stickers. The cost per sticker is \$1.50.
226-226-000-726-002 – Stickers for White Goods Pick Up	We no longer sell stickers for white goods. Residents contact Waste Management directly to schedule pick up.
226-226-000-726-003 – Stickers for Freon White Goods	We no longer sell stickers for Freon goods. Residents contact Waste Management directly to schedule pick up.

Line Item	Explanation
226-226-000-727-000 – Office Supplies	This line item is used to purchase office supplies for the department. Based on what has been spent to date in 2016, it is recommended that it be increased to \$1,300 for 2017.
226-226-000-730-000 - Postage	This line item is used for postage for the department and for the annual helpful handbook. In 2017, we will be sharing the cost of postage with the Sheriff's Office, resulting in a savings to the Township. It is recommended that it be reduced to \$9,000. The handbooks are mailed in December.
226-226-000-741-000 – Boot Reimb & Uniforms Purchase	This line item is used for the boot allowance per contract. We purchased new uniforms last year and are recommending that it be reduced to \$1,000 for 2017.
226-226-000-757-000 – Operating Supplies	This line item covers the cost of safety equipment used for chipping. It is recommended that \$1,000 be budgeted in 2017.
226-226-000-776-000 – Maintenance Supplies	The cost of repairing the chippers is budgeted in this line item. It is recommended that it be increased to \$500 for 2017.
226-226-000-800-001 – Administration Fees	This line item reflects fees allocated for use of floor space and associated employee resources at the Civic Center. Figures were provided by the Accounting Director.
226-226-000-804-000 – Contractual/Rolloff Disposal	This line item covers the cost of the trash dumpsters at the Civic Center, Ford Lake Park and the Community Center.

Line Item	Explanation
226-226-000-804-001 – Contractual/Rubbish Pick Up	This line item covers the per-resident fee paid to Waste Management for curbside pick-up. In 2017, the per-resident fee will be \$6.59, an increase of \$.14 per resident.
226-226-000-804-003 – Contractual/Yard Waste Pick Up	This covers the per-resident fee paid to Waste Management for yard waste pick-up. The fee for 2017 will be \$1.99, an increase of \$.04 per resident.
226-226-000-804-004 – Twp Disposal Fee	This line item is used to pay the dumping fees to the Compost Site for the amount that would normally be charged to anyone for dumping yard waste, wood chips and brush. This represents the dumping from Township residents, Waste Management, the chipping crew and park maintenance. Waste Management is included as they would have to pay to dump elsewhere and bill us back. It is recommended that it remain the same in 2017, \$155,000.
226-226-000-804-006 – Recycling Disposal	This covers the cost of hauling recycling containers from the Compost Site to Great Lakes. It is recommended that it remain at \$19,000 in 2017.
226-226-000-804-007 – Recycling Pick Up Curbside	This covers the per-resident fee paid to Waste Management for recycling pick up. The rate for 2017 will be \$1.93.
226-226-000-804-008 – Curbside Recycling Disposal	This line item reflects the per ton fee paid for materials hauled from residents.
226-226-000-818-017 – Tire Shredding/Contract Services	We pick up illegally dumped tires and recycle them in Ann Arbor. It is recommended that this line item remain at \$1,500.

Line Item	Explanation
226-226-000-867-000 – Gas & Oil	This line item is used for the fuel we use in the chipper trucks. Based on what has been spent to date in 2016, it is recommended that it be reduced to \$10,000.
226-226-000-867-200 – Gas & Oil - YCUA	This line item is used for the fuel used by our Equipment at the YCUA facility. It is recommended that it remain at \$1,000 in 2017.
226-226-000-867-300 – Fuel Surcharge-Curbside	This is for the contractual charge to us from Waste Management. It is recommended that it be reduced to \$40,000 in 2017 due to the drop in diesel fuel costs.
226-226-000-876-000 – Retirement/MERS	Figures provided by the Accounting Director. Increase budgeted due to actuarial.
226-226-000-876-003 – OPEB Funding-Retiree Health	Figures provided by the Accounting Director.
226-226-000-900-000 - Publishing	This line item covers the cost of printing our annual Helpful Handbook. It is recommended that \$20,000 be budgeted in 2017.
226-226-000-913-000 – Insurance & Bonds Fleet	Figures provided by the Accounting Director.
226-226-000-917-000 – Workers Compensation Insurance	Figures provided by the Accounting Director.
226-226-000-920-005 – Utilities-Light	This line item covers the cost of electric service at Ford Lake Park.
226-226-000-920-009 – Utilities Maintenance Heating	This line item covers the cost of gas service at Ford Lake Park. Based on what has been spent to date in 2016, it has been reduced to \$2,000 for 2017.

Line Item	Explanation
226-226-000-933-000 – Equipment Maintenance	This line item covers the cost of repairing the chippers.
226-226-000-939-000 – Auto Maintenance	This line item reflects the cost of annual inspection and fees for the trucks and chipping vehicles. Based on what has been spent to date in 2016, it is recommended that it remain at \$5,000 for 2017.
226-226-000-943-000 – Motorpool Lease/Maintenance	Motorpool charges are budgeted in this line item and are paid to the Motorpool, Fund 595.
226-226-000-956-000 - Miscellaneous	This line item covers random drug screenings, medical cards, Class A driver's licenses, etc.
226-226-000-956-010 – Tax Refund Expense	Figures provided by the Accounting Director.
226-226-000-960-000 – Education and Training	This line item covers of the cost of educational material distribution.

9/29/16

* Changes from the draft budget are highlighted.

09/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 09/30/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2017 REQUESTED BUDGET
Fund 226 - ENVIRONMENTAL SERVICES FUND							
Dept 000.000							
226-000.000-403.000	CURRENT PROPERTY TAXES	2,378,670	2,375,313	2,422,577	2,422,577	2,423,692	2,443,335
226-000.000-403.001	ESA REIMBURSEMENT OP						17,490
226-000.000-403.002	CUR PROPERTY TAX ADJUSTMENTS	13,578	3,618			(1,092)	
226-000.000-417.000	DELINQUENT PERS.PROPERTY TAXE	3,027	2,486				
226-000.000-642.000	SALE OF RECYCLING BINS	1,971	1,194	1,500	1,500	1,503	1,500
226-000.000-642.001	SALE OF TRASH PICKUP STICKERS	5,902	7,234	6,800	6,800	5,149	6,500
226-000.000-642.002	SALE OF WHITE GOOD STICKERS	1,260	190			30	
226-000.000-642.003	SALE OF FREON STICKERS	300					
226-000.000-664.001	INTEREST EARNED	1,991	1,900	1,000	1,000	2,506	1,000
226-000.000-694.001	OTHER INCOME-MISCELLANEOUS					7,450	
226-000.000-694.004	MISC REVENUE - INSURANCE REIM	1,210	1,281			779	
226-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.			169,459	280,399		147,604
NET OF REVENUES/APPROPRIATIONS - 000.000-		2,407,909	2,393,216	2,601,336	2,712,276	2,440,017	2,617,429

Calculations as of 09/30/2016

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GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2017 REQUESTED BUDGET
Dept 226.000-ENVIRONMENTAL							
226-226.000-704.000	APPOINTED OFFICIALS	300					
226-226.000-705.000	SALARY - SUPERVISION	67,819	72,768	73,284	73,284	50,054	71,628
226-226.000-706.000	SALARY - PERMANENT WAGES	117,113	118,074	120,469	121,342	84,403	119,974
226-226.000-706.050	YE ODD DAY ACCRUAL			2,178	2,178		
226-226.000-707.000	SALARY - TEMPORARY/SEASONAL	20,151	26,112	25,000	25,000	18,899	25,000
226-226.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	1,806	2,554	2,904	2,904	1,253	2,948
226-226.000-708.009	AUTO ALLOWANCE	3,000	3,000	3,000	3,000	2,250	3,000
226-226.000-708.010	HEALTH INS BUYOUT	3,750	3,505	3,750	3,750	1,875	3,750
226-226.000-709.000	REG OVERTIME	543	752	3,000	3,000	254	2,000
226-226.000-715.000	F.I.C.A./MEDICARE	14,363	15,889	16,369	16,436	10,647	16,041
226-226.000-719.000	HEALTH INSURANCE	18,130	26,163	26,403	26,403	22,993	32,881
226-226.000-719.001	SICK AND ACCIDENT	981	1,151	1,294	1,294	1,215	1,449
226-226.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(9,128)				(3,600)
226-226.000-719.015	DENTAL BENEFITS	2,942	2,598	2,725	2,725	2,344	3,225
226-226.000-719.016	VISION BENEFITS		512	529	529	405	663
226-226.000-719.020	HEALTH CARE DEDUCTION	6,950	7,518	9,406	9,406	8,801	10,841
226-226.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	187	206	225	225	121	225
226-226.000-720.000	LIFE INSURANCE	474	561	693	693	577	693
226-226.000-723.000	DEFERRED COMPENSATION EMPLOYE	369	345	370	370	248	369
226-226.000-724.001	UNEMPLOYMENT EXPENSE			2,000	2,000		3,000
226-226.000-726.000	RECYCLE BINS NEW HOMEOWNERS	4,970	4,691	5,000	5,000	2,770	2,500
226-226.000-726.001	STICKERS FOR TRASH PICK-UP	2,201	750	2,000	4,000	3,750	4,000
226-226.000-726.003	STICKERS FOR FREON WHITEGOODS	356					
226-226.000-727.000	OFFICE SUPPLIES	611	704	1,000	1,173	1,180	1,300
226-226.000-730.000	POSTAGE	7,486	7,954	10,500	10,500	827	9,000
226-226.000-741.000	BOOT REIMB & UNIFORMS PURCHASE	394	150	2,500	2,500	75	1,000
226-226.000-757.000	OPERATING SUPPLIES	352		800	628	49	1,000
226-226.000-776.000	MAINTENANCE SUPPLIES	273		400	400	366	500
226-226.000-800.001	ADMINISTRATION FEES	12,424	12,824	13,810	13,810	10,357	13,810
226-226.000-804.000	CONTRACTUAL/ROLLOFF DISPOSAL	16,350	15,701	15,000	15,000	10,911	15,700
226-226.000-804.001	CONTRACTUAL/RUBBISH PICKUP	1,256,214	1,162,877	1,175,000	1,175,000	790,745	1,207,000
226-226.000-804.003	CONTRACTUAL/YARDWASTE PICKUP	330,336	336,613	340,750	340,750	227,202	349,200
226-226.000-804.004	TWP DISPOSAL FEE	182,842	164,587	155,000	155,000	87,439	155,000
226-226.000-804.006	RECYCLING DISPOSAL	18,870	20,375	19,000	19,000	10,184	19,000
226-226.000-804.007	RECYCLING PICK-UP CURBSIDE	339,795	331,970	336,200	336,200	224,379	345,200
226-226.000-804.008	CURBSIDE RECYCLING DISPOSAL		52,289	48,000	48,000	25,389	48,000
226-226.000-818.017	SHERDDING - TIRES & PAPER	782	1,316	1,500	1,500	763	1,500

09/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 09/30/2016

GL NUMBER	DESCRIPTION	2014	2015	2016	2016	2016	2017
		ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 09/30/16	REQUESTED BUDGET
226-226.000-867.000	GAS & OIL	13,023	9,542	12,000	11,999	4,031	10,000
226-226.000-867.200	GAS & OIL - YCUA	382		1,000	1,000	166	1,000
226-226.000-867.300	FUEL SURCHARGE-CURBSIDE	64,017	11,887	70,000	65,000	(6,529)	40,000
226-226.000-876.000	RETIREMENT/MERS	25,117	24,729	22,880	22,880	17,144	30,465
226-226.000-876.003	OPEB FUNDING- RETIREE HEALTH	15,007	13,797	13,748	13,748	13,748	15,843
226-226.000-900.000	PUBLISHING	9,452	12,999	23,000	23,000	16,825	20,000
226-226.000-913.000	INSURANCE & BONDS FLEET	4,761	6,150	6,592	6,592	4,841	6,798
226-226.000-917.000	WORKERS COMPENSATION INSURANC	6,309	6,673	7,157	7,157	4,907	5,226
226-226.000-920.005	UTILITIES LIGHT	1,939	1,338	2,000	2,000	971	2,000
226-226.000-920.009	UTILITIES MAINTENANCE HEATING	774	1,455	3,000	3,000	922	2,000
226-226.000-933.000	EQUIPMENT MAINTENANCE	3,945	4,660	6,000	9,000	6,344	6,000
226-226.000-939.000	AUTO MAINTENANCE	3,106	4,249	5,000	5,000	3,205	5,000
226-226.000-943.000	MOTORPOOL LEASE/MAINTENANCE	7,200	7,200	4,000	4,000	3,019	4,000
226-226.000-956.000	MISCELLANEOUS	312	161	500	500		500
226-226.000-956.010	TAX REFUND EXPENSE		7	4,000	4,000		500
226-226.000-958.000	MEMBERSHIP AND DUES		75			75	
226-226.000-960.000	EDUCATION AND TRAINING	75		400	400		300
226-226.000-985.000	CAPITAL OUTLAY/VEHICLES				110,000	84,329	
NET OF REVENUES/APPROPRIATIONS - 226.000-ENVIRONMENTAL		(2,588,553)	(2,490,303)	(2,601,336)	(2,712,276)	(1,756,723)	(2,617,429)
ESTIMATED REVENUES - FUND 226		2,407,909	2,393,216	2,601,336	2,712,276	2,440,017	2,617,429
APPROPRIATIONS - FUND 226		2,588,553	2,490,303	2,601,336	2,712,276	1,756,723	2,617,429
NET OF REVENUES/APPROPRIATIONS - FUND 226		(180,644)	(97,087)			683,294	

Fund 230 – Recreation 2017

Revenues

Line Item	Explanation
230-000-000-529-000 – Federal Grants-Other	This line item reflects the revenues received for the Senior Nutrition Grant Program. This is a Federal Program through the County. On avg. we serve 90 meals monthly.
230-000-000-630-000 – Recreation/Adult Sports	Revenues generated from adult sports programs (racquetball, softball, soccer, tennis).
230-000-000-631-000 – Recreation/Youth Sports	Revenues generated from youth sports programs (t-ball, coach pitch, baseball, softball, basketball, soccer, track & field, tennis, gymnastics, flag football, sports camps, Start Smart pre-school age sports programs, golf and karate).
230-000-000-632-000 – Recreation/Dance	Revenues generated from youth & adult dance and fitness classes.
230-000-000-634-000 – Recreation/Day Camp	Revenues generated from youth day camps (spring & summer, pre-school & youth).
230-000-000-635-000 – Recreation/Senior Citizen Dues	Revenues generated from annual “50 & Beyond” member dues (individual & family memberships offered).
230-000-000-636-000 – Recreation/Other Activities	Revenues generated from youth & adult enrichment programs & special events (holiday events, arts & crafts, drama, Jump-A-Rama, etc.)

Line Item	Explanation
230-000-000-637-000 – Recreation/Sr. Citizen Activity Fees	Revenues generated from “50 & Beyond” programs, travel and special events (daddy daughter, Tinsel Town Christmas Lunch, etc.).
230-000-000-638-000 - Miscellaneous	Non-Program revenues such as vending machine commissions and ads for the Discover Ypsilanti Township publication.
230-000-000-639-000 – Building/Field Rental	Revenues generated from room & gym rentals as well as from outdoor field & court rentals.
230-000-000-641-001 – Ford Lake Gate Fees	Revenues generated from park entry gate fees (annual & daily fees collected from the sale of park & boat permits).
230-000-000-641-002 – Ford Lake Shelter Rent	Revenues generated from park shelter rentals.
230-000-000-664-001 – Interest Earned	Interest earned from the Rec Fund.
230-000-000-675-000 – Contributions & Donations	Revenues received from individuals, businesses and organizations who donate to the department (example: Brian Auten Photography). Donations are usually earmarked for a specific item or program.
230-000-000-675-006 – Senior Grant Private Grantor	This is a line item created for a one time grant received for the 50 & Beyond Program. It has not been determined that we will receive this again in 2017.
230-000-000-675-008 – Donations – Art in the Park	This line item was created for future donations to our collaborative community art projects.
230-000-000-675-011 – Recreation Bucks	Rec Bucks are gift certificates we sell for the public to use towards any of our programs.
230-000-000-694-001 – Other Income-Miscellaneous	This line item is used for any miscellaneous income.

Line Item	Explanation
230-000-000-694-004 – Misc. Revenue-Insurance Reimb.	This line item is used for Insurance claims paid to fix and repair. Usually a budget amendment is requested for this revenue and the corresponding expenditure at the time of reimbursement.
230-000-000-697-212 – Transfer In: BSRII Fund	Funds from this fund are transferred into the Rec Fund budget to support the expenditure side of the budget.
230-000-000-699-000 – Appropriated Prior Year Balance	This is the balance (or surplus) of the Rec Fund Budget from previous years. Nothing has been budgeted at this time in this line item since we will not know what the fund balance will be until the end of the year.

Expenditures

Line Item	Explanation
230-751-000-705-000 – Salary-Supervision	This line item reflects the salary of the Recreation Services Manager. A 1.5% increase has been budgeted, the same as AFSCME and Teamsters employees.
230-751-000-706-000 – Salary-Permanent Wages	Salaries of Recreation Supervisor, Recreation Coordinator, 2 Clerk III/Floater II positions and 3 part-time Building Attendants at 1040 hours each. Even though a 1.5% increase is budgeted, the amount shown is reduced since no payroll accrual is needed for 2017.
230-751-000-706-050 – YE Odd Day Accrual	Since no payroll accrual is needed in 2017, this line item has been reduced to \$0.
230-751-000-707-000 – Salary-Temporary/Seasonal (sports staff for soccer, flag football, etc.)	These part-time positions teach, coordinate and supervise most of our programs. Usually 17 employees ranging \$10 to \$18 per hour or a flat amount for program.
230-751-000-707-100 – Salary-Temporary Program Staff – (Senior Aide, bus drivers, fitness instructors, art, etc.)	These part-time positions teach, coordinate and supervise most of our programs. Usually 6 to 12 employees ranging \$10 to \$20 per hour.
230-751-000-707-200 – Salary-Temporary Dance Staff	These part-time positions teach, coordinate our dance program. Usually 5-6 employees ranging \$16-\$20 per hour. This also includes instructor pay for Urban Ballroom & Zumba.
230-751-000-707-775 – Salary-Temporary Ford Lake Park	Includes Park Rangers & Park Attendants. Usually 14 to 17 employees ranging \$9 to \$15 per hour.
230-751-000-708-004 – 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
230-751-000-709-000 – Regular Overtime	This is overtime for the Clerk III/Floater II and the Building Attendant positions.
230-751-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
230-751-000-719-000 – Health Insurance	We were notified of our health care renewal rates and will only receive a .16% increase in 2017.
230-751-000-719-001 – 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.
230-751-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.
230-751-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017.
230-751-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017.
230-751-000-719-020 – 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.
230-751-000-719-021 – Admin Fees – Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies.

Line Item	Explanation
230-751-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017.
230-751-000-723-000 – Deferred Compensation Employer	Figures provided by the Accounting Director.
230-751-000-727-000 – Office Supplies	This line item covers the cost of general office supplies and paper for printing the monthly senior newsletter, fliers, rules, programs, etc.
230-751-000-730-000 - Postage	This line item covers recreation department mailings.
230-751-000-740-000 – Operating Supplies	This line item covers all of the supplies and equipment needed to operate the many programs and services we offer.
230-751-000-740-100 – Rec Youth Sports Program Supplies	This line item covers supplies needed to operate our Youth Sports. This also includes payment to our contractual sports instructors not on payroll such as Karate & Jump-a-Rama.
230-751-000-740-150 – Rec Adult Sports Supplies	This line item covers supplies needed to operate our Adult Sports.
230-751-000-740-200 – Rec Dance Programs Supplies	This line item covers supplies needed to operate our Dance program (dance costumes, etc.). This also covers instructor pay for contractual programs (eg. Ballroom Dance).
230-751-000-740-300 – Rec Camp Program Supplies	This line item covers supplies needed to operate our camp programs (Spring Break, field trips, crafts, etc.).We will not offer a traditional nine week camp as in the past. Instead we will offer speciality camps (eg. Robotics, Bricks 4 Kidz-Lego).

Line Item	Explanation
230-751-000-740-400 – Rec Enrichment Programs	This line item covers supplies needed to operate our Enrichment Programs (special events, classes, etc.). This also covers instructor pay for contractual programs/classes (eg. Cardio Drumming, Yoga).
230-751-000-740-500 – Rec Senior Programs	This line item covers supplies needed to operate our Senior Programs; Includes the purchase of key fobs for memberships.
230-751-000-740-600 – Art in the Park	This is a new line item created collaborative community art projects.
230-751-000-757-775 – Operating Supplies – FLP	These are supplies needed to operate the parks (printing of daily & seasonal permits, shirts and ranger uniforms, office supplies, etc.).
230-751-000-776-000 – Maintenance Supplies	This line item is used to help purchase chalk, line paint & diamond dry for athletic fields.
230-751-000-776-003 – Maint. Supplies-Community Ctr.	This line item mainly covers custodial supplies for the community center.
230-751-000-800-001 – Administration Fees	This is for administration fees for services provided by Human Resource Dept., Accounting Dept., Computer Support, Legal and Auditor. Number provided by Accounting
230-751-000-818-000 – Contractual Services	This line item reflects sports officials who are not on our payroll; This includes referees and umpires.
230-751-000-818-002 – Contractual Services-Comm Ctr.	This line item is directly related to the maintenance of the community center.
230-751-000-850-000 - Telephone	Telephone usage at the community center.

Line Item	Explanation
230-751-000-860-000 - Travel	Mileage reimbursement for eligible staff.
230-751-000-867-000 – Gas & Oil	This line item pays for fueling the township bus, two ranger trucks, township van and Rec. Dept. vehicle.
230-751-000-876-000 – 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. Increase budgeted due to actuarial.
230-751-000-876-003 – OPEB Funding-Retiree Health	Figures provided by the Accounting Director.
230-751-000-880-000 – Community Promotion	Printing of two issues of "Discover Ypsilanti Township" magazine and contracting with constant Contact which is a web based newsletter program.
230-751-000-890-000 – Senior Nutrition Program	This line item is used for the Senior Nutrition Program and is reimbursed by a grant.
230-751-000-915-000 – Insurance and Bonds	This line item reflects the Recreation's portion for fleet and liability insurance. Figure provided by the Accounting Director.
230-751-000-917-000 – Workers Compensation	This line item reflects the Recreation's portion for their share of Workers Compensation Insurance coverage. Figure provided by the Accounting Director.
230-751-000-920-003 – Utilities-Community Center	This line item covers all of the utilities at the community center.

Line Item	Explanation
230-751-000-931-003 – Repairs-Community Center	This line item covers maintenance supplies & repairs to the community center including its fixtures.
230-751-000-931-021 – Non Recurring R&M-Comm Ctr.	This item covers unexpected “one time” repairs throughout the year at the community center.
230-751-000-933-001 – Maintenance Contracts	This item covers our maintenance agreement for our copier through Ricoh.
230-751-000-940-000 - Rent	This line item covers the cost of renting auditorium and gym space for our annual dance recital and indoor sports programs.
230-751-000-941-000 – Equipment Rental/Leasing	This line item covers the cost of renting port-a-johns for various parks.
230-751-000-943-000 – Motorpool Lease/Maintenance	This line item covers the lease and maintenance cost of recreation department vehicles including the township bus, van and two ranger trucks.
230-751-000-957-000 – Bank Charges	This line item covers processing fees for accepting credit cards. The cost is built into our program fees.
230-751-000-958-000 – Membership & Dues	Membership dues paid for staff & the department for the Michigan Recreation & Park Association.

Line Item	Explanation
230-751-000-974-022 – Senior Rec Center-Equipment	This line item covered a one-time grant we received to purchase fitness equipment for the “50 & Beyond” program

9/29/16

Note: This budget was prepared by the Recreation Director and the Accounting Director.

* Changes from the draft budget are highlighted.

09/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 09/30/2016

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GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2017 REQUESTED BUDGET
Fund 230 - RECREATION FUND							
Dept 000.000							
230-000.000-529.000	FEDERAL GRANTS - OTHER	13,300	13,950	13,200	13,200	7,500	15,000
230-000.000-630.000	RECREATION/ADULT SPORTS	10,195	14,190	10,000	10,000	15,295	11,000
230-000.000-631.000	RECREATION/YOUTH SPORTS	90,040	85,612	90,000	90,000	66,281	87,000
230-000.000-632.000	RECREATION/DANCE	72,744	58,044	67,000	67,000	29,292	60,000
230-000.000-634.000	RECREATION/DAY CAMP	23,610	13,587	17,000	17,000	10,437	3,500
230-000.000-635.000	RECREATION/SENIOR CITIZEN DUE	10,370	11,548	11,000	11,000	9,255	11,000
230-000.000-636.000	RECREATION/OTHER ACTIVIES	32,832	32,246	30,000	30,000	24,842	30,000
230-000.000-637.000	RECREATION/SR. CITZ. ACT. FEE	10,809	5,315	11,000	11,000	2,060	11,000
230-000.000-638.000	MISCELLANEOUS	3,236	1,865	1,000	1,000	1,067	1,000
230-000.000-639.000	BUILDING / FIELD RENTAL	39,068	34,011	37,000	37,000	23,844	37,000
230-000.000-641.001	FORD LAKE GATE FEES	45,810	42,995	45,000	45,000	47,215	45,000
230-000.000-641.002	FORD LAKE SHELTER RENT	6,840	6,813	7,000	7,000	6,377	7,000
230-000.000-664.001	INTEREST EARNED	56	57	50	50	69	50
230-000.000-675.000	CONTRIBUTIONS & DONATIONS	758	10,531			200	200
230-000.000-675.006	SENIOR GRANT- PRIVATE GRANTOR	12,608			4,941	4,941	
230-000.000-675.008	DONATIONS - ART IN THE PARK				2,500	2,500	
230-000.000-694.004	MISC REVENUE - INSURANCE REIMB	1,520	1,455			846	500
230-000.000-697.212	TRANSFER IN: FROM BSR II FUND	500,000	520,000	580,415	580,415	400,000	566,836
230-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.				21,360		
NET OF REVENUES/APPROPRIATIONS - 000.000-		873,796	852,219	919,665	948,466	652,021	886,086

Calculations as of 09/30/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2017 REQUESTED BUDGET
Dept 751.000-RESIDENT SVCS: RECREATION							
230-751.000-705.000	SALARY - SUPERVISION	62,900	62,407	60,900	60,900	43,558	61,814
230-751.000-706.000	SALARY - PERMANENT WAGES	213,599	221,823	233,368	233,368	157,236	232,265
230-751.000-706.050	YE ODD DAY ACCRUAL			3,355	3,355		
230-751.000-707.000	SALARY - TEMPORARY/SEASONAL	80,902	11,608	15,000	15,000	8,841	13,000
230-751.000-707.100	SALARY - TEMP PROGRAM STAFF		46,500	56,000	56,000	33,811	37,000
230-751.000-707.200	SALARY - TEMP DANCE STAFF		15,234	16,000	16,000	6,615	16,000
230-751.000-707.775	SALARY - TEMP. FORD LAKE PARK	43,706	52,840	44,000	44,000	46,691	51,000
230-751.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	24,056	3,271	6,858	6,858	566	6,961
230-751.000-709.000	REG OVERTIME	1,156	757	1,200	1,200	285	500
230-751.000-715.000	F.I.C.A./MEDICARE	24,158	23,561	25,281	25,281	16,181	24,929
230-751.000-719.000	HEALTH INSURANCE	64,365	84,500	85,731	85,731	68,336	85,868
230-751.000-719.001	SICK AND ACCIDENT	1,390	1,661	2,005	2,005	1,736	2,394
230-751.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(20,122)				(9,000)
230-751.000-719.015	DENTAL BENEFITS	7,014	5,723	5,825	5,825	3,992	5,825
230-751.000-719.016	VISION BENEFITS		1,069	1,011	1,011	767	1,112
230-751.000-719.020	HEALTH CARE DEDUCTION	22,591	18,609	28,875	28,875	7,833	28,875
230-751.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	443	458	450	450	270	450
230-751.000-720.000	LIFE INSURANCE	672	810	990	990	825	990
230-751.000-723.000	DEFERRED COMPENSATION EMPLOYE	1,660	1,773	1,703	1,703	1,326	1,703
230-751.000-727.000	OFFICE SUPPLIES	1,999	1,813	1,800	2,200	1,171	1,800
230-751.000-730.000	POSTAGE	322	11,081	11,000	13,400	11,093	11,000
230-751.000-740.000	OPERATING SUPPLIES	35,852	1,858	1,800	600	338	500
230-751.000-740.100	REC YOUTH SPORTS PROG		13,759	12,000	13,500	12,841	15,000
230-751.000-740.150	REC ADULT SPORTS PROG		1,517	1,500	2,500	1,562	1,500
230-751.000-740.200	REC DANCE PROGRAMS		12,792	12,200	11,950	5,267	12,000
230-751.000-740.300	REC CAMP PROGRAMS		1,409	2,000	2,000	1,903	1,000
230-751.000-740.400	REC ENRICHMENT PROGRAMS		7,465	2,500	3,500	3,093	5,000
230-751.000-740.500	REC SENIOR PROGRAMS		2,110	1,000	1,000	455	1,000
230-751.000-740.600	ART IN THE PARK PROGRAM				2,500		
230-751.000-757.775	OPERATING SUPP: FORD LAKE PAR	969	1,580	1,700	2,250	2,229	2,500
230-751.000-776.000	MAINTENANCE SUPPLIES	84	74			4	
230-751.000-776.003	MAINT SUPPLIES - COMMUNITY CT	2,962	5,141	4,500	4,500	4,048	4,500
230-751.000-800.001	ADMINISTRATION FEES	22,219	23,110	25,051	25,051	18,788	25,051
230-751.000-818.000	CONTRACTUAL SERVICES	24,153	19,990	24,000	18,500	11,384	14,500
230-751.000-818.002	CONTRACTUAL SERVICES COMM CEN	3,398	2,976	2,000	2,000	1,398	2,000
230-751.000-850.000	TELEPHONE	2,348	2,086	2,400	2,400	1,405	2,400
230-751.000-860.000	TRAVEL			100	100		75

09/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 09/30/2016

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GL NUMBER	DESCRIPTION	2014	2015	2016	2016	2016	2017
		ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 09/30/16	REQUESTED BUDGET
230-751.000-867.000	GAS & OIL	5,074	3,807	4,500	4,500	2,140	4,000
230-751.000-876.000	RETIREMENT/MERS	39,324	36,096	35,626	35,626	26,951	35,661
230-751.000-876.003	OPEB FUNDING- RETIREE HEALTH	44,898	48,874	46,041	46,041	46,041	40,972
230-751.000-880.000	COMMUNITY PROMOTION	20,293	18,635	19,000	19,400	19,330	19,000
230-751.000-890.000	SENIOR NUTRITION PROGRAM	8,891	8,689	13,200	13,200	5,973	15,000
230-751.000-913.000	INSURANCE & BONDS FLEET		6,249	7,158	7,158	5,257	7,380
230-751.000-917.000	WORKERS COMPENSATION INSURANC	7,746	8,326	9,237	9,237	6,747	9,361
230-751.000-920.003	UTILITIES - COMMUNITY CENTER	62,337	55,702	60,000	60,000	38,218	60,000
230-751.000-931.003	REPAIRS COMMUNITY CENTER		4,525	2,000	1,700	162	1,700
230-751.000-931.021	NON RECURRING R & M-COMM CTR	7,496	331	800	22,160	21,358	4,000
230-751.000-933.001	MAINTENANCE CONTRACTS	4,766	6,914	4,600	4,600	3,489	4,600
230-751.000-940.000	RENT	2,393	2,424	500	500		
230-751.000-941.000	EQUIPMENT RENTAL/LEASING	2,808	2,890	2,500	2,500	2,295	2,500
230-751.000-943.000	MOTORPOOL LEASE/MAINTENANCE	14,700	14,700	15,200	15,200	11,785	15,200
230-751.000-957.000	BANK CHARGES	4,929	5,620	5,000	5,000	2,560	5,000
230-751.000-958.000	MEMBERSHIP AND DUES	150	175	200	200	175	200
230-751.000-974.022	SENIOR REC CENTER - EQUIPMENT	16,091			4,941	2,348	
NET OF REVENUES/APPROPRIATIONS - 751.000-RESIDENT SVCS: RECREA		(884,814)	(865,200)	(919,665)	(948,466)	(670,677)	(886,086)
ESTIMATED REVENUES - FUND 230		873,796	852,219	919,665	948,466	652,021	886,086
APPROPRIATIONS - FUND 230		884,814	865,200	919,665	948,466	670,677	886,086
NET OF REVENUES/APPROPRIATIONS - FUND 230		(11,018)	(12,981)			(18,656)	

Fund 236 – 14B District Court

Revenues

Line Item	Explanation
236-000-000-569-019 – State Grant Revenue	Funds received through a grant from the Supreme Court Administrative Office for a Human Trafficking Docket. This grant expires September 30, 2017. The court is currently applying for grant money under the drug court program through Supreme Court Administrative Office and Office of Highway Safety Planning. If the court receives drug court grant funding it will be the only drug court in Washtenaw County. In addition to traditional drug court services, the court will continue the efforts of the previous grant. This line item is offset by a corresponding expenditure item.
236-000-000-601-136 – 14B State Shared Revenue	Represents payment from State of Michigan toward that portion of the Judge's salary that is paid directly by the Township. This results in the Township paying no "out of pocket" expense for salary of Judge. This line item remains the same as 2016.

Line Item	Explanation
236-000-000-601-137 – 14B State of MI Juror Comp Reimb	<p>The State of Michigan reimburses the Township for a portion of the Jury Fees paid to jurors. A report is made every six months by the Court and the amount reimbursed by the State is done according to a formula and dependent upon the amount of fees collected by the State. The payments are received twice during the fiscal year. The Court is reducing this amount due to a change in how juries are selected. Beginning in 2016 the Court began holding a hearing the day before jurors were required to attend. Often cases are resolved on the day prior to jurors' obligation to attend. If that occurs, jurors do not come to the Court and we are not obligated to pay them. This reduction in payments to jurors will result in a reduction in the amount reimbursed for juror payments.</p>
236-000-000-602-136 – 14B Court Costs	<p>This line item includes the amounts collected as "Court costs" in criminal and traffic cases. It is dependent upon the number of criminal and traffic cases filed by the police agencies and the Court's effectiveness in collecting fines assessed. In the past two years there has been an increase in cases filed and therefore an increase in costs collected. In addition, the Court has made a number of changes to improve collections over the past 3 years. The Court anticipates that this trend will continue. As a result this line item has been increased with a projection of 10% over 2016.</p>

Line Item	Explanation
236-000-000-602-544 – 14B State of MI Casflow Assistnc	The amount reflects money received from the State of Michigan based upon the number of drunk driving and drug cases filed with the Court. The Court files a report with the State in March of each year for the previous calendar year. Payments are usually received in June and are dependent upon the number of such cases filed and the amount of fees collected by the Secretary of State for "License Reinstatement Fees". The number of cases that qualify for casflow assistance is projected to be within a small enough margin of 2016 as 2015 that the Court does not anticipate a significant change for 2017.
236-000-000-603-136 – 14B Civil Fees	This reflects the amounts collected as Civil fees - including filing fees, writ and motion fees. Most of the amount collected for a filing fee (approximately 65%) is taken by the State of Michigan and the balance remains as local money. There have been a number of legislative changes affecting this line item. Changes in State law regarding the frequency with which garnishments are filed is the most significant. Prior to these changes, garnishments for wages had to be renewed periodically. Now a wage garnishment is effective for the life of the judgment. The legislation did not provide for an increase in filing fees to account for the reduction in filings. In addition to a reduction in the amount the Court is able to collect, there has been a trend for reduced filing of new civil cases. As a result this line item will be decreased.

Line Item	Explanation
236-000-000-604-000 – 14B Probation Fees	This item includes payments received as an oversight fee paid by those on probation with the Court. Currently the monthly fee is \$30. There has been a trend over the past few years has been that the percentage of cases that are sent to probation has decreased. As with court costs, the Court is projecting an increase in probation fees collected as the numbers of cases and tickets filed has increased. As not all cases are referred to probation, there is a projection of about a 5% increase in probation fees collected.
236-000-000-605-001 – 14B Ordinance Fines & Costs	This amount is the money collected and designated as a Penal Fine for violation of an Ypsilanti Township Ordinance. This amount is dependent upon the number of cases filed by the Sheriff's Dept. and the Court's effectiveness in collecting fines assessed. In the past two years there has been an increase in cases filed and therefore an increase in costs collected. In addition, the Court has made a number of changes to improve collections over the past 3 years. The Court anticipates that this trend will continue. As a result this line item has been increased with a projection of 10% over 2016.
236-000-000-605-003 – 14B Bond Forfeitures	This sum is the money collected by the Court for forfeiture of a bond posted by a criminal defendant. A bond is forfeited when a defendant fails to appear for a scheduled court hearing. This line item has seen a decrease in the last year. Over the past few years this has been a varied amount. If more defendants are utilizing bail bond's services, there is a decrease in the cash bonds deposited with the court and this could contribute to a reduction. The Court anticipates that this number will decrease for 2017.

Expenditures

Line Item	Explanation
236-136-000-703-001 – Salary-Judge	Represents "pass through" payment for Ypsilanti Township's share of Judge's salary - this amount is reimbursed to the Township by the State as reflected in Revenue line item 601.136
236-136-000-706-000 – Salary-Permanent Wages	This line item includes salary for the Deputy Clerk positions (6 full-time); one Probation Agent; one Probation Secretary; and two Judicial Secretaries. Even though a contractual 1.5% increase is budgeted, the amount shown is less since no payroll accrual is needed for 2017.
236-136-000-706-001 – Salary-Bailiff	This line item includes the salary paid to the Bailiffs. These positions are paid an hourly wage, on an "as needed" basis. These positions are paid no benefits.
236-136-000-706-002 – Salary-Deputy Court Administrator	Salary for Magistrate/Court Administrator. A 1.5% increase is budgeted, the same as AFSCME and Teamsters employees. Even though the increase is budgeted, the amount shown is less since no payroll accrual is needed for 2017.

Line Item	Explanation
236-136-000-707-000 – Salary-Temporary/Seasonal	This line item represents the wages paid to a temporary employee who is hired during a medical (or personal) leave taken by a full-time employee.
236-136-000-708-004 – 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.
236-136-000-708-010 – Health Insurance Buyout	This line item is used for the health insurance buyout for employees who receive health insurance through another source.
236-136-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
236-136-000-719-000 – Health Insurance	We were notified of our health care renewal rates and will only receive a .16% increase in 2017. A larger increase is shown due to an employee moving from 2 person coverage to family coverage.
236-136-000-719-001 – 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.
236-136-000-719-003 – 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
236-136-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017.
236-136-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017.
236-136-000-719-020 – 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.
236-136-000-719-021 – Admin Fees – Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies.
236-136-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017.
236-136-000-723-000 – Deferred Compensation Employer	Figures provided by the Accounting Director.

Line Item	Explanation
236-136-000-727-000 – Office Supplies	The Court anticipates office supply purchasing for 2017 to remain similar to 2016.
236-136-000-730-000 - Postage	Although postage rates have increased, there has been a decrease in volume of mailing from the Court therefore it is recommended that this item be reduced.
236-136-000-739-000 – Library Subscription	This line item includes costs of subscriptions services for Michigan Compiled Laws; Michigan Supreme and Appeal Court cases; Civil and Criminal Jury Instructions.
236-136-000-740-000 – Operating Expenses	This line item includes the expense for janitorial supplies used to maintain the Courthouse, including those areas formally occupied by the Washtenaw County Sheriff's Dept.
236-136-000-800-001 – Administration Fees	Figures provided by the Accounting Director.
236-136-000-801-007 – Attorney Fees Criminal	This line item includes the costs of the attorney appointed by the Court to represent indigent defendants. This includes the annual contract cost with attorney Mark Hamilton and additional funds to pay a substitute attorney where a conflict of interest may exist with the contract attorney. It is recommended that this amount not change.

Line Item	Explanation
236-136-000-801-009 – 14B Other Contractual Service	This line item includes payments for the Labor Law Attorney, if needed. In addition, this line item is for payment to the Dispute Resolution Center (DRC). The DRC mediates all of the small claims matters filed to achieve resolution among the parties rather than a resolution imposed by the Court. The Dispute Resolution Center has requested an increase in fees paid to them. We have been paying \$5000 annually. They are requesting an increase. This line item has been increased \$2500 for that request.
236-136-000-801-010 – Contractual/Visiting Judge	This line item includes the cost of having a substitute or "visiting" judge in the absence of our Judge. It is currently the custom to seek assistance of one of the other sitting Judges in the County District Courts to fill in, when requested, for a colleague. The per diem cost of a visiting judge is \$350, plus mileage. It is not always possible to get a sitting Judge to substitute as the Judges are often attending the same meeting or conference causing the need for a visiting Judge. All efforts are undertaken to avoid the need of a visiting Judge. We are recommending that 5 visiting Judge days be budgeted for.
236-136-000-801-012 – Contractual/Interpreter Fees	This line item includes the cost of a language or deaf interpreter for defendants in a criminal or civil case. This is a statutory obligation of the Court. There has been an increase in the number of cases requiring translation services. In addition the cost of these services has increased due to new training and certification requirements.

Line Item	Explanation
236-136-000-802-100 – Court Innovation Grant	Funding for this grant covers expenses through September 30, 2017 for a Human Trafficking Court docket. This grant expires September 30, 2017. The court is currently applying for grant money under the drug court program through Supreme Court Administrative Office and Office of Highway Safety Planning. If the court receives drug court grant funding it will be the only drug court in Washtenaw County. In addition to traditional drug court services, the court will continue the efforts of the previous grant. This line item is offset by a corresponding revenue item.
236-136-000-811-000 – 14B Transcripts	This line item represents the cost of creating a transcript of Court proceedings when it is done at the order of the Judge (as opposed to one of the parties to the case). This is a rare occurrence.
236-136-000-812-000 – 14B Jury Fees	This line item represents the payment for Jury duty for the first half, or full, day of service. The Court has implemented pretrial conferences prior to the date of jury selection which eliminates the need for jurors to appear of all matters scheduled are resolved at the pretrial conference. For this reason the Court recommends this amount be lowered.
236-136-000-812-001 – Witness Fees	This line item represents the payment for a witness fee (and mileage) when a witness is subpoenaed by the Township Attorney's office in a criminal case. This is an expense related to the prosecution of criminal cases by the Township and is probably not appropriate in the Court's budget.

Line Item	Explanation
236-136-000-812-002 – 14B Enhanced Jury Fees	This line item represents the payment for Jury duty for the second (or subsequent) half, or full, day of service.
236-136-000-812-003 – 14B Juror Expenses	This line item represents the cost of water, coffee, and snacks offered the Jury panel during jury selection day. This line item may also be used to supply lunch for the jury, if the lunch break occurs during actual deliberations (something that has not happened since 2008.)
236-136-000-819-006 – Computer Programs/Lien	This line item represents the licensing fee charged by the Michigan State Police for access to the Law Enforcement Information Network (LEIN), in order to obtain copies of criminal histories, warrant entry and recall, and Secretary of State driving records. In 2013 the Court joined CLEMIS. This gives the Court access to electronic data for downloading citations issued by the Washtenaw County Sheriff’s Department. This will streamline the citation process and give the Court immediate access to citation information thus allowing the public to contact the Court upon receipt of the ticket and pay it or request a hearing. Currently law enforcement has 72 hours to file a ticket with the court. In addition all citation information will be electronic which will allow the clerks to upload the citation rather than imputing it manually as is the current practice. A final benefit will be that this near immediate upload of citations to the Court’s case management software will allow defendants to pay certain citations on-line through a web based payment program the Court is in the process of implementing.

Line Item	Explanation
236-136-000-819-010 – Computer Network Support	This line item had previously represented the amounts paid under a joint memorandum of understanding for the development of the next generation of computer software known as Judicial Information Services. That obligation has been fulfilled. The amount requested at this time reflects the cost of entering into a formal agreement with Washtenaw County IT for computer support. This reflects the costs associated with computer support for 20 computers. Included in the cost is software licensing, data storage, internet connection, help desk support and on site support, email and support for ENACT. There are a number of IT initiatives in the county that the Court is and will be impacted by due to our concurrent jurisdiction agreement with the County Trial Court and the 14A and 15 th District Courts that County IT is proceeding with that makes the continuation of the relationship with County IT more favorable than other options. This amount may be decreased for 2017, but a final proposal from County IT has not been received.
236-136-000-850-000 - Telephone	This line item is based upon estimates provided by Township IT.
236-136-000-860-000 - Travel	This line item is used to pay mileage to employees for travel directed by the Court.
236-136-000-876-000 – 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. Increase budgeted due to actuarial.

Line Item	Explanation
236-136-000-876-003 – OPEB Funding-Retiree Health	Figures provided by the Accounting Director.
236-136-000-900-000 - Publishing	This line item is for the expense of printing of Traffic Citations for the Sheriff's Dept., citation books for the Ordinance Department, and file folders for criminal/civil/traffic cases. In 2014 The Sheriff's Department began the process of transitioning to electronically generated tickets which print in the patrol vehicle. This will result in a decrease in need for preprinted traffic citation books, but there will still be a need for them. The use of citation books continues to decrease, so this line item is being reduced.
236-136-000-914-000 – Insurance & Bonds Fire & Liab	Figures provided by the Accounting Director.
236-136-000-917-000 – Workers Compensation Insurance	Figures provided by the Accounting Director.
236-136-000-920-014 – Utilities-Court	This line item is for utilities for the Court. This is of course weather dependent. At this time no change is requested.
236-136-000-931-000 – Repairs and Maintenance	This line item includes all repair and maintenance expenses for the entire Courthouse - including that portion occupied by the Sheriff's Dept.
236-136-000-933-000 – Equipment Maintenance	This line item includes the expense of repairing business equipment (e.g., copier/computer/printer). The Court currently does not carry a maintenance agreement on its copy machine therefore we no longer need this expense.
236-136-000-933-001 – Maintenance Contracts	Burglar Alarm

Line Item	Explanation
236-136-000-956-000 - Miscellaneous	It is recommended that this remain at its' current nominal amount of \$100.
236-136-000-957-000 – Bank Charges	This line item reflects the cost of banking fees, most notably for charge card expenses. This line item has remained consistent for the last two years. It is recommended that it remain the same.
236-136-000-958-000 – Membership and Dues	This line item reflects the expense for the annual Bar dues for the Judge and Magistrate; State Association dues for the Judge, Magistrate and Probation Officer; and State fees for certification of the 2 recorders.
236-136-000-960-000 – Education and Training	This line item includes the cost of attendance (and related expenses) for continuing training for professional staff.
236-136-000-977-000 - Equipment	This line item includes the cost of the purchase of new equipment. This line item is increased to reflect the need to upgrade computers. The Court plans to upgrade computers on a 5 year cycle as recommended by both County and Township IT. The amount requested this year reflects the purchase of 5 computers.

9/29/16

* Changes from draft budget are highlighted.

09/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 09/30/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2017 REQUESTED BUDGET
Fund 236 - 14B DISTRICT COURT							
Dept 000.000							
236-000.000-569.019	STATE GRANT REVENUE	59,569	62,658	82,500	82,500		117,000
236-000.000-601.136	14B STATE SHARED REVENUE	45,724	45,724	45,800	45,800	34,293	50,300
236-000.000-601.137	14B ST OF MI JUROR COMP REIMB	3,115	2,603	4,500	4,500	1,335	3,000
236-000.000-602.136	14B COURT COSTS	416,168	469,875	416,832	416,832	391,132	460,000
236-000.000-602.544	14B-ST OF MI CASEFLOW ASSISTA	8,989	11,381	22,958	22,958	10,611	20,000
236-000.000-603.136	14B CIVIL FEES	240,117	227,891	243,291	243,291	139,162	200,000
236-000.000-604.000	14B PROBATION FEES	86,915	93,894	78,307	78,307	68,966	82,000
236-000.000-605.001	14B ORDINANCE FINES AND COSTS	487,139	470,544	510,000	510,000	539,672	560,000
236-000.000-605.002	FINES & FORFEITS		120			(246)	
236-000.000-605.003	14B BOND FORFEITURES	20,926	28,060	31,262	31,262	15,711	25,000
236-000.000-664.001	INTEREST EARNED	53	42			296	
236-000.000-688.200	REIMBURSE PROJECTS - 14B COURT		11,678				
236-000.000-694.001	OTHER INCOME-MISCELLANEOUS	225					
236-000.000-694.004	MISC REVENUE - INSURANCE REIM	1,249	1,603			1,047	
236-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.			7,871	24,395		
NET OF REVENUES/APPROPRIATIONS - 000.000-		1,370,189	1,426,073	1,443,321	1,459,845	1,201,979	1,517,300

Calculations as of 09/30/2016

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GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2017 REQUESTED BUDGET
Dept 136.000-COURT							
236-136.000-703.001	SALARY - JUDGE	45,724	45,724	45,724	45,724	33,869	45,724
236-136.000-706.000	SALARY - PERMANENT WAGES	424,235	441,615	462,996	462,996	315,287	458,612
236-136.000-706.001	SALARY - BAILIFF	40,937	37,121	42,182	42,182	29,466	42,826
236-136.000-706.002	SALARY - DEPUTY COURT ADMIN	67,856	69,938	71,259	71,259	50,006	70,963
236-136.000-706.050	YE ODD DAY ACCRUAL			6,049	6,049		
236-136.000-707.000	SALARY - TEMPORARY/SEASONAL	12,267	10,966	10,000	10,000	12,587	10,000
236-136.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	14,628	2,964	9,743	9,743	3,275	9,889
236-136.000-708.010	HEALTH INS BUYOUT	3,205	3,000	3,000	3,000	1,500	3,000
236-136.000-709.000	REG OVERTIME	46				10	
236-136.000-715.000	F.I.C.A./MEDICARE	39,064	40,879	47,183	47,183	28,436	46,382
236-136.000-719.000	HEALTH INSURANCE	129,786	163,256	169,598	169,598	140,521	173,072
236-136.000-719.001	SICK AND ACCIDENT	3,202	3,821	4,612	4,612	3,812	5,506
236-136.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(38,415)				(21,635)
236-136.000-719.015	DENTAL BENEFITS	14,778	13,092	13,323	13,323	10,989	13,323
236-136.000-719.016	VISION BENEFITS		2,242	2,294	2,294	1,706	2,523
236-136.000-719.020	HEALTH CARE DEDUCTION	23,980	36,803	59,203	59,203	20,158	59,203
236-136.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	986	1,054	1,080	1,080	606	1,035
236-136.000-720.000	LIFE INSURANCE	1,692	2,025	2,475	2,475	1,980	2,475
236-136.000-723.000	DEFERRED COMPENSATION EMPLOYE	683	1,148	680	680	1,072	687
236-136.000-724.001	UNEMPLOYMENT EXPENSE	7,240					
236-136.000-727.000	OFFICE SUPPLIES	10,324	9,086	10,000	10,000	8,558	10,000
236-136.000-730.000	POSTAGE	9,820	10,133	10,000	10,000	6,224	8,000
236-136.000-739.000	LIBRARY SUBSCRIPTION	3,393	3,865	3,000	3,000	2,747	3,000
236-136.000-740.000	OPERATING SUPPLIES	6,960	4,395	6,000	6,000	3,541	6,000
236-136.000-800.001	ADMINSTRATION FEES	30,079	31,103	31,735	31,735	23,801	31,735
236-136.000-801.007	ATTORNEY FEES CRIMINAL	39,889	37,670	55,000	55,000	29,256	55,000
236-136.000-801.009	14B OTHER CONTRACTUAL SERVICE	7,541	5,573	7,500	7,500	4,686	10,000
236-136.000-801.010	CONTRACTUAL/VISITING JUDGE	441		1,750	1,750	433	1,750
236-136.000-801.012	CONTRACTUAL/INTERPRETER FEES	4,707	4,489	2,500	5,000	5,130	5,000
236-136.000-802.100	COURT INNOVATION GRANT	59,569	64,836		82,500	74,047	117,000
236-136.000-802.200	14B COURT SPECIAL PROJECTS		13,399	82,500			
236-136.000-811.000	14B TRANSCRIPTS	381		500	500		500
236-136.000-812.000	14B JURY FEES	4,478	3,777	4,000	4,000	438	3,000
236-136.000-812.001	WITNESS FEES			100	100		100
236-136.000-812.002	14B ENHANCED JURY FEES	1,360	1,660	1,000	1,000	280	750
236-136.000-812.003	14B JUROR EXPENSES	960	742	500	500	130	300
236-136.000-819.006	COMPUTER PROGRAMS/LIEN	6,778	11,051	7,390	7,390	6,863	7,500

09/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 09/30/2016

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GL NUMBER	DESCRIPTION	2014	2015	2016	2016	2016	2017
		ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 09/30/16	REQUESTED BUDGET
236-136.000-819.010	COMPUTER NETWORK SUPPORT	33,649	28,791	37,009	37,009	3,366	35,000
236-136.000-850.000	TELEPHONE	2,154	2,138	2,500	2,500	1,448	2,500
236-136.000-860.000	TRAVEL	1,019	884	800	800	699	800
236-136.000-876.000	RETIREMENT/MERS	80,834	88,909	88,597	88,597	67,456	117,715
236-136.000-876.003	OPEB FUNDING- RETIREE HEALTH	69,368	77,451	75,481	75,481	75,481	79,387
236-136.000-900.000	PUBLISHING	3,967	3,306	3,500	3,500		1,500
236-136.000-914.000	INSURANCE & BONDS FIRE & LIAB	7,406	8,344	8,853	8,853	6,500	9,129
236-136.000-917.000	WORKERS COMPENSATION INSURANC	6,411	6,554	6,905	6,905	4,937	6,315
236-136.000-920.014	UTILITIES - COURT	17,166	14,190	20,000	17,500	11,226	20,000
236-136.000-931.000	REPAIRS AND MAINTENANCE	5,264	6,229	7,500	7,500	6,337	7,500
236-136.000-933.000	EQUIPMENT MAINTENANCE	1,601		1,000	1,000		1,000
236-136.000-933.001	MAINTENANCE CONTRACTS	843		1,500	1,500		1,500
236-136.000-956.000	MISCELLANEOUS			100	100		
236-136.000-957.000	BANK CHARGES	8,638	5,194	6,000	6,000	5,861	6,000
236-136.000-958.000	MEMBERSHIP AND DUES	1,375	1,395	1,000	1,000	850	1,000
236-136.000-960.000	EDUCATION AND TRAINING	1,335	335	1,200	1,200	175	1,700
236-136.000-969.101	TRANSFER TO GENERAL FUND		170,000		16,524	16,524	
236-136.000-977.000	EQUIPMENT	27,246	13,169	6,500	6,500		6,500
NET OF REVENUES/APPROPRIATIONS - 136.000-COURT		(1,285,265)	(1,465,901)	(1,443,321)	(1,459,845)	(1,022,274)	(1,480,766)
ESTIMATED REVENUES - FUND 236		1,370,189	1,426,073	1,443,321	1,459,845	1,201,979	1,517,300
APPROPRIATIONS - FUND 236		1,285,265	1,465,901	1,443,321	1,459,845	1,022,274	1,480,766
NET OF REVENUES/APPROPRIATIONS - FUND 236		84,924	(39,828)			179,705	36,534

Fund 248 – Housing & Business Inspection

Revenues

Line Item	Explanation
248-000-000-451-300 – Bus Lic-Rental Registration Fee	This line item reflects fees collected from landlords to register new rental properties (\$10 fee, one time charge to register). Revenue is projected to increase with the addition of multifamily rental inspections.
248-000-000-607-300 – Charge for Serv-SF Rental Inspect	This line item reflects revenue from single family rental inspection fees collected from landlords (\$100 for inspections, \$30 for re-inspections). Revenue is projected to slightly decrease due to stabilization in the number of new rental properties.
248-000-000-607-310 – Tax Sp Assess-SF Rental Inspect	This line item reflects revenue from 2015-16 delinquent single family rental inspection invoices that will be designated as a special assessment and added to Winter 2016 property tax bills. Revenue is projected based upon an estimate of delinquent invoices at the time of budget preparation.
248-000-000-607-320 – Charge for Serv-MF Rental Inspect	This line item reflects revenue from multifamily rental inspection fees collected from landlords. The fees for these inspections have not been established yet, they are currently being considered by the Board. This is a new line item for a program initiated in the fall of 2016. Revenue is projected based upon anticipated workload as this new program is developed.

Line Item	Explanation
248-000-000-607-400 – Charge for Serv-Vacant Prop Inspect	This line item reflects revenue from vacant building inspection fees.
248-000-000-607-410 – Tax Sp Assess-Vacant Prop Inspect	This line item reflects revenue from 2015-16 delinquent vacant building inspection invoices that will be designated as a special assessment and added to Winter 2016 property tax bills. Revenue is projected based upon an estimate of delinquent invoices at the time of budget preparation.
248-000-000-607-510 – Tax Sp Assess-MF Rental Inspect	This line item reflects revenue from 2015-16 delinquent multifamily rental inspection invoices that will be designated as a special assessment and added to Winter 2016 property tax bills. Revenue is projected based upon an estimate of delinquent invoices at the time of budget preparation.
248-000-000-664-001 – Interest Earned	This line item reflects interest earned on banked revenue.
248-000-000-694-004 – Misc Revenue-Insurance Reimb	This line item reflects reimbursement from insurance proceeds or court orders.
248-000-000-699-000 – Appropriated Prior Year Balance	This line item reflects appropriations of prior year fund balance to meet current operating expenses. The increase is due to additional clerical and OEA support and is offset by revenue.

Expenditures

Line Item	Explanation
248-248-000-705-000 – Salary-Supervision	This line item reflects expenses for 12.5% of the salary for the OCS Executive Coordinator who provides administrative oversight of staff funded in this budget. Even though a 1.5% increase is budgeted for 2017 (the same as AFSCME and Teamsters employees), the amount shown is lower since no payroll accrual is needed.
248-248-000-706-000 – Salary-Permanent Wages	This line item reflects wage expenses for three (3) full-time Ordinance Enforcement Assistants (OEA) to perform inspections of rental properties and vacant buildings, as well as one full-time clerical position. Expenses have increased due to the addition of ½ time clerical support and conversion of an OEA from part-time to full-time status. A contractual 1.5% increase is also budgeted for 2017.
248-248-000-706-014 – Rental Inspections	This is a new line item for 2017 and reflects the portion that will be charged to Fund 248 for rental inspections performed, that are not covered under Act 54. Corresponding line item in Fund 249 is 249-249-000-706-014.
248-248-000-708-004 – 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.
248-248-000-708-010 – 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
248-248-000-709-000 – Reg Overtime	This line item reflects overtime expenses for clerical and field inspection special projects.
248-248-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
248-248-000-719-000 – Health Insurance	We were notified of our health care renewal rates and will only receive a .16% increase in 2017. A larger increase is shown due to the increase in staff.
248-248-000-719-001 – 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 due to the increase in staff.
248-248-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.
248-248-000-719-015 – 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, an increase is budgeted due to the increase in staff.
248-248-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017. A larger increase is shown due to the increase in staff.

Line Item	Explanation
248-248-000-719-020 – 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 the increase in staff.
248-248-000-719-021 – Admin Fee-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies. An increase is shown due to the increase in staff.
248-248-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017. Even though there will be no increase in rates, an increase is budgeted due to the increase in staff.
248-248-000-727-000 – Office Supplies	This line item reflects expenses for office supplies to support inspection programs, such as business cards, pens, forms placards, etc. No change.
248-248-000-730-000 - Postage	This line item reflects expenses for postage to support inspection programs. Budgeted funds are reduced based on 2016 actual expenses and projected need.
248-248-000-741-001 – Uniforms-New & Badges	This line item reflects expenses for new and replacement uniforms for field employees. No change.
248-248-000-800-001 – Administration Fee	This is an internal cost allocation charged to the Housing & Business Inspection Fund for township office space, technology and equipment for staff funded within this budget. Figures provided by the Accounting Director.

Line Item	Explanation
248-248-000-867-000 – Gas & Oil	This line item reflects expenses for gasoline and oil for vehicles allocated for use by inspectors. Budgeted funds are reduced based on 2016 actual expenses.
248-248-000-876-000 – 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. A large increase is shown due to the increase in staff.
248-248-000-913-000 – Insurance & Bonds	Figures provided by the Accounting Director.
248-248-000-917-000 – Workers Compensation Insurance	Figures provided by the Accounting Director.
248-248-000-943-000 – Motorpool Lease/Maintenance	This line item reflects expenses to lease and maintain vehicles from the motor pool assigned to employees in this department.
248-248-000-977-000 - Equipment	This line item reflects expenses for new and replacement field equipment for field inspectors. No change.

9/29/16

* Changes from draft budget are highlighted.

09/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 09/30/2016



GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2017 REQUESTED BUDGET
Fund 248 - HOUSING & BUSINESS INSPECTION FUND							
Dept 000.000							
248-000.000-451.300	BUS LIC-RENTAL REGISTRATON FE		950	250	250	1,860	2,000
248-000.000-607.300	CHRG FOR SERV-SF RENTAL INSPECT	156,325	141,652	160,000	160,000	89,607	135,000
248-000.000-607.310	TAX SP ASSESS -SF RENTAL PROP INSPECT		11,335	10,000	10,000	47,183	15,000
248-000.000-607.320	CHRG FOR SERV-MF RENTAL INSPECT						90,000
248-000.000-607.400	CHRG FOR SERV-VACANT PROP INSPECT	12,377	26,980	19,529	19,529	16,430	18,000
248-000.000-607.410	TAX SP ASSESS - VACANT PROP INSPECT		25,683	40,000	40,000	42,967	23,000
248-000.000-664.001	INTEREST EARNED	39	39			180	100
248-000.000-694.004	MISC REVENUE - INSURANCE REIMB		258			223	
248-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.				438		36,969
NET OF REVENUES/APPROPRIATIONS - 000.000-		168,741	206,897	229,779	230,217	198,450	320,069

09/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 09/30/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2017 REQUESTED BUDGET
Dept 248.000-RENTAL INSPECTION							
248-248.000-705.000	SALARY - SUPERVISION		7,472	7,759	7,759	5,445	7,727
248-248.000-706.000	SALARY - PERMANENT WAGES	57,920	113,060	116,494	116,494	81,409	165,443
248-248.000-706.014	RENTAL INSPECTIONS	16,500					21,000
248-248.000-706.050	YE ODD DAY ACCRUAL			1,405	1,405		
248-248.000-707.400	TEMP/SEASONAL - VACANT PROP INSPECT	38,773					
248-248.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	576	516	1,628	2,035	523	2,664
248-248.000-708.010	HEALTH INS BUYOUT		375	375	375	188	3,375
248-248.000-709.000	REG OVERTIME	1,627	91	1,300	1,300	9	1,000
248-248.000-715.000	F.I.C.A./MEDICARE	6,210	9,506	9,843	9,874	6,649	15,392
248-248.000-719.000	HEALTH INSURANCE	10,927	17,475	19,880	19,880	16,566	31,683
248-248.000-719.001	SICK AND ACCIDENT	447	773	1,053	1,053	911	1,975
248-248.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(1,740)				(5,400)
248-248.000-719.015	DENTAL BENEFITS	966	1,222	1,326	1,326	1,105	3,136
248-248.000-719.016	VISION BENEFITS		219	253	253	177	620
248-248.000-719.020	HEALTH CARE DEDUCTION	553	1,088	8,663	8,663	2,750	11,550
248-248.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	185	205	225	225	135	270
248-248.000-720.000	LIFE INSURANCE	216	377	520	520	433	817
248-248.000-723.000	DEFERRED COMPENSATION EMPLOYE	489	15	210	210		
248-248.000-727.000	OFFICE SUPPLIES	293	290	300	300	272	300
248-248.000-730.000	POSTAGE	2,204	1,505	2,500	2,500	615	2,000
248-248.000-741.001	UNIFORMS-NEW AND BADGES	1,250	500	1,000	1,000	300	1,000
248-248.000-800.001	ADMINISTRATION FEES			15,055	15,055	11,291	16,877
248-248.000-867.000	GAS & OIL	2,368	5,199	5,000	5,000	3,111	4,000
248-248.000-876.000	RETIREMENT/MERS	6,422	7,885	8,166	8,166	5,999	19,641
248-248.000-913.000	INSURANCE & BONDS FLEET		1,645	1,884	1,884	1,383	1,943
248-248.000-917.000	WORKERS COMPENSATION INSURANCE	1,284	2,411	2,323	2,323	1,602	1,806
248-248.000-943.000	MOTORPOOL LEASE/MAINTENANCE	7,840	8,014	14,500	14,500	10,875	10,250
248-248.000-956.000	MISCELLANEOUS		1,105				
248-248.000-977.000	EQUIPMENT	701		1,000	1,000		1,000
NET OF REVENUES/APPROPRIATIONS - 248.000-RENTAL INSPECTION		(157,751)	(179,208)	(222,662)	(223,100)	(151,748)	(320,069)
ESTIMATED REVENUES - FUND 248		168,741	206,897	229,779	230,217	198,450	320,069
APPROPRIATIONS - FUND 248		157,751	179,208	222,662	223,100	151,748	320,069
NET OF REVENUES/APPROPRIATIONS - FUND 248		10,990	27,689	7,117	7,117	46,702	

Fund 249 - Building
Revenues

Line Item	Explanation
249-000-000-476-477 – Non Bus Lic – Lic & Reg	This line item reflects revenue generated from collection of fees to register licensed contractors doing business in the Township. This revenue is projected to increase 36% based upon 2016 data and projections.
249-000-000-476-478 – Non Bus Lic Refrigeration	This line item reflects revenue generated from collection of fees for refrigeration permits (primarily air conditioning systems) that require Act 54 mechanical inspections. This revenue is projected to increase 125% based upon 2016 data and projections.
249-000-000-476-479 – Non Bus Lic Building Permit	This line item reflects revenue generated from collection of fees for building permits that require Act 54 building inspections. This revenue is projected to increase 37% based on 2016 data and new developments currently being proposed or under review. No fee increases are expected for building permits in 2017.
249-000-000-476-480 – Non Bus Lic Electrical Permit	This line item reflects revenue generated from collection of fees for electrical permits that require Act 54 electrical inspections. This revenue is projected to increase 56% based upon 2016 data and projections. We are discussing a revision of the fee schedule for all trade permits in 2017.
249-000-000-476-481 – Non Bus Lic Heating Permit	This line item reflects revenue generated from collection of fees for heating system permits that require Act 54 mechanical inspections. This revenue is projected to increase 16% based upon 2016 data and projections. We are discussing a revision of the fee schedule for all trade permits in 2017.

Line Item	Explanation
249-000-000-476-482 – Non Bus Lic Plumbing Permit	This line item reflects revenue generated from collection of fees for plumbing permits that require Act 54 plumbing inspections. This revenue is projected to increase 56% based upon 2016 data and projections. We are discussing a revision of the fee schedule for all trade permits in 2017.
249-000-000-476-484 – Non Bus Lic Misc/Reinspect	This line item reflects revenue generated from collection of fees for Act 54 re-inspections required to give final approval of all permitted construction and installations when the job/work fails the initial inspection due to lack of code compliance. This revenue is projected to increase 47% based upon 2016 data and projections.
249-000-000-476-486 – Non Bus Lic Sign Permits	This line item reflects revenue generated from collection of fees for sign permits that require zoning compliance review and Act 54 building inspection. This revenue is projected to increase 60% based upon 2016 data and projections.
249-000-000-607-010 – Charge for Srvcs-Envir/Plot Plan	This line item reflects revenue generated from collection of fees for soil erosion permits that require inspection by a certified inspector. This revenue is projected to increase 26% based upon 2016 data and projections.
249-000-000-607-270 – Charge for Serv-Liquor Inspection	This line item reflects revenue generated from collection of fees for Act 54 building inspections conducted for the purpose of on-premise liquor license renewal. This revenue is projected to remain consistent with no change.
249-000-000-664-001 – Interest Earned	This line item reflects interest earned on banked revenue.
249-000-000-699-000 – Appropriated Prior Year Balance	This line item reflects the amount transferred from the Fund Balance to meet current year operating expenses. Fund transfer is anticipated due to restoration of Act 54 inspector positions in order to meet increased development demands.

Expenditures

Line Item	Explanation
249-249-000-705-000 – Salary-Supervision	This line item reflects salary expenses for the Chief Building Official who administers the state building codes and coordinates all Act 54 inspection services. This line item also covers 25% of the OCS Executive Coordinator position, who performs administrative management of building department staff and related support functions under the OCS umbrella. Even though a 1.5% increase is budgeted (the same as AFSCME and Teamsters employees), a reduction is shown since no payroll accrual is needed for 2017. All salaries are determined by Board resolution.
249-249-000-706-000 – Salary-Permanent Wages	This line item reflects wages for one clerical position (AFSCME) whose salary is determined by labor contract. Even though a contractual 1.5% increase is budgeted, a reduction is shown since no payroll accrual is needed for 2017.
249-249-000-706-004 – Building Inspection	This line item reflects wages for two Act 54 building inspectors (AFSCME) who conduct inspections for building and soil erosion permit activity, as well as building plan reviews for residential and commercial projects. Expenses are increased 85% due to restoration of the second building inspector position that had been vacant since 2006 and that was restored as of August, 2016. This new employee also performs multifamily rental inspections with expenses funded by revenue from Fund 248.

Line Item	Explanation
249-249-000-706-005 – Electrical Inspection	This line item reflects wages for one Act 54 electrical inspector (AFSCME) who conducts inspections for electrical permit activity. This employee also performs multifamily rental inspections with expenses funded by revenue from Fund 248. This account had been inactive since 2009 and has been restored as of August, 2016.
249-249-000-706-006 – Plumbing Inspection	This line item reflects wages for one Act 54 plumbing inspector (AFSCME) who conducts inspections for plumbing permit activity. This employee also performs multifamily rental inspections with expenses funded by revenue from Fund 248. This account had been inactive since 2008 and has been restored as of August, 2016.
249-249-000-706-014 – Rental Inspections	This is a new line item for 2017 and reflects the portion that will be charged to Fund 248 (248-248-000-706-014) for rental inspections performed, that are not covered under Act 54.
249-249-000-708-004 – 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.
249-249-000-708-010 – Health Insurance Buyout	This line item is used for the health insurance buyout for employees who receive health insurance through another source.
249-249-000-709-000 – Regular Overtime	This line item reflects overtime wages for departmental clerical staff and the Act 54 building inspector (AFSCME) for special projects and emergency response situations. Expenses are increased 50% due to addition of new inspector positions.
249-249-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.

Line Item	Explanation
249-249-000-719-000 – Health Insurance	We were notified of our health care renewal rates and will only receive a .16% increase in 2017. A greater increase is budgeted due to the increase in staff.
249-249-000-719-001 – 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 greater increase is budgeted due to the increase in staff.
249-249-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.
249-249-000-719-015 – 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, an increase is budgeted due to the increase in staff.
249-249-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017. A larger increase is budgeted due to the increase in staff.
249-249-000-719-020 – 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 budgeted due to the increase in staff.
249-249-000-719-021 – Admin Fees-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies. An increase is budgeted due to the increase in staff.

Line Item	Explanation
249-249-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017. Even though there will be no increase in rates, an increase is budgeted due to the increase in staff.
249-249-000-727-000 – Office Supplies	This line item reflects office supply expenses, such as inspection forms, placards, pens, etc. This budget is increased 40% based on the addition of three inspector positions and projected higher permit activity.
249-249-000-730-000 – Postage	This line item reflects postage expenses. Based on 2016 data and projected construction activity, expenses are budgeted to increase 120%.
249-249-000-740-001 – Ordinance & Zoning Code Books	This line item reflects expenses to purchase applicable State of Michigan code publications and software required for reference for inspectors.
249-249-000-741-001 – Uniforms-New and Badges	This line item reflects expenses to purchase uniform clothing apparel and other uniform related items. No change.
249-249-000-800-001 – Administration Fees	Figures provided by the Accounting Director.
249-249-000-818-000 – Contractual Services	This line item reflects expenses for contract mechanical inspection services and other fill-in inspection services for sick calls and scheduled vacations. There is a 65% projected reduction based on 2016 mechanical inspection data and the addition of full time electrical and plumbing inspectors.
249-249-000-867-000 – Gas & Oil	This line item reflects expenses for gasoline and oil for vehicles used by building department staff. Budgeted 66% increase due to the addition of inspection staff and vehicles.

Line Item	Explanation
249-249-000-876-000 – 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.
249-249-000-913-000 – Insurance & Bonds	Figures provided by the Accounting Director.
249-249-000-917-000 – Workers Compensation Insurance	Figures provided by the Accounting Director.
249-249-000-943-000 – Motorpool Lease/Maintenance	This line item reflects lease payments to the township motor pool and maintenance expenses for vehicles assigned to the building department. Budgeted 233% increase due to the addition of three new vehicles for additional inspection staff.
249-249-000-958-000 – Membership & Dues	This line item reflects the cost of mandatory memberships and dues in professional organizations required for continuing education classes for inspectors to maintain ACT 54 state certification. Budgeted 200% increase due to added inspection staff.
249-249-000-977-000 - Equipment	This line item reflects expenses for the purchase of new equipment and replacement of old equipment no longer serviceable. Budgeted 20% decrease from the 2016 original budget (new employees were equipped in 2016).

9/29/16

* Changes from draft budget are highlighted.

09/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 09/30/2016

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GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2017 REQUESTED BUDGET
Fund 249 - BUILDING DEPARTMENT							
Dept 000.000							
249-000.000-476.477	NON BUS. LIC. LIC & REG.	7,995	5,040	5,000	5,000	5,085	6,800
249-000.000-476.478	NON BUS. LIC. REFRIGERATION	5,670	6,850	4,000	4,000	6,900	9,000
249-000.000-476.479	NON BUS. LIC. BUILDING PERMIT	295,912	260,784	280,000	280,000	379,030	385,000
249-000.000-476.480	NON BUS. LIC. ELECTRICAL PERM	29,295	41,358	32,000	32,000	38,843	50,000
249-000.000-476.481	NON BUS. LIC. HEATING PERMIT	54,368	79,528	60,000	60,000	58,421	70,000
249-000.000-476.482	NON BUS. LIC. PLUMBING PERMIT	35,765	37,753	32,000	32,000	39,748	50,000
249-000.000-476.484	NON BUS. LIC. MISC / REINSPEC	17,910	23,315	17,000	17,000	20,945	25,000
249-000.000-476.486	NON BUS. LIC. SIGN PERMITS	2,835	2,435	2,000	2,000	2,629	3,200
249-000.000-607.010	CHARGE FOR SRVCS-ENVIR/PLOT P	5,911	2,921	3,000	3,000	400	3,800
249-000.000-607.012	CHARGE FOR SERV-ADDRESS ASSIG					15	
249-000.000-607.270	CHARGE FOR SERV-LIQUOR INSPEC	855	1,000	1,000	1,000	850	1,000
249-000.000-664.001	INTEREST EARNED	135	129			584	800
249-000.000-694.004	MISC REVENUE - INSURANCE REIMB		258			223	
249-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.			21,476	125,343		121,342
NET OF REVENUES/APPROPRIATIONS - 000.000-		456,651	461,371	457,476	561,343	553,673	725,942

09/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 09/30/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2017 REQUESTED BUDGET
Dept 249.000-BUILDING DEPARTMENT							
249-249.000-705.000	SALARY - SUPERVISION	38,560	67,960	90,941	90,941	63,538	90,563
249-249.000-706.000	SALARY - PERMANENT WAGES	36,767	41,973	42,994	42,994	30,170	42,806
249-249.000-706.004	BUILDING INSPECTION	49,297	46,154	61,904	61,904	14,223	216,775
249-249.000-706.005	ELECTRICAL INSPECTION				21,545	5,569	51,708
249-249.000-706.006	PLUMBING INSPECTION				21,545	1,696	51,708
249-249.000-706.014	RENTAL INSPECTIONS						(21,000)
249-249.000-706.050	YE ODD DAY ACCRUAL			2,214	2,214		
249-249.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	3,709	2,154	2,956	25,314	1,047	3,000
249-249.000-708.010	HEALTH INS BUYOUT	1,500	2,160	3,750	3,750	2,625	3,750
249-249.000-709.000	REG OVERTIME	1,472	6	1,000	1,000	1,171	1,500
249-249.000-715.000	F.I.C.A./MEDICARE	9,901	13,141	15,741	20,749	9,006	25,772
249-249.000-719.000	HEALTH INSURANCE	19,371	23,785	24,850	35,108	20,708	81,176
249-249.000-719.001	SICK AND ACCIDENT	665	806	1,303	1,450	781	2,993
249-249.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(7,120)				(9,000)
249-249.000-719.015	DENTAL BENEFITS	2,567	2,424	2,818	3,598	2,348	7,069
249-249.000-719.016	VISION BENEFITS		404	505	614	348	1,326
249-249.000-719.020	HEALTH CARE DEDUCTION	4,430	5,689	8,663	21,563	3,814	25,988
249-249.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	125	176	180	203	108	450
249-249.000-720.000	LIFE INSURANCE	346	444	644	753	536	1,238
249-249.000-727.000	OFFICE SUPPLIES	2,415	1,143	1,000	1,000	943	1,400
249-249.000-730.000	POSTAGE	968	1,264	1,000	1,800	1,154	2,200
249-249.000-740.000	OPERATING SUPPLIES				200		
249-249.000-740.001	Ordinance & Zoning Code Books	1,111	248	2,000	1,800	1,222	2,000
249-249.000-741.001	UNIFORMS-NEW AND BADGES		969	1,000	1,000		1,000
249-249.000-800.001	ADMINSTRATION FEES	16,618	16,823	18,162	18,162	13,622	21,076
249-249.000-801.000	PROFESSIONAL SERVICES	6,902					
249-249.000-818.000	CONTRACTUAL SERVICES	127,550	150,565	130,000	120,000	109,880	45,000
249-249.000-860.000	TRAVEL	848					
249-249.000-867.000	GAS & OIL	2,238	1,636	3,000	2,200	1,151	5,000
249-249.000-876.000	RETIREMENT/MERS	19,484	20,327	21,567	24,902	15,198	35,690

09/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 09/30/2016

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GL NUMBER	DESCRIPTION	2014	2015	2016	2016	2016	2017
		ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 09/30/16	REQUESTED BUDGET
249-249.000-913.000	INSURANCE & BONDS FLEET		1,645	1,884	1,884	1,383	1,943
249-249.000-917.000	WORKERS COMPENSATION INSURANCE	1,284	3,414	4,400	4,400	3,078	3,611
249-249.000-943.000	MOTORPOOL LEASE/MAINTENANCE	11,905	11,800	7,000	12,750	5,250	22,200
249-249.000-958.000	MEMBERSHIP AND DUES	125	860	1,000	1,000	380	3,000
249-249.000-960.000	EDUCATION AND TRAINING	285					
249-249.000-977.000	EQUIPMENT	3,849	5,348	5,000	15,000	11,781	4,000
249-249.000-977.001	COMPUTER SOFTWARE		6,925				
NET OF REVENUES/APPROPRIATIONS - 249.000-BUILDING DEPARTMENT		(364,292)	(423,123)	(457,476)	(561,343)	(322,730)	(725,942)
ESTIMATED REVENUES - FUND 249		456,651	461,371	457,476	561,343	553,673	725,942
APPROPRIATIONS - FUND 249		364,292	423,123	457,476	561,343	322,730	725,942
NET OF REVENUES/APPROPRIATIONS - FUND 249		92,359	38,248			230,943	

Fund 252 - Hydro

Revenues

Line Item	Explanation
252-000-000-641-003 – Ford Lake Hydro Station	Revenues from the selling electricity from the Hydro Station to DTE Energy. Estimated revenue was calculated by averaging actual revenues from 2009 to 2014 and the performance of the Power Contract.
252-252-000-650-300 - Renewable Energy Credit	Funds received from the transfer/sale of Renewable Energy Credits. Nothing is budgeted for 2017.
252-000-000-664-001 – Interest Earned	Reflects interest earned on funds deposited in the bank.
252-000-000-697-007 – Transfer In: Environmental Cleanup	This line item reflects funds transferred in from Fund 225 – Environmental Cleanup that will be used for the professional services of Stantec for design and engineering for the Tyler Dam.

Expenditures

Line Item	Explanation
252-252-000-706-000 – Salary-Permanent Wages	This line item reflects the salary of the Hydro Operator. Even though a 1.5% increase is budgeted (the same as AFSCME and Teamsters employees), the amount shown is reduced since no payroll accrual is needed for 2017.
252-252-000-707-000 – Salary-Temporary/Seasonal	Wages for the part time operator(s), a part-time position, who are responsible for the weekend and holiday operations.
252-252-000-708-004 – 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.
252-252-000-709-000 – Regular Overtime	Accounts for the necessary overtime for the full time operator when he is called in or necessary work exceeds 40 hours to avoid loss of revenue, dam safety or handle compliance issues.
252-252-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
252-252-000-719-000 – Health Insurance	We were notified of our health care renewal rates and will only receive a .16% increase in 2017.

Line Item	Explanation
252-252-000-719-001 – 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.
252-252-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here
252-252-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017.
252-252-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017.
252-252-000-719-020 – 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.
252-252-000-719-021 – Admin Fees-Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies.
252-252-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017.
252-252-000-723-000 – Deferred Comp Employer	Figures provided by the Accounting Director.

Line Item	Explanation
252-252-000-727-000 – Office Supplies	Cover the cost of supplies and material used in completing reports by the department. This is unchanged from prior year.
252-252-000-730-000 - Postage	Cover cost in mailing business related material. This amount is unchanged from last year.
252-252-000-740-000 – Operating Supplies	Cost related to operation of the Hydro. Oil analysis test are one of the expenses used in the line item. Amount remains unchanged from prior year.
252-252-000-741-000 – Boot Reimb & Uniforms Purchase	Funds to purchase operators uniforms and boot allowance. Amount is up from last year due to hiring new operator(s). 1 new operator was needed to fill a retirement and 1 is anticipated in 4 th quarter of 2016. New hires would be able to get boots and uniforms in January 2017.
252-252-000-776-000 – Maintenance Supplies	Cost associated in maintaining Hydro Station including housekeeping, general maintenance supplies, and hand tools. The amount is unchanged from 2016 original budget.
252-252-000-801-000 – Professional Services	Covers cost for an independent engineering firm for technical support related to dam safety and compliance for the Ford Lake Dam. The Township does not have a Professional Engineer with dam experience on staff. Requested funds for 2017 are down from last year, since it is not a heavy compliance year. 1 project is planned for 2017, engineering (design and planning) to replace an obsolete PLC.

Line Item	Explanation
252-252-000-801-250 – Professional Services-Other Dams	This line item will be used for the professional services of Stantec for design and engineering for the Tyler Dam. The total project was \$79,800. A portion will be paid in 2016 with the remainder paid in 2017.
252-252-000-818-013 – Contractual Services/Hydro Station	Associated cost for services routinely used by the department for operations or maintenance activities. Onsite Confine Space Team, safety inspection for the crane and port-a-john rental is charged to this line item. This remains unchanged from last year.
252-252-000-850-000 - Telephone	Cost related for communication lines for the department. Cost will decrease in 2017 with the installation of the new DTE system in 2016, thus removing 2 AT&T lines. The proposed amount of \$1,000 for 2017 is down from the 2016 amended budget of \$ 50,000.
252-252-000-867-000 – Gas & Oil	Covers cost related to fuel used by the department in equipment and vehicle. In 2014, the department was issued a department truck. This will be the 3 rd budget year for this line item. A usage history has been established and for 2017, a decrease is being recommended.
252-252-000-876-000 – 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.

Line Item	Explanation
252-252-000-917-000 – Workers Comp Insurance	Figures provided by the Accounting Director.
252-252-000-915-000 – Insurance and Bonds	Figures provided by the Accounting Director.
252-252-000-920-017 – Utilities-Hydro	Cost related in heating powerhouse in winter months. Also, accounting for an increase in usage due to a new natural gas standby generator planned to replace a 28 year old diesel unit.
252-252-000-930-000 – Repairs Maintenance-Machinery	Accounts for cost related repairs and maintenance for the equipment related to generating electricity.
252-252-000-930-001 – Repairs/Maint Hydro Infrastructure	Cost related to maintaining the Hydro Station structure-powerhouse and dam. Activities include concrete repairs to spalling concrete, Substation improvements, lake sensor intake maintenance and general repairs.
252-252-000-931-013 – Repairs & Maint-Other Dams	Cost associated in maintaining Tyler and Sargent Charles Dams. A large project is planned for 2016/2017 at Tyler Dam. Funding for that project is coming from Environmental Cleanup and the General Fund.
252-252-000-943-000 – MotorPool Lease/Maintenance	Cost associated with the lease of department issued vehicle.
252-252-000-956-000 - Miscellaneous	Cover cost for bank fees associated with the DTE Escrow Fund and small expenses. This amount unchanged from 2016.

Line Item	Explanation
252-252-000-956-009 – City Share/Hydro Station	Expected amount that the Twp. will have to pay the City (10% gross of DTE revenue) from a judgment when JYRO was dissolved.
252-252-000-956-019 – Hydro-Fish Study-Escrow Expense	Expected amount that the Twp. will have to put into Fish Escrow for future fish enhancement. This is required by the FERC License agreement.
252-252-000-956-025 – Licenses and Fees/FERC	Annual fee assessed by the Federal Energy Regulatory Commission. Cost varies each year; propose the same amount as last year.
252-252-000-976-000 – Capital Outlay-New Equipment	It is proposed for 2017 that the substation receive some improvements to extend the life of the existing transformer.
252-252-000-977-000 - Equipment	For 2017, we plan to replace the 28 year old diesel emergency standby generator with a new natural gas unit.

- In June 2016, the Board approved funding in 2017 for Tyler Dam Phase 3 construction. This project is planned for 2016/2017 at Tyler Dam. Funding for that project is coming from Environmental Cleanup and the General Fund. \$2,000,000 will be needed in the 2017 budget for this project. Project is being coordinated with YCUA trestle Bridge Replacement Project.

9/29/16

* Changes from the draft budget are highlighted.

09/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 09/30/2016



GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2017 REQUESTED BUDGET
Fund 252 - HYDRO STATION FUND							
Dept 000.000							
252-000.000-641.003	FORD LAKE HYDRO STATION	478,801	353,895	350,000	350,000	242,991	350,000
252-000.000-650.300	RENEWABLE ENERGY CREDITS			1,200	1,200		
252-000.000-664.001	INTEREST EARNED	242	136	200	200	333	200
252-000.000-694.001	OTHER INCOME-MISCELLANEOUS	59	4,295				
252-000.000-694.004	MISC REVENUE - INSURANCE REIM	345	417			267	
252-000.000-697.000	TRANSFER IN: GENERAL FUND	19,111	52,889				
252-000.000-697.007	TRANSFER IN: ENVIRO CLEANUP				72,000	37,000	44,800
252-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.				132,712		
NET OF REVENUES/APPROPRIATIONS - 000.000-		498,558	411,632	351,400	556,112	280,591	395,000

Calculations as of 09/30/2016

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GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2017 REQUESTED BUDGET
Dept 252.000-HYDRO STATION: FORD LAKE							
252-252.000-706.000	SALARY - PERMANENT WAGES	55,289	56,993	58,069	58,069	40,750	57,828
252-252.000-706.050	YE ODD DAY ACCRUAL			648	648		
252-252.000-707.000	SALARY - TEMPORARY/SEASONAL	16,146	14,884	24,808	19,808	8,012	24,804
252-252.000-708.004	SALARIES PAY OUT-PTO&SICKTIME			877	877		890
252-252.000-708.009	AUTO ALLOWANCE	1,609					
252-252.000-709.000	REG OVERTIME	5,862	4,989	4,000	9,000	5,906	4,000
252-252.000-715.000	F.I.C.A./MEDICARE	4,933	5,015	5,102	5,102	3,564	5,158
252-252.000-719.000	HEALTH INSURANCE	14,901	17,839	18,637	18,637	15,531	18,667
252-252.000-719.001	SICK AND ACCIDENT	298	332	401	401	347	479
252-252.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(3,960)				(1,800)
252-252.000-719.015	DENTAL BENEFITS	1,651	1,417	1,417	1,417	1,181	1,417
252-252.000-719.016	VISION BENEFITS		233	233	233	177	257
252-252.000-719.020	HEALTH CARE DEDUCTION	758	1,134	5,775	5,775	1,262	5,775
252-252.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	92	92	90	90	54	90
252-252.000-720.000	LIFE INSURANCE	144	162	198	198	165	198
252-252.000-723.000	DEFERRED COMPENSATION EMPLOYE	214	195	323	323	108	322
252-252.000-727.000	OFFICE SUPPLIES	1,117	239	350	350	106	350
252-252.000-730.000	POSTAGE	61	35	100	100	7	100
252-252.000-740.000	OPERATING SUPPLIES	323	388	400	400	62	400
252-252.000-741.000	BOOT REIMB & UNIFORMS PURCHASE	407	148	450	550	550	700
252-252.000-757.000	OPERATING SUPPLIES		70				
252-252.000-776.000	MAINTENANCE SUPPLIES	6,752	6,485	7,550	8,400	7,138	7,550
252-252.000-801.000	PROFESSIONAL SERVICES	45,394	30,134	40,000	40,000	8,914	20,000
252-252.000-801.250	PROFESSIONAL SER - OTHER DAMS	22,238	52,719		72,000	37,000	44,800
252-252.000-818.013	CONTRACTUAL SERVICES/HYDRO ST	6,896	2,595	7,500	7,500	2,265	7,500
252-252.000-850.000	TELEPHONE	21,513	34,953	20,000	50,000	34,055	1,000
252-252.000-867.000	GAS & OIL	3,537	2,255	4,200	4,200	1,253	3,500
252-252.000-876.000	RETIREMENT/MERS	8,365	8,380	8,321	8,321	6,361	11,064
252-252.000-915.000	INSURANCE AND BONDS	1,860	2,128	2,261	2,261	1,659	2,331
252-252.000-917.000	WORKERS COMPENSATION INSURANC	1,527	1,612	2,001	2,001	1,384	1,563
252-252.000-920.017	UTILITIES - HYDRO	1,560	1,266	1,400	1,400	749	1,800
252-252.000-930.000	REPAIRS MAINTENANCE-MACHINERY	291,946	8,793	9,000	9,000	3,520	9,000
252-252.000-930.001	REPAIRS/MAINT HYDRO INFRASTRU	8,185	55,835	40,000	39,900	11,066	45,000
252-252.000-931.013	REPAIRS & MAINT - OTHER DAMS		43	1,000	150	149	1,000

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 09/30/2016



GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2017 REQUESTED BUDGET
252-252.000-943.000	MOTORPOOL LEASE/MAINTENANCE		3,000	6,000	6,000	4,500	6,000
252-252.000-956.000	MISCELLANEOUS	3,248	1,600	1,800	1,800	1,615	1,800
252-252.000-956.009	CITY SHARE/HYDRO STATION	47,880	35,390	35,000	35,000	24,299	35,000
252-252.000-956.019	HYDRO-FISH STUDY-ESCROW EXPEN	7,377	5,735	8,000	8,000		8,000
252-252.000-956.025	LICENSES AND FEES/FERC	3,288	2,415	3,800	3,800	2,934	3,800
252-252.000-976.000	CAPITAL OUTLAY NEW EQUIPMENT		238,421		132,712	127,762	10,000
252-252.000-977.000	EQUIPMENT	180,000		30,000			50,000
NET OF REVENUES/APPROPRIATIONS - 252.000-HYDRO STATION: FORD I		(765,371)	(593,964)	(349,711)	(554,423)	(354,405)	(390,343)
ESTIMATED REVENUES - FUND 252		498,558	411,632	351,400	556,112	280,591	395,000
APPROPRIATIONS - FUND 252		765,371	593,964	349,711	554,423	354,405	390,343
NET OF REVENUES/APPROPRIATIONS - FUND 252		(266,813)	(182,332)	1,689	1,689	(73,814)	4,657

Fund 590 - Compost

Revenues

Line Item	Explanation
590-000-000-607-510 – Lease Revenue	This line item reflects the revenue for rental of the dump truck to the Parks Department.
590-000-000-650-003 – Biodegradable Dropoff-Non Twp.	This line item reflects the revenue for yard waste brought in by non-township residents.
590-000-000-650-004 – Biodegradable Dropoff-Ypsi Twp.	This line item reflects revenues from the Environmental Services Fund for the amount that would normally be charged for dumping fees for yard waste, wood chips and brush from Township residents via Waste Management, our chipping crews or Parks. It is recommended that it remain at \$155,000 for 2017.
590-000-000-650-100 – Billable Sales-Compost	This line item is used for revenue from the sale of compost materials.
590-000-000-650-102 – Sales-Scrap Metal	This line item reflects revenue received from scrap metal. Based on what has been received in 2016, it is recommended that it be increased to \$4,000 for 2017.

Line Item	Explanation
590-000-000-650-200 – Gate Revenue-Compost Sales	Revenue from materials sold at the gate is reflected in this line item. Based on the amount received to date in 2016, it is recommended that it be increased to \$36,300 in 2017.
590-000-000-650-201 – Gate Revenue-Wood Sales	Revenue from wood chips is reflected in this line item. Based on what has been received to date in 2016, it is recommended that it be increased to \$35,000 in 2017.
590-000-000-650-202 – Gate Revenue-Soil Sales	This line item reflects revenues received from top soil sold. Based on current revenues, it is recommended that it be increased to \$35,000 in 2017.
590-000-000-650-203 – Gate Revenue-Drop Off Fees	Revenue from trash drop off is budgeted in this line item. An increase to \$55,000 is recommended.
590-000-000-650-205 – Gate Revenue-Milling Sales	This line item is used for the sale of road millings. It is recommended that it remain at \$10,000 in 2017.
590-000-000-650-206 – Service Charge - Delivery	This line item is used for revenues received from delivery of materials from the Compost Site to businesses.
590-000-000-664-001 – Interest Earned	This line item reflects interest earned on funds deposited at various banks.
590-000-000-699-000 – Appropriated Prior Year Balance	This is the amount needed from Fund Balance to balance the Compost budget for 2017.

Expenditures

Line Item	Explanation
590-590-000-706-000 – Salary-Permanent Wages	Wages for the Compost Coordinator, 50% of a Chipper Operator and 25% of a Floater II/Clerk III are budgeted in this line item. Even though a 1.5% contractual increase is budgeted, the amount shown is reduced since no payroll accrual is needed in 2017.
590-590-000-707-000 – Salary-Temporary/Seasonal	Wages for the Gate Attendant (1+ 1 relief) are budgeted in this line item.
590-590-000-708-004 – 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.
590-590-000-708-010 – Health Insurance Buyout	This line item is used for the health insurance buyout for employees who receive health insurance through another source.
590-590-000-709-000 – Regular Overtime	This line item is used for overtime for the Compost Coordinator.

Line Item	Explanation
590-590-000-710-000 – Acc Comp Absences-Lngterm	Since this is an Enterprise Fund (business), we need to account for all PTO time for the full-time employee and 50% for the employee that is split between this fund and Fund 226. This is accounted for in the Balance sheet liabilities as long term def Comp Absences 590-000-369-017. The expenditure account is for the current year's PTO that is rolled over into the long term amounts.
590-590-000-715-000 – FICA/Medicare	Figures provided by the Accounting Director.
590-590-000-719-000 – Health Insurance	We were notified of our health care renewal rates and will only receive a .16% increase in 2017.
590-590-000-719-001 – 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.
590-590-000-719-003 – Employee Paid Health Contra	This is a new line item for 2016. The amount employees pay toward their health care coverage is budgeted here.
590-590-000-719-015 – Dental Benefits	We received a two year rate guarantee in 2016 so there will be no change in dental rates for 2017.
590-590-000-719-016 – Vision Benefits	We will be receiving a 10% increase in vision rates for 2017.

Line Item	Explanation
590-590-000-719-020 – 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.
590-590-000-719-021 – Admin Fees – Health Deductible	The card used to pay the health care deductibles is administered by Choice Strategies.
590-590-000-720-000 – Life Insurance	We will not be receiving an increase in life insurance rates for 2017.
590-590-000-723-000 – Deferred Compensation Employer	Figures provided by the Accounting Director.
590-590-000-727-000 – Office Supplies	This line item is used for office supplies for the Compost Site.
590-590-000-730-000 – Postage	This line item is used for postage costs for the Compost Site.
590-590-000-741-000 – Boot Reimbursement & Uniform Purchase	This line item is used to cover contractual boot reimbursement, uniforms and for rug/towel service. Since we purchased uniforms in 2016, it is recommended that this line be reduced to \$700 for 2017.
590-590-000-757-000 – Operating Supplies	Safety equipment (eyewear, hard hats, gloves, etc.) for the operators are budgeted in this line item.
590-590-000-800-001 – Administration Fees	Figures provided by the Accounting Director.

Line Item	Explanation
590-590-000-804-000 – Contractual/Rolloff Disposal	This line item reflects the cost of emptying the dumpsters at the Compost Site. The related revenue line item is 590-590-000-650-203.
590-590-000-804-004 – Township Compost Processing	This line item covers the cost of removing spoils from the Compost Site that cannot become compost.
590-590-000-850-000 - Telephone	Telephone charges for the Compost Site are budgeted here.
590-590-000-867-200 – Gas & Oil-YCUA	Fuel used from the YCUA facility is budgeted here. Based on what has been spent to date in 2016, it is recommended that it be reduced to \$10,000 for 2017.
590-590-000-876-000 – 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 the Accounting Director.
590-590-000-913-000 – Insurance & Bonds Fleet	Figures provided by the Accounting Director.
590-590-000-917-000 – Workers Compensation Insurance	Figures provided by the Accounting Director.
590-590-000-920-004 – Utilities-Heat	Natural gas service costs are budgeted in this line item.
590-590-000-920-005 – Utilities-Light	Electric service costs are budgeted in this line item.
590-590-000-931-000 – Repairs & Maintenance	This line item is used for repair costs to maintain the two structures on site.

Line Item	Explanation
590-590-000-933-000 – Equipment Maintenance	Repair costs for equipment are budgeted here.
590-590-000-941-000 – Equipment Rental/Leasing	Equipment rental costs are budgeted in this line item.
590-590-000-943-000 – Motorpool Lease/Maintenance	This line item is used for fees paid to the motor pool.
590-590-000-956-000 - Miscellaneous	This line item is used for random drug screenings.
590-590-000-960-000 – Education & Training	Training costs are budgeted in this line item.
590-590-000-968-001 – Depreciation Expense	Figures provided by the Accounting Director.

9/29/16

* Changes from draft budget are highlighted.

09/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 09/30/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2017 REQUESTED BUDGET
Fund 590 - COMPOST FUND							
Dept 000.000							
590-000.000-607.510	AUTO LEASE REVENUE		2,800	2,800	2,800	2,100	2,800
590-000.000-650.003	BIODEGRADABLE DROPOFF-NONTWP	50,905	48,968	50,000	50,000	23,367	65,000
590-000.000-650.004	BIODEGRADABLE DROPOFF-YPSI TW	182,842	164,587	155,000	155,000	87,439	155,000
590-000.000-650.100	BILLABLE SALES - COMPOST	38,172	371	10,000	10,000		20,000
590-000.000-650.101	SALES- WOOD	550	200	200	200		
590-000.000-650.102	SALES - SCRAP METAL	5,621	5,136	3,000	3,000	4,041	4,000
590-000.000-650.200	GATE REVENUE - COMPOST SALES	11,737	24,734	23,000	23,000	26,169	36,300
590-000.000-650.201	GATE REVENUE - WOOD SALES	17,558	34,754	30,000	30,000	26,423	35,000
590-000.000-650.202	GATE REVENUE - SOIL SALES	11,902	40,169	30,000	30,000	31,642	35,000
590-000.000-650.203	GATE REVENUE - DROP OFF FEES	53,826	62,751	50,000	50,000	53,939	55,000
590-000.000-650.204	GATE REVENUE-BATTERY CORE SAL	155	236	500	500	40	
590-000.000-650.205	GATE REVENUE-MILLING SALES	2,761	12,898	10,000	10,000	6,631	10,000
590-000.000-650.206	SERVICE CHRG - DELIVERY		8,850	5,000	5,000	3,550	5,000
590-000.000-650.207	SERVICE CHRG - ADMIN FEE		827			386	
590-000.000-664.001	INTEREST EARNED	321	234	200	200	963	200
590-000.000-694.004	MISC REVENUE - INSURANCE REIM	718	534			267	
590-000.000-699.000	APPROPRIATED PRIOR YEAR BAL.			55,877	559,261		32,085
NET OF REVENUES/APPROPRIATIONS - 000.000-		377,068	408,049	425,577	928,961	266,957	455,385

09/28/2016

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 09/30/2016

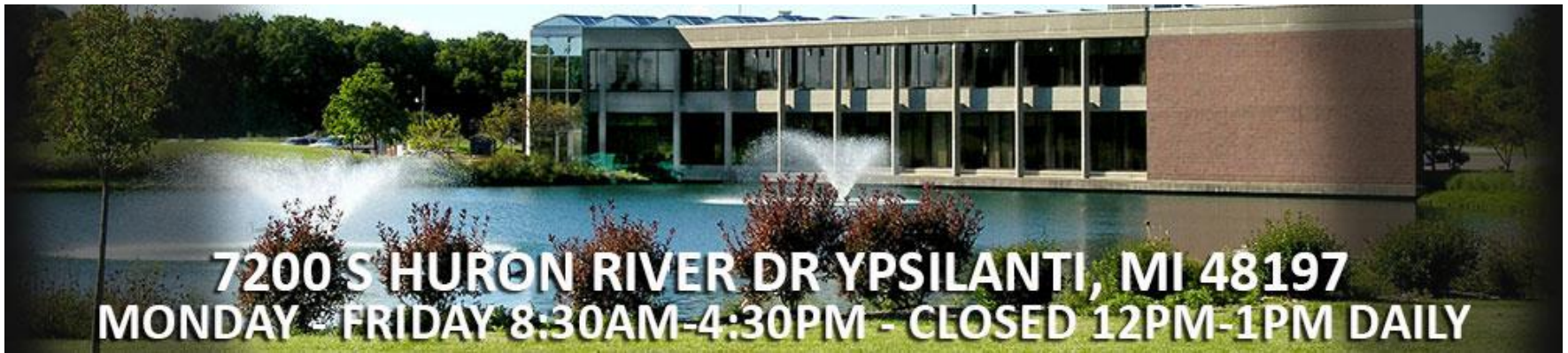
GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2017 REQUESTED BUDGET
Dept 590.000-COMPOST SITE							
590-590.000-706.000	SALARY - PERMANENT WAGES	109,313	108,410	110,622	114,825	77,465	110,167
590-590.000-706.050	YE ODD DAY ACCRUAL			1,252	1,252		
590-590.000-707.000	SALARY - TEMPORARY/SEASONAL	18,897	19,040	30,000	30,000	13,699	30,000
590-590.000-708.004	SALARIES PAY OUT-PTO&SICKTIME	3,199	3,468	1,670	1,670	5,692	1,695
590-590.000-708.010	HEALTH INS BUYOUT	3,750	3,750	3,750	3,750	1,875	3,750
590-590.000-709.000	REG OVERTIME	2,237	2,588	4,500	4,500	3,476	4,500
590-590.000-710.000	ACC COMP ABSENCES-LNGTERM			5,400	5,400		5,400
590-590.000-715.000	F.I.C.A./MEDICARE	9,263	9,703	9,752	10,074	6,914	9,624
590-590.000-719.000	HEALTH INSURANCE	7,451	8,919	9,319	9,319	6,989	9,334
590-590.000-719.001	SICK AND ACCIDENT	521	581	702	702	608	838
590-590.000-719.003	EMPLOYEE PAID HEALTH CONTRA		(2,233)				(900)
590-590.000-719.015	DENTAL BENEFITS	2,560	2,064	2,351	2,351	2,496	2,351
590-590.000-719.016	VISION BENEFITS		389	389	389	295	428
590-590.000-719.020	HEALTH CARE DEDUCTION	2,383	3,584	2,888	2,888	2,074	2,888
590-590.000-719.021	ADMIN FEE - HEALTH DEDUCTIBLE	46	46	45	45	27	45
590-590.000-720.000	LIFE INSURANCE	252	284	347	347	289	347
590-590.000-723.000	DEFERRED COMPENSATION EMPLOYE	306	249	390	390	179	390
590-590.000-727.000	OFFICE SUPPLIES	205	230	200	200	33	200
590-590.000-730.000	POSTAGE			100	100		100
590-590.000-741.000	BOOT REIMB & UNIFORMS PURCHASE	1,239	758	1,350	1,350	909	700
590-590.000-757.000	OPERATING SUPPLIES	6,428	3,264	6,000	6,000	3,698	6,000
590-590.000-800.001	ADMINISTRATION FEES	5,714	5,860	6,272	6,272	4,704	6,272
590-590.000-804.000	CONTRACTUAL/ROLLOFF DISPOSAL	38,860	43,676	34,000	34,000	30,221	34,500
590-590.000-804.004	TWP DISPOSAL FEE	4,604	6,916	7,000	7,000	6,356	7,000
590-590.000-850.000	TELEPHONE	658	586	800	800	422	800
590-590.000-867.200	GAS & OIL - YCUA	18,206	11,503	14,000	14,000	6,531	10,000
590-590.000-876.000	RETIREMENT/MERS	14,795	14,565	14,562	14,562	11,084	19,362
590-590.000-913.000	INSURANCE & BONDS FLEET	1,042	2,060	2,261	2,261	1,659	2,331
590-590.000-917.000	WORKERS COMPENSATION INSURANC	3,765	3,987	4,255	4,255	3,044	3,910
590-590.000-920.004	UTILITIES HEAT	5,283	4,410	6,000	6,000	2,689	6,000
590-590.000-920.005	UTILITIES LIGHT	2,049	2,028	2,100	2,100	1,452	2,100
590-590.000-931.000	REPAIRS AND MAINTENANCE	7,481	1,447	8,000	8,000	6	7,000

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI

Calculations as of 09/30/2016

GL NUMBER	DESCRIPTION	2014 ACTIVITY	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2016 ACTIVITY THRU 09/30/16	2017 REQUESTED BUDGET
590-590.000-933.000	EQUIPMENT MAINTENANCE	3,360	9,008	15,000	15,000	6,914	15,000
590-590.000-941.000	EQUIPMENT RENTAL/LEASING	2,500	2,200	3,500	3,500	2,265	3,500
590-590.000-943.000	MOTORPOOL LEASE/MAINTENANCE	1,992	2,000	3,500	3,500	2,625	3,500
590-590.000-956.000	MISCELLANEOUS		98	500	500	225	500
590-590.000-960.000	EDUCATION AND TRAINING		29	100	100		100
590-590.000-968.001	DEPRECIATION EXPENSE	70,669	112,130	112,700	112,700		145,653
590-590.000-977.000	EQUIPMENT				498,859		
NET OF REVENUES/APPROPRIATIONS - 590.000-COMPOST SITE		(349,028)	(387,597)	(425,577)	(928,961)	(206,915)	(455,385)
ESTIMATED REVENUES - FUND 590		377,068	408,049	425,577	928,961	266,957	455,385
APPROPRIATIONS - FUND 590		349,028	387,597	425,577	928,961	206,915	455,385
NET OF REVENUES/APPROPRIATIONS - FUND 590		28,040	20,452			60,042	



**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 Washtenaw	2016 Taxable Value of ALL Properties in the Unit as of 5-23-16 1,149,212,674
Local Government Unit Requesting Millage Levy Charter Township of Ypsilanti	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 Javonna Neel	Telephone Number (734) 484-3702	Title of Preparer Accounting Director	Date 8/25/16
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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 Karen Lovejoy Roe	Date 8/25/16
<input type="checkbox"/>	Secretary	Signature	Print Name	Date
<input type="checkbox"/>	Chairperson	Signature	Print Name	Date
<input checked="" type="checkbox"/>	President	Signature	Print Name Brenda L. Stumbo	Date 8/25/16

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 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 expectancy 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

Municipal employees' Retirement System MERS Annual Actuarial Valuation Report December 31, 2015 page 20

Actuarial Accrued Liabilities - Comparative Schedule

Table 7

Valuation Date December 31	Actuarial Accrued Liability	Valuation Assets	Percent Funded	Unfunded (Overfunded) Accrued Liabilities
2001	\$ 8,563,964	\$ 7,883,773	92%	\$ 680,191
2002	9,555,195	8,287,051	87%	1,268,144
2003	10,214,254	9,147,480	90%	1,066,774
2004	11,349,056	9,857,507	87%	1,491,549
2005	12,442,438	10,556,735	85%	1,885,703
2006	13,390,091	11,496,625	86%	1,893,466
2007	14,832,528	12,407,220	84%	2,425,308
2008	15,685,957	12,801,717	82%	2,884,240
2009	16,116,831	13,177,984	82%	2,938,847
2010	17,186,167	14,009,840	82%	3,176,327
2011	18,456,883	14,241,731	77%	4,215,152
2012	18,929,596	14,326,779	76%	4,602,817
2013	18,993,773	14,717,028	78%	4,276,745
2014	19,645,884	15,075,280	77%	4,570,604
2015	21,624,184	15,482,518	72%	6,141,666

Notes: Actuarial assumptions were revised for the 2004, 2008, 2009, 2010, 2011, 2012 and 2015 actuarial valuations.

Charter Township of Ypsilanti Firefighters' Retirement System Annual Actuarial Valuation Report December 31, 2015 page A-15

Actuarial Valuation Date December 31,	(a) Actuarial Value of Assets	Entry Age Actuarial Accrued Liability	Unfunded Accrued Liability (UAL)	(a/b) Funded Ratio	(c) Annual Covered Payroll	[(b-a)/c] UAL as a Percentage of Covered Payroll
1995	\$ 14,957,910	\$ 11,098,119	\$ (3,859,791)	135 %	\$ 1,463,341	- %
1996	15,848,190	11,672,783	(4,175,407)	136	1,637,213	-
1997	17,102,734	12,005,001	(5,097,733)	142	1,660,635	-
1998	18,868,177	12,486,609	(6,381,568)	151	1,658,459	-
1999 #	20,704,196	14,433,723	(6,270,473)	143	1,862,245	-
2000	22,122,513	15,010,643	(7,111,870)	147	1,850,554	-
2001	23,036,055	15,848,237	(7,187,818)	145	1,972,538	-
2002	23,738,457	16,957,687	(6,780,770)	140	1,977,181	-
2003	23,632,588	18,055,207	(5,577,381)	131	2,143,204	-
2004	23,815,715	19,060,810	(4,754,905)	125	2,274,281	-
2005 #	24,105,951	20,780,318	(3,325,633)	116	2,449,553	-
2006	25,338,997	21,766,018	(3,572,979)	116	2,422,211	-
2007	27,173,331	23,911,443	(3,261,888)	114	2,752,251	-
2008	27,097,583	24,935,159	(2,162,424)	109	2,641,821	-
2009	27,211,032	26,117,456	(1,093,576)	104	2,669,178	-
2010 #	27,042,094	28,278,783	1,236,689	96	1,879,944	66
2011	26,161,102	29,478,634	3,317,532	89	2,046,691	162
2012	25,629,166	29,842,164	4,212,998	86	1,967,312	214
2013 @	27,178,122	31,850,507	4,672,385	85	1,768,793	264
2014	27,335,154	32,058,665	4,723,511	85	2,016,307	234
2015	27,526,195	31,803,061	4,276,866	87	1,934,576	221

After changes in benefit provisions.

@ After changes in actuarial assumptions.

Charter Township of Ypsilanti Firefighters' Retirement System
 Annual Actuarial Valuation Report December 31, 2015
 page A-15. All Funds except Fire \$6,162,964 & Fire \$6,894,128

DETERMINATION OF UNFUNDED ACTUARIAL ACCRUED LIABILITY -7.0%
AS OF DECEMBER 31, 2015

	101-102	101-136	206	226	230	249	266	584
A. Present Value of Future Benefits								
1. Retirees and Beneficiaries	\$4,855,141	\$ 322,406	\$ 8,259,819	\$ 0	\$233,094	\$478,607	\$378,419	\$136,029
2. Retired Members in Deferral Period	224,146	0	0	0	0	0	0	0
3. Active Members	<u>2,928,453</u>	<u>1,011,972</u>	<u>4,439,599</u>	<u>241,411</u>	<u>501,643</u>	<u>186,090</u>	<u>509,499</u>	<u>155,688</u>
Total Present Value of Future Benefits	\$8,007,740	\$1,334,378	\$12,699,418	\$241,411	\$734,737	\$664,697	\$887,918	\$291,717
B. Present Value of Future Employer Normal Costs	\$ 538,434	\$ 213,011	\$ 492,078	\$ 64,825	\$ 65,762	\$ 64,647	\$92,152	\$ 20,715
C. Present Value of Future Contributions from Current Active Members	\$ 0	\$ 0	\$ 387,813	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
D. Actuarial Accrued Liability (A.-B.-C.)	\$7,469,306	\$1,121,367	\$11,819,527	\$176,586	\$668,975	\$600,050	\$795,766	\$271,002
E. Market Value of Assets	\$3,323,322	\$ 498,931	\$ 4,925,399	\$ 78,569	\$297,647	\$266,981	\$354,061	\$120,577
F. Unfunded Actuarial Accrued Liability (D.-E.)	\$4,145,984	\$ 622,436	\$ 6,894,128	\$ 98,017	\$371,328	\$333,069	\$441,705	\$150,425
G. Funded Ratio (E./D.)	44.5%	44.5%	41.7%	44.5%	44.5%	44.5%	44.5%	44.5%

OPEB Annual Required Contribution (ARC) Summary - BUDGET OVERVIEW

FUNDS	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	% change 2015 to 2016	% change 2016 to 2017
General Fund	493,291	485,193	458,560	-1.64%	-5.49%
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%
Total ACR – Except Fire	667,540	654,245	646,163	-1.99%	-1.24%
Fire Fund	590,744	587,148	629,226	-0.61%	7.17%

ENVIRONMENTAL SERVICES FUND 226 2017 REQUESTED BUDGET PRESENTATION

CLASSIFICATION SUMMARY, HISTORY AND OVERVIEWS

2017 ENVIRONMENTAL SERVICES FUND
BUDGETED REVENUE BY CLASSIFICATION

	2015	2016	2016	2017
	ACTIVITY	ORIGINAL	AMENDED	REQUESTED
		BUDGET	BUDGET	BUDGET
ESTIMATED REVENUES				
PROPERTY TAXES	2,381,417	2,422,577	2,422,577	2,460,825
CHARGES FOR SERVICES-SALES	8,618	8,300	8,300	8,000
INTEREST INCOME	1,900	1,000	1,000	1,000
OTHER REVENUES	1,281			
APPROPRIATED PY FUND BALANCE		169,459	280,399	147,604
TOTAL ESTIMATED REVENUES	2,393,216	2,601,336	2,712,276	2,617,429

2017 BUDGET REQUESTED TOP 10 LINE APPROPRIATIONS BY
 PERCENTAGE OF TOTAL APPROPRIATIONS –
 WASTE MANAGEMENT CONTRACT INCREASED 2.25%

ACCOUNT #	DESCRIPTION	2015 ACTIVITY	2016 ORIGINAL	2016 AMENDED	2017 REQUESTED	% OF APPROP
226-226.000-804.001	CONTRACTUAL/RUBBISH PICKUP	1,256,214	1,162,877	1,175,000	1,207,000	46.11%
226-226.000-804.003	CONTRACTUAL/YARDWASTE PICKUP	330,336	336,613	340,750	349,200	13.34%
226-226.000-804.007	RECYCLING PICK-UP CURBSIDE	339,795	331,970	336,200	345,200	13.19%
226-226.000-804.004	TWP DISPOSAL FEE	182,842	164,587	155,000	155,000	5.92%
226-226.000-706.000	SALARY - PERMANENT WAGES	117,113	118,074	121,342	119,974	4.58%
226-226.000-705.000	SALARY - SUPERVISION	67,819	72,768	73,284	71,628	2.74%
226-226.000-804.008	CURBSIDE RECYCLING DISPOSAL		52,289	48,000	48,000	1.83%
226-226.000-867.300	FUEL SURCHARGE-CURBSIDE	64,017	11,887	65,000	40,000	1.53%
226-226.000-719.000	HEALTH INSURANCE	18,130	26,163	26,403	32,881	1.26%
226-226.000-876.000	RETIREMENT/MERS	25,117	24,729	22,880	30,465	1.16%

Environmental Services Fund Appropriations by Classification in Order by % of 2017 Requested Total Appropriations of \$2,617,429

GL CLASSIFICATION	DESCRIPTION	2015 ACTIVITY	2016 ORIGINAL	2016 AMENDED	2017 REQUESTED	% OF APPROP
PROFESSIONAL & CONTRACTUAL	Waste Management Contract – increased 2.25%	1,932,649	1,947,760	1,947,760	1,997,910	76.33%
PERSONNEL SERVICES	Salary & Wages	223,260	229,835	230,708	224,550	8.58%
OTHER SERVICES AND CHARGES	Twp. Disposal \$155,000	166,053	159,000	159,000	157,500	6.02%
FRINGE BENEFITS	FICA, Health, MERS, Life, OPEB	87,846	100,392	100,459	115,845	4.43%
TRANSPORTATION	Gas & Oil, Waste Mgmt. Fuel Surcharge	21,429	83,000	77,999	51,000	1.95%
PRINTING & PUBLISHING	Twp. Brochure	12,999	23,000	23,000	20,000	0.76%
INSURANCE & BONDS	Insurance & Worker's Comp	12,823	13,749	13,749	12,024	0.46%
REPAIRS & MAINTENANCE	Auto & Equipment Maint	8,909	11,400	14,400	11,500	0.44%
OFFICE SUPPLIES	Postage \$9,000 & office supplies	8,658	11,500	11,673	10,300	0.39%
OPERATING SUPPLIES	Recycle Bins, Trash Stickers, misc op	5,441	7,800	9,628	7,500	0.29%
UTILITIES	Gas & Electric	2,793	5,000	5,000	4,000	0.15%
LEASE RENTAL	Motor Pool	7,200	4,000	4,000	4,000	0.15%
OTHER EXPENDITURES	Misc.	168	4,500	4,500	1,000	0.04%
EDUCATION AND TRAINING			400	400	300	0.01%
DUES/MEMBERSHIPS		75				
CAPITAL OUTLAY	2016 Chipper Truck			110,000		
TOTAL APPROPRIATIONS		2,490,303	2,601,336	2,712,276	2,617,429	

2017 ENVIRONMENTAL SERVICES FUND BUDGET FUND BALANCES

Fund 226 - Environmental Services Fund	2014	2015	2016	2017
	ACTIVITY	ACTIVITY	AMENDED BUDGET	REQUESTED BUDGET
NET OF REVENUES/APPROPRIATIONS	(180,644)	(97,087)		
BEGINNING FUND BALANCE	1,840,184	1,659,543	1,562,457	1,282,058
LESS APPROPRIATED PRIOR YEAR BAL.			(280,399)	(147,604)
ENDING FUND BALANCE	1,659,540	1,562,456	1,282,058	1,134,454
% FUND BALANCE/APPROPRIATION				43.3%

2017 ENVIRONMENTAL SERVICES FUND EXPENDITURE BUDGET OVERVIEW

- ❖ Waste Management contract increased 2.25%
- ❖ Prior Year Fund Balance needed to balance operations in 2017 - \$147,604
- ❖ Capital Outlay
 - ❖ 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 ENVIRONMENTAL SERVICES FUND PRIOR YEAR FUND BALANCE THROUGH AUGUST 31, 2016 \$280,399

- ❖ Prior Year Fund Balance need to balance operations in 2016 - \$169,459
- ❖ Purchase of new Chipping Truck - \$110,000
- ❖ PTO payouts \$940

RECREATION FUND 230 2017 REQUESTED BUDGET PRESENTATION

CLASSIFICATION SUMMARY, HISTORY AND OVERVIEWS

2017 RECREATION FUND BUDGETED REVENUE BY CLASSIFICATION

ESTIMATED REVENUES	DESCRIPTION	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2017 REQUESTED BUDGET	% OF REVENUE
FEDERAL GRANTS	Senior Nutrition Grant	13,950	13,200	13,200	15,000	1.69%
PARKS & RECREATION	Sports, Dance, Camp, Senior, Other, & Building Rental	256,418	274,000	274,000	251,500	28.38%
FORD LAKE PARK REVENUES	Gate fees and Shelter Rental	49,808	52,000	52,000	52,000	5.87%
INTEREST INCOME		57	50	50	50	0.01%
OTHER REVENUES	Contributions & Insurance Reimburse	11,986		7,441	700	0.08%
CONTRIBUTION FROM OTHER FUNDS	BSRII 212 Fund	520,000	580,415	580,415	566,836	63.97%
APPROPRIATED PY FUND BALANCE				21,360		
TOTAL ESTIMATED REVENUES		852,219	919,665	948,466	886,086	

2017 RECREATION FUND BUDGETED APPROPRIATIONS BY CLASSIFICATION IN ORDER OF % OF TOTAL APPROPRIATIONS

APPROPRIATIONS	DESCRIPTION	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2017 REQUESTED BUDGET	% OF APPROP
PERSONNEL SERVICES	Salary & Wages FT, PT, & TEMP	414,440	436,681	436,681	418,540	47.23%
FRINGE BENEFITS	FICA, Health, MERS, Life OPEB	203,012	233,538	233,538	219,779	24.80%
UTILITIES	Electric & Gas	55,702	60,000	60,000	60,000	6.77%
PROFESSIONAL & CONTRACTUAL	Admin fee & Sport Officials	46,076	51,051	45,951	41,551	4.69%
RECREATION PROGRAM	Sports, Dance, Camp, Enrichment, Senior Programs	39,052	31,200	36,950	35,500	4.01%
COMMUNITY STABILIZATION & PROMO	Community Brochure & Grant	27,324	32,200	32,200	34,000	3.84%
INSURANCE & BONDS	Insurance Liab & Workers Comp	14,575	16,395	16,395	16,741	1.89%
LEASE RENTAL	Motor Pool	14,700	15,200	15,200	15,200	1.72%
REPAIRS & MAINTENANCE	Athletic Field & custodial maint	16,985	11,900	32,960	14,800	1.67%
OFFICE SUPPLIES	Postage 11,000 & office supplies	12,894	12,800	15,450	12,800	1.44%
OTHER EXPENDITURES	Bank Charges	5,620	5,000	5,000	5,000	0.56%
TRANSPORTATION	Travel & Gas	3,807	4,600	4,600	4,075	0.46%
OPERATING SUPPLIES	misc. operating supplies	3,438	3,500	3,000	3,000	0.34%
RENTAL	Port a Johns	5,314	3,000	3,000	2,500	0.28%
COMMUNICATIONS	Telephone	2,086	2,400	2,400	2,400	0.27%
DUES/MEMBERSHIPS	Dues	175	200	200	200	0.02%
CAPITAL OUTLAY				4,941		0.00%
TOTAL APPROPRIATIONS		865,200	919,665	948,466	886,086	

2017 RECREATION FUND BUDGET FUND BALANCE

Fund 230 RECREATION FUND	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2017 REQUESTED BUDGET
NET OF REVENUES/APPROPRIATIONS	(12,981)			
BEGINNING FUND BALANCE	48,884	35,899	35,899	14,539
LESS APPROPRIATED PY FUND BALANCE			(21,360)	
ENDING FUND BALANCE	35,903	35,899	14,539	14,539
% FUND BALANCE/APPROPRIATIONS				1.6%

**2016 BUDGET AMENDMENTS TO
RECREATION FUND PRIOR YEAR
FUND BALANCE THROUGH
AUGUST 31, 2016**

❖ \$21,360 – DUCT CLEANING

14B DISTRICT COURT FUND 2017 REQUESTED BUDGET

CLASSIFICATION SUMMARY, HISTORY, AND OVERVIEWS

2017 14B DISTRICT COURT FUND REVENUE BUDGET BY CLASSIFICATION SUMMARY

Fund 236 - 14B DISTRICT COURT	DESCRIPTION	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2017 REQUESTED BUDGET	% OF REVENUE
ESTIMATED REVENUES						
STATE GRANT	Grant - Human Trafficking Docket	62,658	82,500	82,500	117,000	7.71%
14B COURT REVENUE	State Reimburse Judge & Jurors, Fines, Fees,& Forfeitures	1,350,092	1,352,950	1,352,950	1,400,300	92.29%
INTEREST INCOME		42				
OTHER REVENUES		13,281				
APPROPRIATED PY FUND BALANCE			7,871	24,395		0.00%
TOTAL ESTIMATED REVENUES		1,426,073	1,443,321	1,459,845	1,517,300	

14B DISTRICT COURT APPROPRIATIONS BY CLASSIFICATIONS	DESCRIPTION	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2017 REQUESTED BUDGET	% OF APPROP
PERSONNEL SERVICES	Salary & Wages, Judge, Magistrate, Bailiff, Clerks, Temp	608,328	647,953	647,953	638,014	43.09%
FRINGE BENEFITS	FICA, Health, MERS, Life OPEB	395,265	467,526	467,526	482,673	32.60%
PROFESSIONAL & CONTRACTUAL	Admin, Attorney Criminal, Judges, Grant, Sate Computer	196,912	225,384	227,884	262,985	17.76%
UTILITIES	Electric & Gas	14,190	20,000	17,500	20,000	1.35%
OFFICE SUPPLIES		19,219	20,000	20,000	18,000	1.22%
INSURANCE & BONDS	Insurance Liab & Workers Comp	14,898	15,758	15,758	15,444	1.04%
REPAIRS & MAINTENANCE		6,229	10,000	10,000	10,000	0.68%
CAPITAL OUTLAY	Upgrade computers	13,169	6,500	6,500	6,500	0.44%
OPERATING SUPPLIES		4,395	6,000	6,000	6,000	0.41%
OTHER EXPENDITURES	Bank Charges	5,194	6,100	6,100	6,000	0.41%
OTHER SERVICES AND CHARGES	Jury & Witness Fees	6,179	5,600	5,600	4,150	0.28%
SUPPLIES & MATERIALS		3,865	3,000	3,000	3,000	0.20%
COMMUNICATIONS	Telephone	2,138	2,500	2,500	2,500	0.17%
EDUCATION AND TRAINING		335	1,200	1,200	1,700	0.11%
PRINTING & PUBLISHING		3,306	3,500	3,500	1,500	0.10%
DUES/MEMBERSHIPS		1,395	1,000	1,000	1,000	0.07%
TRANSPORTATION	Travel, Gas & Oil	884	800	800	800	0.05%
GENERAL EXPENSES			500	500	500	0.03%
TRANSFERS OUT		170,000		16,524		0.00%
TOTAL APPROPRIATIONS		1,465,901	1,443,321	1,459,845	1,480,766	

2017 14B DISTRICT COURT FUND

Budgeted Fund Balance

Fund 236 – 14B DISTRICT COURT	2015	2016	2016	2017
	ACTIVITY	ORIGINAL	AMENDED	REQUESTED
		BUDGET	BUDGET	BUDGET
NET OF REVENUES/APPROPRIATIONS	(39,828)			36,534
BEGINNING FUND BALANCE	262,283	222,455	222,455	198,060
LESS APPROPRIATED PY FUND BALANCE		(7,871)	(24,395)	
ENDING FUND BALANCE	222,455	214,584	198,060	234,594
ALL FUND BALANCE IS GENERAL FUNDS				

HOUSING & BUSINESS INSPECTIONS FUND #248 2017 REQUESTED BUDGET

CLASSIFICATION SUMMARY, HISTORY, AND OVERVIEWS

2017 HOUSING & BUSINESS INSPECTION FUND REVENUE BUDGET BY CLASSIFICATION SUMMARY

Fund 248 ESTIMATED REVENUES	DESCRIPTION	2015 ORIGINAL ACTIVITY	2016 BUDGET	2016 AMENDED BUDGET	2017 REQUESTED BUDGET	% OF REVENUE
BUSINESS LICENSES & PERMITS		950	250	250	2,000	0.62%
CHARGES FOR SERVICES	VACANT PROPERTY & RENTAL INSPECTIONS	168,632	179,529	179,529	243,000	75.92%
SPECIAL ASSESSMENTS	TAXES	37,018	50,000	50,000	38,000	11.87%
INTEREST INCOME		39			100	0.03%
OTHER REVENUES		258				0.00%
APPROPRIATED BY FUND BALANCE				438	36,969	11.55%
TOTAL ESTIMATED REVENUES		206,897	229,779	230,217	320,069	

2017 Housing & Business Inspection Fund Expenditure Budget by Classification Summary

APPROPRIATIONS	DESCRIPTION	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2017 REQUESTED BUDGET	% OF APPROP
PERSONNEL SERVICES	Salary & Wages - Add'l 50% clerical & Bldg Inspect rentals	121,139	128,586	128,993	197,834	61.81%
FRINGE BENEFITS	FICA, Health, MERS, Life	37,400	50,514	50,545	83,059	25.95%
PROFESSIONAL & CONTRACTUAL	Admin fees		15,055	15,055	16,877	5.27%
LEASE RENTAL	Motor Pool	8,014	14,500	14,500	10,250	3.20%
TRANSPORTATION	Travel & Gas	5,199	5,000	5,000	4,000	1.25%
INSURANCE & BONDS	Insurance Liab & Workers Comp	4,056	4,207	4,207	3,749	1.17%
OFFICE SUPPLIES	Office supplies	1,795	2,800	2,800	2,300	0.72%
OTHER SERVICES AND CHARGES	Uniforms & Badges	500	1,000	1,000	1,000	0.31%
CAPITAL OUTLAY	Field Equipment - Inspections		1,000	1,000	1,000	0.31%
OTHER EXPENDITURES		1,105				0.00%
TOTAL APPROPRIATIONS		179,208	222,662	223,100	320,069	

2017 Housing & Business Inspection Fund Budgeted Fund Balance

Fund 248	2015	2016	2016	2017
	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	REQUESTED BUDGET
NET OF REVENUES/APPROPRIATIONS	27,689	7,117	7,117	
BEGINNING FUND BALANCE	131,993	159,682	159,682	166,361
LESS APPROPRIATED PY FUND BALANCE			(438)	(36,969)
ENDING FUND BALANCE	159,682	166,799	166,361	129,392
Fund balance % of Appropriations				40.4%

BUILDING INSPECTION FUND #249 2017 REQUESTED BUDGET

STATE REGISTERED INSPECTOR – REQUIREMENT
OF PUBLIC ACT 54 OF 1986

CLASSIFICATION SUMMARY, HISTORY, AND OVERVIEWS

2017 BUILDING INSPECTION FUND REVENUE BUDGET BY CLASSIFICATION SUMMARY

Fund 249 - BUILDING DEPARTMENT	DESCRIPTION	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2017 REQUESTED BUDGET	% OF REVENUE
ESTIMATED REVENUES						
NON-BUSINESS LICENSES & PERMIT	Inspections & Permits	457,063	432,000	432,000	599,000	82.51%
CHARGES FOR SERVICES	Plot Plan permit & Liquor inspection	3,921	4,000	4,000	4,800	0.66%
INTEREST INCOME		129			800	0.11%
OTHER REVENUES		258				0.00%
APPROPRIATED PY FUND BALANCE			21,476	125,343	121,342	16.72%
TOTAL ESTIMATED REVENUES		461,371	457,476	561,343	725,942	

2017 Building Inspection Fund Expenditure Budget by Classification Summary

APPROPRIATIONS	DESCRIPTION	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2017 REQUESTED BUDGET	% OF APPROP
PERSONNEL SERVICES	Supervisor, Inspectors, Clerical, & OCS Exec	158,247	202,009	267,457	437,060	60.21%
FRINGE BENEFITS	FICA, Health, MERS, Life	62,236	80,021	112,690	176,452	24.31%
PROFESSIONAL & CONTRACTUAL	Admin Fees & Contract Mechanical Inspector	167,388	148,162	138,162	66,076	9.10%
LEASE RENTAL	Motor Pool	11,800	7,000	12,750	22,200	3.06%
INSURANCE & BONDS	Insurance Liab. & Workers Comp	5,059	6,284	6,284	5,554	0.77%
TRANSPORTATION	Travel & Gas	1,636	3,000	3,000	5,000	0.69%
CAPITAL OUTLAY	New field equipment	12,273	5,000	15,000	4,000	0.55%
OFFICE SUPPLIES	Supplies	2,407	2,000	2,000	3,600	0.50%
DUES/MEMBERSHIPS	Mandatory memberships & dues	860	1,000	1,000	3,000	0.41%
OPERATING SUPPLIES	Supplies & ordinance code books	248	2,000	2,000	2,000	0.28%
OTHER SERVICES AND CHARGES	Uniforms & Badges	969	1,000	1,000	1,000	0.14%
TOTAL APPROPRIATIONS		423,123	457,476	561,343	725,942	

2017 Building Inspection Fund Budgeted Fund Balance

Fund 249	2015	2016	2016	2017
	ACTIVITY	ORIGINAL	AMENDED	REQUESTED
		BUDGET	BUDGET	BUDGET
NET OF REVENUES/APPROPRIATIONS	38,248			
BEGINNING FUND BALANCE	476,024	514,270	514,270	514,270
LESS APPROPRIATED PY FUND BALANCE		(21,476)	(125,343)	(121,342)
ENDING FUND BALANCE	514,272	514,270	514,270	514,270
Fund balance % of Appropriations				70.8%

HYDRO FUND #252 2017 REQUESTED BUDGET

CLASSIFICATION SUMMARY, HISTORY, AND OVERVIEWS

2017 HYDRO FUND REVENUE BUDGET BY CLASSIFICATION SUMMARY

Fund 252 – ESTIMATED REVENUES	DESCRIPTION	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2017 REQUESTED BUDGET	% OF REVENUE
FORD LAKE DAM REVENUES	Sales of Electricity to DTE	353,895	350,000	350,000	350,000	88.61%
OTHER REVENUES		4,712	1,200	1,200		0.00%
INTEREST INCOME		136	200	200	200	0.05%
CONTRIBUTION FROM OTHER FUNDS	Environmental Clean Up for Tyler Dam	52,889		37,000	44,800	11.34%
APPROPRIATED PY FUND BALANCE				132,712		0.00%
TOTAL ESTIMATED REVENUES		411,632	351,400	521,112	395,000	

2017 Hydro Fund Expenditure Budget by Classification Summary

APPROPRIATIONS	DESCRIPTION	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2017 REQUESTED BUDGET	% OF APPROP
PERSONNEL SERVICES	Wages Hydro Operator & Temp Operator	76,866	88,402	88,402	87,522	22.42%
PROFESSIONAL & CONTRACTUAL	Engineering Dam Safety & Compliance, Inspections, & Port-a-Johns	85,448	47,500	84,500	72,300	18.52%
REPAIRS & MAINTENANCE	Supplies, Hydro structure repair, & Maint Other Dams	71,156	57,550	57,450	62,550	16.02%
CAPITAL OUTLAY	Improvement transformers, Replace emergency standby generator	238,421	30,000	132,712	60,000	15.37%
OTHER EXPENDITURES	10% to City of Ypsi, Fish Study	45,140	48,600	48,600	48,600	12.45%
FRINGE BENEFITS	FICA, Health, MERS, Life	30,839	40,497	40,497	41,627	10.66%
LEASE RENTAL	Motor Pool	3,000	6,000	6,000	6,000	1.54%
INSURANCE & BONDS	Insurance Liab & Workers Comp	3,740	4,262	4,262	3,894	1.00%
TRANSPORTATION	Gas	2,255	4,200	4,200	3,500	0.90%
UTILITIES	Electric & Gas	1,266	1,400	1,400	1,800	0.46%
COMMUNICATIONS	Telephone	34,953	20,000	50,000	1,000	0.26%
OTHER SERVICES AND CHARGES	Boots & Uniforms	148	450	550	700	0.18%
OFFICE SUPPLIES	Supplies	274	450	450	450	0.12%
OPERATING SUPPLIES	Supplies	458	400	400	400	0.10%
TOTAL APPROPRIATIONS		593,964	349,711	519,423	390,343	

2017 Hydro Fund Budgeted Fund Balance

Fund 252	2015	2016	2016	2017
	ACTIVITY	ORIGINAL	AMENDED	REQUESTED
		BUDGET	BUDGET	BUDGET
NET OF REVENUES/APPROPRIATIONS	(182,332)	1,689	1,689	4,657
BEGINNING FUND BALANCE	457,993	275,663	275,663	144,640
LESS APPROPRIATED PY FUND BALANCE			(132,712)	
ENDING FUND BALANCE	275,661	277,352	144,640	149,297
Fund balance % of Appropriations				38.2%

COMPOST FUND #590 2017 REQUESTED BUDGET

CLASSIFICATION SUMMARY, HISTORY, AND OVERVIEWS

2017 COMPOST FUND REVENUE BUDGET BY CLASSIFICATION SUMMARY

Fund 590 - ESTIMATED REVENUES	DESCRIPTION	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2017 REQUESTED BUDGET	% OF REVENUE
CHARGES FOR SERVICES		2,800	2,800	2,800	2,800	0.61%
CHARGES FOR SERVICES-SALES	Bio Drop Off, Gate Revenue, & Delivery fee	404,481	366,700	366,700	420,300	92.30%
INTEREST INCOME		234	200	200	200	0.04%
OTHER REVENUES		534				0.00%
APPROPRIATED BY FUND BALANCE			55,877	559,261	32,085	7.05%
TOTAL ESTIMATED REVENUES		408,049	425,577	928,961	455,385	

2017 Compost Fund Expenditure Budget by Classification Summary

APPROPRIATIONS	DESCRIPTION	2015 ACTIVITY	2016	2016	2017	% OF % OF APPROP
			ORIGINAL BUDGET	AMENDED BUDGET	REQUESTED BUDGET	
PERSONNEL SERVICES	Salary & Wages	133,506	153,444	157,647	151,762	33.33%
DEPRECIATION	Depreciation Expense of Capital Assets	112,130	112,700	112,700	145,653	31.98%
FRINGE BENEFITS	FICA, Health, MERS, Life	41,901	44,495	44,817	48,457	10.64%
PROFESSIONAL & CONTRACTUAL	Admin fee & Emptying Dumpsters	49,536	40,272	40,272	40,772	8.95%
REPAIRS & MAINTENANCE	Buildings & equipment	10,455	23,000	23,000	22,000	4.83%
TRANSPORTATION	Gas & Oil	11,503	14,000	14,000	10,000	2.20%
UTILITIES	Electric & Gas	6,438	8,100	8,100	8,100	1.78%
OTHER SERVICES AND CHARGES	Boots & Uniforms, Remove non compost spoils	7,674	8,350	8,350	7,700	1.69%
INSURANCE & BONDS	Insurance Liab & Workers Comp	6,047	6,516	6,516	6,241	1.37%
OPERATING SUPPLIES	Safety supplies	3,264	6,000	6,000	6,000	1.32%
RENTAL	Equipment rental - excavator rental	2,200	3,500	3,500	3,500	0.77%
LEASE RENTAL	Motor Pool	2,000	3,500	3,500	3,500	0.77%
COMMUNICATIONS	Phone	586	800	800	800	0.18%
OTHER EXPENDITURES	Misc.	98	500	500	500	0.11%
OFFICE SUPPLIES	Office	230	300	300	300	0.07%
EDUCATION AND TRAINING		29	100	100	100	0.02%
CAPITAL OUTLAY	2016 purchase Wind Row Turner			498,859		0.00%
TOTAL APPROPRIATIONS		387,597	425,577	928,961	455,385	

2017 Compost Fund

Budgeted Fund Balance Estimated Net Position

	2015 ACTIVITY	2016 ORIGINAL BUDGET	2016 AMENDED BUDGET	2017 REQUESTED BUDGET
NET OF REVENUES/APPROPRIATIONS - FUND 590	20,452			
BEGINNING FUND BALANCE	1,856,484	1,876,934	1,876,934	1,768,532
LESS APPROPRIATED PY FUND BALANCE		(55,877)	(559,261)	(32,085)
ADD CAPITAL OUTLAY APPROPRIATION LESS DEPRECIATION			450,859	
ENDING FUND BALANCE	1,876,936	1,821,057	1,768,532	1,736,447
LESS CONTRIBUTED CAPITAL	(882,646)	(882,646)	(1,333,505)	(1,333,505)
ESTIMATED NET POSITION	994,290	938,411	435,027	402,942
NET POSITION % OF APPROPRIATION				88.5%

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 1st and 3rd 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 1st and 3rd 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 1st 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

- A. SUPERVISOR STUMBO WILL REVIEW BOARD MEETING AGENDA

OTHER DISCUSSION

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



Charter Township of Ypsilanti

7200 S. HURON RIVER DRIVE • YPSILANTI, MI 48197

SUPERVISOR BRENDA STUMBO • CLERK KAREN LOVEJOY ROE • TREASURER LARRY DOE
TRUSTEES: JEAN HALL CURRIE • STAN ELDRIDGE • MIKE MARTIN • SCOTT MARTIN

REGULAR MEETING AGENDA

TUESDAY, OCTOBER 4, 2016

7:00 P.M.

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE AND INVOCATION
3. PUBLIC COMMENTS
4. CONSENT AGENDA
 - A. MINUTES OF THE AUGUST 16, 2016 SPECIAL MEETING, WORK SESSION AND REGULAR MEETING
 - B. MINUTES OF THE SEPTEMBER 20, 2016 WORK SESSION AND REGULAR MEETING
 - C. STATEMENTS AND CHECKS
 1. STATEMENTS AND CHECKS FOR OCTOBER 4, 2016 IN THE AMOUNT OF \$690,198.69
5. ATTORNEY REPORT
 - A. GENERAL LEGAL UPDATE

OLD BUSINESS

1. REQUEST OF JEFF ALLEN, RESIDENTIAL SERVICES DIRECTOR, FOR AUTHORIZATION OF THE ADOPT A STOP MAINTENANCE AGREEMENT WITH THE ANN ARBOR AREA TRANSPORTATION AUTHORITY FOR A PASSENGER SHELTER AT BUS STOP #2499 LOCATED AT THE CIVIC CENTER (TABLED AT THE JULY 19, 2016 REGULAR MEETING)

NEW BUSINESS

1. BUDGET AMENDMENT #13
2. 1ST READING OF RESOLUTION 2016-51, PROPOSED ORDINANCE 2016-470 AN ORDINANCE TO AMEND THE CHARTER TOWNSHIP OF YPSILANTI CODE OF ORDINANCES, CHAPTER 48 ENTITLED PROPERTY MAINTENANCE TO ADD A PROVISION REGARDING SNOW REMOVAL FROM SIDEWALKS AND SNOW EMERGENCIES
3. RESOLUTION 2016-52, AMENDED RENTAL HOUSING INSPECTION PROGRAM FEE SCHEDULE

4. REQUEST OF MIKE RADZIK, DIRECTOR OFFICE OF COMMUNITY STANDARDS FOR THE AUTHORIZATION TO ADD ONE ADDITIONAL FLOATER II/CLERK III POSITION TO THE OFFICE OF COMMUNITY STANDARDS FUNDED IN THE AMOUNT OF \$19,790.00 IN THE HOUSING AND BUSINESS INSPECTION BUDGET (248)
5. REQUEST OF ERIC COPELAND, FIRE CHIEF FOR AUTHORIZATION OF THE ASSISTANCE TO FIREFIGHTERS GRANT (AFG) PROGRAM MEMORANDUM OF UNDERSTANDING AND FOR THE YPSILANTI TOWNSHIP FIRE DEPARTMENT TO BE A PARTICIPATING PARTNER
6. REQUEST TO MAIL A SURVEY FOR NEIGHBORHOOD CAMERAS TO THE RESIDENTS OF THE ROSEWIND SUBDIVISION

OTHER BUSINESS

PUBLIC COMMENTS

CONSENT AGENDA

**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 8th Day of November, 2016.

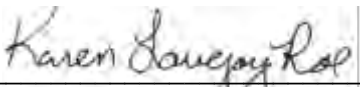
PROPOSITION A

(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.

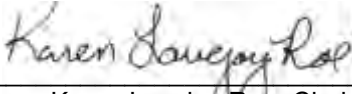
NOW THEREFORE BE IT RESOLVED, that the following proposition be placed on the ballot for an election to be held on the 8th Day of November, 2016

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 8th Day of November, 2016

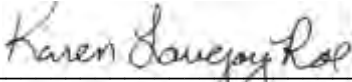
PROPOSITION C

(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 8th Day of November, 2016

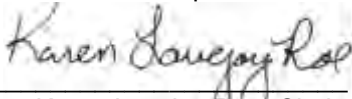
PROPOSITION D

(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. 1ST 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. 1ST READING OF PROPOSED ORDINANCE 2016-466, SEWAGE DISPOSAL RATE CHANGE (addressed earlier in meeting)

3. 1ST 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. 1ST 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 7:05 PM

Laurie Dean, Township Resident stated she supports the security cameras. She believes it will increase safety in her neighborhood and would help her not to be a prisoner in her own house with decorative bars on the windows and doors. She has witnessed drug deals in her street. Ms. Dean stated she was terrified of public speaking but this was very important to her.

Karen Holman, Township Resident stated she and her husband were opposed to the security cameras. Mrs. Holman said she had sympathy for the issues with crime but did not feel installing cameras were the best way to use their resources. She stated studies had shown cameras had little or no value to deter crime. Mrs. Holman suggested hiring a Neighborhood Resolution Officer to help with the issues in her neighborhood.

Alex Henderson, Township Resident stated she was against security cameras. Ms. Henderson said she worried about the cost for the cameras because there was no cap on the cost. She said to have the cameras would be a deterrent for future home buyers for the neighborhood. Ms. Henderson stated she has a security system and she had been broken into twice and her car had been broken into in her driveway. She said that although the Police were able to identify the person through fingerprints because they could not place him in her home they could not prosecute. Ms. Henderson also stated she spoke with Police Chief Derrick Jackson and he said cameras were not effective in stopping crime.

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

Rachel Arnold, Township Resident stated she was against security cameras. Ms. Arnold said that she voted yes on the letter that was mailed to her home but she thought it meant that there would be discussion about cameras. She stated that she felt the Township did not present it clear enough in the letter that was mailed to residents. Ms. Arnold had read studies about cameras not being effective. She stated she spoke with Police Chief Derrick Jackson and he said cameras were not effective in stopping crime. She felt that the money that would be used for cameras would be better spent in ways that were proven to stop crime.

Betsy Stevens, Township Resident stated she supports the security cameras. Ms. Stevens stated that when she purchased her home 20 years ago most homes were owner occupied now most of the homes in her neighborhood are rentals. She said looks out her window and witnesses drug deals and domestic violence often. Ms. Stevens said that people would call police but when the witness needs to show up in court they refuse and the crime continues. Ms. Stevens stated that cameras would pick up people on bicycles and the evidence of this happened a couple years ago in West Willow. She said a pedophile had abducted a girl and he had been on a bike and was identified on the camera and he was caught and was now incarcerated. Ms. Stevens stressed that cameras work and for the cost she felt it was worth it.

Charles Johnson, Township Resident stated he was opposed to the security cameras. Mr. Johnson believed that having cameras would give people a false sense of security. He said that as a society we should look at those who were found guilty of a crime as our failure and not our victory.

Bob Stevens, Township Resident stated he supports the security cameras. Mr. Stevens stated that if people are in the street they should not be concerned about not having privacy because of the cameras. He said that crime was down in West Willow and he believes it was directly related to the cameras installed there.

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. She said that it was worth the money if it stops one child getting abducted, one drug deal getting interrupted, or one home doesn't get broken in to.

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. She said the cameras do not look in her home it was in a public area. Ms. Mealing stated that whether the people committing the crimes need help for drug addiction or incarcerated for the crime they committed the community needs to work together. She said if you see something, do something, say something!

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

Betsy Stevens, Township Resident stated that there was a neighborhood watch group and invited the Holmes Road Residents to the meeting.

Arloa Kaiser, Township Resident stated having police presence in the community and getting youth involved in programs would help stop crime. She stated that some youth feel that when they commit a crime the only thing they did wrong was they got caught. Ms. Kaiser said that we have a new generation and we have to work together. She said there were a lot of neighborhood watch groups trying to make better neighborhoods for each other.

Monica Ross-Williams, Township Resident lives in West Willow and supports cameras. She stated that she had been on the board when they were deciding on cameras. Ms. Ross-Williams said that the ACLU came to discuss privacy issues. She confirmed the issue with the person on the bike who was arrested.

Steve Lambert, Township Resident questioned the cost for cameras and the effectiveness and said he was against the cameras. He stated he was on Social Security and he would need to know how effective the cameras were before he would want to spend the money for them.

Rachel Arnold, Township Resident stated that she doesn't feel this was a democratic process. She said there were 558 properties in the area and the Township received 183 responses with 112 voting yes. She stated that with 558 each home owner would be able to vote which means if there were two property owners in the home both would vote. Assuming there would be more than 558 owners so less than a 20% voted to have the hearing. Ms. Arnold stated she would support the outcome.

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

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

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.

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.

**CHARTER TOWNSHIP OF YPSILANTI
AUGUST 16, 2016 REGULAR MEETING
PAGE 5**

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.

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.

**CHARTER TOWNSHIP OF YPSILANTI
AUGUST 16, 2016 REGULAR MEETING
PAGE 6**

SUPERVISOR REPORT (see attached)

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.

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)

**CHARTER TOWNSHIP OF YPSILANTI
AUGUST 16, 2016 REGULAR MEETING
PAGE 7**

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.

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.

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

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 Raimey 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.

**CHARTER TOWNSHIP OF YPSILANTI
AUGUST 16, 2016 REGULAR MEETING
PAGE 8**

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.

2. 1ST READING OF PROPOSED ORDINANCE 2016-466, SEWAGE DISPOSAL RATE CHANGE

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve 1st 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.

**CHARTER TOWNSHIP OF YPSILANTI
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PAGE 9**

3. 1ST 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 1st 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).

Supervisor Stumbo explained the Resolution was for inspecting multi-rental units as we do for single family rentals. She said the Township authorized hiring additional people to enforce this as well as ACT 54 code enforcement. Supervisor Stumbo said she would hope this would have a positive impact on the multi units as it has with the single family rentals.

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

The motion carried unanimously.

4. 1ST 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 1st 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.

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.

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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.

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.

**CHARTER TOWNSHIP OF YPSILANTI
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- 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.

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- 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.

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

RESOLUTION 2016-33

**Resolution on Holmes Rd. Neighborhood
Special Assessment District for
Public Security Cameras**

WHEREAS, the Township Board of the Charter Township of Ypsilanti proposes to install security cameras in the Holmes Rd. area; and

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

WHEREAS, the Township Board proposes the creation of a special assessment district consisting of 558 parcels within the Holmes Rd. area which will be benefited to defray the operation and maintenance cost of the security camera; and

WHEREAS, the Township Board has solicited *Requests for Proposals* for the proposed project describing the security camera improvements, the proposed location of said improvements and estimated costs; and

WHEREAS, Conti Corporation, a video security company, licensed by the State of Michigan, prepared and submitted proposed plans to install, operate and maintain security cameras in public areas within an are bounded by Clark Rd on the North, Ford Blvd. on the east, Holmes Rd. on the South and Wendell/Rambling Rd. to the west, located in the Holmes Rd. neighborhood area which consists of 558 parcels with the following estimated costs:

- Township Costs for purchase and installation of 10 security cameras: \$49,880.00
- Total Annual Residents' Cost for maintenance and operation of security cameras: \$65,160.40
(First three years)
- Annual cost per parcel \$ 38.93
- Monthly cost per parcel \$ 3.24

WHEREAS, the plans, estimates of cost and proposed special assessment district were filed with the Township Clerk for public

examination and notice of the public hearing upon the same was published and mailed in accordance with the law and statute provided as shown by affidavits pertaining thereto on file with the Township Clerk; and

WHEREAS, in accordance with the aforesaid notices, a hearing was held on the 16th day of August, 2016 commencing at 7:00pm and all persons given the opportunity to be heard in the matter; and

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

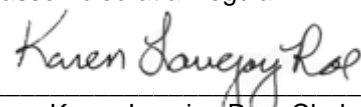
NOW, THEREFORE, BE IT HEREBY RESOLVED as follows:

1. That this Township Board does hereby approve the plans for public security cameras as prepared and presented by the Township's licensed security system contractor and its annual estimate of costs for the operation and maintenance thereof.
2. That this Township Board creates a special assessment district bounded by Clark Rd. on the North, Ford Blvd. on the East, Holmes Rd. on the south and Wendell/Rambling Rd. to the west, to be known as Holmes Rd. Neighborhood Camera Special Assessment District No. 65 within which the costs of the operation and maintenance of the security cameras shall be assessed according to benefits.
3. That on the basis of the foregoing, this Township Board does hereby direct the Supervisor and Assessing Officer to make a special assessment roll in which shall be entered and described all the parcels of land to be assessed with the names of the respective owners thereof if known, and a total amount to be assessed against each parcel of land which amount shall be the relative portion of the whole sum to be levied against the parcels of land in the special assessment

district as the benefit to the parcel of land bears to the total benefit to all the parcels of land in the special assessment district. When the same has been completed, the Supervisor or Assessing Officer shall affix thereto her certificate stating that it was made pursuant to this resolution and that in making such assessment roll, she has, according to her best judgment, conformed in all respects to the directions contained in this resolution and the applicable state statutes.

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

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. 2016-33 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

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 176th 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

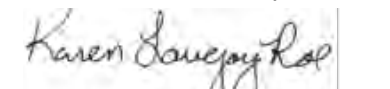
WHEREAS, on August 13, 2016, Lieutenant Colonel Charles Kettles received a hometown, hero's welcome with a Medal of Honor celebration at the Yankee Air Museum.

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.

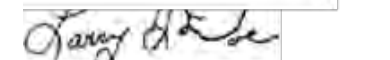
Dated and Signed This 16th Day of August, 2016



Brenda L. Stumbo, Supervisor



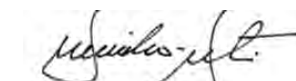
Karen Lovejoy Roe, Clerk



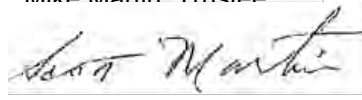
Larry J. Doe, Treasurer



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 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

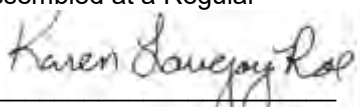
WHEREAS in many parts of Michigan; Washtenaw County, Ypsilanti Township and Augusta Township included, recovery in home and property values are just starting to increase from the previous market crash. With four (4) existing pipeline corridors of various commodities already running through Washtenaw 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><u>\$1,867.00</u></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><u>\$1,867.00</u></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.

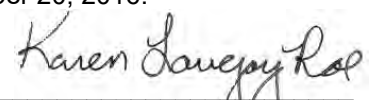
Sec. 12 - Publication

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.



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.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

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

RESOLUTION REGARDING
TEMPORARY ROAD
CLOSURE

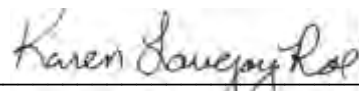
Resolution authorizing the temporary road closure of Merritt Road between Munger and Stoney Creek for runners to cross Merritt Road at Wiard's Orchard on Saturday, October 8, 2016 from 8:30 a.m. to 11:00 a.m. for the Run Scream Run 5K, 10K and Kid Mile to benefit the March of Dimes of Southeastern Michigan.

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

Ypsilanti, Michigan 48197

Attn: Township Clerk

Fax No.: 734.484.5156

444 Michigan Avenue

Room 1670

Detroit, Michigan 48226

Attn: Yvette Collins, Director – External Affairs

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
 Brenda L. Stumbo / Karen Lovejoy Roe
 Supervisor Clerk
 7200 S. Huron River Dr.
 Ypsilanti, MI 48197
 734 484-4700
 734 484-5156
 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:

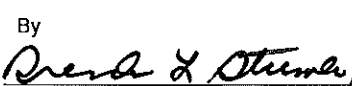

Verification
(Provider)

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

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE SEPTEMBER 20, 2016 WORK SESSION**

Supervisor Stumbo called the meeting to order at approximately 4:03 p.m. in the Ypsilanti Township Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township.

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

Members Absent: Trustee Jean Hall Currie, Trustee Mike Martin

Legal Counsel: Wm. Douglas Winters

**1. 2017 PRELIMINARY BUDGET – BRENDA STUMBO, SUPERVISOR
JAVONNA NEEL, ACCOUNTING DIRECTOR**

Javonna Neel, Accounting Director explained the preliminary budget for 2017. She stated the presentation was on the township website. Ms. Neel explained that from 2015- 2016 our taxable value for all township property increased by 1.1%. She stated the tax revenues increased .86% for 2015-2016. Ms. Neel stated that the 2016 tax levies were utilized for operating revenues in 2017. Ms. Neel said that a rollback was required by statute when the growth of township properties was greater than inflation and the rollback was .9942. She said new this year was (ESA) Essential Service Assessment which was a reimbursement we would receive from the state. Ms. Neel stated the expected reimbursement would be \$126,193.00 and should come in February 2017. She said she was not sure whether this reimbursement was dedicated for fire, police, and environmental services but she said she would find out. Ms. Neel presented an overview of the following funds: 101 General Fund, 206 Fire Department Fund, 208 Parks Department Fund, and 212 BSR II Fund.

2. TRUSTEE ATTENDANCE POLICY

No discussion, all agreed they would wait for Trustee Mike Martin to be present.

**CHARTER TOWNSHIP OF YPSILANTI
SEPTEMBER 20, 2016 WORK SESSION MINUTES
PAGE 2**

3. PUBLIC HEARING

**A. 7:00PM – 2016 SPECIAL ASSESSMENT LEVY – RESOLUTION
NO. 2016-42 (PUBLIC HEARING SET AT THE AUGUST 16, 2016
REGULAR MEETING)**

Clerk Lovejoy Roe explained the Resolution 2016-42 to the Board. There was lengthy discussion regarding the Comcast contract and whether the 3 year contract should begin in 2018 or 2017 and also when the cameras would be installed. Supervisor Stumbo stated that she would like to lock in the discounted rate from Comcast but the project might not be completed in 2016 to begin assessments in 2017. Jeff Allen, Residential Service Director stated that Comcast had given the Township a lower cost if the contract was signed in 2016 for 2017 installation. Supervisor Stumbo would like to lock in the cost even if the Township must pay the first year.

4. 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

**CHARTER TOWNSHIP OF YPSILANTI
SEPTEMBER 20, 2016 WORK SESSION MINUTES
PAGE 3**

SUPERVISOR REPORT – will be given at Regular Board Meeting

CLERK REPORT

TRUSTEE REPORT

ATTORNEY REPORT

A. GENERAL LEGAL UPDATE

OLD BUSINESS

- 1. 2ND READING OF PROPOSED ORDINANCE 2016-466, SEWAGE DISPOSAL RATE CHANGE (FIRST READING HELD AT THE AUGUST 16, 2016 REGULAR MEETING)**
- 2. 2ND 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 (1ST READING HELD AT THE AUGUST 16, 2016 REGULAR MEETING)**
- 3. 2ND READING OF RESOLUTION 2016-31, PROPOSED ORDINANCE 2016-465, ADOPTION OF THE 2015 INTERNATIONAL PROPERTY MAINTENANCE CODE (1ST READING HELD AT THE AUGUST 16, 2016 REGULAR MEETING)**

**CHARTER TOWNSHIP OF YPSILANTI
SEPTEMBER 20, 2016 WORK SESSION MINUTES
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NEW BUSINESS

1. BUDGET AMENDMENT #12

Supervisor Stumbo stated the proposed amendment included \$63,337.00 for the Holmes Road neighborhood cameras and an LED street light to be installed at Hewens Creek because of illegal dumping. Supervisor Stumbo said that the Library would pay for the operation of a street light at Whittaker Road and Civic Center Dr. and the Township budget amendment would pay for the installation. Supervisor Stumbo stated that there was a line item transfer to the Fire Fund. She said also \$15,000.00 for sidewalk repair was included.

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)

Joe Lawson, Planning Director stated that this development was first brought to the Township in 2006 from Developer Burton Katzman. Mr. Lawson said that when Burton Katzman went bankrupt the property was purchased by SR Jacobson at a tax sale. Mr. Lawson stated that SR Jacobson redeveloped the project and it was approved in 2011. SR Jacobson came back to the Township with a new plan, PD20. He stated that the property was rezoned to Planned Development 20 with a mix of residential uses. Mr. Lawson said the Planning Commission approved the changes provided the Township Board would approve it. Attorney Winters, Township Attorney stated that the development agreement was in proper form and ready to be signed if the Board decided to approve it. When the Board questioned about a special assessment for streetlights on Tuttle Hill, Mr. Lawson said that if the Township decided to create a special assessment district SR Jacobson would participate. Supervisor Stumbo confirmed with Mr. Lawson that the development would participate in a special assessment district regarding cameras and street lighting. Mr. Lawson stated that there would be cameras at the entrance to the development and that the developer would participate in the maintenance of the cameras. The developer, Richard Batt, with Redwood confirmed that they would pay for the installation of the cameras and would be responsible for the

**CHARTER TOWNSHIP OF YPSILANTI
SEPTEMBER 20, 2016 WORK SESSION MINUTES
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maintenance. Supervisor Stumbo confirmed that the rent restrictions were also addressed in the agreement.

**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**

Joe Lawson, Planning Director explained that Fresh Thyme was granted a 20 foot easement along Washtenaw Ave. Mr. Lawson explained this easement request came from the Re-Imagine Washtenaw Ave plan that the Township approved. He said Fresh Thyme was happy to give the easement for pedestrian traffic. Mr. Lawson stated he was asking the board to accept the easement because Michigan Department of Transportation would not accept it at this time. Mr. Lawson said initially the thought was that Michigan Department of Transportation would take this right of way but Michigan Department of Transportation was not in a position to take the easement or right of way. Mr. Lawson stated he was asking the township to accept these easements. He stated that Fresh Thyme would take care of the snow removal but would like the Township to add it to their sidewalk maintenance program. Attorney Winters questioned the snow removal this upcoming winter since the Fresh Thyme was not planning on opening until 2017.

**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**

Attorney Winters explained the request was a lease agreement with SBA to be paid in full. Supervisor Stumbo said that with Board approval the payment would go towards the reduction of the Seaver Farm Bond.

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SEPTEMBER 20, 2016 WORK SESSION MINUTES
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- 5. RESOLUTION 2016-38, VACATION/ABANDONMENT OF THE PUBLIC ALLEY BETWEEN ANDREA AND HARRY STREETS**

- 6. 1ST 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**

Monica Ross-Williams, Park Commissioner explained the Resolution was to keep the healthy atmosphere of the parks by prohibiting smoking in township parks. Ms. Kaiser asked if e-cigarettes were prohibited and Ms. Ross-Williams said that they would also be prohibited.

- 7. 1ST READING OF RESOLUTION 2016-40, PROPOSED ORDINANCE 2016-468 AMENDING THE TOWNSHIP ZONING CODE REGARDING CHILD DAYCARE CENTERS IN RESIDENTIAL DISTRICTS**

Joe Lawson, Planning Director stated that this resolution would return the day care ordinance back to the previous ordinance regarding child daycare centers in residential districts. Mr. Lawson explained that a child daycare center would be allowed in a residential area as an accessory use like in a school or a church.

- 8. 1ST READING OF RESOLUTION 2016-41, PROPOSED ORDINANCE 2016-469, AMENDING THE YPSILANTI TOWNSHIP CODE OF ORDINANCES CHAPTER 58, TO PROHIBIT TEXTING WHILE DRIVING**

Supervisor Stumbo stated that because it was a state law the Township would need to adopt an ordinance to enforce the state law under Township Ordinance.

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SEPTEMBER 20, 2016 WORK SESSION MINUTES
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**9. RESOLUTION 2016-49, PETITION TO LOCATE, ESTABLISH AND
CONSTRUCT A DRAIN FOR THE TYLER DAM DRAIN**

Clerk Lovejoy Roe explained that repairing the dam and drain was a large expenditure for the township when most of the area using the dam was GM property with a small amount of residential property using the drain. Clerk Lovejoy Roe stated that at a meeting with Evan Pratt, County Water Resource Commissioner it was suggested that creating a drainage district for the Tyler Dam Drain would help with the cost of repairs. She said that this petition would start the process to establish and construct a drainage district.

**10. RESOLUTION 2016-50, AUTHORIZATION OF THE DRAIN AND
DETENTION EASEMENT FOR THE TYLER DAM DRAIN TO THE
TYLER DAM DRAIN DRAINAGE DISTRICT**

Clerk Lovejoy Roe explained that in order to do the work that would need to be done the water commission would need an easement on Township property to construct the drain and dam.

**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**

Jeff Allen, Residential Services Director stated this was a request to approve the payment for Engineering Services for the Tyler Dam project.

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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

Jeff Allen, Residential Services Director explained with the purchase of the new equipment at our Compost Site more yard waste could be processed which would bring more revenue to the Township. Mr. Allen stated that this was a request to approve an agreement with Canton Township for processing their yard waste.

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

Supervisor Stumbo stated that the two lots would be combined and not be built on. Treasurer Doe questioned whether the closing cost would come out of the \$1,000.00. Supervisor Stumbo said that closing cost would be paid by the purchaser in addition to the purchase price 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 ROAD 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 LED 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

**CHARTER TOWNSHIP OF YPSILANTI
SEPTEMBER 20, 2016 WORK SESSION MINUTES
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- 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**

**CHARTER TOWNSHIP OF YPSILANTI
SEPTEMBER 20, 2016 WORK SESSION MINUTES
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- 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 THE INFORMATION POSTCARDS IN REGARD TO THE TOWNSHIP MILLAGE RENEWALS BY MESSENGER PRINTING IN THE AMOUNT OF \$4,203.00 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
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Clerk Lovejoy Roe suggested that if the board approves Special Assessment Levy – Resolution # 2016-42 then the board could set a public hearing for a revised Special Assessment Levy including the Holmes Rd. neighborhood cameras for the October 18, 2016 board meeting. Jeff Allen, Residential Services Director questioned if the Board approves the Levy tonight could they sign the contract and get the project moving forward and if everything gets processed before the end of the year it would be charged to the residents but if it wasn't completed before the end of the year the township would pay the bill for the first year. Clerk Lovejoy Roe stated that there must be a Public Notice 10 days before the revised Special Assessment Levy hearing and then the Holmes Rd. cameras could be assessed in 2016.

The Board adjourned the work session meeting at approximately 6:42p.m.

Respectfully Submitted,

Karen Lovejoy Roe, Clerk

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE SEPTEMBER 20, 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, Scott Martin

Members Absent: Trustee Jean Hall Currie

Legal Counsel: Wm. Douglas Winters

PUBLIC HEARING

**A. 7:00PM – 2016 SPECIAL ASSESSMENT LEVY – RESOLUTION NO. 2016-42
(PUBLIC HEARING SET AT THE AUGUST 16,2016 REGULAR MEETING)**

SUPERVISOR STUMBO DECLARED THE PUBLIC HEARING OPEN AT 7:04 PM

Public Hearing Closed at 7:05 pm

Clerk Lovejoy Roe read Resolution 2016-42, 2016 Special Assessment Levy (see attached).

A motion was made by Clerk Lovejoy Roe, supported by Trustee Scott Martin to approve Resolution 2016-42.

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

The motion carried unanimously.

PUBLIC COMMENTS

Angela Davis, Ann Arbor Resident, introduced herself and stated she was running in the November election for Washtenaw Community College Trustee.

Mittie McMaster, Township Resident questioned the posting for Green Oaks Golf Course. She suggested that the Golf Course does not need to hire a PGA Card member to work at Green Oaks Golf Course. Ms. McMaster stated that currently the Golf Course had an excellent staff working there.

**CHARTER TOWNSHIP OF YPSILANTI
SEPTEMBER 20, 2016 REGULAR MEETING
PAGE 2**

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 (see attached)

A motion was made by Treasurer Doe, supported by Trustee S. Martin to approve the consent agenda with exception of August 16, 2016 minutes.

The motion carried unanimously.

SUPERVISOR REPORT (see attached)

CLERK REPORT (see attached)

Clerk Lovejoy Roe reminded everyone that the last day to register to vote before the November election is October 11, 2016. She stated that absentee ballots would be mailed out the first week of October, 2016. Clerk Lovejoy Roe encouraged residents to vote absentee because the ballot was 2 full pages and to avoid lines.

TREASURER REPORT (none given)

TRUSTEE REPORT (none given)

Trustee S. Martin stated that he would encourage the designees on the committee who would hire for the Golf Course that they would select someone within the township to fill the position.

**CHARTER TOWNSHIP OF YPSILANTI
SEPTEMBER 20, 2016 REGULAR MEETING
PAGE 3**

ATTORNEY REPORT

A. GENERAL LEGAL UPDATE

Attorney Winters stated that this was the fourth year in a row where the Township acquired properties from Washtenaw County Treasurer for the cost of the unpaid taxes. He said they are then sold to Habitat for the same cost and the rehabilitated properties were sold to first time home buyers. He stated that over the last year, the Township together with Habitat identified 9 residential properties to acquire. Attorney Winters said that out of the 9 properties 6 would go to Habitat next week so within 12 months Habitat would rehabilitate the houses and sell it to a home owner which would help stabilize the neighborhood.

Attorney Winters explained the status on Gault Village Shopping Center. He stated the court appointed a receiver to manage the property for the owners who were based in New York. Attorney Winters said the appointed receiver was Karl Fink, a former judge. He said with the appointed receiver if the owner sells the property it would have to be approved by the court.

Attorney Winters stated the former General Motors/Hydra Matic property continues to be a possible site for the autonomous vehicle research center. Attorney Winters said the sale of the GM property to The Willow Run Arsenal for Democracy LLC funded by Michigan Strategic Fund from Racer Trust was scheduled for November 4, 2016. Attorney Winters stated that with the four seasons we had in Michigan we have the best conditions for this type of testing facility.

OLD BUSINESS

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

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to approve 2nd Reading of Proposed Ordinance 2016-466, Sewage Disposal Rate Change (see attached).

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

The motion carried unanimously.

**CHARTER TOWNSHIP OF YPSILANTI
SEPTEMBER 20, 2016 REGULAR MEETING
PAGE 4**

2. 2nd 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 (1ST READING HELD AT THE AUGUST 16, 2016 REGULAR MEETING)

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to approve 2nd 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).

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

The motion carried unanimously.

3. 2ND READING OF RESOLUTION 2016-31, PROPOSED ORDINANCE 2016-465, ADOPTION OF THE 2015 INTERNATIONAL PROPERTY MAINTENANCE CODE (1ST READING HELD AT THE AUGUST 16, 2016 REGULAR MEETING)

A motion was made by Clerk Lovejoy Roe, supported by Trustee S. Martin to approve 2nd Reading of Resolution 2016-31, Proposed Ordinance 2016-465, Adoption of the 2015 International Property Maintenance Code (see attached).

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

The motion carried unanimously.

NEW BUSINESS

1. BUDGET AMENDMENT #12

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

The motion carried unanimously.

**CHARTER TOWNSHIP OF YPSILANTI
SEPTEMBER 20, 2016 REGULAR MEETING
PAGE 5**

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)

A motion was made by Trustee Eldridge, supported by Trustee S. Martin to Approve the 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) (see attached).

Attorney Winters stated that this would be a great housing project for the Township. Supervisor Stumbo stated she had seen other Redwood projects in other communities and they were high quality and very well maintained and welcomed the developer into the Township. Clerk Lovejoy Roe said that there were people on a wait list already for this development and she felt that it would be successful to have high quality rentals in Ypsilanti Township that would begin at \$1,200.00 a month.

The motion carried unanimously.

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

A motion was made by Clerk Lovejoy Roe supported by Trustee Eldridge to Object to the Filing of the Easement until confirmation was secured regarding responsibility for the maintenance and snow removal until the store is opened.

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

A motion was made by Treasurer Doe, supported by Trustee S. Martin to Approve the 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.

The motion carried unanimously.

**CHARTER TOWNSHIP OF YPSILANTI
SEPTEMBER 20, 2016 REGULAR MEETING
PAGE 6**

5. RESOLUTION 2016-38, VACATION/ABANDONMENT OF THE PUBLIC ALLEY BETWEEN ANDREA AND HARRY STREETS

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve Resolution 2016-38, Vacation/Abandonment of the Public Alley Between Andrea and Harry Streets (see attached).

The motion carried unanimously.

6. 1ST READING OF RESOLUTION 2016-39, PROPOSED ORDINANCE 2016-67 AMENDING THE TOWNSHIP CODE OF ORDINANCES, CHAPTER 46, ARTICLE II PARK REGULATIONS TO PROHIBIT SMOKING IN TOWNSHIP PARKS

A motion was made by Clerk Lovejoy Roe, supported by Trustee S. Martin to Approve the 1st Reading of Resolution 2016-39, Proposed Ordinance 2016-67 Amending the Township Code of Ordinances, Chapter 46, Article II Park Regulations to Prohibit Smoking in Township Parks (see attached).

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

The motion carried unanimously.

7. 1ST READING OF RESOLUTION 2016-40, PROPOSED ORDINANCE 2016-468 AMENDING THE TOWNSHIP ZONING CODE REGARDING CHILD DAYCARE CENTERS IN RESIDENTIAL DISTRICTS

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve the 1st Reading of Resolution 2016-40, Proposed Ordinance 2016-468 Amending the Township Zoning Code Regarding Child Daycare Centers in Residential Districts (see attached).

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

The motion carried unanimously.

**CHARTER TOWNSHIP OF YPSILANTI
SEPTEMBER 20, 2016 REGULAR MEETING
PAGE 7**

**8. 1ST READING OF RESOLUTION 2016-41, PROPOSED ORDINANCE
2016-469, AMENDING THE YPSILANTI TOWNSHIP CODE OF
ORDINANCES CHAPTER 58, TO PROHIBIT TEXTING WHILE DRIVING**

A motion was made by Clerk Lovejoy Roe, supported by Trustee S. Martin to Approve 1ST Reading of Resolution 2016-41, Proposed Ordinance 2016-469, Amending the Ypsilanti Township Code of Ordinances Chapter 58, to Prohibit Texting While Driving (see attached).

Attorney King explained prohibiting texting while driving was a State Law which was a civil infraction. Attorney King said that when the Township adopts the prohibiting texting while driving ordinance a portion of the fines collected would go to the Township fund.

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

The motion carried unanimously.

**9. RESOLUTION 2016-49, PETITION TO LOCATE, ESTABLISH AND
CONSTRUCT A DRAIN FOR THE TYLER DAM DRAIN**

A motion was made by Clerk Lovejoy Roe, supported by Eldridge to Approve Resolution 2016-49, Petition to Locate, Establish and Construct a Drain for the Tyler Dam Drain (see attached).

The motion carried unanimously.

**10. RESOLUTION 2016-50, AUTHORIZATION OF THE DRAIN AND
DETENTION EASEMENT FOR THE TYLER DAM DRAIN TO THE TYLER
DAM DRAIN DRAINAGE DISTRICT**

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve the Resolution 2016-50, Authorization of the Drain and Detention Easement for the Tyler Dam Drain to the Tyler Dam Drain Drainage District (see attached).

The motion carried unanimously.

**CHARTER TOWNSHIP OF YPSILANTI
SEPTEMBER 20, 2016 REGULAR MEETING
PAGE 8**

- 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**

A motion was made by Treasurer Doe, supported by Trustee S. Martin to Approve Request by 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.

The motion carried unanimously.

- 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**

A motion was made by Trustee Eldridge, supported by Trustee S. Martin to Approve Request by Jeff Allen, Residential Service 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 contingent upon Attorney review.

The motion carried unanimously.

- 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**

A motion was made by Treasurer Doe, supported by Trustee S. Martin to Approve 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 Tammeey Epps in the Amount of \$1,000.00 including closing costs to be paid by purchaser (see attached).

The motion carried unanimously.

**CHARTER TOWNSHIP OF YPSILANTI
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- 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**

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

The motion carried unanimously.

- 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**

A motion was made by Clerk Lovejoy Roe supported by Treasure Eldridge to Approve 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 (see attached).

The motion carried unanimously.

- 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**

A motion was made by Trustee S. Martin supported by Trustee Eldridge to Approve 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.

The motion carried unanimously.

17. REQUEST TO APPROVE L-4029 AND AUTHORIZE SIGNING

A motion was made by Clerk Lovejoy Roe supported by Treasurer Doe to Approve Request to Approve L-4029 and Authorize Signing (see attached).

The motion carried unanimously.

**18. REQUEST TO REDUCE THE NUMBER OF MEMBERS ON THE
CONSTRUCTION BOARD OF APPEALS FROM SEVEN TO THREE**

A motion was made by Clerk Lovejoy Roe supported by Trustee Eldridge to Approve Request to Reduce the Number of Members on the Construction Board of Appeals from Seven to Three.

The motion carried unanimously.

**19. REQUEST TO APPOINT MICHAEL RANDALL TO THE PLANNING
COMMISSION TO FILL A VACANCY**

A motion was made by Trustee Eldridge supported by Clerk Lovejoy Roe to Approve Request to Appoint Michael Randall to the Planning Commission to Fill a Vacancy.

The motion carried unanimously.

OTHER BUSINESS

**1. REQUEST TO SET A PUBLIC HEARING DATE OF TUESDAY, OCTOBER
18, 2016 AT APPROXIMATELY 7:00 PM – SPECIAL ASSESSMENT LEVY**

A motion was made by Trustee S. Martin, supported by Clerk Lovejoy Roe to Approve the Request to Set a Public Hearing Date of Tuesday, October 18, 2016 at Approximately 7:00 PM – Special Assessment Levy.

The motion carried unanimously.

Supervisor Stumbo stated November 10, 2016 would be the 25th Anniversary of the Viet Nam Memorial. She said there would be a ceremony on November 10, 2016 at the Civic Center. Supervisor Stumbo also said that on Wednesday September 21, 2016 at the New Covenant Church in West Willow, Michigan Department of Transportation would host an open house with American Center for Mobility from 4:00 -7:00 pm. Supervisor Stumbo said the public was encouraged to come and see the displays and comment about the importance of public safety for pedestrian and vehicles as it relates to the ACM development as well as some of the community improvements that had been requested.

AUTHORIZATION AND BIDS

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

A motion was made by Trustee Eldridge supported by Trustee M. Martin to Approve Request of Travis McDugald, IS Manager to Award the Low Bid for the Installation of Fiber Optic Cable to the Civic Center and Compost Site Contingent Upon Attorney Review to Fiber Line Inc. in the Amount of \$37,036.14 Budgeted in Line Item #101-266-000-971-008.

The motion carried unanimously.

- 2. REQUEST OF TRAVIS MCDUGALD, IS MANAGER TO SEEK PROPOSALS FOR VOICE PHONE UTILITY SERVICES**

A motion was made by Trustee Eldridge supported by Trustee M. Martin to Approve Request of Travis McDugald, IS Manager to Seek Proposals for Voice Phone Utility Services.

The motion carried unanimously.

- 3. REQUEST OF TRAVIS MCDUGALD, IS MANAGER TO REJECT ALL MANAGED PRINT SERVICES PROPOSALS AND TO SEEK INDIVIDUAL AGREEMENTS ON A PER UNIT BASIS**

A motion was made by Clerk Lovejoy Roe supported by Treasurer Doe to Approve Request of Travis McDugald, IS Manager to Reject all managed Print Services Proposals and to Seek Individual Agreements on a Per Unit Basis.

The motion carried unanimously.

- 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**

A motion was made by Treasurer Doe supported by Trustee S. Martin to Approve 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 #212-970-000-0997-0012 and \$14,500.00 Budgeted in Line Item #212-970-000-975-795

**CHARTER TOWNSHIP OF YPSILANTI
SEPTEMBER 20, 2016 REGULAR MEETING
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Partially Funded with a Matching Grant in the Amount of \$99,600.00 From The DNR.

The motion carried unanimously.

- 5. REQUEST OF JEFF ALLEN, RESIDENTIAL SERVICES DIRECTOR TO SEEK PROPOSALS FOR THE PRINTING AND MAILING OF THE "HELPFUL HANDBOOK"**

A motion was made by Trustee Eldridge supported by Treasurer Doe to Approve Request of Jeff Allen, Residential Services Director to Seek Proposals for the Printing and Mailing of the "Helpful Handbook".

The motion carried unanimously.

- 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**

A motion was made by Trustee Eldridge, supported by Trustee S. Martin to Approve 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.

The motion carried unanimously.

- 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 \$4,200.00 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**

A motion was made by Treasurer Doe, supported by Clerk Lovejoy Roe to Approve 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 \$4,200.00 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.

The motion carried unanimously.

**CHARTER TOWNSHIP OF YPSILANTI
SEPTEMBER 20, 2016 REGULAR MEETING
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A Motion was made by Clerk Lovejoy Roe, supported by Trustee M. Martin to adjourn.

The motion carried unanimously.

The meeting was adjourned at approximately 8:06 p.m.

Respectfully Submitted,

Brenda L. Stumbo, Supervisor
Charter Township of Ypsilanti

Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

CHARTER TOWNSHIP OF YPSILANTI

RESOLUTION NO. 2016-42

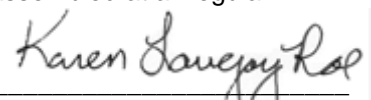
SPECIAL ASSESSMENT LEVY

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.

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. 2016-42 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on September 20, 2016.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

**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

SUPERVISOR'S REPORT

September 20, 2016

- 8/17/16 Met with Shataura Clayborne & Lamia Sharmeen regarding Muslim Social Services
- 3 FTOs, Doug Winters, Joe Lawson & Mike Radzik met with Spectrum Community Services regarding issues on Wharton Street
- Attended MDOT kick off meeting for road safety on US-12/Dorset
- 8/18/16 Attended weekly development team meeting
- Met with Mark Nelson
- Attended Community Advisory Committee meeting
- 8/22/16 Met with Jeff Allen
- Attended weekly police meeting
- Attended Huron Meadows NHW meeting
- Attended Gault Village NHW meeting
- 8/23/16 Attended Sugarbrook NHW meeting
- 8/24/16 Attended YCUA Board meeting
- 8/25/16 Attended weekly development team meeting
- Attended meeting for 25th Anniversary of Vietnam Veterans Memorial
- 8/29/16 Attended weekly police meeting
- Attended Gault Village Special NHW meeting
- 8/30/16 Attended Department of Justice Community meeting in West Willow
- 8/31/16 3 FTOs, Debbie Agdorny and Karen Wallin met to discuss Golf Course positions
- Mike Radzik, Alex Mamo, Bill Elling and I met with Mike O'Lynneger regarding multi-family unit inspections
- Met with Girl Scouts regarding sewer easement and parking lot
- 9/1/16 Attended weekly development team meeting
- Attended Aerotropolis meeting

9/2 & 5/16 Township closed for Labor Day holiday

9/6/16 Attended weekly police meeting
Attended Oaklawn/Hawthorne NHW meeting
Attended Lakeview NHW meeting

9/8/16 Attended weekly development team meeting
3 FTOs and Debbie Agdorny met to discuss Golf Course position
Larry Doe, Mike Radzik, Tammie Keen and I met with Greg Dill of Washtenaw County and Benjamin Edmondson & Steve Burgess from Ypsilanti Schools regarding Ypsilanti Community Middle School
3 FTOs, Jeff Allen & David Maynard met with Ann Arbor Audio to discuss Board Room improvements
Attended Creekside South NHW meeting

9/9/16 Attended WCCVB meeting

9/11/16 Attended American Legion Patriot Day celebration

9/12/16 Attended weekly police meeting

9/13/16 3 FTOs, Joe Lawson, Jeff Allen, Doug Winters and Michael Saranen met with Evan Pratt regarding Tyler Dam
Attended Holmes Road NHW meeting

9/14/16 ACM meeting at Willow Run Plant with MDOT Director, Governor and State delegation
Attended Memorial Event Committee meeting

9/15/16 Attended weekly development team meeting
Attended Stevens Park NHW meeting

9/16/16 Attended CVB meeting and strategic luncheon
Attended Gault Village Family Dinner

9/17/16 Attended Mazin Court block party

9/18/16 Attended Historical Society auction

9/19/16

3 FTOs and Tammie Keen met with members of West Willow Board regarding US-12 public outreach meeting

Attended weekly police meeting

Attended West Willow NHW meeting

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.

- **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 30th 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.

**CHARTER TOWNSHIP OF YPSILANTI
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 adoption of Ordinance No. 2016-466 by the Charter Township of Ypsilanti Board of Trustees assembled at a Regular Meeting held on September 20, 2016 after first being introduced at a Regular Meeting held on August 16, 2016. The motion to approve was made by member Roe and seconded by member Doe. Yes: Mike Martin, Eldridge, Stumbo, Roe, Doe, S. Martin ABSENT: Currie, NO: None. ABSTAIN: None.

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
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.

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify adoption of Ordinance No. 2016-464 by the Charter Township of Ypsilanti Board of Trustees assembled at a Regular Meeting held on September 20, 2016 after first being introduced at a Regular Meeting held on August 16, 2016. The motion to approve was made by member Roe and seconded by member Doe. Yes: Mike Martin, Eldridge, Stumbo, Roe, Doe, S. Martin ABSENT: Currie, NO: None. ABSTAIN: None.



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

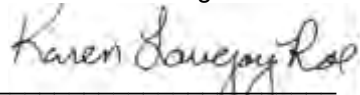
Whereas, the ***International Property Maintenance Code 2015*** is fully compatible with the ***Stille-DeRossett-Hale Single State Construction Code Act of 1972, Act 230 of Public Acts of 1972 as amended***, and the ***International Fire Code***; and

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.

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. 2016-31 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on September 20, 2016.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

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

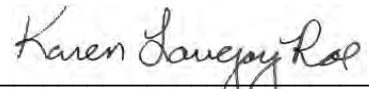
Should any provision or part of the within Ordinance be declared by any court of competent jurisdiction to be invalid or unenforceable, the same shall not affect the validity or enforceability of the balance of this Ordinance which shall remain in full force and effect.

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 adoption of Ordinance No. 2016-465 by the Charter Township of Ypsilanti Board of Trustees assembled at a Regular Meeting held on September 20, 2016 after first being introduced at a Regular Meeting held on August 16, 2016. The motion to approve was made by member Roe and seconded by member S. Martin. Yes: Mike Martin, Eldridge, Stumbo, Roe, Doe, S. Martin ABSENT: Currie, NO: None. ABSTAIN: None.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

Published: Thursday, September 29, 2016

**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.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$63,337.00
		Net Revenues	<u><u>\$63,337.00</u></u>
Expenditures:	Cameras Non Tax Assessment	101-956-000-925.000	\$2,924.00
	Capital - Neighborhood Camera System	101-970-000-972.000	\$60,413.00
		Net Expenditures	<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.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$8,719.00
		Net Revenues	<u><u>\$8,719.00</u></u>
Expenditures:	Street Light - Construction/Conversion	101-956-000-926.050	\$8,719.00
		Net Expenditures	<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.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$6,581.00
		Net Revenues	<u><u>\$6,581.00</u></u>
Expenditures:	Street Light - Construction/Conversion	101-956-000-926.050	\$6,581.00
		Net Expenditures	<u><u>\$6,581.00</u></u>

**CHARTER TOWNSHIP OF YPSILANTI
2016 BUDGET AMENDMENT #12**

September 20 , 2016

206 - FIRE FUND			Total Increase	<u><u>\$0.00</u></u>
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)
			Net Expenditures	<u><u>(\$25,000.00)</u></u>
Expenditures:	Professional Service	206-220-000-801.000		\$25,000.00
			Net Expenditures	<u><u>\$25,000.00</u></u>

212 - BIKE, SIDEWALK, RECREATION, ROADS, & GENERAL FUND			Total Increase	<u><u>\$0.00</u></u>
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)
			Net Expenditures	<u><u>(\$15,000.00)</u></u>
Expenditures:	Capital Outlay / Sidewalks	212-970-000-997.002		\$15,000.00
			Net Expenditures	<u><u>\$15,000.00</u></u>

**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
		Net Revenues	<u><u>\$35,000.00</u></u>
Expenditures:	Transfer to Hydro Station	225-225-000-968.252	\$35,000.00
		Net Expenditures	<u><u>\$35,000.00</u></u>

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
		Net Revenues	<u><u>\$35,000.00</u></u>
Expenditures:	Professional Ser - Other Dams	252-252-000-801.250	\$35,000.00
		Net Expenditures	<u><u>\$35,000.00</u></u>

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.

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
Brenda L. Stumbo 9.21.16
Its: Supervisor

Charter Township of Ypsilanti, a Michigan
Municipal corporation

By: Karen Lovejoy Roe
Karen Lovejoy Roe 9.21.16
Its: Clerk

STATE OF MICHIGAN)
)SS
COUNTY OF WASHTENAW)

On this 21st day of September, 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.

LISA R. GARRETT
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF WASHTENAW
My Commission Expires February 26, 2017
Acting in the County of Washtenaw

Lisa R. Garrett
_____, Notary Public Washtenaw County, MI
Acting in the County of _____, State of Michigan
My Commission expires: 2.25.17

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

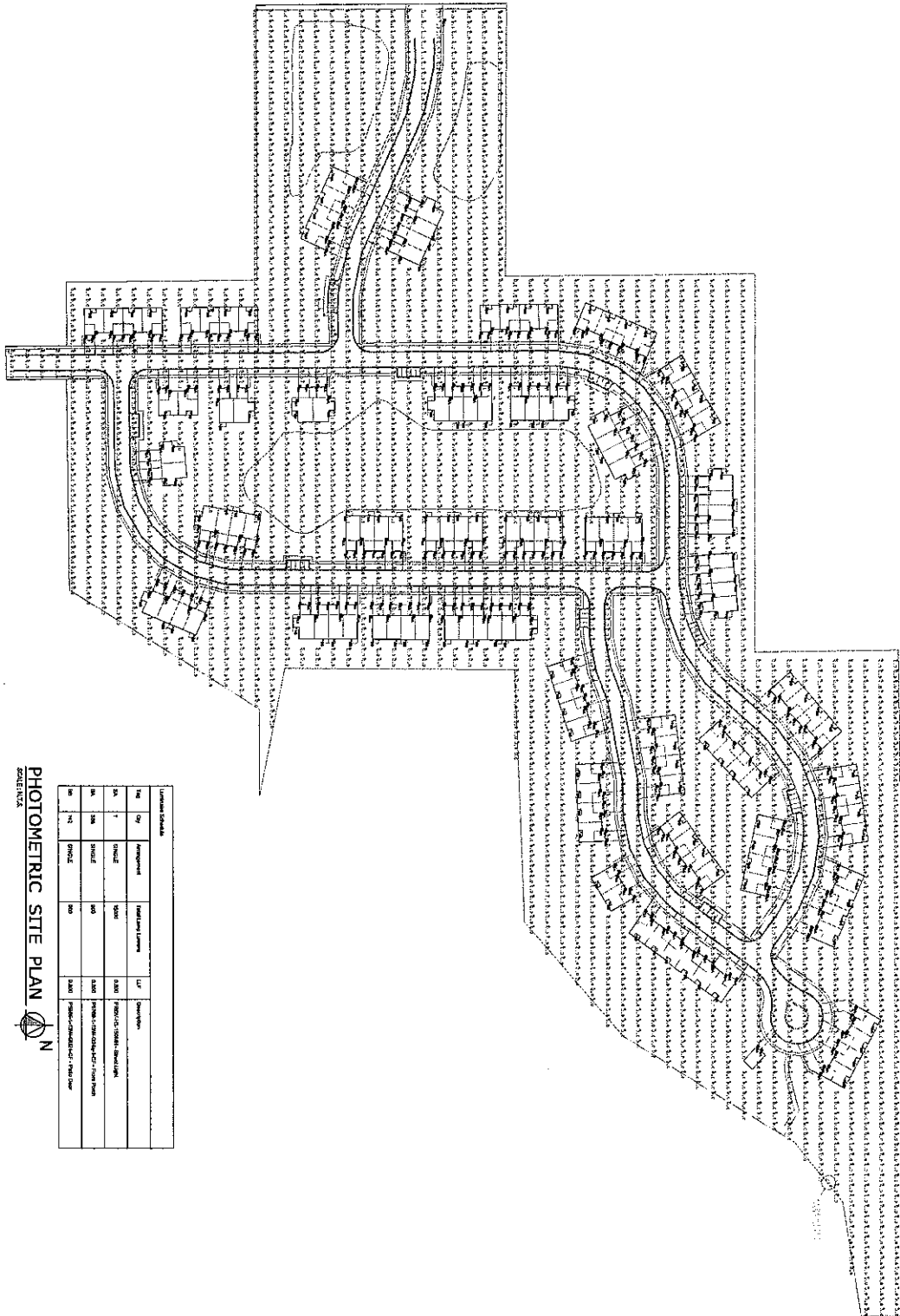
Commencing at the West $\frac{1}{4}$ comer of Section 26, Town 3 South, Range 7 East, Ypsilanti Township, Washtenaw County, Michigan; thence North 89 degrees 51 minutes 07 seconds East 50.00 feet along the East-West $\frac{1}{4}$ line of said Section 26 for a **PLACE OF BEGINNING**; thence North 00 degrees 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

PS-1
 Sheet no.

drawing
PHOTOMETRIC SITE PLAN
 project no. 1514 date MAY 25, 2016 scale AS NOTED
NAUTICA POINTE
 YPSILAMTI, 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

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. ¹

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.²

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.³

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-

¹ 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)

² National Equity Atlas; PolicyLink (2013)

³ 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

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.

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.

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).⁴ 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).

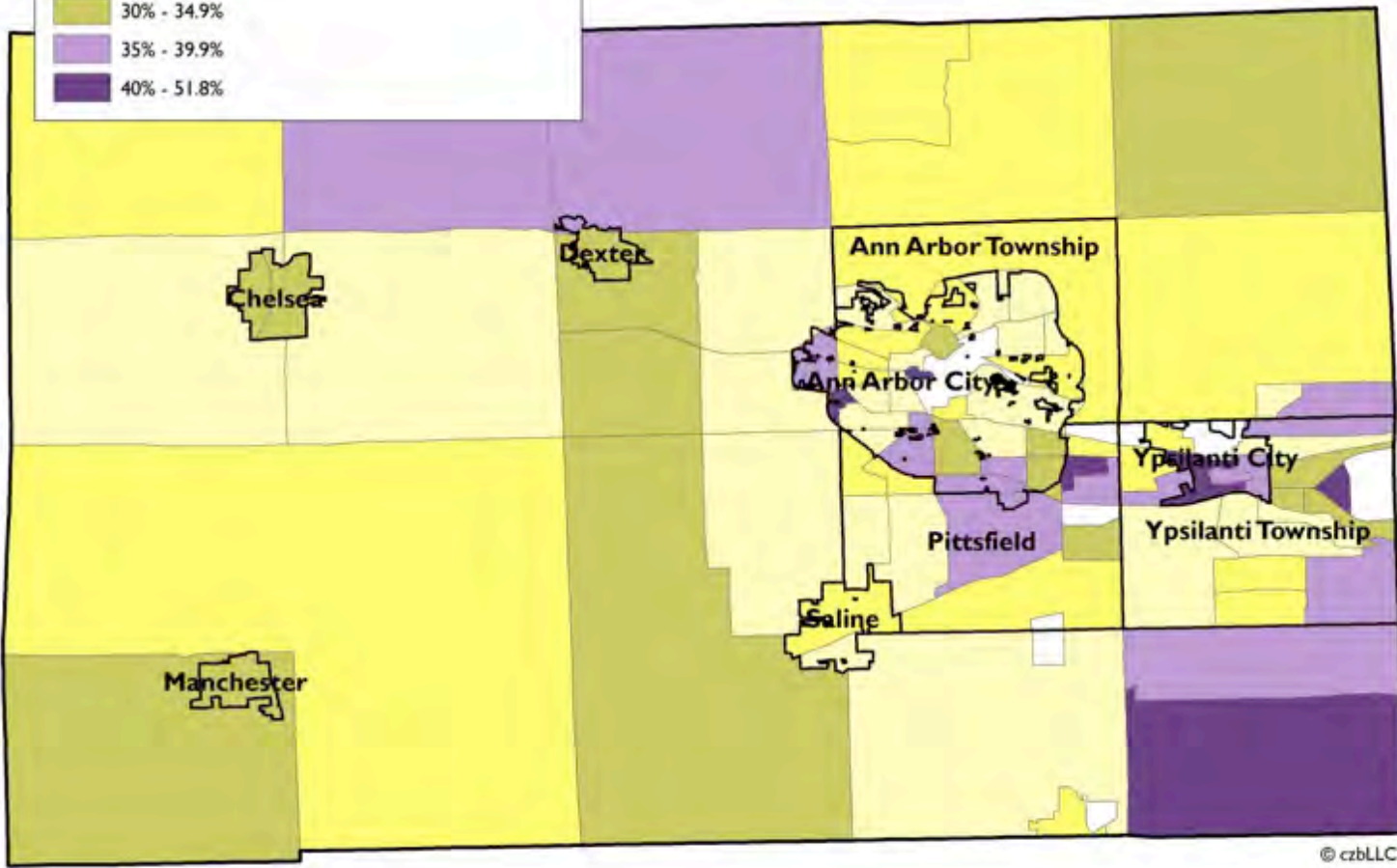
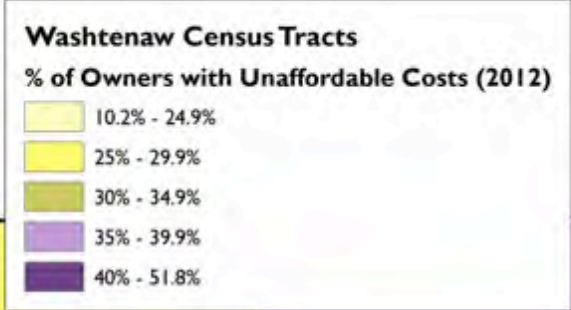
By 2012, nearly three out of every ten owners in the county (and in the target area) paid too much for housing, up from two out of every ten owners in 2000. The largest percentages of owners had unaffordable costs (>30% of income) in Census tracts in western and southern Ann Arbor city, parts of Pittsfield 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

⁴ For the purposes of this analysis, the “target area includes Pittsfield, Ann Arbor City, Ann Arbor Township, Ypsilanti City, and Ypsilanti Township.



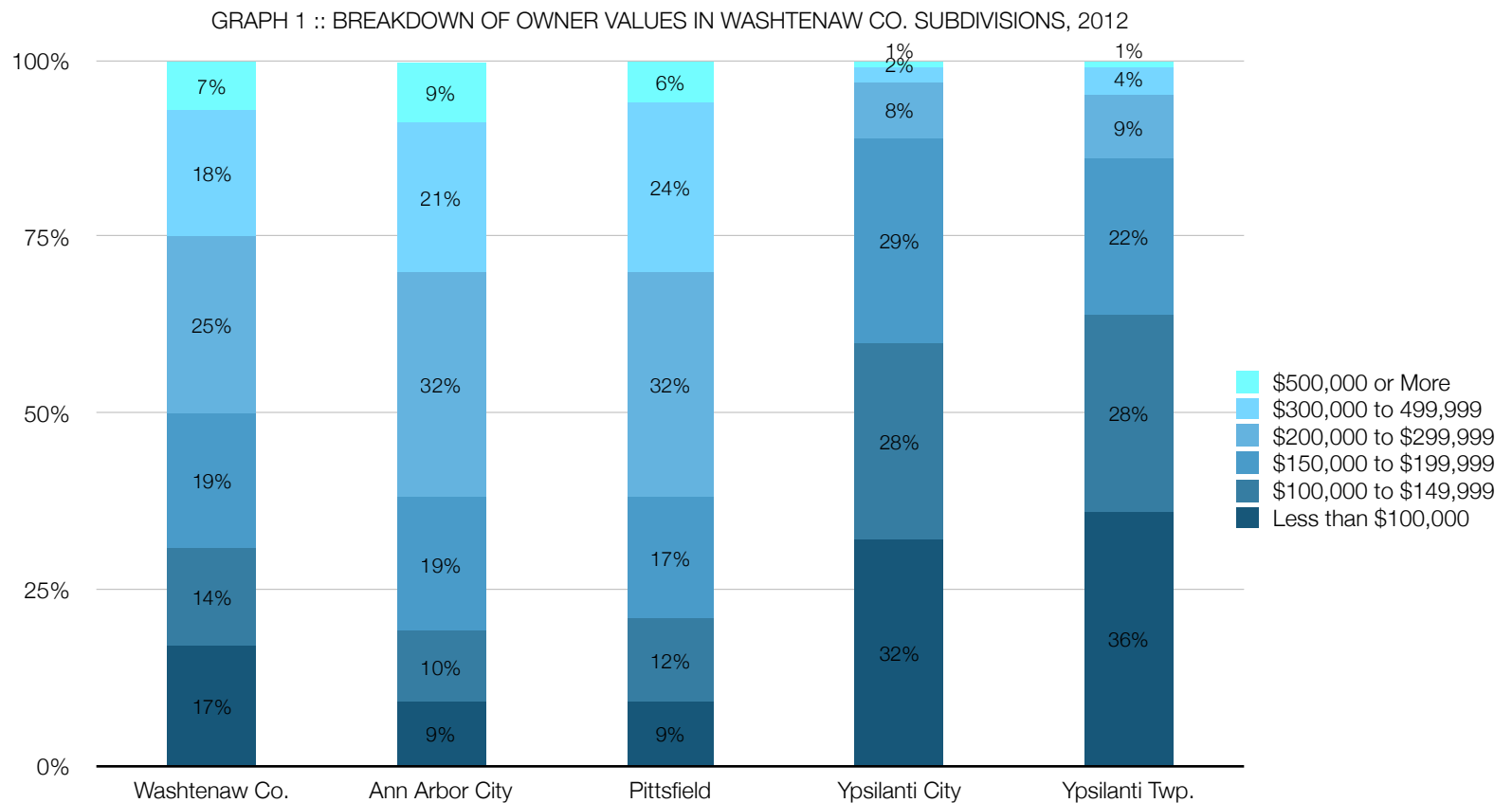
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Consistent Affordability for Others – Great Housing Values for Buyers

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

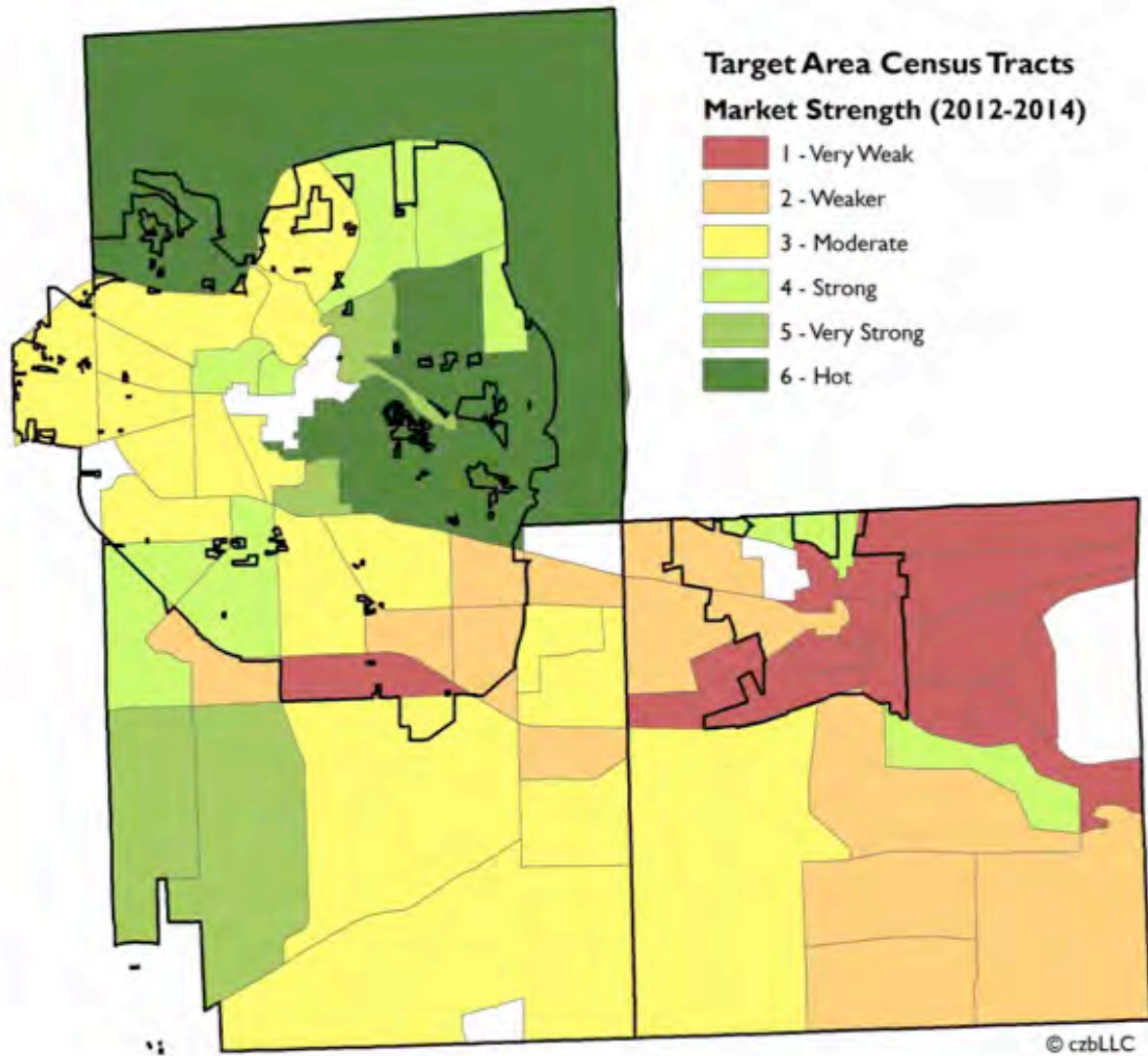
its share of owner units valued in the \$300,000s, and four times its share of owner units valued over \$500,000). In contrast, both Ypsilanti city and Ypsilanti township had twice their share of owner units valued below \$150,000.⁵

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

⁵ 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.

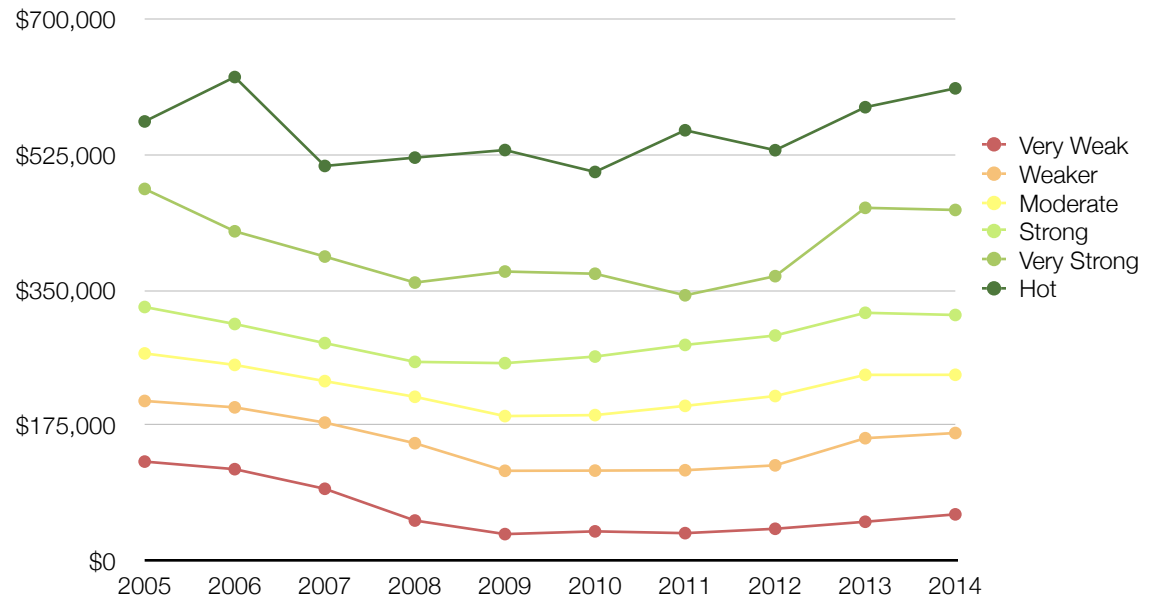
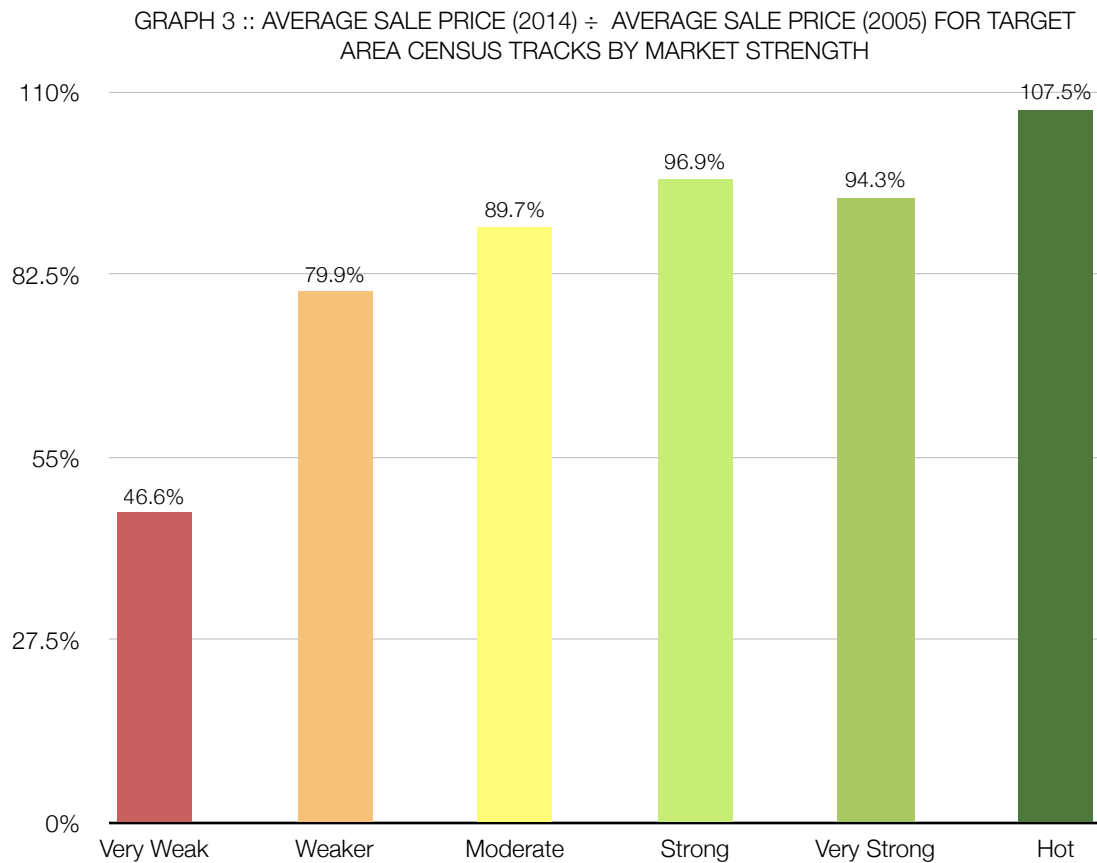


TABLE 3 :: AVERAGE SALE PRICE OF SINGLE-FAMILY HOMES IN WASHTENAW CO. TARGET AREA CENSUS TRACTS BY MARKET STRENGTH 2005-2014

		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.

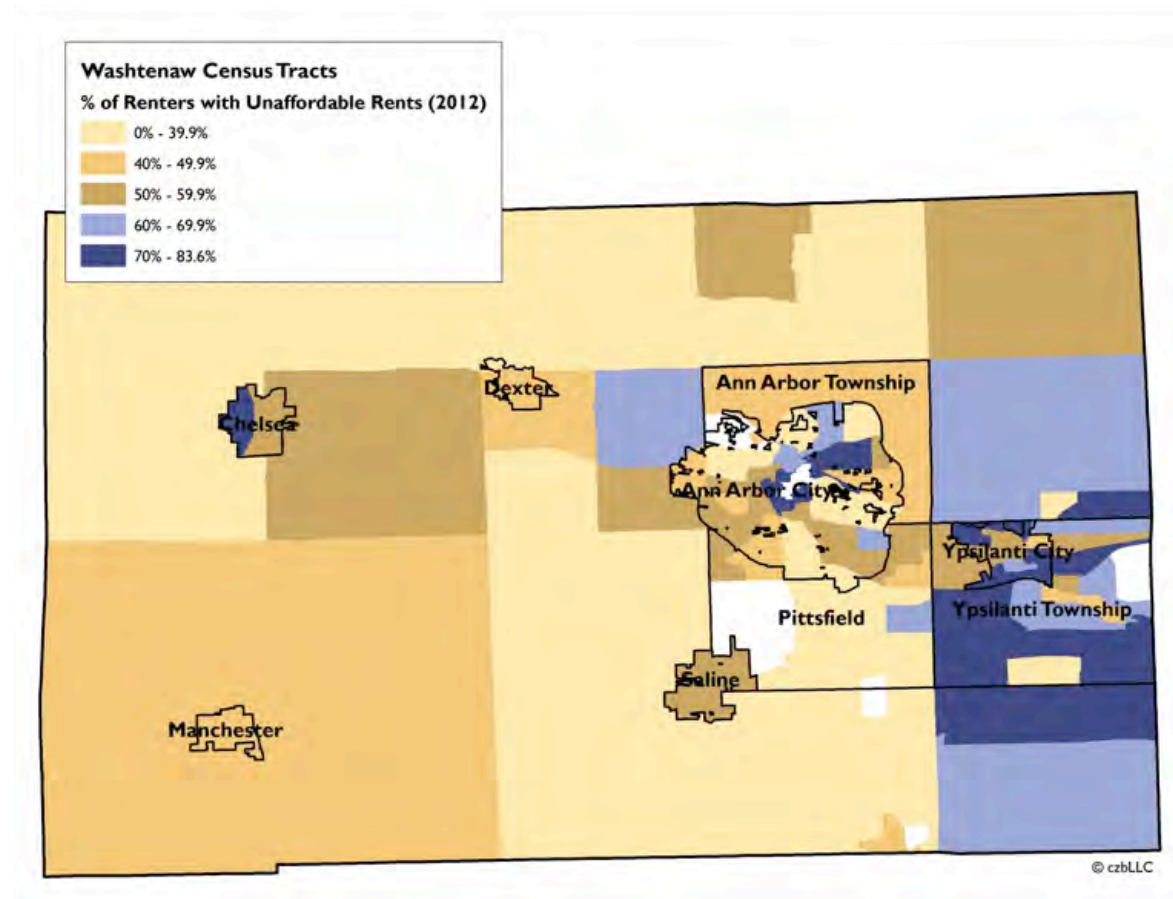


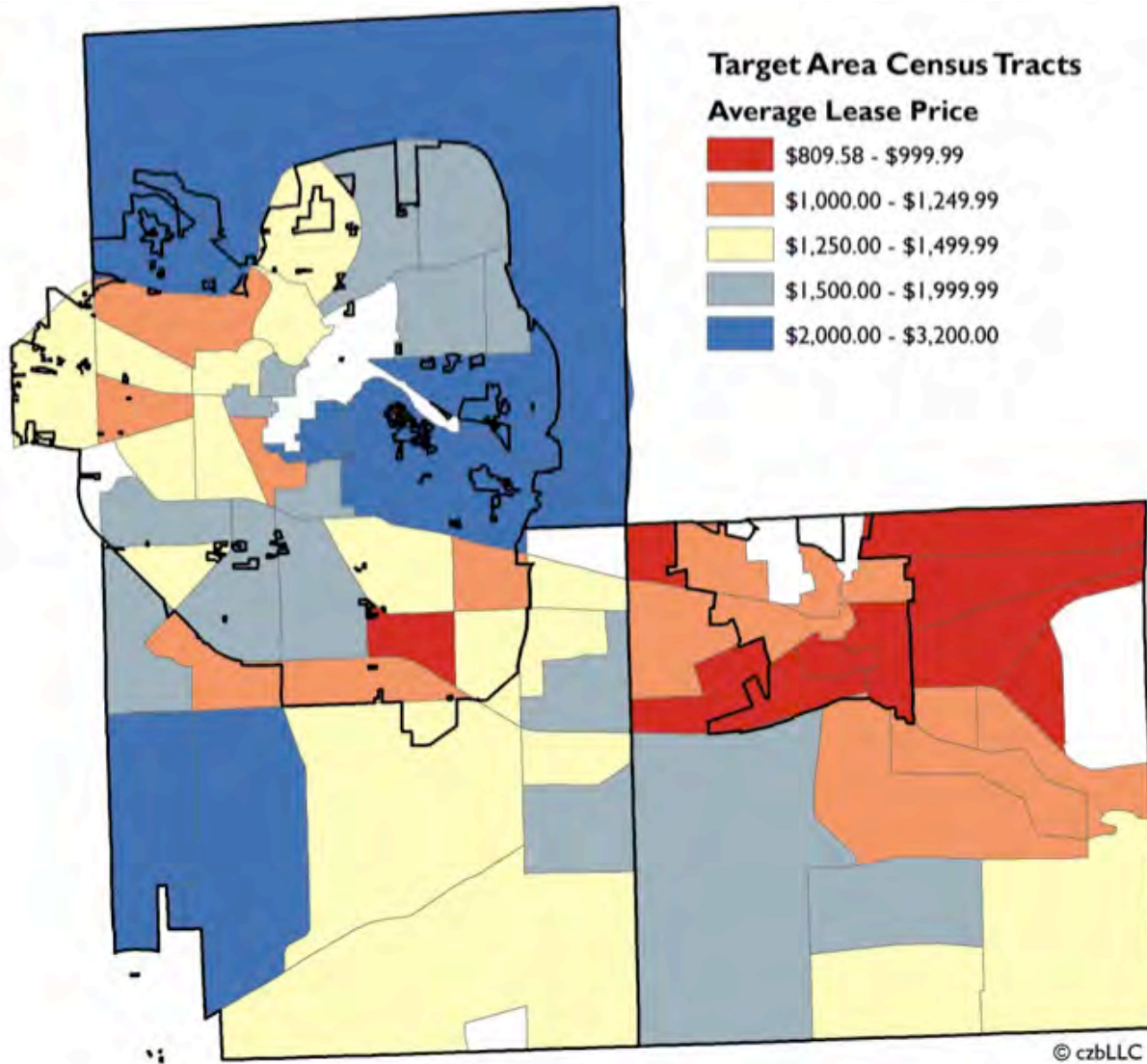
What affordability challenges are faced by Washtenaw County renters and potential renters?

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).

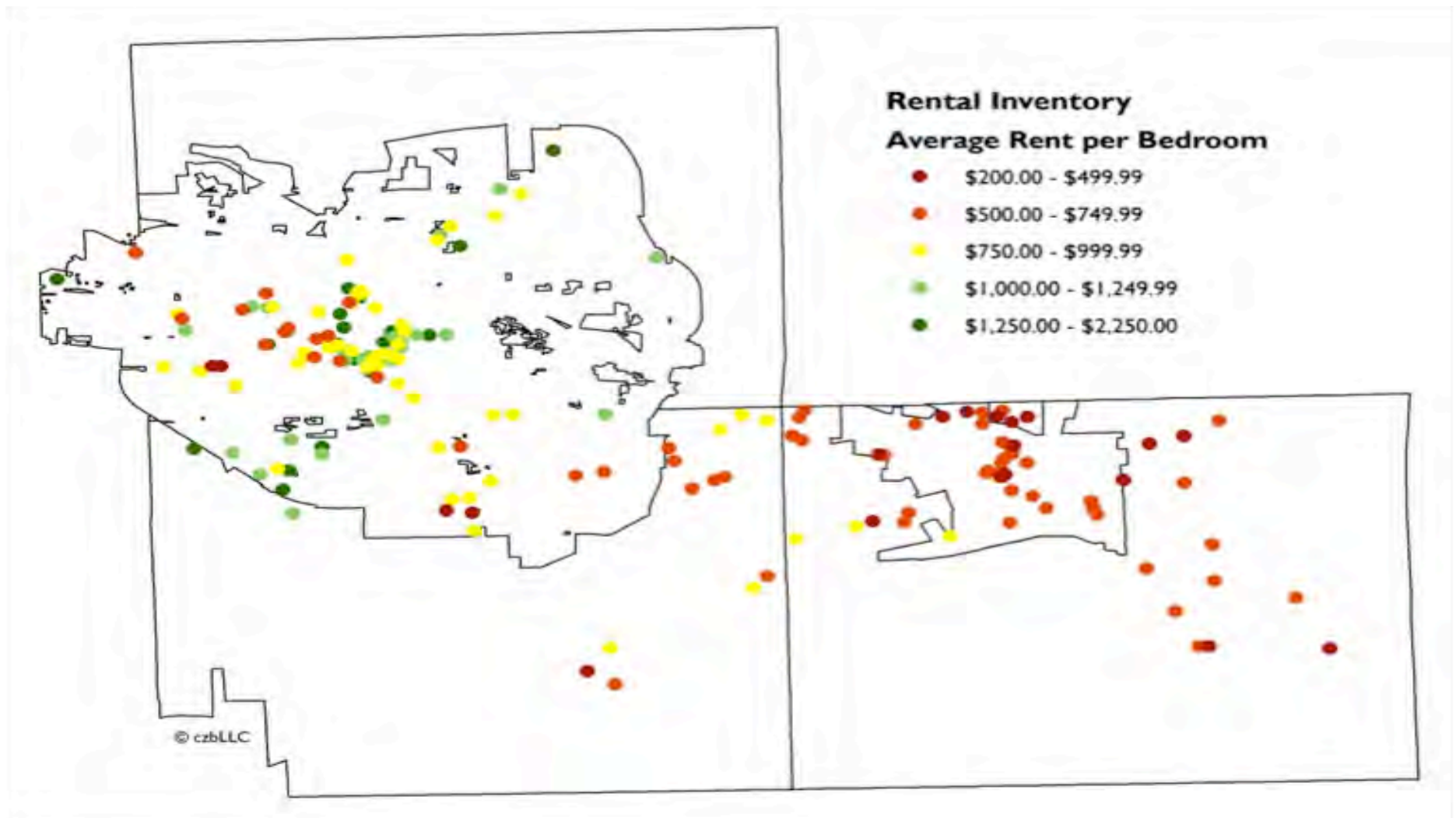
College undergraduate and graduate students, whose incomes tend to be very low (if not \$0), as well as higher rents, are driving these numbers in Ann Arbor city; lower-income non-student renters are doing so in Ypsilanti city and Ypsilanti township.

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).



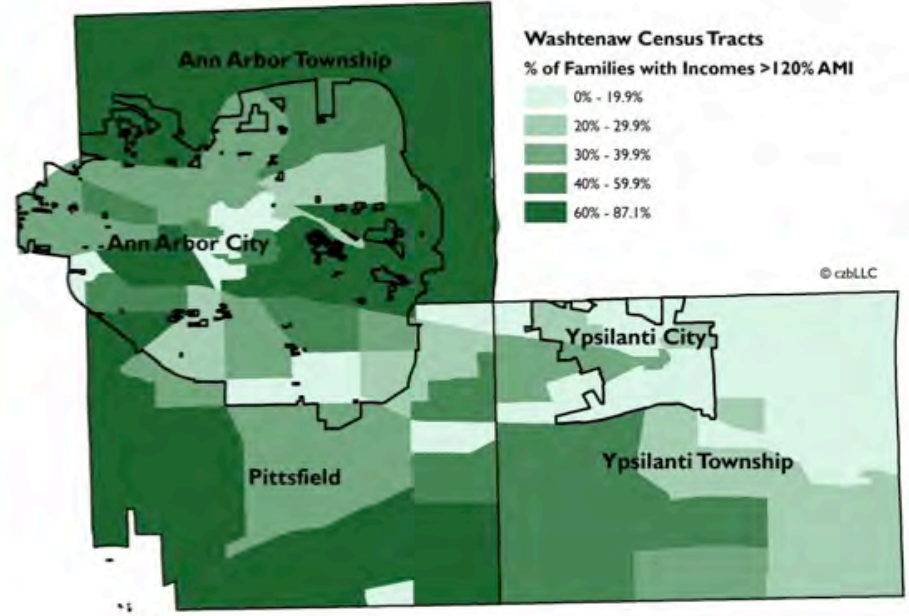
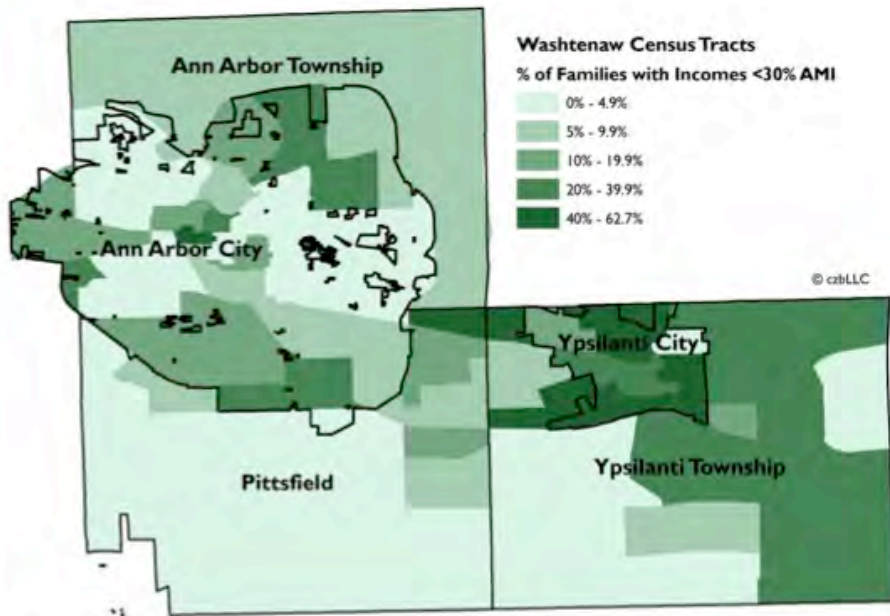
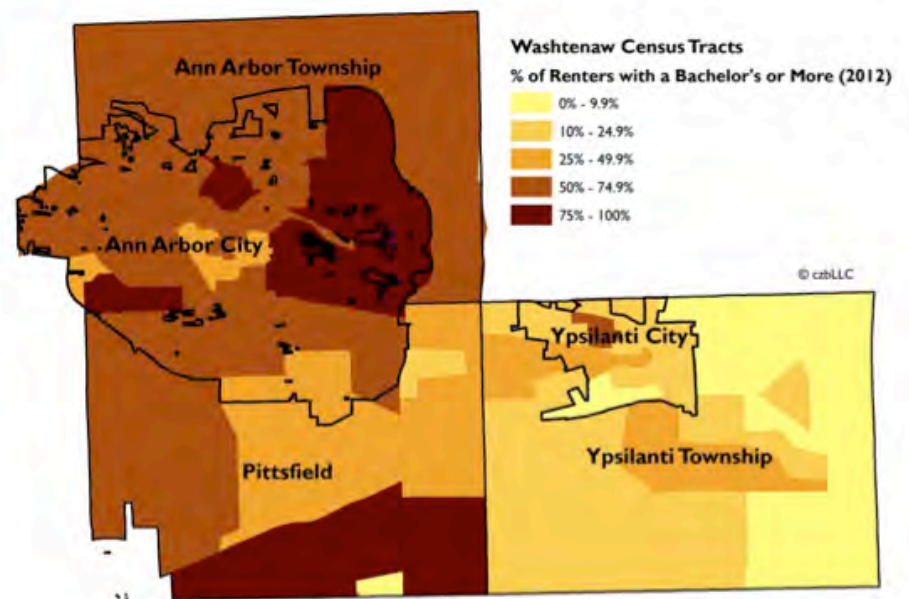
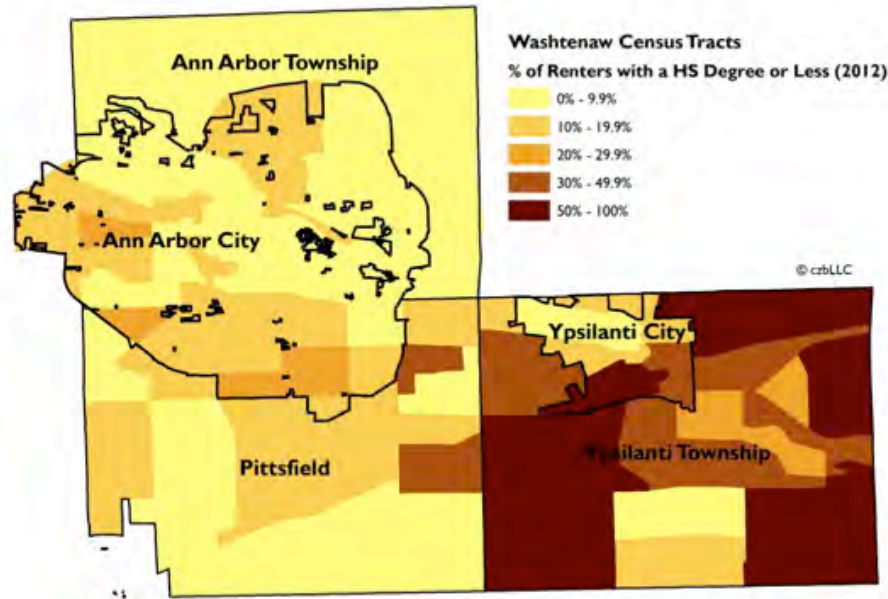


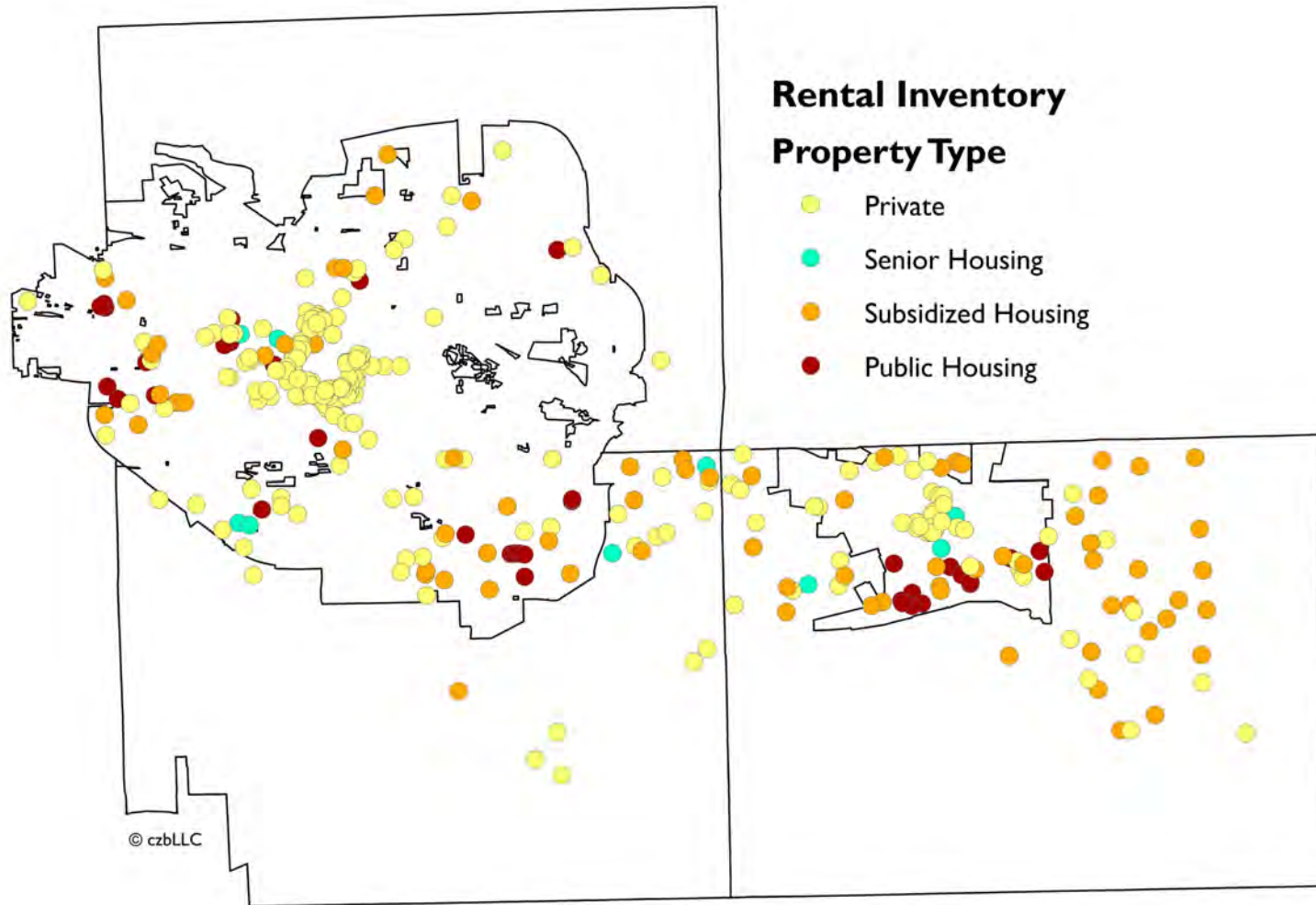
Pressure on the market from student renters certainly plays a role in driving up rents in Ann Arbor city and Ann Arbor township. Both communities have more than their share of rentals with rents over \$1,000 (according to data from the 2012 American Community Survey 5-Year Estimates), including those 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).

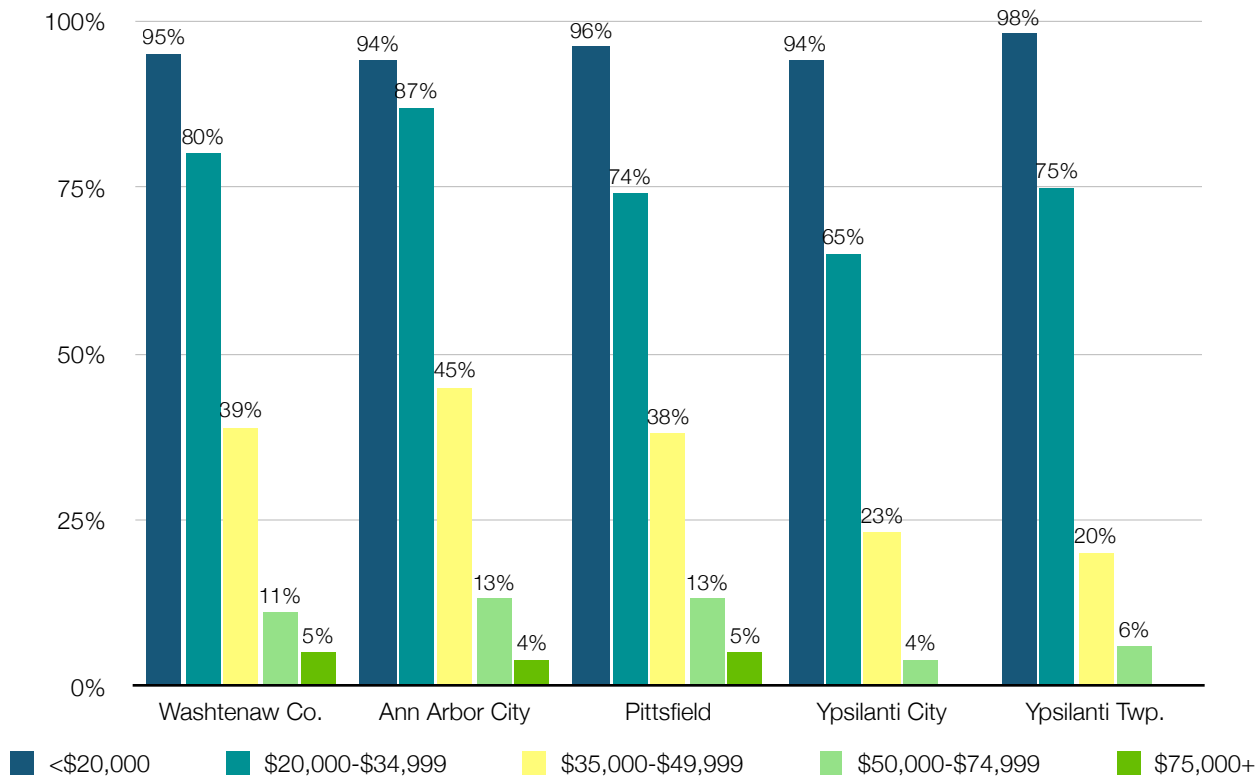




Such different rent levels mean that unaffordability reaches higher up the income ladder in some municipalities than others. For example, across in all target area municipalities, nearly all (94% or more) renter households with incomes below \$20,000 pay more than 30% of their income on housing (Graph 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).

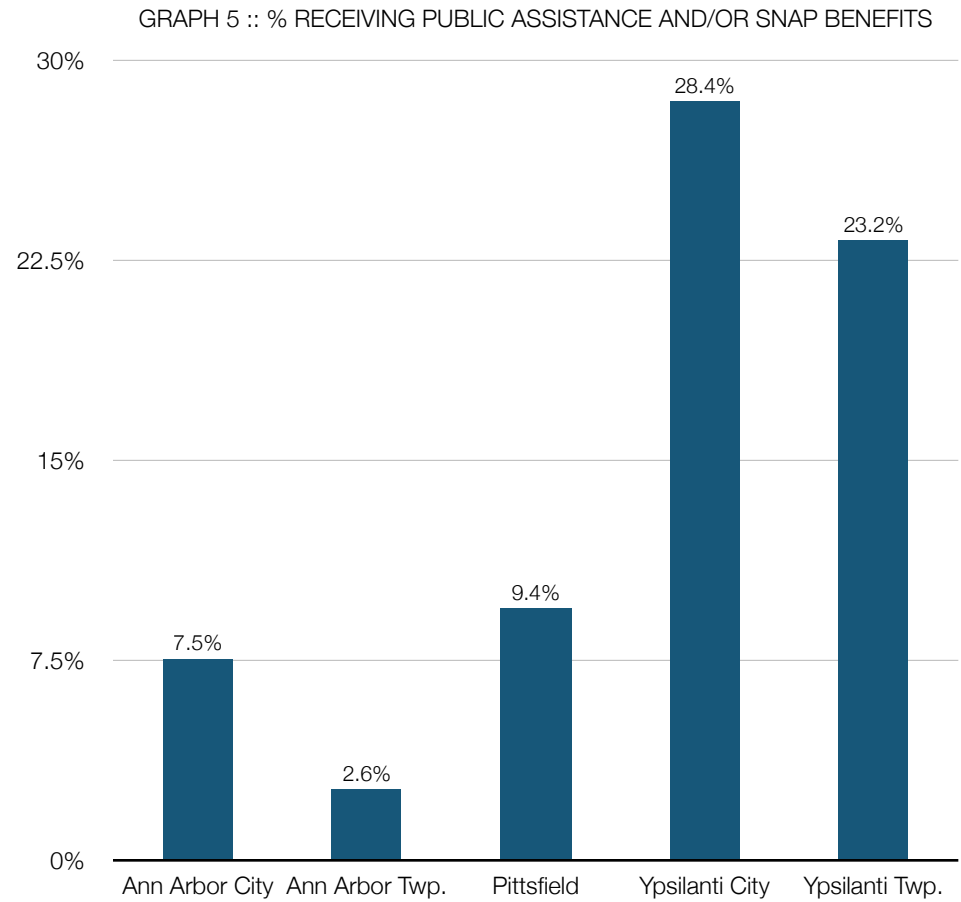
GRAPH 4 :: % OF RENTER HOUSEHOLDS PAYING >30% OF INCOME ON RENT BY INCOME LEVEL AND LOCATION, 2012



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).

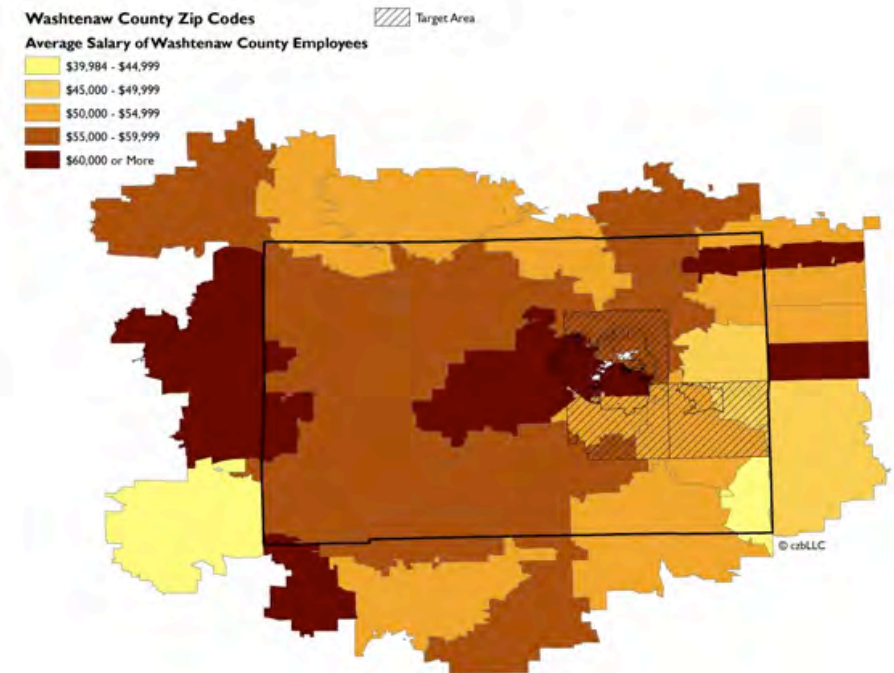
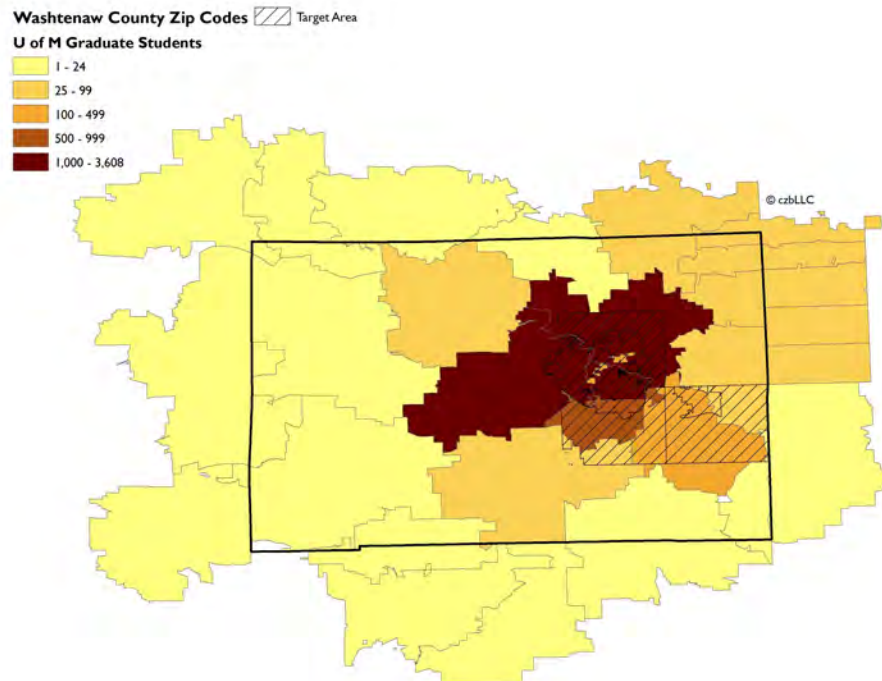
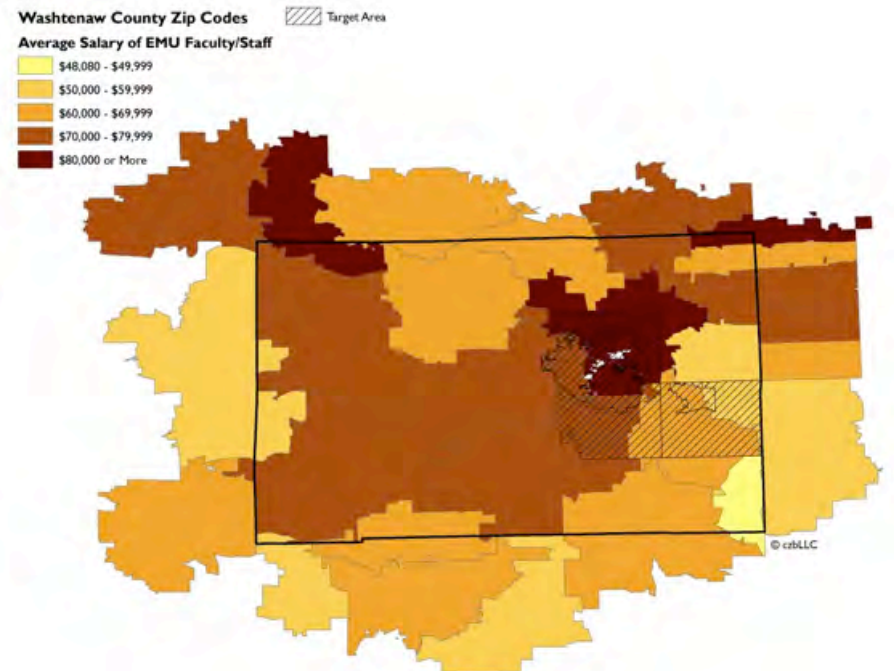
As evidenced by neighborhoods' varied recovery rates following the recent housing market meltdown and municipalities' varied severity of affordability challenges, such disparities between target area municipalities is not sustainable.

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.

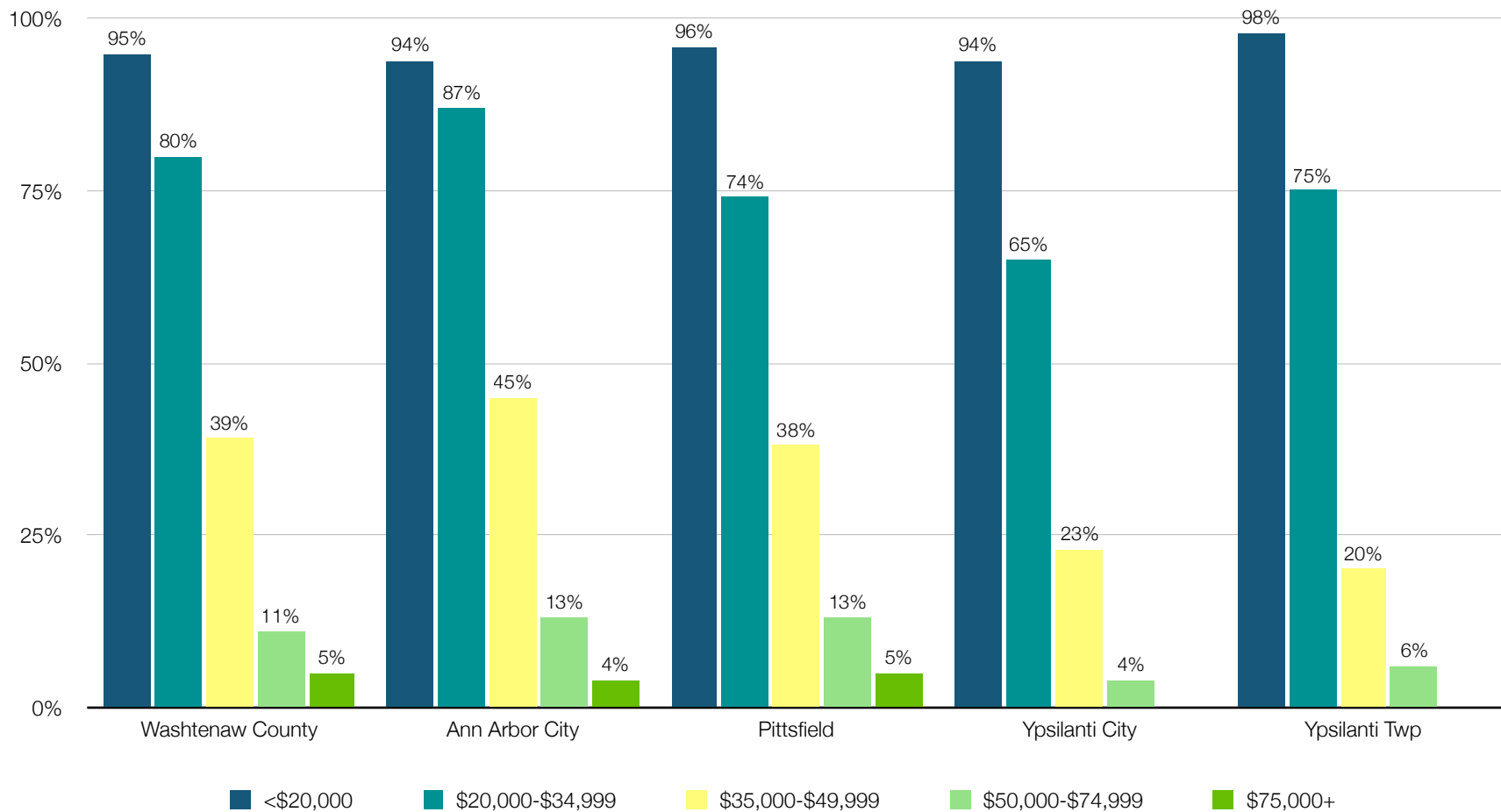


Washtenaw County Catch Up and Keep Up

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).

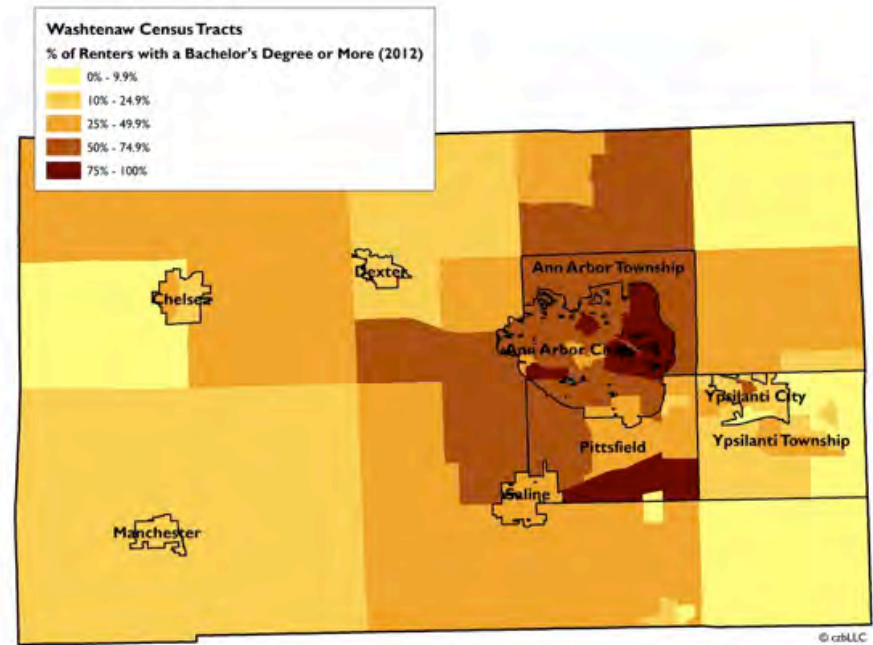
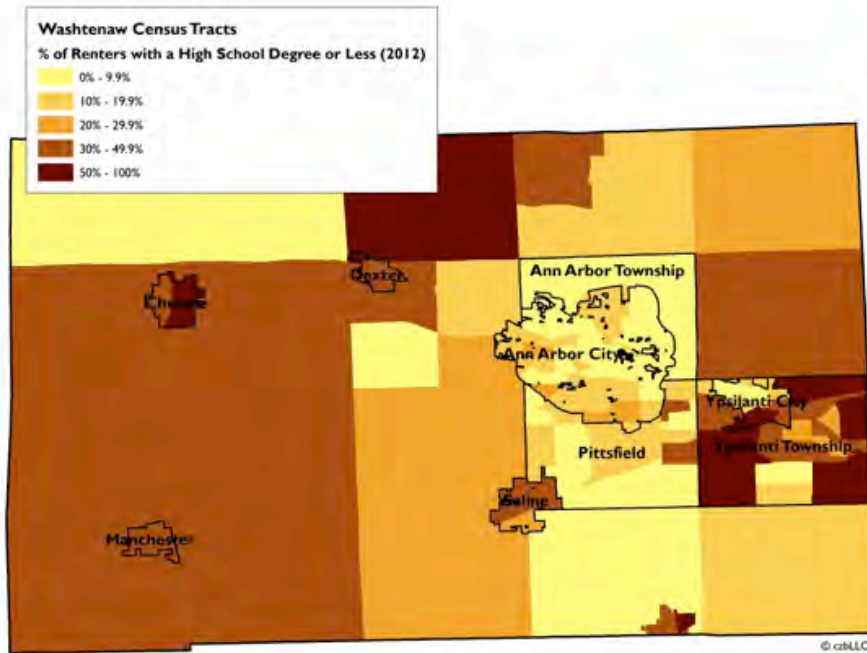
While housing cost burdens are less common among renter households with incomes between \$35,000 and \$49,999 (or between 40% and 60% of Area Median Income), unaffordable rents remain an issue for two-fifths of renters in this income bracket – and for 45% of renters in this income bracket in Ann Arbor 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

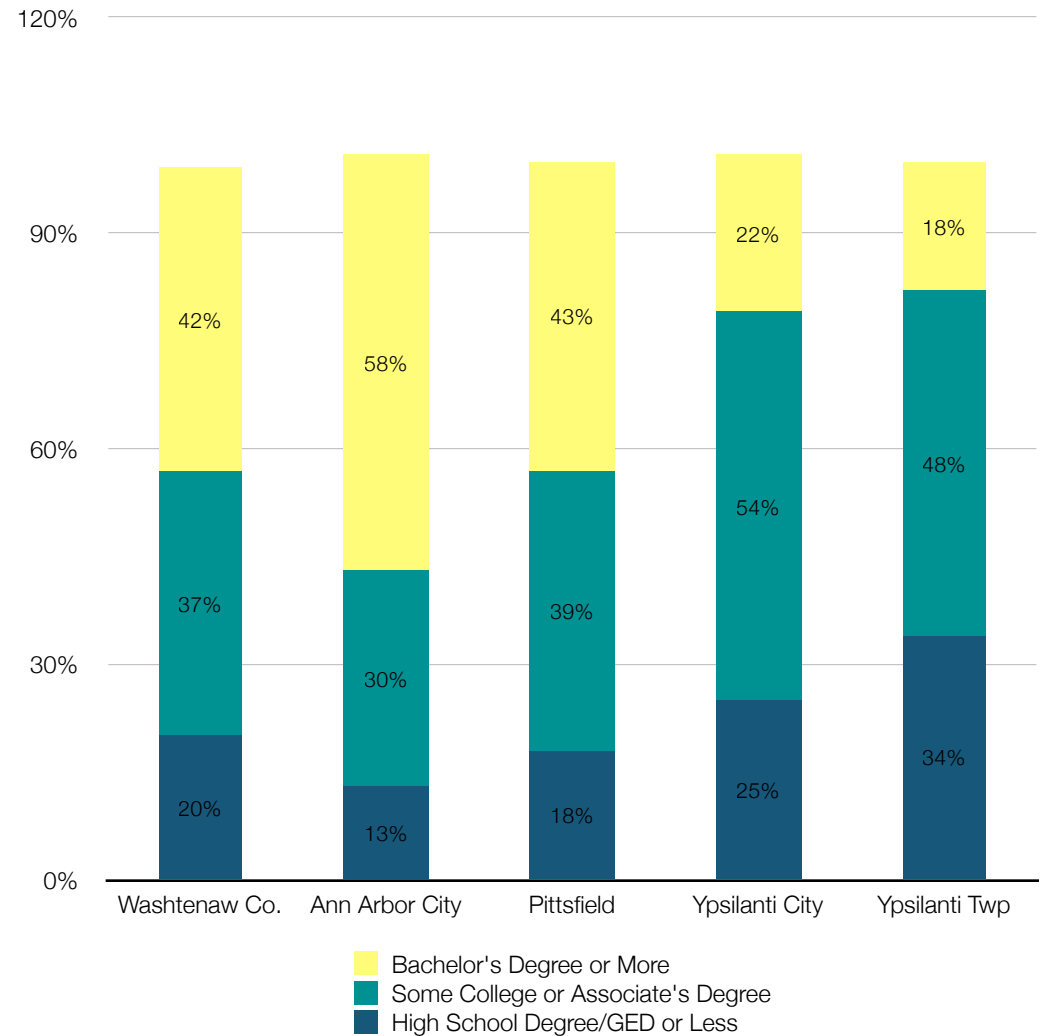


TABLE 4 :: BREAKDOWN OF RENTERS BY EDUCATION ATTAINMENT AND LOCATION, 2012

	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"> 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). 2. Work with the City of Ann Arbor to develop an Inclusionary zoning ordinance. 3. Work with the Pittsfield Township to develop an Inclusionary zoning ordinance. 	<ol style="list-style-type: none"> 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. 	<ol style="list-style-type: none"> 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). 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. 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. 	<ol style="list-style-type: none"> 1. The sale of all public land will donate a portion of the provides to the trust fund. 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"> • Seattle • Austin 3. Leverage DDA funds for affordable housing inventory. 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. 	<ol style="list-style-type: none"> 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. 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.
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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

TOOLS	ADUs	Choice Voichers	Brownfields	Tax Foreclosures	Tax Exemption	108 Financing
POTENTIAL IMPACT	LOW - MODERATE	LOW - MODERATE	LOW - MODERATE	LOW - MODERATE	LOW - MODERATE	LOW - MODERATE

ACTIONS	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
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	Invest in Q/L Amenities	Regulatory Updates	Transportation Options	Educational Policy	Neighborhood Stabilization	Limit Additional Affordable Housing
POTENTIAL IMPACT	HIGH	HIGH	HIGH	HIGH	HIGH	HIGH

ACTIONS	<ol style="list-style-type: none"> 1. 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. 2. Explore millage, bonds and/or other methods of assembling adequate resources to implement capital improvements 3. Develop county-wide grant program for targeted for community enhancements. 	<ol style="list-style-type: none"> 1. Update zoning ordinance to allow for higher density development along transit routes. Require high quality urban design in key areas. 2. Curtail apartmentalization of large, single family homes 3. Establish mandatory rental property registration and inspection program 4. Alternatively deploy code enforcement (focus on code compliance in middle market sub areas and code enforcement in most troubled areas) 	<ol style="list-style-type: none"> 1. 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. 2. 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. 	<ol style="list-style-type: none"> 1. Create a unified Ann Arbor, Ypsilanti School District 2. Develop / Expand programs to provide continuing education to existing workforce in the community. Set goals for skill growth in the community each year. 	<ol style="list-style-type: none"> 1. Focus capital improvement on amenities that improved quality of life, such as parks, and trails. Prioritize projects based on greatest impact. 2. 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. 3. 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. 	<ol style="list-style-type: none"> 1. 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) 2. Ensure any investments in affordable and/or workforce housing meet or exceed the median cost of housing in the jurisdiction. 3. Tie any investments in affordable or workforce housing to meaningful quality of life improvements. 4. 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.
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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
POTENTIAL IMPACT	MODERATE	MODERATE	MODERATE	MODERATE	MODERATE	MODERATE
ACTIONS	<ol style="list-style-type: none"> 1. Acquire and demolish obsolete pre 1930 wood framed houses throughout the Township 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 3. Provide incentive and grants to Township and City owner occupants for exterior upgrades 4. Provide incentive loans to Township and City owner occupants for interior upgrades 	<ol style="list-style-type: none"> 1. Target first time buyer programs to highly qualified working and professional households, 2. Expand on successful efforts such as LiveYpsi 	<ol style="list-style-type: none"> 1. Develop TIF districts along key corridors or other methods to move value creation between jurisdiction into most regionally impactful areas. 2. Strategically invest TIF funds into infrastructure and amenities that promote a sense of place, and quality of life. 	<ol style="list-style-type: none"> 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. 	<ol style="list-style-type: none"> 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"> • Start with those in foreclosure process. 2. Downzone and place in conservation easement to reduce excess land supply 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. 	<ol style="list-style-type: none"> 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.

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>Madison, WI http://www.cityofmadison.com/cdbg/iz/</p>	<p>Puget Sound http://www.psrc.org/growth/housing/hip/alltools/incent-zoning/</p>	<p>Aspen, CO http://www.aspenpitkin.com/Departments/Housing-for-Workforce/</p>	<p>Boston, MA masshousing.com</p>
<p>Boulder, CO https://bouldercolorado.gov/housing/inclusionary-housing</p>	<p>Seattle, WA http://www.seattle.gov/housing/incentives/LandUseCode.htm</p>		<p>Austin, TX http://www.austintexas.gov/2013bond</p> <p>tdhca.state.tx.us/htf</p>
<p>Montgomery County, MD http://montgomerycountymd.gov/dhca/resources/files/director/housing_policy/housingpolicy2012_draft.pdf</p>	<p>New York City, NY http://www.nyc.gov/html/dcp/html/zone/zh_zoning_tools.shtml</p>		<p>Seattle, WA http://www.seattle.gov/housing/levy/</p> <p>housing.ocd.wa.gov</p>
<p>Sacramento, CA http://www.shra.org/LinkClick.aspx?fileticket=XZQq8ExTDCU%3d&tabid=143&mid=418</p>	<p>Cambridge, MA http://www.cambridgema.gov/CDD/housing/fordevelopersandpropmanagers/incentivezoning.aspx</p>		
<p>Barnstable, MA http://ecode360.com/6556730</p>			
<p>New York City, NY http://www.nyc.gov/html/dcp/html/zone/zh_inclu_housing.shtml</p>			
<p>Seattle, WA http://clerk.seattle.gov/%7Escripts/nph-brs.exe?s1=&s3=31551&s2=&s4=&Sect4=AND&l=20&Sect5=RESNY&Sect6=HITOFF&d=RESF&p=1&u=%2F%7Epublic%2Fresny.htm&r=1&f=G</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>Pittsburgh, PA https://gtechstrategies.org/wp-content/uploads/2013/10/VacanttoVibrant.pdf</p>	<p>Baltimore, MD http://www.healthyneighborhoods.org</p>	<p>Philadelphia, PA https://www.fels.upenn.edu/news/new-report-urban-revitalization-1</p>	<p>Frederick, MD http://www.downtownfrederick.org/downtown-history</p>	<p>Denver, CO (LoDo) http://urbanland.uli.org/development-business/from-skid-row-to-lodo-historic-preservation-s-role-in-denver-s-revitalization/</p>
<p>Louisville, KY http://www.metropolitanhousing.org/get-involved/louisville-vacant-properties-campaign/</p>	<p>Milwaukee, WI http://city.milwaukee.gov/HealthyNeighborhoods#.VKb-sluppFI</p>		<p>Durham, NC http://durhamnc.gov/ich/cb/cdd/Pages/ssd_revit.aspx</p>	<p>Baltimore, MD (EBDI) http://www.ebdi.org</p>
	<p>Jamestown, NY http://jamestownrenaissance.org/neighborhoods/</p>			<p>Oakland, CA http://www.downtownoakland.org</p>
	<p>Battle Creek, MI http://www.nibc.org/#&panel1-1</p>			
	<p>Chattanooga, TN http://choosechattanooga.com/neighborhoods/</p>			
	<p>Oswego, NY http://www.oswegonyonline.com</p>			

APPENDIX

Survey and Interviews

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.

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

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 the region.
- Provide more home ownership options.
- Prevent sprawl; halt all development on agricultural land.
- Stop McMansions.
- Increase housing supply along key corridors, including both subsidized 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 from 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.

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

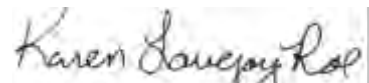
Whereas, the existence of the public alley is detrimental to the safety and welfare of the residents living in the area of Andrea and Harry Streets.; and

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.

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. 2016-38 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on September 20, 2016.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

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

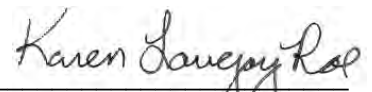
Should any provision or part of the within Ordinance be declared by any court of competent jurisdiction to be invalid or enforceable, the same shall not affect the validity or enforceability of the balance of this Ordinance which shall remain in full force and effect.

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.

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. 2016-467 by the Charter Township of Ypsilanti Board of Trustees assembled at a regular meeting held on September 20, 2016. The second reading is scheduled to be heard on October 18, 2016.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

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	FS & 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.

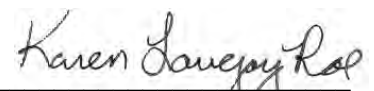
Publication

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.

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. 2016-468 by the Charter Township of Ypsilanti Board of Trustees assembled at a regular meeting held on September 20, 2016. The second reading is scheduled to be heard on October 18, 2016.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

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.

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. 2016-469 by the Charter Township of Ypsilanti Board of Trustees assembled at a regular meeting held on September 20, 2016. The second reading is scheduled to be heard on October 18, 2016.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

RESOLUTION 2016-49

**RESOLUTION FOR
PETITION TO LOCATE, ESTABLISH AND CONSTRUCT A DRAIN**

YPSILANTI CHARTER TOWNSHIP

TYLER DAM DRAIN

At a Regular meeting of the Ypsilanti Charter Township Board, held in Washtenaw County, State of Michigan on the 20th day of September, 2016, at 7:00p.m.

PRESENT: Supervisor Brenda Stumbo, Clerk Karen Lovejoy Roe, Treasurer Larry Doe and Trustees Scott Martin, Mike Martin and Stan Eldridge

ABSENT: Trustee Jean Hall Currie

The following resolution was offered by Clerk Karen Lovejoy Roe and seconded by Trustee Stan Eldridge.

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: September 21, 2016




By: Brenda Stumbo
Its: Supervisor

Yeas: 6
Nays: 0
Abstain: 0
Absent: 1

Resolution No. 2016-49

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 20th day of September 20, 2016, and that notice of said meeting was given in accordance with the Open Meetings Act.



Karen Lovejoy Roe, Clerk
Ypsilanti Charter Township

September 21, 2016
Date

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 Regular meeting of the Ypsilanti Charter Township Board, held in Washtenaw County, State of Michigan on the 20th day of September, 2016, at 7:00p.m.

PRESENT: Supervisor Brenda Stumbo, Clerk Karen Lovejoy Roe, Treasurer Larry Doe and Trustees Scott Martin, Mike Martin and Stan Eldridge

ABSENT: Trustee Jean Hall Currie

The following resolution was offered by Clerk Karen Lovejoy Roe and seconded by Treasurer Larry Doe.

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: September 21, 2016

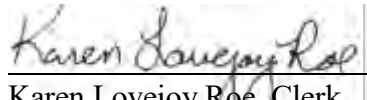


By: Brenda Stumbo
Its: Supervisor

Yeas: 6
Nays: 0
Abstain: 0
Absent: 1

Resolution No. 2016-50

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 20th day of September, 2016, and that notice of said meeting was given in accordance with the Open Meetings Act.



Karen Lovejoy Roe, Clerk
Ypsilanti Charter Township

September 21, 2016
Date

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



Charter Township of Ypsilanti

Assessor's Office

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

Letter of Agreement

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

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 & Tammy Eppes.

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.

Brenda L Stumbo
Brenda L Stumbo, Supervisor
Charter Township of Ypsilanti
7200 S. Huron River Dr.
Ypsilanti, MI 48197

Karen Lovejoy Roe
Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti
7200 S. Huron River Dr.
Ypsilanti, MI 48197



Lisa R. Garrett
Notary Public, Washtenaw County
My Commission Expires on 2-25-17

Accepted and agreed to on _____, 20____ by

Lorenza Eppes

Tammy Eppes

Notary Public, _____ County
My Commission Expires on _____

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
	CIAC Amount (cost minus revenue)	\$8,718.23
7. Payment of CIAC Amount:	Due promptly upon execution of this Agreement	
8. Term of Agreement	5 years. Upon expiration of the initial term, this Agreement shall continue on a month-to-month basis until terminated by mutual written consent of the parties or by either party with thirty (30) days prior written notice to the other party.	
9. Does the requested Customer lighting design meet IESNA recommended practices?	(Check One) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If "No", Customer must sign below and acknowledge that the lighting design does not meet IESNA recommended practices Signature: <i>Brendal Stumbo</i> / <i>Karen Lovejoy Roe</i>	
10. Customer Address for Notices:	Charter Township of Ypsilanti 7200 S Huron River Dr Ypsilanti, MI 48197 Attn: Karen Lovejoy Roe <i>a</i>	

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:

The Detroit Edison Company

By: _____

Name: _____

Title: _____

Customer:

Charter Township of Ypsilanti

By: *[Handwritten Signature]*

Name: *Brenda L. Stumbo / Karen Lougouy Roe*

Title: *Supervisor / Clerk*

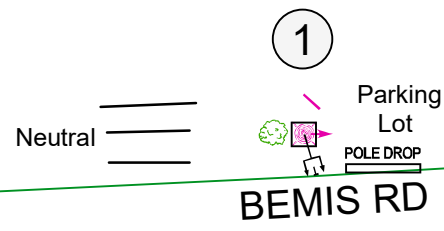
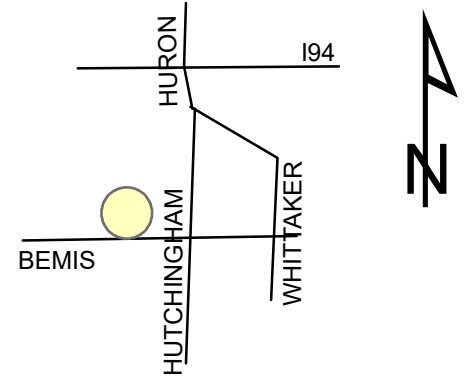
9.2.16

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



DTE Energy										
DTE Electric - Distribution Engineering and Planning										
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		
Phone		JU Company		Contact		Email		Phone		
		JU Company		Contact		Email		Phone		
CUE Number		Ver	Plot Date	Scale	Town	Range	Section	Qtr		
650912		1	8/17/2016	NTS	03S	07E	32			

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 Washtenaw	2016 Taxable Value of ALL Properties in the Unit as of 5-23-16 1,149,212,674
Local Government Unit Requesting Millage Levy Charter Township of Ypsilanti	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 Prof	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 Javonna Neel	Telephone Number (734) 484-3702	Title of Preparer Accounting Director	Date 8/25/16
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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).

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

* 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 SIC 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	

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

**Accounting
Department**

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

STATEMENTS AND CHECKS

OCTOBER 4, 2016 BOARD MEETING

ACCOUNTS PAYABLE CHECKS -	\$ 103,285.81
HAND CHECKS -	\$ 586,912.88
GRAND TOTAL -	\$ 690,198.69

Check Date	Check	Vendor Name	Description	Amount
Bank AP AP				
09/14/2016	173205	AT & T	ACCT. #734 R21-1069 765 8	3,744.34
09/14/2016	173206	COMCAST CABLE	ACCT. #8529 10 234 0584282	4,955.55
09/14/2016	173207	COMCAST CABLE	ACCT. #8529 10 234 0586337	21.10
09/14/2016	173208	COMCAST CABLE	ACCT. #8529 10 234 0362762	234.85
09/14/2016	173209	COMCAST CABLE	ACCT. #8529 10 234 0186229	98.08
09/14/2016	173210	DTE ENERGY	GAS & ELECTRIC INVOICES	19,557.04
09/14/2016	173211	GUARDIAN ALARM	BILLING: 1775 E. CLARK	163.11
09/14/2016	173212	GUARDIAN ALARM	BILLING: 1405 HOLMES & 1501 S. HURON ST	960.00
09/14/2016	173213	ORCHARD, HILTZ & MCCLIMENT INC	MED EXPRESS	4,871.08
09/14/2016	173214	PNC EQUIPMENT FINANCE, LLC	GOLF CART LEASE - OCT. 2016	7,022.07
09/14/2016	173215	VERIZON WIRELESS	ACCT. #585505481-00001	101.24
09/14/2016	173216	VERIZON WIRELESS	ACCT. #387013030-00001	1,516.75
09/14/2016	173217	VERIZON WIRELESS	ACCT. #687012970-00001	71.09
09/14/2016	173218	WASTE MANAGEMENT	ACCT. #389-80751	1,149.77
09/14/2016	173219	WASTE MANAGEMENT	ACCT. #389-0054717-1389-0	780.48
09/14/2016	173220	WASTE MANAGEMENT	ACCT. #389-0054729-1389-5	494.57
09/14/2016	173221	WASTE MANAGEMENT	ACCT. #389-0054671-1389-9	222.12
09/14/2016	173222	WASTE MANAGEMENT	ACCT. #389-054724-1389-6	5,432.79
09/14/2016	173223	WASTE MANAGEMENT	ACCT. #389-81683	28,431.00
09/14/2016	173224	WASTE MANAGEMENT	ACCT. #389-81682	28,590.75
09/14/2016	173225	WASTE MANAGEMENT	ACCT. #389-81680	96,023.57
09/14/2016	173226	WASTE MANAGEMENT	ACCT. #389-81686	225.00
09/14/2016	173227	WASTE MANAGEMENT	ACCT. #337-0003545-2337-5	593.37
09/14/2016	173228	WASTE MANAGEMENT	ACCT. #389-0091197-1389-0	121.78
09/14/2016	173229	YPSILANTI COMMUNITY	ACCT. #4-087-560200-01	6,976.25
09/19/2016	173230	BLUE CROSS BLUE SHIELD OF MI	HEALTH INSURANCE - OCT. 2016	146,697.93
09/19/2016	173231	BLUE CROSS BLUE SHIELD OF MI	HEALTH INSURANCE - OCT. 2016	33,886.66
09/19/2016	173232	COMCAST CABLE	ACCT. #8529 10 234 0564482	114.35
09/19/2016	173233	COMCAST CABLE	ACCT. #8529 10 234 0582358	154.35
09/19/2016	173234	COMCAST CABLE	ACCT. #8529 10 234 0582468	104.35
09/19/2016	173235	COMCAST CABLE	ACCT. #8529 10 234 0377372	114.35
09/19/2016	173236	COMCAST CABLE	ACCT. #8529 10 234 0279396	128.74
09/19/2016	173237	TETRA TECH, INC	PROFESSIONAL SERVICES	3,010.00
09/19/2016	173238	TETRA TECH, INC	PROFESSIONAL SERVICES	1,075.00
09/19/2016	173239	VILLAGE GROVE OF YPSILANTI LLC	FIRE BOND - 1572 VILLAGE LANE #202	159,819.91
09/19/2016	173240	VISION SERVICE PLAN	VSP - SEPT. 2016	2,680.28
09/19/2016	173241	WASTE MANAGEMENT	ACCT. #389-0091197-1389-0	126.86
09/22/2016	173242	DELTA DENTAL PLAN OF MICHIGAN	DENTAL INSURANCE - OCT. 2016	13,970.75
09/22/2016	173243	STANDARD INSURANCE COMPANY	DISABILITY INSURANCE - OCT. 2016	4,571.60
09/20/2016	173244	MICH DISABILITY RIGHTS COALITION	RE: CATHERINE JUSTICE	100.00
09/23/2016	173245	AL WALTERS HEATING AND COOLING	DEPOSIT FOR 2 NEW FURNACES FOR STATION 1	8,000.00

HANDS checks

AP TOTALS:

Total of 41 Checks:	586,912.88
Less 0 Void Checks:	0.00
Total of 41 Disbursements:	<u>586,912.88</u>

User: mharris

CHECK NUMBERS 173246 - 173321

DB: Ypsilanti-Twp

Check Date	Check	Vendor Name	Description	Amount
Bank AP AP				
10/04/2016	173246	A & R TOTAL CONSTRUCTION, INC.	LOCATION: 7778 HAMPTON CT.	110.28
10/04/2016	173247	ADVANTAGE MARKETING SOLUTIONS	PAYMENT FOR FALL/WINTER RECREATION DISCO	9,353.20
10/04/2016	173248	ANN ARBOR CLEANING SUPPLY	SUPPLIES	312.40
10/04/2016	173249	ANN ARBOR WELDING SUPPLY CO	MEDICAL SUPPLIES	107.07
10/04/2016	173250	ATLANTIC WELDING SUPPLY	SUPPLIES	20.00
10/04/2016	173251	AUTO VALUE YPSILANTI	ACCT. #30201120	331.09
10/04/2016	173252	BARTOS DISTRIBUTING	PRO SHOP RESALE	167.79
10/04/2016	173253	BRENDA GRIFFIN	REFUND - ROOM RENTAL	100.00
10/04/2016	173254	BRENDA STUMBO	MILEAGE REIMBURSEMENT	129.71
10/04/2016	173255	BUCK'S OIL CO.	ANTI FREEZE REMOVED.	150.00
10/04/2016	173256	BUDGET TOWING	UTILITY 14-3 TOWED 2006 FORD EXPLORER	171.00
10/04/2016	173257	BUTZEL LONG	PROFESSIONAL SERVICES	2,893.88
10/04/2016	173258	C & G GRINDING	SHARPEN GREENS MOWER REELS	135.00
10/04/2016	173259	CARLSLE/WORTMAN ASSOCIATES	PROFESSIONAL SERVICES	2,247.50
10/04/2016	173260	CARTER LUMBER COMPANY	SUPPLIES	20.97
10/04/2016	173261	CHARTER TOWNSHIP OF SUPERIOR	UTILITIES - GREEN OAKS	62.37
10/04/2016	173262	CINCINNATI TIME SYSTEMS	EQUIPMENT RENTAL	796.60
10/04/2016	173263	CONGDON'S	SUPPLIES	64.92
10/04/2016	173264	DANI'S TRANSPORT	TRUCKING OF SPOILS TO LANDFILL	600.00
10/04/2016	173265	DAVE BRAHAM	REFUND - SHELTER RENTAL	88.00
10/04/2016	173266	DAVID JORDON	VISITING JUDGE	433.27
10/04/2016	173267	DELUX RENTAL	EQUIPMENT RENTAL	39.75
10/04/2016	173268	DETROIT LEGAL NEWS	PUBLISHING	189.00
10/04/2016	173269	FIRESTONE COMPLETE AUTO CARE	EQUIPMENT MAINTENANCE	116.80
10/04/2016	173270	GENE BUTMAN FORD	OCS VEHICLE #73 - REPAIR OF A/C NOT WORK	1,694.83
10/04/2016	173271	GORDON FOOD SERVICE INC.	SUPPLIES	996.65
10/04/2016	173272	GOVERNMENT FINANCE OFFICERS ASSOC.	MEMBERSHIP	305.00
10/04/2016	173273	GRAINGER	SUPPLIES	122.35
10/04/2016	173274	GRIFFIN PEST SOLUTIONS	LOCATION: STATION #4	31.00
10/04/2016	173275	HOME DEPOT	PURCHASE OF SUPPLIES & DRILL KIT. USED G	815.62
10/04/2016	173276	J.F. MOORE & ASSOCIATES, LLC	SMALL CLAIMS	250.00
10/04/2016	173277	KEITH MONTRESOR	BUILDING INSPECTIONS	1,260.00
10/04/2016	173278	L-TRON COROPORATION	LAPTOP AUTO MOUNT	1,105.10
10/04/2016	173279	LANSING SANITARY SUPPLY, INC	MAINTENANCE SUPPLIES	57.54
10/04/2016	173280	LB OFFICE PRODUCTS	CALENDAR ORDER	278.98
10/04/2016	173281	LEO'S CONEY ISLAND	PRO SHOP RESALE	2,472.50
10/04/2016	173282	LOWE'S	SUPPLIES	67.26
10/04/2016	173283	LOWER HURON SUPPLY	VACUUM 12" UPRIGHT (ITEM#9060107020)	400.10
10/04/2016	173284	MARK HAMILTON	ATTORNEY FEES - OCT. 2016	1,500.00
10/04/2016	173285	MAYNARDS AUTO SERVICE CENTER	AUTO MAINTENANCE	52.87
10/04/2016	173286	MCLAIN AND WINTERS	LEGAL SERVICES - SEPT. 2016	9,775.00
10/04/2016	173287	MCMASTER-CARR	MAINTENANCE SUPPLIES	19.26
10/04/2016	173288	MICHIGAN ABILITY PARTNERS	MAP PROGRAM	3,216.00
10/04/2016	173289	MICHIGAN LINEN SERVICE, INC.	LAUNDRY	922.77
10/04/2016	173290	NAQUEIA JAMES	REFUND - ROOM RENTAL	100.00
10/04/2016	173291	NYE UNIFORM EAST	STATION UNIFORMS	1,304.04
10/04/2016	173292	OFFICE EXPRESS	SUPPLIES	3,200.76
10/04/2016	173293	PEPSI BEVERAGES COMPANY	PEPSI PRODUCTS FOR RESALE IN THE PRO SHO	408.72
10/04/2016	173294	PITNEY BOWES	LEASING CHARGES	1,482.39
10/04/2016	173295	PITTSFIELD CHARTER TOWNSHIP	INSPECTIONS	490.00
10/04/2016	173296	PLAY ENVIRONMENTS	PARK BENCH TO REPLACE BROKEN ONE AT APPL	4,125.00
10/04/2016	173297	RENT A WRECK	LEASE	726.00
10/04/2016	173298	RESIDEX, LLC	FERTILIZER	1,393.81
10/04/2016	173299	SITEONE LANDSCAPE SUPPLY, LLC	PAINT FOR SOCCER FIELD.	1,013.86
10/04/2016	173300	SOUTHERN COMPUTER WAREHOUSE	EQUIPMENT	848.99
10/04/2016	173301	STAPLES* - ACCOUNT #1026071	SUPPLIES	50.93
10/04/2016	173302	STATE OF MICHIGAN	36TH FIRE INVESTIGATION II CLASSES FOR F	250.00

A/P checks

User: mharris

CHECK NUMBERS 173246 - 173321

DB: Ypsilanti-Twp

Check Date	Check	Vendor Name	Description	Amount
10/04/2016	173303	STATE OF MICHIGAN	ANNUAL CERTIFICATION FEE	61.50
10/04/2016	173304	STATE OF MICHIGAN	ANNUAL CERTIFICATION FEE	61.50
10/04/2016	173305	SUNSHINE MEDICAL	REPLACEMENT EMS GLOVES	791.00
10/04/2016	173306	TAMMIE KEEN	MILEAGE REIMBURSEMENT	35.10
10/04/2016	173307	TERMINIX PROCESSING CENTER	CUSTOMER #10095471	50.00
10/04/2016	173308	TERRY CONDIT	UMPIRE	216.00
10/04/2016	173309	TETRA TECH, INC	PROFESSIONAL SERVICES	5,503.15
10/04/2016	173310	TODD BARBER	BUILDING INSPECTIONS	3,350.00
10/04/2016	173311	V & J CEMENT	NORTH BAY - REPAIR OF WASHED OUT BIKE PA	797.50
10/04/2016	173312	VICTORY LANE	AUTO MAINTENANCE	75.66
10/04/2016	173313	W.J. O'NEIL COMPANY	CIVIC CENTER: REPAIR OF AIRFLOW IN UNIT	603.25
10/04/2016	173314	WAMAA	ANNUAL DUES	600.00
10/04/2016	173315	WASHTENAW COUNTY LEGAL NEWS	ACCT. #WC04900	385.00
10/04/2016	173316	WASHTENAW COUNTY ROAD COMMISSION	WASHTENAW AVE CDBG SIDEWALK	2,669.44
10/04/2016	173317	WASHTENAW COUNTY TREASURER#	SHERIFF PATROL	24,278.10
10/04/2016	173318	WESTLAND FIRE EXTINGUISHER INC	FIX, REPAIR. AND TEST MULTIPLE FIRE EXTI	480.00
10/04/2016	173319	WOLVERINE FREIGHTLINER	TRUCK PARTS FOR ALL ENGINES	134.72
10/04/2016	173320	YPSILANTI COMMUNITY	MAINTENANCE - NORTH HYDRO PARK	3,710.85
10/04/2016	173321	ZERO FRICTION	PRODUCTS FOR RESALE IN THE PRO SHOP	105.11

AP TOTALS:

Total of 76 Checks:

103,285.81

Less 0 Void Checks:

0.00

Total of 76 Disbursements:

103,285.81

ATTORNEY REPORT

GENERAL LEGAL UPDATE

OLD BUSINESS

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
Residential Services Division

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

www.ytown.org

MEMORANDUM

To: Ypsilanti Township Board of Trustees
From: Jeff Allen, Director – Residential Services Department
Date: July 5, 2016
RE: Acceptance & authorizing the signing of the maintenance agreement by “The Ride”

Please see attached an “adopt a stop maintenance agreement” with AAATA, “The Ride”. As you are aware, the buses have been running every half hour here at the T.R. Stumbo Civic Center and the John B. Collins 14B Court.

This document was sent to attorney Doug Winters for his review. He has reviewed and approved the revised language submitted by the AAATA. The shelter and the installation of such are borne totally by AAATA.

It is important to note that the Township assumes the winter maintenance of this shelter, but only on the days and hours we are in operation. It appears that this bus stop has been very useful to the local bussing system and adding a shelter for protection will only further enhance the experience for the rider.

Please authorize the signature of both Supervisor Stumbo and Clerk Roe on the agreement.

I will be in attendance at the Board meeting to further discuss this or answer questions you may have.



ADOPT-A-STOP MAINTENANCE AGREEMENT

The Ann Arbor Area Transportation Authority (hereinafter, "The Ride") 2700 S.Industrial Hwy, Ann Arbor, MI 48104 and Ypsilanti Charter Township hereinafter, "SPONSOR"), located at 7200 S.Huron River Dr. Ypsilanti , MI 48197 in consideration of the mutual promises contained herein agrees as follows this 7th day of July 2016.

AMENITIES

The Ride agrees to install a passenger shelter with a bench at bus stop #2499 located at Ypsilanti Charter Township Civic Center.

MAINTENANCE

The SPONSOR agrees to empty the trash receptacle weekly and clear snow as needed at the bus stop and surrounding pedestrian facilities during winter snow events on weekdays during normal business hours of the Ypsilanti Charter Township Civic Center. No winter maintenance will be performed on weekends at this location.

The Ride agrees to clean the bus shelter glass every 6 weeks in keeping with this agreement.

The Ride will repair the passenger shelter and bench in the event they become damaged.

The Ride agrees to install trash receptacles at the bus stop to be maintained by the sponsor if requested. The sponsor may choose to provide their own receptacle at any time.

TERM

This agreement shall continue for one (1) year, and shall automatically be extended for one-year periods unless either party notifies the other no less than 120 days before the end of a period that the agreement will terminate at the end of said period.

INDEMNIFICATION

The Ride shall hold SPONSOR harmless from liability for damages to person or property arising from the use of a Ride trash receptacle, bench, or concrete pad except to the extent that said damages result from the negligence or intentional wrongdoing of the SPONSOR, or its officers, agents, or employees.

The SPONSOR understands and acknowledges that caution should be used when handling the trash receptacles. The SPONSOR agrees to provide adequate supervision to individuals performing these services.

ANN ARBOR AREA TRANSPORTATION AUTHORITY

By: _____
Matt Carpenter Date
Chief Executive Officer

By: _____
Brenda L. Stumbo Karen Lovejoy Roe Date
Supervisor Clerk
Ypsilanti Charter Township

The Ride may report problems related to this work by calling the sponsor’s representative. The sponsor may report concerns to The Ride at jmurphy@theride.org or 734-794-1758





Bus shelter will be installed at the existing concrete pad on Civic Center Dr.

NEW BUSINESS

**CHARTER TOWNSHIP OF YPSILANTI
2016 BUDGET AMENDMENT #13**

October 4 , 2016

248 - HOUSING & BUSINESS INSPECTION FUND

Total Increase \$19,790.00

Request to increase the budget for an additional clerical person for the Housing & Business Inspection Fund. Anticipated start date October 17, 2016. Wages and benefits were calculated assuming the position would be filled internally with family coverage, therefore there would be no delay in the benefits . The numbers will be lower if a new person is hired due to the probation period. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	248-000-000-699.000	\$19,790.00
			<hr/>
		Net Revenues	\$19,790.00
			<hr/> <hr/>
Expenditures:	Salary - Permanent Wages	248-248-000-706.000	\$10,220.00
	FICA	248-248-000-715.000	\$780.00
	Health Insurance	248-248-000-719.000	\$4,659.00
	Sick & Accident	248-248-000-719.001	\$100.00
	Dental Benefits	248-248-000-719.015	\$397.00
	Vision Benefits	248-248-000-719.016	\$58.00
	Health Care Deduction	248-248-000-719.020	\$1,425.00
	Admin Fee - Health Deductible	248-248-000-719.021	\$21.00
	Life Insurance	248-248-000-720.000	\$50.00
	MERS	248-248-000-876.000	\$2,080.00
		Net Expenditures	\$19,790.00
			<hr/> <hr/>

Motion to Amend the 2016 Budget (#13):

Move to increase the Housing & Business Inspection Fund budget by \$19,790 to \$250,007 and approve the department line item changes as outlined.

RESOLUTION 2016-51
(In Reference to Ordinance 2016-470)

***PUBLIC SIDEWALK SNOW AND ICE REMOVAL
PARKED MOTOR VEHICLES REMOVAL DURING SNOW EMERGENCIES ON
PUBLIC STREETS AND ROADWAYS***

Whereas; the Township Board has determined that it is in the best interest of the public to establish requirements for snow and ice removal from public sidewalks to provide safe access for pedestrians; and

Whereas, the Washtenaw County Road Commission has adopted a snow removal policy which authorizes snow plowing on public residential streets when there is 4 inches or more of snow accumulation; and

Whereas, the Township Boards has determined that it is in the best interest of the public to establish requirements for removal of parked motor vehicles from public streets and roadways to facilitate clearing the streets for snow plows after a snow fall accumulation of 4 inches or more as determined by the Washtenaw County Road Commission; and

Whereas, Ordinance No. 2016 -470 sets forth (1) requirements for the removal of snow and ice from public sidewalks; 2) authorizes the Township's Residential Services Director to take action to remove snow and ice from public sidewalks that pose an immediate hazard to public safety; (3) establishes criteria for declaring a snow emergency when the snow accumulation is four inches or more; (4) requires that parked motor vehicles be removed from public streets and roadways throughout the Township when a snow emergency occurs; and (5) establishes violations of the Ordinance constitutes a civil infraction under Chapter 40 of the Township's Code of Ordinances;

Now Therefore, be it resolved, that Ordinance No. 2016-470 is hereby adopted by reference.

CHARTER TOWNSHIP OF YPSILANTI

PROPOSED ORDINANCE NO. 2016-470

An Ordinance to Amend the Charter Township of Ypsilanti Code of Ordinances, Chapter 48 entitled Property Maintenance to add a Provision Regarding Snow Removal from Sidewalk and Snow Emergencies

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

Add: The following new provisions to Chapter 48 regarding snow removal from sidewalks and snow emergencies:

A. Purpose and Intent.

The purpose of this Ordinance is to:

- (1) provide standards for the proper maintenance, as it relates to the removal of snow and/or ice upon sidewalks for the safety of residents and those persons traversing the sidewalk and crosswalk area.
- (2) provide a mechanism for the Township to declare a snow emergency directing motor vehicle owners to remove parked vehicles from the public roadways to allow access for snow plowing to clear snow and ice from public roadways.

B. Snow and Ice Removal Requirements

- (1) All owners of real property which have public sidewalks are required to remove snow and ice within 48 hours of accumulation. Ramps and walks leading to a public crosswalk are specifically included within the requirement of snow and ice removal within 48 hours. Sidewalks which are in the rear of a parcel or lot are not included within this requirement, unless the sidewalk is a public sidewalk.
- (2) The removal of ice or the accumulation of snow must provide for a clearance of an open pathway of at least 36 inches in width, or the full width of the sidewalk if smaller, for the length of the public sidewalk.
- (3) All owners of real property which have public sidewalks located in business zoning districts are required to remove snow and ice within 4 hours of accumulation or by the beginning of business hours on the next day, whichever is shorter. Ramps and walks leading to a public crosswalk are specifically included within the requirement of snow and ice removal within 4 hours or the beginning of business hours.
- (4) If ice or snow removal cannot be done without causing damage to the sidewalk, sand, sodium chloride, pet-friendly salt, or similar melting materials must be used to prevent the surface from being slippery, until the weather permits for the removal without the likelihood of sidewalk damage.

C. Sidewalk Snow and Ice Removal Enforcement.

If a public sidewalk is not maintained as required by this article, the Director of Residential Services or his designee may have the snow or ice removed at the expense of the property owner. If an immediate hazard to public safety occurs, no prior notice shall be necessary before the snow or ice is removed at the direction of the Director of Residential Services. The actual costs of the snow or ice removal from a public sidewalk, together with an administrative fee as determined by resolution of the Township Board, shall be billed to the property owner. If this amount is not paid within 45 days, it shall be a special assessment against the property as provided in this Code. The supervisor shall add such expense to the tax roll on such lands, and such shall become

a lien against such lands and be enforced in the same manner as provided by the laws of the state for general property taxes.

D. Snow Emergency

1. Whenever snow or ice has accumulated to a depth of four (4) or more inches on any public street or roadway within the Township, as determined by the Washtenaw County Road Commission authorizing snow plowing of residential streets and roadways, a snow emergency declaration shall automatically go into effect on all public streets and roadways within the Township.
2. During a declared snow emergency, no person shall park or allow to remain parked any vehicle on any public street or roadway within the Township. The prohibition does not apply to private drives, streets or roadways. Once a public street or roadway has been plowed the snow emergency ceases and parking is permitted until a subsequent snow emergency occurs.
3. The owner of any vehicle parked on a public street or roadway during a snow emergency may be cited for violation of this Ordinance and the law enforcement agency for the Township may authorize that motor vehicle be towed from the public street or roadway to permit access of snow plowing equipment. The motor vehicle owner is responsible for all costs and fees associated with illegally parked motor vehicles during a snow emergency.

E. Penalty. Civil Infraction.

Violation of this ordinance constitutes a municipal civil infraction as provided in Chapter 40 of this Code.

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.

**CHARTER TOWNSHIP OF YPSILANTI
RESOLUTION NO. 2016-52**

**AMENDED RENTAL HOUSING INSPECTION PROGRAM FEE
SCHEDULE**

Whereas, the Charter Township of Ypsilanti adopted Ordinance No. 2016-464 expanding the rental inspection requirement to include multi-family residential units that are subject to rental agreements, which became effective on September 29, 2016; and

Whereas, the rental inspection ordinance provides that the fees to be charged in the administration of the ordinance shall be established by a resolution of the Township Board; and

Whereas, the fee schedule is being established to offset the Township's cost of registration, inspection and recordkeeping.

Now Therefore, Be it resolved, that the Charter Township of Ypsilanti hereby adopts the following inspection fee schedule effective on October 13, 2016 as follows:

SINGLE FAMILY & DUPLEX RENTAL INSPECTION FEE SCHEDULE

Registration for One and Two Unit Dwellings (one-time fee)	
• Single Family, Duplex, Manufactured Home (per unit)	\$ 10
Failure to Register Penalty Fee	\$ 100
Initial/Renewal Inspection (24-month cycle)	\$ 100
Re-Inspections as Necessary	\$ 30
No Show/No Access for Scheduled Inspection.....	Inspection Fee
Late Cancellation for Initial Inspection (< 4 business days' notice).....	\$ 50
Late Cancellation for Re-Inspection (< 4 business days' notice)	\$ 30
Tenant Complaint Inspection	No Charge
Search Warrant Fee	\$ 100
Appeal to Construction Board of Appeal	\$ 150

MULTI-FAMILY RENTAL INSPECTION FEE SCHEDULE

Registration for Multi-Family Dwellings (one-time fee)	
• Building with 3-8 Units	\$ 50
• Building with 9 or More Units	\$ 75
• High Rise Building per floor	\$ 50
Exterior Inspection per Building	\$ 50
Common Area Inspection	
• Stairways/Hallways	\$ 20
• Laundry Area	\$ 20
• Storage Area.....	\$ 20
• Mechanical Room	\$ 20
• High Rise Rooftop.....	\$ 20
Interior Inspection per Unit	\$ 40
Re-Inspections as Necessary	\$ 30
No Show/No Access for Scheduled Inspection.....	Inspection Fee
Late Cancellation for Initial Inspection (< 4 business days' notice).....	\$ 50
Late Cancellation for Re-Inspection (< 4 business days' notice)	\$ 30
Tenant Complaint Inspection	No Charge
Search Warrant Fee	\$ 100
Appeal to Construction Board of Appeal.....	\$ 150

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
Alex Mamo, Chief Building Official

Copy: Karen Wallin, Human Resources

Re: **Request to Approve Resolution No. 2016-52, Amended Rental Housing Inspection Fee Schedule**

Date: September 23, 2016

The Board of Trustees recently adopted Ordinance No. 2016-464 expanding rental housing inspection requirements to include multiple family and manufactured dwelling units. As of September 29, 2016, all forms of rental housing are now subject to registration and inspection for code compliance. The additional 7,000+ rental units now subject to ordinance requirements will be phased in over the coming months.

The housing inspection fee schedule now needs to be amended to include multifamily housing; manufactured housing in mobile home communities is included as single family units. The nature of multifamily housing communities dictates a different fee structure to facilitate cost recovery. After careful analysis of our multifamily housing stock, and research of fee structures used by neighboring municipalities, we are recommending that the fee schedule for rental housing inspections be amended as indicated in Resolution No. 2016-52. The fees are structured to include one-time registration fees, and recurring fees for inspection of building exteriors, common areas, and interior dwelling units.

As a side note, we will begin offering incentives for property owners to earn longer time intervals per inspection cycle based upon consistent high quality maintenance. In accordance with provisions of the revised ordinance, rental dwelling units shall be required to be inspected at not less than 24-month intervals nor more than four year intervals. At the discretion of the Chief Building Official, substantial code compliance with no significant life-safety violations may result in certification being granted for more than the minimum 24-month interval. A scoring system is being developed to fairly and equitably administer this policy. This incentive opportunity shall be made available to owners of all types of rental housing units.

The expanded inspection program will be implemented according to an organized plan that initially focuses on exterior and common area property conditions. The first phase will complete the registration of all multifamily buildings and manufactured homes, which involves extensive clerical work to build more than 7,000 new address records in the BS&A software

CHARTER TOWNSHIP OF YPSILANTI

system. The second phase will inspect the exteriors and common areas of all apartment buildings throughout the Township, as well as rented manufactured homes. The final phase will inspect individual apartment interiors in a priority established by inspection results of building exteriors (worst comes first). This implementation protocol will provide an immediate community benefit by improving the exterior condition of all apartment buildings while prioritizing interior inspections to address the most critical locations first.

As always, we thank you for your consideration and continued support as we improve the condition of our rental housing stock. Please contact either of us with questions or concerns.



1 Building - 6 individual units with separate entrances - No common areas

Registration: \$50 (one-time fee)

**Inspections: Exterior Inspection = \$50
No Common Areas = \$0
Interior Inspections = \$40/unit (\$240)
Grand Total = \$290**



1 Building - 12 individual units - single common entrance (no laundry/storage/mechanical)

Registration: \$75 (one-time fee)

**Inspections: Exterior Inspection = \$50
Common Stairway/Hallway = \$20
Interior Inspections = \$40/unit (\$480)
Grand Total = \$550**



1 Building - 24 individual units – 2 common entrances (no laundry/storage/mechanical)

Registration: \$75 (one-time fee)

**Inspections: Exterior Inspection = \$50
Common Stairway/Hallway = \$40
Interior Inspections = \$40/unit (\$960)
Grand Total = \$1,050**

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
Alex Mamo, Chief Building Official

Copy: Karen Wallin, Human Resources

Re: **Request to authorize the addition of one clerical position to the Office of Community Standards funded in the amount of \$19,790 in the Housing & Business Inspection budget (248) contingent upon approval of Budget Amendment #13**

Date: September 23, 2016

The Office of Community Standards (OCS) operates with a shared pool of cross-trained clerical staff jointly funded by the Ordinance, Building, and Housing & Business Inspection budgets. Each employee holds the same job classification and is capable of handling duties of all three departments, each having primary assigned responsibilities. The clerical pool currently consists of 2.5 full-time positions, with the half position shared with the Treasurer's Office.

As a result of increasing workloads from new development and the pending addition of multifamily and mobile home rental inspections, the OCS clerical pool must be increased to meet workload demands. Additional clerical support will be immediately necessary to organize and implement the new program which will require extensive programming in BS&A, while at the same time adequately service all other existing functions within OCS.

We respectfully request approval to immediately add one full time clerical position funded through the Housing & Business Inspection (248) budget. If approved, the position will be posted in accordance with the AFSCME labor contract. The earliest opportunity to fill the position with an internal candidate will be October 17, 2016 depending on the operational needs of any other departments affected by staffing changes.

This request will be funded in the Housing & Business Inspection (248) budget in the amount of \$19,790 contingent upon concurrent approval of Budget Amendment #13.

Thank you for your consideration and support as we improve services to our rental housing stock.

Charter Township of Ypsilanti

FLOATER II/CLERK III

Summary

This is an ambulant clerical position that may be assigned as needed to any department. Performs responsible clerical work requiring the skillful use of the typewriter, computer, calculator and telephone. Assists the public at the counter and on the telephone.

Supervision Received

Supervised by the Director or Deputy of the assigned department who advises on unusual work situations and checks the more difficult projects in progress and upon completion. Routine duties are performed with independence according to established procedures and practices.

Responsibilities and Duties

An employee in this position may be called upon to do any or all of the following essential duties: (These examples do not include all duties which the employee may be expected to perform).

1. Performs general office and record keeping functions for the assigned department.
2. Acts as a receptionist receiving communications, making and receiving phone calls, setting up appointments and routing calls to the appropriate staff person.
3. Assist the public by telephone and in person by answering inquiries on general policy, programs, and procedures whereby familiarity with departmental operations is essential and by disseminating information and materials.
4. Take payment for and record permits, fees and registrations. Issue receipts and permits as required.
5. Make postings, reconcile and balance receipts.
6. Compose routine correspondence and rough draft report narratives and tabulations.
7. Prepare correspondence, reports and minutes from source documents, audio tape, or rough draft reviewing for correct structure, grammar and math using professional secretarial standards on style and format to obtain a final document.
8. Collect and input data for the preparation and maintenance of clear and concise records, files and charts. Check the accuracy and completeness of records, forms, documents and attachments according to procedure or by comparison with original sources.

FLOATER II/CLERK III (continued)

Responsibilities and Duties (cont'd)

9. May assist in the preparation of departmental payroll by assembling and computing data.
10. Take and transcribe minutes.
11. Performs related clerical duties necessary to carry out the goals of the assigned department.

Essential Functions, Qualifications and KSA's for Employment

All of the following functions, qualifications, knowledge, skills and abilities are essential. An employee in this position, upon appointment, should have the equivalent of the following:

- Knowledge of office practices and procedures, business English, spelling, punctuation, and arithmetic.
- Skill in the operation of office equipment including typewriter, computer and calculator.
- Ability to communicate effectively in writing and verbally in person and on the telephone.
- Interpersonal skills to develop and maintain effective working relationships with the public, co-workers, and officials.
- Ability to understand the relationship between various components of and the forms used in compiling, computing and recording of data.
- Skill to take and account for money collected and to make correct change.
- Skill in the use of computer programs Microsoft Word and Excel or equivalent.
- Accuracy in typing 50 words per minute.
- Good vision, hearing and speech to perform duties 1 through 12.
- High school diploma or G.E.D. and two years of office experience involving public contact.

Ypsilanti Township
September, 1999




Office (734) 544-4225
Fire Chief (734) 544-4110
Fire Marshal (734) 544-4107
Fax (734) 544-4195

FIRE DEPARTMENT
222 SOUTH FORD BOULEVARD
YPSILANTI, MICHIGAN 48198-6067

MEMORANDUM

To: Charter Township of Ypsilanti Trustees

From: Ypsilanti Township Fire Chief Eric Copeland 

Date: September 21, 2016

Subject: Authorization for YTFD participation in a Regional Grant as a Participating Partner and signature of the 2016 AFG Program Memorandum of Understanding:

- 1) Pittsfield Township FD as the grant's fiduciary and the Regional Participating Partners including Augusta Twp. FD, Milan FD, Saline FD and Ypsilanti Twp. FD collaborate for a 2016 Assistance to Firefighters Grant (AFG) Program for Vehicle Acquisition of an Aerial Apparatus. The grant will provide an Aerial Apparatus for regional safety services for MABAS response agencies in the south/eastern Washtenaw County and Ypsilanti areas.. There is no required funding match for this grant. There is required training for YTFD personnel on the use and operation of the Aerial Apparatus similar to the 2015 MOU - Aerial grant with Superior Township.

The purpose of this grant is to enhance Aerial apparatus assistance to Ypsilanti Township along the Clark Rd / Golfside / Ellsworth / Textile / Munger / Bemis corridors per our Automatic Aid and MABAS pacts with Pittsfield. A copy of the MOU is attached.

MEMORANDUM OF UNDERSTANDING BETWEEN
THE PITTSFIELD TOWNSHIP FIRE DEPARTMENT AND ITS
REGIONAL PARTICIPATING PARTNERS

2016 ASSISTANCE FOR FIREFIGHTERS GRANT PROGRAM
VEHICLE ACQUISITION AERIAL APPARATUS

PREAMBLE

This Memorandum of Understanding ("MOU") is entered into between the Pittsfield Township Fire Department (hereafter "Hosting Organization") and by and among each municipal and township that executes this MOU and adopts its terms and conditions, in view of the following:

Whereas, the Hosting Organization has agreed and will be responsible for submission of the Regional Application to the 2016 Assistance for Firefighters Grant Program, in its own name on behalf of itself and the other regional participating partners who have executed this MOU on behalf of their respective government entities, for the acquisition of an Aerial Apparatus;

Whereas, if awarded the grant the Hosting Organization has agreed to perform all programmatic and financial responsibilities as grant recipient and accept the awarded equipment and share it with its Regional Participating Partners in accordance with the terms of the grant;

Whereas, each Regional Participating Partner, as evidenced by their execution of this MOU agrees to accept the terms under which facilitation of their use of the training and equipment as may be specified by the grant award and/or this MOU.

TERMS

I. Purpose

The purpose of this MOU is to establish a cooperative agreement between the Pittsfield Township Fire Department, the programmatic and financial administrator (host) for the Pittsfield Township Fire Department (hereinafter "PTFD"), and its Regional Participating Partners, (hereinafter the "Regional Participating Partners") to secure a 2016 Assistance to Firefighters Grant and to provide an Aerial Apparatus for the region's safety services. This purchase will help protect the health and safety of the public and safety service personnel through obtaining this apparatus on a regional basis allowing for increased efficiencies in response and support by and among local jurisdictions.

The Township and the Regional Participating Partners accept and agree to abide by the terms and conditions of the grant, including but not limited to those specifically enumerated in this MOU.

All parties agree that Federal funds under this award will be used to supplement, but not supplant, State or local funds for first responder preparedness.

II. Definitions

Authorized Representative: The chief executive and fire chief of a participating governmental entity, or his/her designee, who has authorization to execute this MOU.

Equipment: Aerial Apparatus and appropriate associated accessories

Host Organization: The Pittsfield Township Fire Department

Regional Participating Partners: Any government entity that executes this MOU.

III. Background to the Assistance Firefighters Grant Project

Purpose and Objective:

The purpose of the AFG Program is to enhance, through direct financial assistance, the health and safety of the public and firefighting personnel and to provide a continuum of support for emergency responders regarding fire, medical, and all-hazard events.

The objective of the FY 2016 AFG Program is to award grants directly to fire departments, nonaffiliated EMS organizations, and SFTAs for critically needed resources to protect the public, train emergency personnel, foster interoperability, and support community resilience.

Eligible activities requested that have an immediate impact on the safety of emergency responders; other personnel, or the public may receive additional consideration during the application review process.

FY 2016 AFG Programs play an important role in the implementation of the National Preparedness System (NPS) by supporting the building, sustainment, and delivery of core capabilities essential to achieving the National Preparedness Goal (NPG) of a secure and resilient Nation. Delivering core capabilities requires the combined effort of the whole community, rather than the exclusive effort of any single organization or level of government.

Problem Statement:

In the Greater Ypsilanti Area, the PTFD and the said Regional Participating Partners lack an appropriate aerial apparatus to provide better firefighter safety on fire scenes.

The AFG-Funding Opportunity Announcement reflects the Center for Domestic Planning's recommendations for program priorities designed to address:

1. *Protecting the public and first responder safety* - providing the Apparatus would be the first step in implementing common use among Regional Participating Partners providing safety service personnel enhanced fire responder safety.

2. *Enhancing capabilities and resilience (local, regional, and national)* – provides/enhances the opportunity to build long-term interagency relationships through better understanding of each local partners Aerial Apparatus functionality.

3. *Enhancing National Capabilities* -grant funding will assist in moving the Authority and the Regional Participating Partners closer in meeting one of the national priorities under the National Preparedness Goal by strengthening common capabilities.

4. *Risk* - Risk Based Prioritization -grant funding will assist in moving the Authority and the Regional Participating Partners closer to common equipment amongst all Regional Participating Partners. The Township and the Regional Participating Partners will build and/or leverage on existing resources to strategically invest in enhancing future interpretational capabilities and working relationships.

5. *Interoperability* - Grant funding will allow the Authority and the Regional Participating Partners to develop short and long term goals, activities and a continuing training program to continue to enhance regional interoperability, consistent, in concert, and/or in parallel with the Michigan Automatic Box Alarm System (MABAS) program in which all the Regional Participating Partners are officially part of the newly developed Washtenaw County MABAS division.

IV. Responsibilities of the Pittsfield Township Fire Department

As the Hosting Organization for the 2016 Assistance Firefighters Grant, the Authority will:

- a. Oversee the grant application, implementation and coordination with the grantor.
- b. Manage grant activities including, but not limited to, project and fiscal reports for the grantor.
- c. Procuring the Training and Apparatus after receiving input from the Regional Participating Partners.
- d. Act as the fiscal agent for the grant including:
 1. Contributing the required ten percent match of funds.
 2. Housing and Maintenance of the new aerial apparatus.
 3. Arranging payment to vendors.
 4. Preparing program and fiscal reports required by the grantor.
 4. Auditing and tracking grant funds and deliverables as required by the grantor.
 5. Coordinate procurement of the Apparatus through a competitive bidding process in compliance with the Township of Pittsfield's Purchasing Policy.

- e. Coordinate communications with the Regional Participating Partners throughout the grant term.

IV. Responsibilities of the Regional Participating Partners

Each of the Regional Participating Partners will:

- a. Participate and train its employees on the operation of the new aerial device which will be documented.
- b. Provide the following assigned liaison(s):
 - 1. Primary Contact who is responsible for: the Regional Partner's point of contact.
 - 2. Training Contact who is responsible to oversee the Regional Partner's training
- c. Promptly provide any additional documentation to the Authority as requested that may be necessary in connection with the grant.

VI. Local/Regional Mutual Aid or Reciprocal Aid Compacts and Agreements

Nothing in this MOU, including participation in or requests for assistance by any eligible Regional Participating Partner shall preclude, abrogate or supersede the fulfillment of the terms of any local or regional mutual aid or reciprocal aid compacts and agreements and the duty of the Hosting Organization to provide equipment and other available resources during a threat or actual occurrence of any emergency, disaster or serious threat to public health and safety.

VII. Arbitration of Disputes

Any controversy or claim arising out of or relating to this MOU, or the breach thereof by the parties, shall be resolved in the following manner:

- a. The party asserting noncompliance shall serve written notice to the other party or parties. The notice shall identify the specific provision alleged to have been violated and shall specify the factual and legal basis for the alleged noncompliance.
- b. In the event the controversy or claim is not resolved to the satisfaction of both parties within 90 days after service of the notice set forth in subsection a above, either party may request that controversy or claim be resolved through mediation or any other available legal proceedings.

- c. Nothing herein shall be construed to waive, limit or restrict any defense that is otherwise available to either party.

VIII. Indemnification

- a. All liability and/or loss or damage as a result of claims, demands, costs, or judgments arising out of activities that are the responsibility of the Pittsfield Township Fire Department pursuant to the terms of this MOU shall be the responsibility of the Pittsfield Township Fire Department if the liability, loss, or damage is caused by, or arises out of, the actions or failure to act on the part of the Pittsfield Township Fire Department or its employees either directly or indirectly, provided that nothing herein shall be construed as a waiver of any governmental immunity available to the government body or unit of government or its employees by common law, statute, or court decision.

IX. Insurance

Each party to this MOU shall bear the risk of its own actions as it would with normal, day-to-day operations and determine for itself what kinds and amounts of insurance it should carry.

X. Termination of the MOU

- a. This MOU shall terminate when all AFG Program obligations are completed and/or expired.
- b. A Regional Participating Partner may terminate its participation in this MOU any time prior to the Regional Participating Partners purchasing the Training and Equipment and with 30 days' written notice to the Authority's Project Lead.

XI. Points of Contact

The PTFD will designate a Primary Lead, as well as identify Points of Contact for Training, Fiscal, and Documentation responsibilities. The Regional Participating Partners will designate a Primary Point of Contact, as well as identify Points of Contact for Training and Fiscal responsibilities. Points of Contact are set forth in the attached Exhibit A.

XII. Notice

Notice of termination or withdrawal from this MOU shall be made in writing and shall be served personally or by registered mail upon the Pittsfield Township Fire Department's Project Lead. Termination or withdrawal shall not be effective until 30 days after the Pittsfield Township Fire Department has received written notice. The termination or withdrawal from the MOU shall

apply only to the Regional Participating Partner that has tendered the required notice; this MOU shall otherwise remain in full force and effect until all AFG Program obligations are completed and/or expired.

XIII. Choice of Law; Severability

This MOU will be governed and controlled in all respects by the laws of the State of Michigan, including interpretation, enforceability, validity and construction. Whenever possible, each provision of this MOU will be interpreted in a manner as to be effective and valid under applicable law. However, if any provision of this MOU or the application of any provision to any party or circumstance will be prohibited by or invalid under applicable law, that provision will be ineffective to the extent of the prohibition or invalidity without invalidating the remainder of the provisions of this MOU or the application of the provision to other parties and circumstances.

XIV. Authority to Enter into *MOU*; Execution by Counterpart

The persons executing this MOU on behalf of their respective entities hereby represent and warrant that they have the right, power, legal capacity, and appropriate authority to enter into this MOU on behalf of the entity for which they sign.

This MOU may be executed in counterparts, each of which shall be deemed an original, but all of which together shall be deemed to be one and the same agreement.

XV. Extent of Agreement; Amendments

This MOU, together with any affixed exhibits or other documentation, constitutes the entire understanding between the Hosting Organization and the Regional Participating Partners with respect to the subject matter of the MOU and it supersedes, unless otherwise incorporated by reference herein, all prior representations, negotiations, agreements or understandings whether written or oral. No party has relied on any prior representations, of any kind or nature, in entering into this MOU. This MOU may be amended by written agreement by all parties if approved in accordance with grant contract terms and conditions. Notice of any amendments or revisions of the MOU must be made in writing to all parties by the requesting entity. Amendments shall only take effect upon acceptance and execution of an amended instrument by all parties.

Pittsfield Township
(Regional Participating Partner)

_____ Date: _____
Mandi Grewel, Township Supervisor

_____ Date: _____
Sean Gleason, Fire Chief

ACCEPTANCE AND AGREEMENT TO MEMORANDUM OF
UNDERSTANDING AS A REGIONAL PARTICIPATION PARTNER

BY YPSILANTI TOWNSHIP

Ypsilanti Township, a Michigan municipal corporation, hereby agrees to the foregoing MOU and obligations therein, on behalf of Ypsilanti Township.

Ypsilanti Township
(Regional Participating Partner)

_____ **Date:** _____

Brenda Stumbo, Township Supervisor

_____ **Date:** _____

Karen Lovejoy-Roe, Township Clerk

_____ **Date:** _____

Eric Copeland, Fire Chief

ACCEPTANCE AND AGREEMENT TO MEMORANDUM OF
UNDERSTANDING AS A REGIONAL PARTICIPATION PARTNER

BY AUGUSTA TOWNSHIP

Augusta Township, a Michigan municipal corporation, hereby agrees to the foregoing MOU and obligations therein, on behalf of Augusta Township.

Augusta Township
(Regional Participating Partner)

_____ **Date:** _____

Pete Hafler, Township Supervisor

_____ **Date:** _____

David Music, Fire Chief

ACCEPTANCE AND AGREEMENT TO MEMORANDUM OF
UNDERSTANDING AS A REGIONAL PARTICIPATION PARTNER
BY SALINE AREA FIRE DEPARTMENT

Saline Area Fire Department, hereby agrees to the foregoing MOU and obligations therein, on behalf of the Saline Area Fire Department

Saline Area Fire Department
(Regional Participating Partner)

_____ **Date:** _____

Brian Marl, Mayor City of Saline

_____ **Date:** _____

Craig Hoeft, Fire Chief

ACCEPTANCE AND AGREEMENT TO MEMORANDUM OF
UNDERSTANDING AS A REGIONAL PARTICIPATION PARTNER

BY CITY OF MILAN

The City of Milan, a Michigan municipal corporation, hereby agrees to the foregoing MOU and obligations therein, on behalf of the City of Milan.

**City of Milan / Milan Area Fire Department
(Regional Participating Partner)**

_____ Date: _____

Jade Smith, City Administrator

_____ Date: _____

Bob Stevens, Fire Chief

2016 Regional Grant MOU for Vehicle Acquisition Aerial Apparatus

Exhibit A

Points of Contact

Agency	Title	Name	Phone Number	Email
Pittsfield Township	Primary	Sean Gleason	734-822-4926	gleasons@pittsfield-mi.gov
	Fiscal	Sean Gleason	734-822-4926	gleasons@pittsfield-mi.gov
	Training	Jeff Foulke	734-323-3771	foulkej@pittsfield-mi.gov
Saline Area	Primary	Craig Hoeft	734-368-3986	salinefire@aol.com
	Fiscal	Craig Hoeft	734-368-3986	salinefire@aol.com
	Training	Craig Hoeft	734-368-3986	salinefire@aol.com
Ypsilanti Township	Primary	Eric Copeland	734-554-4225	ecopeland@ytown.org
	Fiscal	Eric Copeland	734-554-4225	ecopeland@ytown.org
	Training	Steve Wallgren	734-554-4225	swallgr@ytown.org
Augusta Township	Primary	Dave Music	734-385-6315	Capt367@hotmail.com
	Fiscal	Pete Hafler	734-461-6117	augutahafler@yahoo.com
	Training	Mike Troy	734-751-4857	mtroy30@msn.com
Milan	Primary	Bob Stevens		


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 28, 2016

RE: Request to mail survey for cameras to residents in Rosewind subdivision

The residents of the Rosewind Subdivision have requested that cameras be installed in their neighborhood.

Jeff Allen visited the area and has identified potential camera locations. Due to the metal poles and Acorn style street lighting in the area, solar panels would be necessary to power the cameras. We discussed this with the homeowner's association and they would still like to move forward.

Therefore, we are requesting authorization to mail a survey to the 257 homes in the Rosewind subdivision, asking whether they would like to proceed with cameras. We have obtained pricing and prepared the attached cost estimate to include with the survey.

Please place this item on the October 4, 2016 agenda for the Board's consideration.

tk

cc: Jeff Allen, Residential Services Director

Cost To Install Cameras in Rosewind

REVISED ESTIMATE

Area: Rosewind Subdivision, 257 homes

Township Cost:

Installation of six (6) cameras:

- Martz & Mapelawn
- Martz & Greenfield
- Merritt & Poplar
- Parkland near Pamela
- Greenfield & Martell
- Park

6 cameras x \$4,939/each	\$ 29,634.00
Installation Fee – 6 cameras x \$109.99/each	659.94
Township Cost	\$ 30,293.94

Residents' Cost:

Service for six (6) cameras
(\$182.85/month x 12 months x 6 cameras) \$ 13,165.20

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>
Solar Panels (\$7,587 x 4)	\$30,348.00	\$ 0.00	\$ 0.00
Comcast	13,165.20	\$13,165.20	\$13,165.20
Preventative Maintenance	1,560.00	1,560.00	1,560.00
Annual Maintenance	<u>Warranty</u>	<u>1,560.00</u>	<u>1,560.00</u>
Resident Cost	\$45,073.20	\$16,285.20	\$16,285.20
Total 3 Year Cost			\$77,643.60
Total Resident Cost			\$77,643.60

3 year cost would be divided by the number of residents (257):

$\$77,643.60 / 257 \text{ homes} = \$302.12 \text{ for 3 years}$
 $\$302.12 / 3 \text{ years} = \100.71 per year
 $\$100.71 \text{ per year} / 12 \text{ months} = \mathbf{\$8.39 \text{ per month}}$

* 2 cameras would be mounted on existing DTE poles, the remaining 4 would require solar panels.

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