

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE SEPTEMBER 19, 2017 REGULAR MEETING**

Clerk Lovejoy Roe called the meeting to order at approximately 7:00 p.m. in the Ypsilanti Township Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township. The Pledge of Allegiance was recited followed by a moment of silent prayer.

**Members Present:** Supervisor Brenda Stumbo, Clerk Karen Lovejoy Roe, Treasurer Larry Doe and Trustees: Stan Eldridge, Heather Jarrell Roe, Jimmie Wilson Jr., and Monica Ross-Williams

**Legal Counsel:** Wm. Douglas Winters

Supervisor Stumbo said she would like to welcome Troop 240 and appreciated their attendance.

**3. PUBLIC HEARING**

**A. RESOLUTION 2017-21, CREATION OF STREETLIGHT SPECIAL ASSESSMENT DISTRICT #212 MANORS AT CREEKSIDE VILLAGE**

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

No public comments.

The public hearing closed at 7:04 p.m.

Clerk Lovejoy Roe read Resolution 2017-21, Creation of Streetlight Special Assessment District #212 Manors at Creekside Village into the record.

**Motion by Clerk Lovejoy Roe, supported by Trustee Wilson to Approve Resolution 2017-21, Creation of Streetlight Special Assessment District #212 Manors at Creekside Village. (See Attached)**

<b>Jarrell Roe: Yes</b>	<b>Eldridge: Yes</b>	<b>Ross-Williams: Yes</b>	<b>Lovejoy Roe: Yes</b>
<b>Stumbo: Yes</b>	<b>Doe: Yes</b>	<b>Wilson: Yes</b>	

Motion carried unanimously.

**B. RESOLUTION 2017-22, CREATION OF NEIGHBORHOOD CAMERA SPECIAL ASSESSMENT DISTRICT #70 MANORS AT CREEKSIDE VILLAGE**

The public hearing opened at 7:09 p.m.

No public comments.

The public hearing closed at 7:10 p.m.

Clerk Lovejoy Roe read Resolution 2017-22, Creation of Neighborhood Camera Special Assessment District #70 Manors at Creekside Village into the record.

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**Motion by Trustee Jarrell Roe, supported by Trustee Eldridge to approve Resolution 2017-22, Creation Of Neighborhood Camera Special Assessment District #70 Manors At Creekside Village. (See Attached)**

Trustee Jarrell Roe commented that she is thankful for Lombardo Homes paying for the upfront costs of the cameras, however it is still \$50.00 annually for the residents. She asked that the Township look into a program which would help residents who cannot afford the annual fee. She added that having cameras in neighborhoods is a recent trend and we should advocate programs for low income residents.

**Jarrell Roe: Yes    Eldridge: Yes    Ross-Williams: Yes    Lovejoy Roe: Yes  
Stumbo:    Yes    Doe:    Yes    Wilson:    Yes**

Motion carried unanimously.

**4. PUBLIC COMMENTS**

Resident Tyrone Bridges stated that there are some great things happening for the West Willow Neighborhood Association. Bridges said he personally invited the Assistant Superintendent of Van Buren Schools to attend a meeting put on by West Willow. He said the Assistant Superintendent came to the meeting where he provided insight on new projects and agreed to partner with the community in its current endeavors. He stated the goal is to create a different series of programs every month and invited the Township to join. He said the food program, which was started through social media, encourages people to cook at home, bond with family, and be a part of the process from start to finish.

Resident Joann McCollum stated several other programs have been going on in the community including: a webcast, a Facebook page, a parenting focus group through SOS, exercise classes such as Cardio Drumming, a loaning program for tools, a summer program through Washtenaw County Parks and Recreation, and a food pantry through a local church. She stated the support from the Ypsilanti Township Board was instrumental in paving the way for the West Willow Neighborhood Association and without it they would not have the confidence to do these wonderful things throughout the community.

Resident Ms. Kaiser encouraged everyone to call, email, or write letters of disapproval to MDOT in Lansing regarding the roundabout for the North Harris project.

Resident Dennis Dickerson asked that the tennis courts at Burns Park and Clubview Park be resurfaced by the next fiscal year. He brought in photos to show the Township Board. He also asked that the light at the crossroads at Burns and Hewitt be repaired because it was dangerous.

Supervisor Stumbo stated that Washtenaw County Road Commission would be responsible for the light at Burns and Hewitt, however she would notify them.

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She also added that she would pass the information on to the Park Commission and the Maintenance Department.

Washtenaw County Sheriff's Department Lt. Mike Marocco said there were some passionate people about a communication problem over the weekend and said he apologizes specifically to Mr. Harrison, Mr. Wells, Mr. Bridges, Ms. McCollum, and Trustee Ross-Williams for dropping the ball on that communication. He stated the Washtenaw County Sherriff's Department is an organization who prides themselves in engaging the community and they certainly missed the target with this issue. He added that everyone is an important partner to the Sheriff's Department. He said they are working together to make progress in certain areas.

Supervisor Stumbo thanked Lieutenant Marocco for his words. She stated that there would be a meeting with the Sheriff's Department.

Trustee Eldridge requested that someone from the Sherriff's Department come to the next board meeting because not everyone can attend the meeting and other people would like to hear about what was going on, including the Board.

Supervisor Stumbo asked if Lieutenant Marocco would share that information. She added that the Sherriff's Department did not put this on, instead, a young man named DeQuann did.

Lieutenant Marocco said he did not know what the Sherriff's Department's involvement was going to be and he found out about it through Supervisor Stumbo.

Supervisor Stumbo said we would follow up and get more information.

Trustee Ross-Williams stated the group was supposed to go to Sugar Brook Saturday September 23, 2017.

Lieutenant Marocco asked when the meeting would be.

Trustee Ross-Williams said Thursday September 21, 2017 at 3:30 p.m.

Supervisor Stumbo said she sent an email to DeQuann to notify him of the process of getting a permit and informed the neighborhood so they could have input as well.

Clerk Lovejoy Roe stated the young man, DeQuann, actually called and spoke with Kathy Wyatt who told him they did not follow the correct procedures. Clerk Lovejoy Roe said DeQuann was extremely apologetic, so she reassured him that he was still learning and he has support. She said going forward DeQuann would like to speak to Supervisor Stumbo and the West Willow Neighborhood Association.

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**5. CONSENT AGENDA**

**A. MINUTES OF THE AUGUST 15, 2017 WORK SESSION, EXECUTIVE SESSION AND  
REGULAR MEETINGS**

**B. STATEMENTS AND CHECKS**

- 1. STATEMENTS AND CHECKS FOR SEPTEMBER 5, 2017 IN THE AMOUNT  
OF \$620,022.24**
- 2. STATEMENTS AND CHECKS FOR SEPTEMBER 19, 2017 IN THE AMOUNT  
OF \$847,847.15**
- 3. CHOICE HEALTH CARE DEDUCTIBLE ACH EFT FOR AUGUST 2017 IN THE  
AMOUNT OF \$37,382.77**
- 4. CHOICE HEALTH CARE ADMIN FEE FOR JULY 2017 IN THE AMOUNT OF  
\$1,207.50**

**C. AUGUST 2017 TREASURER'S REPORT**

**Motion by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve the  
Consent Agenda.**

Motion carried unanimously.

**6. ATTORNEY REPORT**

**A. GENERAL LEGAL UPDATE**

Attorney Winters stated that his updates tie in to the comments from Mr. Wells, Ms. McCollum, and Mr. Harrison regarding neighborhood stabilization. He said the neighborhoods need to become the focal point of trying to ensure the Renaissance of the Township given what went on in the last 12-14 years with the housing implosion. Attorney Winters said there were many paths that can lead to one given result, in our case, neighborhood stabilization. He said over the years the Township has one pathway carved out in regards to how we deal with drug houses. He stated Ypsilanti Township led the way with the Sherriff's Department, Prosecuting Attorneys, and Board leaders to allow the Township to have legal standing to shut down a home used for drug dealing. He said Lieutenant Marocco and members of the CAT team have been very aggressive in trying to identify those houses. He said another pathway was the County Treasurer who has had a number of properties up for sale. He stated being a Governmental unit gives us the right of first refusal and the ability to purchase the homes and sell them to a nonprofit agency like we had been doing through Habitat for Humanity. He added these homes were sold which stabilized our neighborhoods and reduced the amount of rental properties in the area making the right of first refusal a wonderful advantage to the Township. He stated the third pathway that lead to neighborhood stabilization was new developments on properties that would not allow the homes to be used for rental properties. He said we had sued numerous

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banks throughout the United States over the amount of vacant properties, yet there were still a number of homes that were bank owned. He stated they do not get a pass and they would be held accountable. He stated we would step up and make property owners responsible for their yard waste as some residents throw out piles and piles of trash, causing an eyesore to the neighborhood and making a bad impression on possible home buyers in the area. Attorney Winters said the Township has been very aggressive in working with HUD, Freddie Mac, and Fannie Mae on their first look initiative program which allows us, by the right of first refusal, to buy properties. He said they have also stepped up. He stated the community standards department was out there trying to enforce ordinance violations that occur due to the property maintenance issues. He said as for the Attorney report, there were some properties that had come to our attention. He said the house at 543 Wharton, owned by Spectrum Community Services, had been an issue for a year and a half now with over 17 calls for service from 911 during this time frame. Attorney Winters said there had been two employees criminally charged with adult abuse fourth degree due to the lack of oversight. He advised we had filed a complaint with the State of Michigan to get their license revoked. He said they were not taking care of our most vulnerable population. He stated they were disrupting the neighborhood to the point where the police were called and our resources were being used. He said for these reasons, their license should be revoked. Attorney Winters stated that there was a similar situation at 1241 Cross where there were investigations going on of patients being abused and the Township refuses to turn a blind eye. He said no more patients were allowed to be admitted to the facility. He stated that the Township has a special conditional use that came from the Township Planning Commission and it was recommend that we initiate the appropriate revocation of the special conditional uses. He said there was an issue with the County Treasurer for the property located at 923 Ecorse Road, the former Forbes Dry Cleaners, because she wanted to sell it even though it was contaminated with the carcinogen PERC. He said currently it has been taken off the auction list, but still needs to be fully investigated and it appears it will be demolished. He said remediation on soil and ground water may need to take place. Attorney Winters said on June 26<sup>th</sup>, 2017, the Township board passed a resolution that authorized the Township to purchase three residential properties pursuant to our right of first refusal. He said those properties were going to be purchased and sold to Habitat for Humanity to become single family homes, not rental properties. He said himself and Treasurer Doe went to the County Treasurer with the checks to pay for those properties and both were promised to have the deeds within 30 days. He said from June 26, 2017 until September 19, 2017, there were still no deeds. He said he had written the Treasurer's Attorney asking for copies of the deeds and because he received no response, Attorney Winters wrote another letter saying we need the deeds by Friday or we will ask the court to compel the County Treasurer to give us the quick claim deeds. He said without the deeds we could not sell the properties to Habitat for Humanity, which was becoming a timing issue. He stated that Habitat for Humanity informed Clerk Lovejoy Roe that they are ready to close on the properties, but need to do so by October 31<sup>st</sup>, 2017 so they can maintain their tax exemption status. He said the Township will have to carry those properties over to 2018, which would make the Township responsible for insurance,

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winterization, and other issues that come up with a vacant property. He concluded that the County Treasurer had issued deeds to other people who purchased properties so there was no reason why it should take three months to issue the deeds for the Township. On another note, Attorney Winters said the Firefighter negotiations went positively and because it expired December 31<sup>st</sup>, 2016, we want to deal with the contract.

**OLD BUSINESS**

**1. REQUEST OF KAREN WALLIN, HUMAN RESOURCES FOR APPROVAL TO CREATE AND POST AN ELECTION SPECIALIST POSITION (CLASSIFICATION #19) WITHIN THE AFSCME BARGAINING UNIT (TABLED AT THE JULY 18, 2017 REGULAR MEETING)**

There was no motion to remove this item from the table.

**2. 2<sup>nd</sup> READING OF ORDINANCE 2017-474, YCUA SEWAGE DISPOSAL SERVICE RATES (FIRST READING HELD AT THE AUGUST 15, 2017 REGULAR MEETING)**

**Motion made by Clerk Lovejoy Roe, supported by Doe to Approve the 2<sup>nd</sup> Reading of Ordinance 2017-474, YCUA Sewage Disposal Service Rates (First Reading Held At The August 15, 2017 Regular Meeting) (See Attached)**

**Jarrell Roe: Yes    Eldridge: Yes    Ross-Williams: Yes    Lovejoy Roe: Yes  
Stumbo:    Yes    Doe:    Yes    Wilson:    Yes**

Motion carried unanimously.

Trustee Ross-Williams thanked YCUA for providing the information about the help with for the water bills and commented that it was available on their website.

**NEW BUSINESS**

**1. BUDGET AMENDMENT #12**

**Motion by Treasurer Doe, supported by Clerk Lovejoy Roe to Approve Budget Amendment #12 (See Attached).**

Motion carried unanimously.

**2. 1<sup>st</sup> READING OF RESOLUTION 2017-20, PROPOSED ORDINANCE 2017-475, AN ORDINANCE TO AMEND CHAPTER 22 OF THE CODE OF ORDINANCES, ARTICLE IV REGARDING PERSONS STANDING IN ROADWAYS SOLICITING CONTRIBUTIONS ON BEHALF OF CHARITABLE OR CIVIC ORGANIZATIONS**

**Motion by Clerk Lovejoy Roe, supported by Trustee Wilson to Approve 1<sup>st</sup> Reading Of Resolution 2017-20, Proposed Ordinance 2017-475, An Ordinance to Amend Chapter 22 Of The Code of Ordinances, Article IV Regarding Persons**

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**Standing In Roadways Soliciting Contributions on Behalf of Charitable or Civic Organizations (See Attached).**

Supervisor Stumbo stated that the Township had to change their ordinance to meet state law.

Trustee Ross-Williams asked if charitable organizations were required to have their own insurance while they were standing in the roadway.

Attorney King said under the state law they were required to have \$500,000 in insurance. She said they can only solicit where there was a traffic control device and they were also required to be wearing clothing that was easily seen during daylight hours only. She also said it was not required that they wear the company logo on their clothing.

Supervisor Stumbo asked who would be checking to see if they were a charitable organization.

Attorney King stated that local law enforcement could inquire and request verification in terms of their insurance to determine if it was a charitable organization.

Supervisor Stumbo asked what kind of enforcement would occur.

Attorney King said the state statute doesn't address how this was going to be enforced. She said the State Legislature wanted to allow it for charitable organizations and that they were the stimulus for the passage of this act. She stated it required our local government to rescind any prohibitions against solicitations by charitable organizations.

Supervisor Stumbo asked if the Township would lay out the process for where the paperwork was filed.

Attorney King said there was an ordinance on solicitations and a Peddler's permit was required to solicit in the community, along with the permit which requires insurance information and verification of the IRS designation, as well as the location to determine if there was a traffic control device.

Supervisor Stumbo stated all the information was not in the paperwork.

Attorney King said they were amending the Peddler's Ordinance to allow charitable organizations to solicit. She added originally everyone was prohibited from standing in the street collecting donations.

Clerk Lovejoy Roe summarized saying the Peddler's Permit process was still the same with the stipulation of insurance, IRS designation, proper visible attire, and determining if there was a traffic control device at the location.

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**Wilson: Yes      Doe: Yes      Stumbo: Yes      Lovejoy Roe: Yes  
Ross-Williams: Yes      Eldridge: Yes      Jarrell Roe: Yes**

Motion carried unanimously.

- 3. REQUEST APPROVAL OF CHANGE ORDER #1 FOR THE GOLF CART PATHWAYS PROJECT PERFORMED BY BEST ASPHALT IN THE AMOUNT OF \$23,596.50 BUDGETED IN LINE ITEM #584-584-000-971-000**

**Motion by Clerk Lovejoy Roe, supported by Treasurer Doe to Request Approval of Change Order #1 For The Golf Cart Pathways Project Performed By Best Asphalt in The Amount Of \$23,596.50 Budgeted in Line Item #584-584-000-971-000 (See Attached).**

Motion carried unanimously.

- 4. REQUEST TO APPROVE CONTRACT WITH OHM TO PROVIDE PROFESSIONAL ENGINEERING SERVICES FOR ADDITIONAL GREEN OAKS GOLF CART PATHWAY WORK IN AN AMOUNT NOT TO EXCEED \$5,964.00 BUDGETED IN LINE ITEM #584- 584-000-971-000 (See Attached).**

**Motion by Trustee Wilson, supported by Treasurer Doe to Request to Approve Contract With OHM to Provide Professional Engineering Services for Additional Green Oaks Golf Cart Pathway Work In An Amount Not To Exceed \$5,964.00 Budgeted in Line Item #584- 584-000-971-000 (See Attached).**

Motion carried unanimously.

- 5. REQUEST AUTHORIZATION FOR PAYMENT TO THE WASHTENAW COUNTY WATER RESOURCE COMMISSION IN THE AMOUNT OF \$1,183,368.25 FOR THE YPSILANTI TOWNSHIP AT LARGE ASSESSMENT AND THE YPSILANTI TOWNSHIP PROPERTY OWNERS ASSESSMENT FOR THE TYLER DAM DRAIN CONSTRUCTION PROJECT BUDGETED IN LINE ITEM #101-970-000-971-100**

**Motion by Clerk Lovejoy Roe, supported by Trustee Jarrell Roe to Authorization Payment To The Washtenaw County Water Resource Commission In The Amount Of \$1,183.368.25 for the Ypsilanti Township at Large Assessment and the Ypsilanti Township Property Owners Assessment for the Tyler Dam Drain Construction Project Budgeted In Line Item #101-970-000-971-100.**

Motion carried unanimously.

- 6. REQUEST OF BRIAN MCCLEERY, ASSISTANT ASSESSOR TO ENTER INTO NEGOTIATIONS TO SELL TOWNSHIP OWNED PARCEL K-11-02-381-012 (114 JEROME)**



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**Motion by Trustee Jarrell Roe, supported by Trustee Eldridge to Request to Approve Brian McCleery, Assistant Assessor To Enter Into Negotiations To Sell Township Owned Parcel K-11-02-381-012 (114 Jerome)**

Motion carried unanimously.

Supervisor Stumbo stated the negotiated amount would be brought back to the Board for approval.

**7. REQUEST OF BRIAN MCCLEERY, ASSISTANT ASSESSOR TO ENTER INTO NEGOTIATIONS TO SELL TOWNSHIP OWNED PARCEL K-11-02-381-013 (101 LAMAY)**

**Motion by Clerk Lovejoy Roe, supported by Trustee Ross-Williams to Approve the Request of Brian McCleery, Assistant Assessor To Enter Into Negotiations To Sell Township Owned Parcel K-11-02-381-013 (101 Lamay)**

Supervisor Stumbo stated the negotiated amount would be brought back to the Board for approval.

Motion carried unanimously.

**8. REQUEST OF BRIAN MCCLEERY, ASSISTANT ASSESSOR FOR APPROVAL OF LETTER OF AGREEMENT FOR SALE OF PARCEL #K-11-14-403-008 TO LEONARD SANDERS IN THE AMOUNT OF \$2,500.00**

**Motion by Clerk Lovejoy Roe, supported by Trustee Ross-Williams to Approve the Request of Brian McCleery, Assistant Assessor for the Letter of Agreement for Sale of Parcel #K-11-14-403-008 to Leonard Sanders in the Amount of \$2,500.00 pending attorney approval of the agreement (See Attached)**

Supervisor Stumbo stated that the Township had many lots that were received from the Washtenaw County Treasurer; while we were giving residents the opportunity to own a piece of land adjacent to their current home, we were also able to get them on the tax role where the property owners were the ones responsible for maintaining the land.

Motion carried unanimously.

**9. REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR AUTHORIZATION TO SEEK LEGAL ACTION IF NECESSARY TO ABATE PUBLIC NUISANCE FOR PROPERTY LOCATED AT 1241 RAMBLING RD. IN THE AMOUNT OF \$10,000.00 BUDGETED IN LINE ITEM #101-950-000-801-023**

**Motion by Treasure Doe, supported by Trustee Wilson to Request Of Mike Radzik, OCS Director For Authorization To Seek Legal Action If Necessary To Abate Public Nuisance For Property Located At 1241 Rambling Rd. In The Amount Of \$10,000.00 Budgeted In Line Item #101-950-000-801-023**

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Director Radzik stated that 1241 Rambling Rd. in the Holmes area, was owner occupied by Beverly Fink-Minor along with several other residents and was a property public nuisance request. He said the Sherriff's Department called the Ordinance Officer in July during an unrelated police investigation because of the condition they found the home in. He said a complete inspection was done with the owner's consent and several code violations were found such as electrical, plumbing, and structural. He stated the housing inspector found a gas leak, which was verified by DTE as an explosion danger. He said the gas leak could not be located and fixed partly due to the condition of the home. Director Radzik said the housing inspector helped the residents install smoke detectors that he received for free from the fire department to aid in their safety. He said they were lacking resources and even with multiple referrals, we had not been able to get anywhere. He said the house was condemned and they were still living in the home.

Motion carried unanimously.

**10. REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR AUTHORIZATION TO SEEK LEGAL ACTION TO ABATE PUBLIC NUISANCE DRUG HOUSES BY PADLOCKING LOCATED AT 147 JEROME AVENUE AND 7794 BERWICK IN THE AMOUNT OF \$20,000.00 BUDGETED IN LINE ITEM #101-950-000-801-023**

**Motion by Treasurer Doe supported by Trustee Wilson to Seek Legal Action To Abate Public Nuisance Drug Houses By Padlocking Located At 147 Jerome Avenue And 7794 Berwick In The Amount Of \$20,000.00 Budgeted In Line Item #101-950-000-801-023**

Director Radzik said both addresses were drug padlock cases under state law. He said the Sheriff's Department raided the house on 147 Jerome Ave. on a search warrant during a narcotics investigation. He stated this home was owner occupied with relatives of the owner being younger and targets in the investigation. The Sheriff's Department observed heroin being sold out of the home. He said December 2016 an emergency patrol was sent to the house that involved heinous injuries in a domestic violence case where firearms and narcotics trafficking took place. Director Radzik said for these reasons, he was asking for the administrative authority to have the attorney begin this litigation that was already in progress in circuit court. He said he was asking the board to verify authorization. In the case of 7794 Berwick, Director Radzik said the Sherriff's Department raided the house on a search warrant on part of a narcotics investigation that led to evidence of drug trafficking. He said there was a connection to the drug trafficking at 7794 Berwick. He stated the owner occupant and target of the investigation had been arrested, charged, and fast-tracked through the Drug Court at 14B District Court. Director Radzik concluded by saying thank you for support in getting rid of the drug houses and aiding in making the community safe again.

Motion carried unanimously.

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- 11. REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR APPROVAL OF THE 2017 ANIMAL CONTROL CONTRACT FOR A TERM OF ONE YEAR IN THE AMOUNT OF \$45,000.00 BUDGETED IN LINE ITEM #266-301-000-831-012**

**Motion by Treasurer Doe supported by Clerk Lovejoy Roe to Approve the Request of Mike Radzik, OCS Director For The 2017 Animal Control Contract for a Term of One Year In The Amount Of \$45,000.00 Budgeted In Line Item #266-301-000-831-012 (See Attached).**

Motion carried unanimously.

- 12. REQUEST TO SET A PUBLIC HEARING DATE OF TUESDAY, OCTOBER 17, 2017 AT APPROXIMATELY 7:00PM – SPECIAL ASSESSMENT TAX ROLL**

**Motion by Trustee Jarrell Roe supported by Trustee Wilson to Approve The Request To Set A Public Hearing Date Of Tuesday, October 17, 2017 At Approximately 7:00pm – Special Assessment Tax Roll**

Motion carried unanimously.

- 13. REQUEST TO SET A PUBLIC HEARING DATE OF TUESDAY OCTOBER 17, 2017 FOR THE CREATION OF THE FOLLOWING SPECIAL ASSESSMENT DISTRICTS**

**A. REQUEST TO SET PUBLIC HEARING DATE OF TUESDAY OCTOBER 17, 2017 AT APPROXIMATELY 7:15PM – CREATION OF A NEIGHBORHOOD STREETLIGHT SPECIAL ASSESSMENT DISTRICT FOR CREEKSIDE VILLAGE SOUTH**

**B. REQUEST TO SET PUBLIC HEARING DATE OF TUESDAY OCTOBER 17, 2017 AT APPROXIMATELY 7:30PM – CREATION OF A NEIGHBORHOOD CAMERA SPECIAL ASSESSMENT DISTRICT FOR CREEKSIDE VILLAGE SOUTH**

**Motion by Clerk Lovejoy Roe supported by Trustee Eldridge to Approve the Request To Set Public Hearing Date Of Tuesday October 17, 2017 At Approximately 7:15pm – Creation Of A Neighborhood Streetlight Special Assessment District For Creekside Village South And To Approve The Request To Set Public Hearing Date Of Tuesday October 17, 2017 At Approximately 7:30pm – Creation Of A Neighborhood Camera Special Assessment District For Creekside Village South**

Clerk Lovejoy Roe stated that this request came from the Homeowners Association and a survey was completed to determine how many people were interested. She said an official public notice would be sent out so people could voice their opinion through emails, phone calls, or by attending the public hearing.

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Trustee Jarrell Roe said while 29 residents supported this, 20 did not and she feels it was a relatively close survey.

Motion carried unanimously.

**AUTHORIZATIONS AND BIDS**

- 1. REQUEST TO AWARD THE LOW BID FOR ADDITIONAL WORK ON THE GREEN OAKS GOLF CART PATHWAY IMPROVEMENTS TO CROSS RENOVATION IN THE AMOUNT OF \$71,800.00 AND APPROVE A CONTINGENCY BUDGET AMOUNT OF \$5,000.00 TO COVER UNFORESEEN ISSUES FOR A TOTAL AMOUNT OF \$76,800.00 BUDGETED IN LINE ITEM #584-584-000-971-000**

**Motion by Treasurer Doe supported by Clerk Lovejoy Roe to Approve The Request To Award The Low Bid For Additional Work On The Green Oaks Golf Cart Pathway Improvements To Cross Renovation In The Amount Of \$71,800.00 And Approve A Contingency Budget Amount Of \$5,000.00 To Cover Unforeseen Issues For A Total Amount Of \$76,800.00 Budgeted In Line Item #584-584-000-971-000**

Motion carried unanimously.

**OTHER BUSINESS**

**Motion by Treasurer Doe supported by Trustee Jarrell Roe to adjourn**

Motion carried unanimously.

**Meeting Adjourned Approximately at 8:24 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. 2017-21

### CREATION OF STREETLIGHT SPECIAL ASSESSMENT DISTRICT #212 MANORS AT CREEKSIDE VILLAGE

**WHEREAS**, on April 4, 2017, the Township Board of Trustees approved the Planned Development Agreement with Lombardo Homes for the Manors at Creekside Village, which requires the installation of streetlights and cameras at the entrances to the development. Two street lights will be constructed: one at the entrance of Lakeway St. and Merritt Rd. and one at the entrance at Tuttlehill Rd. and Creekway Dr. It is being requested of the Board of Trustees for the creation and establishment of special assessment district #212 for the purpose of defraying said cost of street lighting by special assessments against the property especially benefited; and

**WHEREAS**, the Township Clerk requested of Detroit Edison, proposed plans describing the street lighting improvement and the location of said improvements with an estimate of said costs; and

**WHEREAS**, on August 8, 2017 Lance Alley of Detroit Edison Community Lighting Group prepared and submitted proposed plans to install street lighting for the Manors at Creekside Village Subdivision, Ypsilanti Township, consisting of 86 parcels, which said plans included, *inter alia*, the installation of two (2) **“overhead fed 135 watt Autobahn LED fixtures with gray housings mounted on a 17’6” steel arms attached to one (1) existing wood pole and one (1) new pole”** with the cost of said improvements being approximately:

<b>Total Estimate Construction Cost:</b> .....	<b>\$5,500.00</b>
<b>Total Lamp Charge For Three (3) Years:</b> .....	<b>\$1,001.10</b>
<b>Contribution (Cost minus 3 years revenue):</b> .....	<b>\$4,498.90</b>
<b>Total Annual Lamp Charges:</b> .....	<b>\$ 333.70</b>

**WHEREAS**, on August 28, 2017 the Township Clerk received notification from the Township Assessor that the cost of providing street lights for the Manors at Creekside Village Subdivision, Ypsilanti Township, consisting of 86 parcels, which said plans included, *inter alia*, the installation two (2) **“overhead fed 135 watt Autobahn LED fixtures with gray housings mounted on a 17’6” steel arms attached to one (1) existing wood pole and one (1) new pole”** (construction costs of \$4,498.90.00 for the installation will not be included in the special assessment district and has been paid by Lombardo Homes) will be **\$3.88** per parcel for a 3-year period; thereafter, said costs shall be estimated at **\$3.88** per parcel for street lighting, reflective of the current rates set by DTE as well as current electrical usage for the year,

**WHEREAS**, the Township Clerk has given notice to each record owner of or party in interest in property to be assessed, by first class mail, addressed to the record owner or party in interest at the address shown on the tax records, at least 10 (ten) days before the September 19, 2017 public hearing, setting forth the district affected in said petition, place and purpose of said public hearing to allow any interested person an opportunity to voice any objection which may be offered against creating said district; and

**WHEREAS**, the Township Clerk has also published in a newspaper of general circulation the time, place and purpose of said public hearing and the district affected thereto; and

**WHEREAS**, on September 19, 2017, the Charter Township of Ypsilanti held a public hearing to hear any objections which may be offered against creating said special assessment district.

**NOW THEREFORE, BE IT RESOLVED**, that special assessment district #212 be created for the purpose of providing two (2) streetlights for the Manors at Creekside Village Subdivision, consisting of 86 parcels.

**BE IT FURTHER RESOLVED**, that the Township Board accepts the plans and estimate of costs as presented by Detroit Edison for the Manors at Creekside Village, consisting of 86 parcels, which said plans included, *inter alia*, the installation of two (2) **“overhead fed 135 watt Autobahn LED fixtures with gray housings mounted on a 17’6” steel arms attached to one (1) existing wood pole and one (1) new pole”** (construction costs of \$4,498.90.00 for the installation will not be included in the special assessment district and has been paid by Lombardo Homes) will be **\$3.88** per parcel for a 3-year period; thereafter, said costs shall be estimated at **\$3.88** per parcel for street lighting, reflective of the current rates set by DTE as well as current electrical usage for the year,

**BE IT FURTHER RESOLVED**, that the Township Supervisor shall make a special assessment upon all the lands and premises contained herein to defray the expenses of lighting said streets.

**BE IT FURTHER RESOLVED**, that 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.

**BE IT FURTHER RESOLVED**, that the Township Board shall give notice of said hearing and filing of the assessment roll in the manner prescribed by statute.

**BE IT FURTHER RESOLVED**, that the Township Board shall hereinafter annually determine on or before October 30 of each year, the amount to be assessed in said district for lighting said streets and shall direct the Township Assessor to levy such amounts therein.

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. 2017-21 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on September 19, 2017.



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Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti

**RESOLUTION 2017-22**

**CREATION OF NEIGHBORHOOD CAMERA SPECIAL  
ASSESSMENT DISTRICT  
#70 MANORS AT CREEKSIDE VILLAGE**

**WHEREAS**, as a requirement of the Planned Development Agreement between Ypsilanti Township and Lombardo Homes, the Township Board of the Charter Township of Ypsilanti proposes to install security cameras at the intersections of Lakeway St. and Merritt Rd. and Tuttlehill and Lakeway Dr., both intersections which are entrances to the Manors at Creekside; and

**WHEREAS**, Lombardo Homes has paid for the purchase and installation of the security cameras; and

**WHEREAS**, the Township Board proposes the creation of a special assessment district consisting of 86 parcels known as the Manors at Creekside Village Subdivision which will be benefited to defray the operation and maintenance cost of the security cameras; 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 located within the boundaries of the Manors at Creekside Village, which consists of 86 parcels with the following estimated costs:

- Costs for purchase and installation of 2 security cameras (paid for by Lombardo Homes): \$10,000.00
- Total Annual Residents' Cost for maintenance and operation of security cameras: (First three years) \$13,029.20
- Annual cost per parcel \$ 50.50
- Monthly cost per parcel \$ 4.21

**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 19th day of September, 2017 commencing at approximately 7:15pm 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:

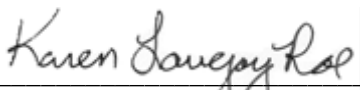
1. That this Township Board does hereby approve the plans for public security cameras as prepared and presented by the Township's licensed security system contractor and its annual estimate of costs for the operation and maintenance thereof.
2. That this Township Board creates a special assessment district located within the boundaries of the Manors at Creekside Village with the district to be known as Manors at Creekside Village Neighborhood Camera Special Assessment District No. 70 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 30, 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. 2017-22 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on September 19, 2017.

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

# CHARTER TOWNSHIP OF YPSILANTI ORDINANCE NO. 2017-474

**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, 2017, existing sewage disposal service rates shall prevail. For all billings rendered on or after October 1, 2017, 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	\$1.45	\$1.45	\$19.38	\$23.99	\$20.83	\$25.44
1	1000	\$2.44	\$2.44	\$32.40	\$40.84	\$34.85	\$43.29
1-1/2	2100	\$5.34	\$5.34	\$66.48	\$83.97	\$71.82	\$89.31
2	4000	\$9.70	\$9.70	\$128.24	\$161.40	\$137.94	\$171.11
3	9000	\$21.85	\$21.85	\$279.86	\$361.14	\$301.71	\$382.99
4	16200	\$39.33	\$39.33	\$533.85	\$650.88	\$573.18	\$690.21
6	36000	\$87.41	\$87.41	\$1,151.04	\$1,448.52	\$1,238.44	\$1,535.94
8	66000	\$160.20	\$160.20	\$2,100.78	\$2,645.96	\$2,260.97	\$2,806.15
10	102000	\$243.93	\$243.93	\$3,251.84	\$4,094.48	\$3,495.77	\$4,338.42
12	150000	\$364.11	\$364.11	\$4,786.57	\$6,025.77	\$5,150.68	\$6,389.89

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	\$0.244	\$2.098	\$2.34
All Others	\$0.244	\$2.211	\$2.46

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify adoption of Ordinance No. 2017-474 by the Charter Township of Ypsilanti Board of Trustees assembled at a Regular Meeting held on September 19, 2017 after first being introduced at a Regular Meeting held on August 15, 2017. The motion to approve was made by member Roe and seconded by Doe YES: Stumbo, Roe, Doe, Eldridge, Ross Williams, Wilson, Jarrell Roe ABSENT: None, NO: None. ABSTAIN: None.

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

Published: Thursday, September 28, 2017

**CHARTER TOWNSHIP OF YPSILANTI  
2017 BUDGET AMENDMENT #12**

September 19, 2017

**101 - GENERAL OPERATIONS FUND**

**Total Increase \$1,269,156.00**

Request to increase budget for PTO payout request over the budgeted 32 hours, an additional 80 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	\$1,785.00
		Net Revenues	<u>\$1,785.00</u>
Expenditures:	Salaries pay out -PTO	101-253-000-708.004	\$1,658.00
	FICA	101-253-000-715.000	\$127.00
		Net Expenditures	<u>\$1,785.00</u>

Request to increase Health Care Deduction for General Fund - Residential Services Administration department 101-762 with only one employee. This employee splits 50/50 between General Fund and Environmental Fund. We budget 70% of the maximum amount, but employee needs the additional 30% in both Funds. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$1,238.00
		Net Revenues	<u>\$1,238.00</u>
Expenditures:	Health Care Deduction	101-762-000-719.020	\$1,238.00
		Net Expenditures	<u>\$1,238.00</u>

Request to increase Capital Outlay for the Tyler Dam project by \$1,183,369. We received notice from Washtenaw County Drain Commission confirming the Dam project amount of \$603,310.87 for the Township and \$580,057.38 for the Residents total \$1,183,368.42. In 2016, Township received \$700,000 from WRAD for the Dam project. An additional \$300,000 has been received by WRAD in 2017 for the Dam project. The remainder of \$183,369 will come from the Township General Fund. This project will be funded by an Appropriation of Prior Years Fund Balance in the amount of \$883,369 and an increase to the contribution revenue line of \$300,000 received from WRAD.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$883,369.00
		101-000-000-675.200	\$300,000.00
		Net Revenues	<u>\$1,183,369.00</u>
Expenditures:	Capital Outlay - Tyler Dam Project	101-970-000-971-100	\$1,183,369.00
		Net Expenditures	<u>\$1,183,369.00</u>

Request to increase budget for a contribution transfer to the Golf Course Fund for additional improvement of golf cart paths and Engineering fees for OHM. We anticipate payment back from the Golf Course as their revenues increase. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$82,764.00
		Net Revenues	<u>\$82,764.00</u>
Expenditures:	Contribution to Golf Course	101-999-000-969.584	\$82,764.00
		Net Expenditures	<u>\$82,764.00</u>

**CHARTER TOWNSHIP OF YPSILANTI  
2017 BUDGET AMENDMENT #12**

September 19, 2017

**226 - ENVIRONMENTAL SERVICES FUND**

**Total Increase \$1,238.00**

Request to increase Health Care Deduction for Environmental Service Fund. There is an employee who splits 50/50 between General Fund and Environmental Fund. We budget 70% of the maximum amount, but employee needs the additional 30% in both Funds. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	226-000-000-699.000	\$1,238.00
		Net Revenues	<u><u>\$1,238.00</u></u>
Expenditures:	Health Care Deduction	226-226-000-719.020	\$1,238.00
		Net Expenditures	<u><u>\$1,238.00</u></u>

**252 - HYDRO STATION FUND**

**Total Increase \$2,476.00**

Request to increase Health Care Deduction for a fund with only one employee. We budget 70% of the maximum amount, but employee needs the additional 30% increase this year. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	252-000-000-699.000	\$2,476.00
		Net Revenues	<u><u>\$2,476.00</u></u>
Expenditures:	Health Care Deduction	252-252-000-719.020	\$2,476.00
		Net Expenditures	<u><u>\$2,476.00</u></u>

**584 - GOLF COURSE FUND**

**Total Increase \$82,764.00**

Request to increase the budget for additional improvement of the golf cart paths and engineering at \$82,764. The lowest bid was from Cross Renovation for additional work on the golf cart paths at \$71,800 with an OHM recommended \$5,000 contingency for unforeseen issues. OHM will be our engineers, responsible for overseeing the project at \$5,964. We anticipate paying back the General Fund as revenues increase. This will be funded by a Contribution from the General Fund.

Revenues:	Transfer In from General Fund	584-000-000-697.000	\$82,764.00
		Net Revenues	<u><u>\$82,764.00</u></u>
Expenditures:	Capital Outlay - Other	584-584-000-971.000	\$82,764.00
		Net Expenditures	<u><u>\$82,764.00</u></u>

Motion to Amend the 2017 Budget (#12):

Move to increase the General Fund budget by \$1,269,156 to \$10,935,359 and approve the department line item changes as outlined.

Move to increase the Environmental Service Fund by \$1,238 to \$2,619,816 and approve the department line item changes as outlined.

Move to increase the Hydro Fund by \$2,476 to \$397,476 and approve the department line item changes as outlined.

Move to increase the Golf Course Fund by \$82,764 to \$1,177,733 and approve the department line item changes as outlined.

**CHARTER TOWNSHIP OF YPSILANTI**

**RESOLUTION 2017-20**

**ROADSIDE SOLICITATION OF PERSONS IN MOTOR VEHICLES BY  
CHARITABLE AND CIVIC ORGANIZATIONS**

*(In Reference to Ordinance 2017-475)*

**WHEREAS**, the Michigan Legislature enacted (PA 112 of 2017) which governs local government authority to regulate roadside solicitations by charitable and civic organizations, and

**WHEREAS**, the PA 112 of 2017 requires local governments with ordinances regulating roadside solicitations amend their roadside solicitation ordinances so that they are consistent with the provisions of PA 112 of 2017, and

**WHEREAS**, the amendments set forth in Ordinance 2017 – 475 bring Township Ordinance 42-154 into compliance with State law by allowing charitable and civic organizations to solicit roadside contributions from persons inside motor vehicles during daylight hours, and

**BE IT RESOLVED THAT** Ordinance No. 2017-475 is hereby adopted by reference.

# CHARTER TOWNSHIP OF YPSILANTI

## PROPOSED ORDINANCE NO. 2017- 475

*An Ordinance to Amend Chapter 22 of the Charter Township of Ypsilanti Code of Ordinances, Article IV Regarding Persons Standing in Roadways Soliciting Contributions on Behalf of Charitable or Civic Organizations*

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

**Delete:** In its entirety Chapter 22, Article IV Section 154.

**Add:** The following new provisions to Chapter 22, Article IV, Section 154.

**9. Solicitation of persons inside motor vehicles.** No peddler or solicitor shall solicit the immediate payment of money from a person who is inside a motor vehicle.

**Exception:** The prohibition against solicitations set forth in subsection 154 shall not apply to persons who solicit contributions on behalf of charitable or civic organizations during daylight hours if all of the following requirements are satisfied:

(a) Charitable or civic organization is a nonprofit organization that is qualified under Section 501(C)(3) or 501(C)(4) of the Internal Revue Code, 26 USC 501, or a Veterans' organization that has tax-exempt status under the Internal Revenue Code.

(b) The charitable or civic organization maintains at least \$500,000 in liability insurance.

(c) The person is 18 years of age or older.

(d) The person is wearing high-visibility safety apparel that meets current American standards promulgated by the International Safety Equipment Association.

(e) The portion of the roadway upon which the solicitation occurs is not a work zone and is within an intersection where traffic control devices are present.

### **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.

### **Publication**

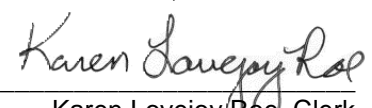
This Ordinance shall be published in a newspaper of general circulation as required by law.

### **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. 2017-475 by the Charter Township of Ypsilanti Board of Trustees assembled at a regular meeting held on September 19, 2017. The second reading is scheduled to be heard on October 17, 2017.



Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti

# CHANGE ORDER



Project: Ypsilanti Township - Green Oaks Golf Course Cart Path Improvements

Job Number: 0008-16-0039

Client Job Number: 0008

Owner: Ypsilanti Township  
7300 S. Huron River Dr.  
Ypsilanti, MI 48197  
(734) 484-4700

Change Order Number: 1

Date: 7/25/2017

Print Date: 7/25/2017

Contractor: Best Asphalt  
6334 N Beverly Plaza  
Romulus, MI 48174  
(734) 729-9440

**Note:**

**TO THE CONTRACTOR:**

You are hereby directed to comply with the changes to the contract documents. This change order reflects work completed or anticipated.

OHM Advisors  
34000 Plymouth Road  
Livonia, MI 48150  
(734) 522-6711

CURRENT PROJECT PLANS AND SPECIFICATIONS WILL BE ADHERED TO UNLESS SPECIFICALLY CHANGED BY THIS CHANGE ORDER DOCUMENT.

THE CONTRACT AMOUNT WILL BE CHANGED BY THE SUM OF:	\$23,596.50
Original Contract Amount:	\$257,837.00
Contract Amount Including Previous Change Orders:	\$257,837.00
Amount of this Change Order:	\$23,596.50
<b>REVISED CONTRACT AMOUNT:</b>	<b>\$281,433.50</b>

**Accepted By**

Jeff Allen - Resident Services Director -  
Ypsilanti Township

Date \_\_\_\_\_

Best Asphalt, Inc.

Date 7/25/17

**Approved By**

Brenda L. Stumbo - Supervisor - Ypsilanti  
Township

Date 9-20-17

**Reviewed By**

Matt Parks, Principal

Date 7/26/2017



**Items**

Item No.	Description	Previous Authorized Quantity	Quantity Change	New Authorized Quantity	Unit Price	Total Increase
<b>THE FOLLOWING ITEMS AND OR CONTRACT UNIT PRICES SHALL BE ADDED TO THE CONTRACT AMOUNT</b>						
<b>Division: A</b>						
5	Pavt, Rem	1035.00 Square Yard	39.07	1074.07	\$10.00	\$390.70
8	Station Grading, Path, Case B	10.50 Sta	18.18	28.68	\$900.00	\$16,362.00
9	Aggregate Base, 21AA	442.00 Ton	63.68	505.68	\$65.00	\$4,139.20
11	HMA, 36A	165.00 Ton	46.89	211.89	\$140.00	\$6,564.60
<b>Additional Items to the Contract:</b>						
16	Retaining Wall xx	0.00 Ls	1.00	1.00	\$3,784.00	\$3,784.00
17	Drainage Improvements xx	0.00 Ls	1.00	1.00	\$5,500.00	\$5,500.00
<b>SUB-TOTAL INCREASES DIVISION A:</b>						<b>\$36,740.50</b>

<b>THE FOLLOWING ITEMS AND OR CONTRACT UNIT PRICES SHALL BE SUBTRACTED FROM THE CONTRACT AMOUNT</b>						
<b>Division: A</b>						
2	Erosion Control, Inlet Protection, Fabric Drop	5.00 Each	-5.00	0.00	\$100.00	(\$500.00)
3	Erosion Control, Silt Fence	1000.00 Foot	-1000.00	0.00	\$1.00	(\$1,000.00)
6	HMA Base Crushing and Shaping	14063.00 Square Yard	-2083.00	11980.00	\$4.00	(\$8,332.00)
10	Recycled Asphalt	100.00 Ton	-100.00	0.00	\$20.00	(\$2,000.00)
12	Sidewalk, Conc, 4 inch	300.00 Square Feet	-102.00	198.00	\$6.00	(\$612.00)
13	Sidewalk, Conc, 6 inch	580.00 Square Feet	-100.00	480.00	\$7.00	(\$700.00)
<b>SUB-TOTAL DECREASES DIVISION A:</b>						<b>(\$13,144.00)</b>



September 11, 2017

Mr. Jeff Allen (via e-mail)  
Residential Services Director  
Charter Township of Ypsilanti  
7200 Huron River Drive  
Ypsilanti, MI 48197

Regarding: Green Oaks Golf Course – Additional Pathway Oversight

Dear Mr. Allen:

As part of the continued improvements at the Green Oaks Golf Course and anticipation of the newest contract to improve the thickness of the aggregate pathway, OHM is providing this proposal to administer oversight and administer the contract on behalf of the Township.

OHM has already reviewed and recommended a contractor and will move forward with assisting with preparation of contract documents upon approval of this proposal. Based on the minimal work associated with this construction OHM proposes to offer the following services on an as-needed basis.

### **Contract Administration**

OHM will help prepare contract documents, prepare periodic pay estimates and change orders (if necessary) on this project. This will also include any correspondence and preparation of punch lists as required to satisfy the contract and the Golf course staff. We anticipate approximately 16 hours of effort to fully complete this project.

### **Construction Engineering**

OHM will hold and run the preconstruction meeting and lay out the project for the contractor per the project drawings and specifications. OHM will be present to answer questions and respond to contractor RFIs. We anticipate approximately 16 hours of effort.

### **Construction Observation**

OHM will provide full time and part time observation (as-needed) depending on the contractor and their need for assistance. We will collect tickets and measure final placement to ensure the Township is paying the correct amount as outlined in the contract. We anticipate one full time day of oversight at the beginning of the project and then anticipate 3-4 days of part time inspection and follow up to ensure the course is notified on days the contractor is under way. This totals 24 total hours of observation time.

### **Fees**

Contract Administration	\$1,272
Construction Engineering	\$2,100

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Construction Observation	\$2,592
<b>TOTAL:</b>	<b>\$5,964</b>

This will be billed monthly on an hourly not to exceed basis. We are hopeful if the contractor is efficient there will be funds left over at the end of this project. We thank you for this opportunity and appreciate being a part of the Golf Course transformation. Please contact myself or Aaron Berkholz if you have any questions.

Sincerely,  
OHM Advisors

Matthew Parks, P.E.  
Principal

**Charter Township of Ypsilanti**  
Green Oaks Golf Course – Additional Pathway Oversight

Accepted By: *Brenda L. Stumbo* / *Karen Lovejoy Roe*  
 Printed Name: Brenda L. Stumbo / Karen Lovejoy Roe  
 Title: Supervisor / clerk  
 Date: Sept. 20, 2017

- cc: Brenda Stumbo, Supervisor, Charter Township of Ypsilanti (via e-mail)
- Karen Lovejoy Roe, Clerk – Charter Township of Ypsilanti (via e-mail)
- Larry Doe, Treasurer - Charter Township of Ypsilanti (via e-mail)
- Lisa Garrett, Charter Township of Ypsilanti (via e-mail)
- Aaron Berkholz, P.E., OHM (via email)
- File

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