

CHARTER TOWNSHIP OF
YPSILANTI BOARD OF TRUSTEES

Supervisor

BRENDA L. STUMBO

Clerk

KAREN LOVEJOY ROE

Treasurer

LARRY J. DOE

Trustees

STAN ELDRIDGE

HEATHER JARRELL ROE

MONICA ROSS WILLIAMS

JIMMIE WILSON, JR.

February 21, 2017

Work Session – 5:00 p.m.

Regular Meeting – 7:00 p.m.

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

DEPARTMENTAL REPORTS

14-B District Court

Revenue Report for January 2017

General Account

Account Number
Due to Washtenaw County
(101-000-000-214.222) **\$3,368.00**

Due to State Treasurer

Civil Filing Fee Fund (MCL 600.171): \$15,834.00
State Court Fund (MCL 600.8371): \$1,410.00
Justice System Fund (MCL 600.181): \$23,830.00
Juror Compensation Reimbursement Fund:
 Civil Jury Demand Fee (MCL 600.8371): \$30.00
 Drivers License Clearance Fees (MCL 257.321a): \$1,755.00
Crime Victims Rights Fund (MCL 780.905): \$6,867.90
Judgment Fee (Dept. of Natural Resources): \$10.00
E-File Fee (228.56): \$4,665.00
Due to Secretary of State
(101-000-000-206.136) \$1,755.00

Total: **\$56,156.90**

Due to Ypsilanti Township

Court Costs (101-000-000-602.136): \$42,644.73
Civil Fees (101-000-000-603.136): \$14,631.00
Probation Fees (101-000-000-604.000): \$7,688.45
Ordinance Fines (101-000-000-605.001): \$54,337.32
Bond Forfeitures (101-000-000-605.003): \$2,000.00
Interest Earned (101-000-000-605.004): \$0.00
State Aid-Caseflow Assistance (101-000-602.544): \$0.00
Expense Write-Off: \$0.00
Bank Charges (Expense - 101.136.000.957.000): (\$689.88)

Total: **\$120,611.62**

Total to General Account - (101.000.000.004.136): \$180,136.52

Escrow Account

(101-000-000-205.136)

Court Ordered Escrow: \$2,235.00
Garnishment Proceeds: \$0.00
Bonds: \$19,311.00
Restitution: \$4,150.36

Total to Escrow Account - (101.000.000.205.136): \$25,696.36

		Year to Date	
	Prior Year Comparison		
Month	Revenue	Revenue	
	2016	2017	
January	\$121,678.02	\$ 120,611.62	
February	\$175,343.69		
March	\$154,916.76		
April	\$133,933.35		
May	\$136,097.41		
June	\$138,669.47		
July	\$131,882.07		
August	\$156,356.14		
September	\$155,340.95		
October	\$148,098.94		
November	\$134,130.41		
December	\$106,942.52		
Grant:	\$ 82,500.00	\$ 117,000.00	
Standardization			
Payment:	\$ 45,724.00	\$ 45,724.00	
Year-to Date			
Totals:	\$ 1,821,613.73	\$ 283,335.62	
Expenditure			
Budget:	\$ 1,443,321.00	\$ 1,486,200.32	
Difference:	\$ 378,292.73	\$ (1,202,864.70)	

14-B District Court

Monthly Disbursements

January 2017

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

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

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

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

All other revenues are transferred to the Ypsilanti Township Treasurer.

January 2017 Disbursements:

Washtenaw County:	\$ 3,368.00
State of Michigan:	\$ 56,156.90
Ypsilanti Township Treasurer:	\$120,611.62

TOTAL: \$180,136.52

YPSILANTI TOWNSHIP FIRE DEPARTMENT
MONTHLY REPORT

DECEMBER 2016

Fire Department staffing levels are as follows:

1 Fire Chief	3 Shift Captains	19 Fire Fighters
1 Clerk III/Staff Support	3 Shift Lieutenants	

All fire department response personnel are licensed as Emergency Medical Technicians by the State of Michigan Public Health. During the month, the fire department responded to 411 requests for assistance. Of those requests, 266 were medical emergency service calls, with the remaining 145 incidents classified as non-medical and/or fire related.

Department activities for the month of December, 2016:

- 1) The Public Education Department participated in the following events:
 - a) Truck Demonstration at Fortis Academy
 - b) Fire Safety & Dress up for Ford PreSchool
 - c) Smoke Alarms: 9906 Woodland Court (2)
 - d) Car Seat fittings for U of M Buckle Up program
- 2) Fire fighters attended 3 neighborhood watch meetings
- 3) Fire fighters received training in the following areas:
 - a) Washtenaw County Tech Rescue Team
 - b) EMS – CPR Pump

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

- 1) Walk Through Inspection – Marsh Plating
- 2) Hydrant meeting for Oak Ridge Apartments
- 3) Hood Suppression Test for Checkers
- 4) Follow Up Inspections: 1 at Wingate & 2 at Parkland Drive
- 5) Negotiation Prep meeting with HR
- 6) EMS Training for new CPR Pumps
- 7) New Staff Evaluations
- 8) Capital Improvement Plan
- 9) Fire Investigation Activity Summary to the Township Supervisor

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

There was 1 injury and 0 deaths reported this month for fire fighters.

This month the total fire loss, including vehicle fires, is estimated at **\$225,510.00**. All occurred at the following locations:

DATE OF LOSS	ADDRESS	ESTIMATED LOSS
1) 12/02/2016	830 Desoto	\$ 300.00 (building – sump pump)
2) 12/06/2016	1269 E Michigan	\$ 10.00 (building – mini blind)
3) 12/09/2016	9119 Parkland Drive	\$ 225,000.00 (building)
4) 12/11/2016	2190 W Michigan	\$ 100.00 (vehicle)
5) 12/13/2016	1500 Medical Center Drive	\$ 0.00 (Mutual Aid – City of Ann Arbor)
6) 12/15/2016	1261 Clarita	\$ 0.00 (fire / other)
7) 12/18/2016	2530 Southlawn	\$ 0.00 (vehicle)
8) 12/29/2016	9866 Joan Circle	\$ 100.00 (fire / other)
9) 12/29/2016	775 S Grove	\$ 0.00 (Mutual Aid – City of Ypsilanti)

Respectfully submitted,

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

Attachment: Fire House Incident Type Report (Summary) 12/01/2016 – 12/31/2016

Ypsilanti Township Fire Department

Incident Type Report (Summary)

Alarm Date Between {12/01/16} And {12/31/16}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
100 Fire, Other	2	0.49%	\$100	0.04%
111 Building fire	5	1.22%	\$225,310	99.91%
131 Passenger vehicle fire	2	0.49%	\$100	0.04%
	9	2.19%	\$225,510	99.99%
3 Rescue & Emergency Medical Service Incident				
300 Rescue, EMS incident, other	51	12.41%	\$0	0.00%
311 Medical assist, assist EMS crew	12	2.92%	\$0	0.00%
320 Emergency medical service, other	18	4.38%	\$0	0.00%
321 EMS call, excluding vehicle accident with injuries	34	32.60%	\$0	0.00%
322 Motor vehicle accident with injuries	15	3.65%	\$0	0.00%
323 Motor vehicle/pedestrian accident (MV Ped)	2	0.49%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	32	7.79%	\$0	0.00%
362 Ice rescue	1	0.24%	\$0	0.00%
381 Rescue or EMS standby	1	0.24%	\$0	0.00%
	266	64.72%	\$0	0.00%
4 Hazardous Condition (No Fire)				
400 Hazardous condition, Other	1	0.24%	\$0	0.00%
424 Carbon monoxide incident	2	0.49%	\$0	0.00%
440 Electrical wiring/equipment problem, Other	2	0.49%	\$0	0.00%
441 Heat from short circuit (wiring), defective/worn	1	0.24%	\$0	0.00%
442 Overheated motor	1	0.24%	\$0	0.00%
444 Power line down	1	0.24%	\$0	0.00%
445 Arcing, shorted electrical equipment	2	0.49%	\$0	0.00%
	10	2.43%	\$0	0.00%
5 Service Call				
500 Service Call, other	3	0.73%	\$0	0.00%
510 Person in distress, Other	1	0.24%	\$0	0.00%
5111 Lock-in	2	0.49%	\$0	0.00%
522 Water or steam leak	2	0.49%	\$0	0.00%
531 Smoke or odor removal	5	1.22%	\$0	0.00%
5501 Neighborhood Watch	2	0.49%	\$0	0.00%
5502 Community Outreach	1	0.24%	\$0	0.00%
551 Assist police or other governmental agency	2	0.49%	\$0	0.00%
553 Public service	1	0.24%	\$0	0.00%

Ypsilanti Township Fire Department

Incident Type Report (Summary)

Alarm Date Between {12/01/16} And {12/31/16}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
5 Service Call	19	4.62%	\$0	0.00%
6 Good Intent Call				
600 Good intent call, Other	5	1.22%	\$0	0.00%
611 Dispatched & cancelled en route	35	8.52%	\$0	0.00%
6111 Canceled on Arrival	28	6.81%	\$0	0.00%
622 No Incident found on arrival at dispatch address	7	1.70%	\$0	0.00%
631 Authorized controlled burning	1	0.24%	\$0	0.00%
650 Steam, Other gas mistaken for smoke, Other	1	0.24%	\$0	0.00%
651 Smoke scare, odor of smoke	1	0.24%	\$0	0.00%
	78	18.98%	\$0	0.00%
7 False Alarm & False Call				
700 False alarm or false call, Other	7	1.70%	\$0	0.00%
731 Sprinkler activation due to malfunction	1	0.24%	\$0	0.00%
733 Smoke detector activation due to malfunction	4	0.97%	\$0	0.00%
736 CO detector activation due to malfunction	1	0.24%	\$0	0.00%
741 Sprinkler activation, no fire - unintentional	1	0.24%	\$0	0.00%
743 Smoke detector activation, no fire - unintentional	5	1.22%	\$0	0.00%
744 Detector activation, no fire - unintentional	3	0.73%	\$0	0.00%
745 Alarm system activation, no fire - unintentional	5	1.22%	\$0	0.00%
746 Carbon monoxide detector activation, no CO	2	0.49%	\$0	0.00%
	29	7.06%	\$0	0.00%

Total Incident Count: 411

Total Est Loss:

\$225,510



WASHTENAW COUNTY OFFICE OF THE SHERIFF



JERRY L. CLAYTON
SHERIFF

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

MARK A. PTASZEK
UNDERSHERIFF

To: Brenda Stumbo, Ypsilanti Township Supervisor
From: Mike Marocco, Police Services Lieutenant
Cc: Mike Radzik, Ypsilanti Township Police Administrator & Ypsilanti Township Board
Marlene Radzik, WCSO Police Services Commander
Date: January 15, 2017
Re: December 2016 Police Services Monthly Report

In December of 2016, there were 3449 calls for service in Ypsilanti Township, which is a 7.5% decrease in calls for service as compared to December of 2015.

OPERATIONS

During December 2016, Patrol Operations has been efficient in handling calls for service, traffic enforcement and community engagement in pursuit of our total policy philosophy.

The traffic unit continues to be an excellent initiative and currently is shouldering a significant portion of the traffic related incidents, crashes and enforcement. This is allowing Patrol additional time to work on case management, investigations and proactive policing. Parole compliance checks and juvenile pick up order sweeps were conducted this month with 15 total arrests made.

We continue to experience a significant amount of Larcenies From Auto with in excess of 90% of those thefts coming from unlocked vehicles. In order to combat this, we are using social media, traditional media, Neighborhood Watch and signage in order to get the word out. Please feel free to call me directly with questions, comments or concerns.

YOUTH INITIATIVE

The Sheriff's Office continues to partner with courts, probation and social services to ensure that there is accountability beyond Sheriff's Office contact with the offenders that are consistently involved in crimes.

COMMUNITY ACTION TEAM

During the month of November, the Sheriff's Office executed several narcotics related search warrants within Ypsilanti Township which resulted in seizures of narcotics, stolen property and currency. Investigations stemming from those search warrants are on-going.

Our collaboration with the Michigan Department of Correction in reference to parole compliance continues to pay dividends. Fast reaction to tips regarding parolee misconduct as well as regular home visits are expected by the parolees that are living in Ypsilanti Township and surrounding areas.

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT



Month:	December
Year:	2016
Print Option:	Print Both Monthly and YTD
Include Unfounded:	No
Report Offenses:	Include All (1,2,3,4)
Attempted/Completed/NA:	Includes Attempted, Completed
City:	Ypsilanti Twp-YPT

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

For The Month Of December

Classification	Dec/2015	Dec/2016	%Change
09001 MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	0	0	0%
09004 JUSTIFIABLE HOMICIDE	0	0	0%
10001 KIDNAPPING/ABDUCTION	0	0	0%
10002 PARENTAL KIDNAPPING	0	0	0%
11001 SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	3	2	-33.3%
11002 SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	0	0	0%
11003 SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	0	2	0%
11004 SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	0	0	0%
11005 SEXUAL PENETRATION OBJECT -CSC 1ST DEGREE	0	0	0%
11006 SEXUAL PENETRATION OBJECT -CSC 3RD DEGREE	0	0	0%
11007 SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	2	0	-100%
11008 SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	1	2	100%
12000 ROBBERY	3	4	33.33%
13001 NONAGGRAVATED ASSAULT	33	41	24.24%
13002 AGGRAVATED/FELONIOUS ASSAULT	18	18	0%
13003 INTIMIDATION/STALKING	4	2	-50%
20000 ARSON	1	0	-100%
21000 EXTORTION	0	1	0%
22001 BURGLARY -FORCED ENTRY	15	31	106.6%
22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	7	7	0%
23001 LARCENY -POCKETPICKING	0	0	0%
23002 LARCENY -PURSESNAATCHING	1	0	-100%
23003 LARCENY -THEFT FROM BUILDING	13	14	7.692%
23004 LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	0	0	0%
23005 LARCENY -THEFT FROM MOTOR VEHICLE	17	23	35.29%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	3	3	0%
23007 LARCENY -OTHER	8	16	100%
24001 MOTOR VEHICLE THEFT	8	14	75%
24002 MOTOR VEHICLE, AS STOLEN PROPERTY	1	1	0%
24003 MOTOR VEHICLE FRAUD	1	0	-100%
25000 FORGERY/COUNTERFEITING	4	1	-75%
26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	4	7	75%
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	4	10	150%
26003 FRAUD -IMPERSONATION	0	0	0%
26005 FRAUD -WIRE FRAUD	1	0	-100%
26007 FRAUD - IDENTITY THEFT	7	11	57.14%
26008 FRAUD - HACKING/COMPUTER INVASION	0	0	0%
27000 EMBEZZLEMENT	0	2	0%
28000 STOLEN PROPERTY	4	3	-25%
29000 DAMAGE TO PROPERTY	26	30	15.38%
30001 RETAIL FRAUD -MISREPRESENTATION	1	1	0%
30002 RETAIL FRAUD -THEFT	19	6	-68.4%
30003 RETAIL FRAUD -REFUND/EXCHANGE	3	0	-100%

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

For The Month Of December

Classification	Dec/2015	Dec/2016	%Change
35001 VIOLATION OF CONTROLLED SUBSTANCE ACT	20	11	-45%
35002 NARCOTIC EQUIPMENT VIOLATIONS	8	4	-50%
37000 OBSCENITY	1	0	-100%
40001 COMMERCIALIZED SEX -PROSTITUTION	0	0	0%
52001 WEAPONS OFFENSE- CONCEALED	0	3	0%
52002 WEAPONS OFFENSE -EXPLOSIVES	0	0	0%
52003 WEAPONS OFFENSE -OTHER	0	0	0%
Group A Totals	241	270	12.03%
09003 NEGLIGENT HOMICIDE -VEHICLE/BOAT	0	0	0%
22003 BURGLARY - UNLAWFUL ENTRY (NO INTENT)	0	1	0%
22004 POSSESSION OF BURGLARY TOOLS	1	0	-100%
26006 FRAUD -BAD CHECKS	1	0	-100%
36003 PEEPING TOM	0	0	0%
36004 SEX OFFENSE -OTHER	1	1	0%
38001 FAMILY -ABUSE/NEGLECT NONVIOLENT	4	2	-50%
38003 FAMILY -OTHER	0	1	0%
41002 LIQUOR VIOLATIONS -OTHER	2	5	150%
48000 OBSTRUCTING POLICE	6	5	-16.6%
49000 ESCAPE/FLIGHT	1	0	-100%
50000 OBSTRUCTING JUSTICE	8	9	12.5%
53001 DISORDERLY CONDUCT	4	1	-75%
53002 PUBLIC PEACE -OTHER	0	0	0%
54001 HIT and RUN MOTOR VEHICLE ACCIDENT	0	2	0%
54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	14	15	7.142%
55000 HEALTH AND SAFETY	0	1	0%
57001 TRESPASS	0	0	0%
58000 SMUGGLING	1	0	-100%
59000 ELECTION LAWS	0	0	0%
61000 TAX/REVENUE	0	0	0%
62000 CONSERVATION	0	0	0%
63000 VAGRANCY	1	2	100%
70000 JUVENILE RUNAWAY	10	13	30%
73000 MISCELLANEOUS CRIMINAL OFFENSE	0	1	0%
77000 CONSPIRACY (ALL CRIMES)	0	0	0%
Group B Totals	54	59	9.259%
2800 JUVENILE OFFENSES AND COMPLAINTS	29	25	-13.7%
2900 TRAFFIC OFFENSES	25	13	-48%
3000 WARRANTS	60	49	-18.3%
3100 TRAFFIC CRASHES	102	170	66.66%
3200 SICK / INJURY COMPLAINT	96	94	-2.08%
3300 MISCELLANEOUS COMPLAINTS	723	660	-8.71%
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	0	0	0%
3500 NON-CRIMINAL COMPLAINTS	1020	812	-20.3%

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

For The Month Of December

Classification	Dec/2015	Dec/2016	%Change
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	931	832	-10.6%
3800 ANIMAL COMPLAINTS	59	48	-18.6%
3900 ALARMS	207	224	8.212%
Group C Totals	3252	2927	-9.99%
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	1	1	0%
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	1	0	-100%
4200 PARKING CITATIONS	4	3	-25%
4300 LICENSE / TITLE / REGISTRATION CITATIONS	0	0	0%
4400 WATERCRAFT CITATIONS	0	0	0%
4500 MISCELLANEOUS A THROUGH UUUU	9	6	-33.3%
Group D Totals	15	10	-33.3%
5000 FIRE CLASSIFICATIONS	0	0	0%
5100 18A STATE CODE FIRE CLASSIFICATIONS	2	0	-100%
Group E Totals	2	0	-100%
6000 MISCELLANEOUS ACTIVITIES (6000)	24	41	70.83%
6100 MISCELLANEOUS ACTIVITIES (6100)	114	99	-13.1%
6300 CANINE ACTIVITIES	5	9	80%
6500 CRIME PREVENTION ACTIVITIES	18	23	27.77%
6600 COURT / WARRANT ACTIVITIES	4	2	-50%
6700 INVESTIGATIVE ACTIVITIES	6	9	50%
Group F Totals	171	183	7.017%
City : Ypsilanti Twp Totals	3735	3449	-7.65%

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

Year To Date Through December

Classification	2015	2016	%Change
Group F Totals	0	0	0%
09001 MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	1	1	0%
09004 JUSTIFIABLE HOMICIDE	0	1	0%
10001 KIDNAPPING/ABDUCTION	3	10	233.3%
10002 PARENTAL KIDNAPPING	3	3	0%
11001 SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	25	23	-8%
11002 SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	6	6	0%
11003 SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	2	8	300%
11004 SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	4	3	-25%
11005 SEXUAL PENETRATION OBJECT -CSC 1ST DEGREE	1	0	-100%
11006 SEXUAL PENETRATION OBJECT -CSC 3RD DEGREE	1	0	-100%
11007 SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	6	11	83.33%
11008 SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	9	15	66.66%
12000 ROBBERY	58	62	6.896%
13001 NONAGGRAVATED ASSAULT	477	540	13.20%
13002 AGGRAVATED/FELONIOUS ASSAULT	218	295	35.32%
13003 INTIMIDATION/STALKING	38	61	60.52%
20000 ARSON	7	12	71.42%
21000 EXTORTION	1	2	100%
22001 BURGLARY -FORCED ENTRY	196	213	8.673%
22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	57	71	24.56%
23001 LARCENY -POCKETPICKING	0	3	0%
23002 LARCENY -PURSESNAATCHING	4	4	0%
23003 LARCENY -THEFT FROM BUILDING	154	163	5.844%
23004 LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	2	2	0%
23005 LARCENY -THEFT FROM MOTOR VEHICLE	205	261	27.31%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	27	23	-14.8%
23007 LARCENY -OTHER	117	121	3.418%
24001 MOTOR VEHICLE THEFT	90	165	83.33%
24002 MOTOR VEHICLE, AS STOLEN PROPERTY	11	18	63.63%
24003 MOTOR VEHICLE FRAUD	2	1	-50%
25000 FORGERY/COUNTERFEITING	27	31	14.81%
26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	82	99	20.73%
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	62	122	96.77%
26003 FRAUD -IMPERSONATION	0	1	0%
26005 FRAUD -WIRE FRAUD	5	10	100%
26007 FRAUD - IDENTITY THEFT	80	108	35%
26008 FRAUD - HACKING/COMPUTER INVASION	0	1	0%
27000 EMBEZZLEMENT	13	34	161.5%
28000 STOLEN PROPERTY	26	25	-3.84%
29000 DAMAGE TO PROPERTY	373	459	23.05%
30001 RETAIL FRAUD -MISREPRESENTATION	10	7	-30%
30002 RETAIL FRAUD -THEFT	115	162	40.86%

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

Year To Date Through December

Classification	2015	2016	%Change
30003 RETAIL FRAUD -REFUND/EXCHANGE	4	2	-50%
35001 VIOLATION OF CONTROLLED SUBSTANCE ACT	157	186	18.47%
35002 NARCOTIC EQUIPMENT VIOLATIONS	59	83	40.67%
37000 OBSCENITY	2	3	50%
40001 COMMERCIALIZED SEX -PROSTITUTION	0	1	0%
52001 WEAPONS OFFENSE- CONCEALED	26	44	69.23%
52002 WEAPONS OFFENSE -EXPLOSIVES	0	1	0%
52003 WEAPONS OFFENSE -OTHER	12	16	33.33%
Group A Totals	2778	3493	25.73%
09003 NEGLIGENCE HOMICIDE -VEHICLE/BOAT	0	1	0%
22003 BURGLARY - UNLAWFUL ENTRY (NO INTENT)	3	16	433.3%
22004 POSSESSION OF BURGLARY TOOLS	1	2	100%
26006 FRAUD -BAD CHECKS	9	13	44.44%
36003 PEEPING TOM	1	1	0%
36004 SEX OFFENSE -OTHER	4	7	75%
38001 FAMILY -ABUSE/NEGLECT NONVIOLENT	31	46	48.38%
38003 FAMILY -OTHER	1	2	100%
41002 LIQUOR VIOLATIONS -OTHER	23	41	78.26%
48000 OBSTRUCTING POLICE	82	96	17.07%
49000 ESCAPE/FLIGHT	7	7	0%
50000 OBSTRUCTING JUSTICE	105	152	44.76%
53001 DISORDERLY CONDUCT	37	30	-18.9%
53002 PUBLIC PEACE -OTHER	2	5	150%
54001 HIT and RUN MOTOR VEHICLE ACCIDENT	13	41	215.3%
54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	131	255	94.65%
55000 HEALTH AND SAFETY	22	17	-22.7%
57001 TRESPASS	9	5	-44.4%
58000 SMUGGLING	4	4	0%
59000 ELECTION LAWS	0	1	0%
61000 TAX/REVENUE	0	1	0%
62000 CONSERVATION	2	2	0%
63000 VAGRANCY	5	8	60%
70000 JUVENILE RUNAWAY	109	107	-1.83%
73000 MISCELLANEOUS CRIMINAL OFFENSE	21	25	19.04%
77000 CONSPIRACY (ALL CRIMES)	1	0	-100%
Group B Totals	623	885	42.05%
2800 JUVENILE OFFENSES AND COMPLAINTS	676	693	2.514%
2900 TRAFFIC OFFENSES	352	238	-32.3%
3000 WARRANTS	619	645	4.200%
3100 TRAFFIC CRASHES	1319	1359	3.032%
3200 SICK / INJURY COMPLAINT	1081	1264	16.92%
3300 MISCELLANEOUS COMPLAINTS	9390	9148	-2.57%
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	15	15	0%

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

Year To Date Through December

Classification	2015	2016	%Change
3500 NON-CRIMINAL COMPLAINTS	13273	11670	-12.0%
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	10633	12013	12.97%
3800 ANIMAL COMPLAINTS	833	851	2.160%
3900 ALARMS	2189	2102	-3.97%
Group C Totals	40380	39998	-0.94%
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	11	13	18.18%
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	1	3	200%
4200 PARKING CITATIONS	46	30	-34.7%
4300 LICENSE / TITLE / REGISTRATION CITATIONS	7	12	71.42%
4400 WATERCRAFT CITATIONS	0	1	0%
4500 MISCELLANEOUS A THROUGH UUUU	114	107	-6.14%
Group D Totals	179	166	-7.26%
5000 FIRE CLASSIFICATIONS	5	2	-60%
5100 18A STATE CODE FIRE CLASSIFICATIONS	8	15	87.5%
Group E Totals	13	17	30.76%
6000 MISCELLANEOUS ACTIVITIES (6000)	371	366	-1.34%
6100 MISCELLANEOUS ACTIVITIES (6100)	1368	1490	8.918%
6300 CANINE ACTIVITIES	58	93	60.34%
6500 CRIME PREVENTION ACTIVITIES	395	360	-8.86%
6600 COURT / WARRANT ACTIVITIES	13	20	53.84%
6700 INVESTIGATIVE ACTIVITIES	86	116	34.88%
Group F Totals	2291	2445	6.721%
City : Ypsilanti Twp Totals	46264	47004	1.599%



WASHTENAW COUNTY OFFICE OF THE SHERIFF



JERRY L. CLAYTON
SHERIFF

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

MARK A. PTASZEK
UNDERSHERIFF

To: Brenda Stumbo, Ypsilanti Township Supervisor
From: Mike Marocco, Police Services Lieutenant
Cc: Mike Radzik, Ypsilanti Township Police Administrator & Ypsilanti Township Board
Marlene Radzik, WCSO Police Services Commander
Date: February 6, 2017
Re: January 2017 Police Services Monthly Report

In January of 2017, there were 3525 calls for service in Ypsilanti Township, which is a 2.6% increase in calls for service as compared to January of 2016.

OPERATIONS

During January of 2017, Patrol Operations has been efficient in handling calls for service, traffic enforcement and community engagement in pursuit of our total policy philosophy.

Our continued focus on juvenile issues within Ypsilanti Township is paying dividends with Runaway complaints down 33% and Juvenile Complaint Calls For Service down 43%. We will begin working on the summer 2017 program in February. We will build on the program we initiated in 2016.

The traffic unit continues to be an excellent initiative and currently is shouldering a significant portion of the traffic related incidents, crashes and enforcement. This is allowing Patrol additional time to work on case management, investigations and proactive policing.

We have experienced a significant rise in stolen vehicles in Ypsilanti Township. The majority of these vehicles are stolen by a small group of juveniles that take them while they are warming up unattended in driveways due to the cold weather. Several arrests have been made in these cases. We continue to process the vehicles for evidentiary value following recovery.

Please feel free to call me directly with questions, comments or concerns.

YOUTH INITIATIVE

The Sheriff's Office continues to partner with courts, probation and social services to ensure that there is accountability beyond Sheriff's Office contact with the offenders that are consistently involved in crimes. Through placement and intensive oversight of the juveniles, and in some cases the guardians of those juveniles, we are making headway. It is an on-going process that our Team is actively engaged in.

COMMUNITY ACTION TEAM

During the month of January, the Sheriff's Office executed several narcotics related search warrants within Ypsilanti Township which resulted in seizures of narcotics, firearms, stolen property and currency. Investigations stemming from those search warrants are on-going. Our collaboration with the Michigan Department of Correction in reference to parole compliance continues to pay dividends. Fast reaction to tips regarding parolee misconduct as well as regular

home visits are expected by the parolees that are living in Ypsilanti Township and surrounding areas.

CLR-008 Monthly Summary Of Offenses (WD)

City: Ypsilanti Twp-YPT



Month:	January
Year:	2017
Print Option:	Print Both Monthly and YTD
Include Unfounded:	No
Report Offenses:	Include All (1,2,3,4)
Attempted/Completed/NA:	Includes Attempted, Completed
City:	Ypsilanti Twp-YPT

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

For The Month Of January

Classification	Jan/2016	Jan/2017	%Change
11001 SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	2	4	100%
11002 SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	0	1	0%
11003 SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	1	0	-100%
11007 SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	0	1	0%
11008 SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	0	3	0%
12000 ROBBERY	4	6	50%
13001 NONAGGRAVATED ASSAULT	33	58	75.75%
13002 AGGRAVATED/FELONIOUS ASSAULT	21	12	-42.8%
13003 INTIMIDATION/STALKING	1	5	400%
20000 ARSON	2	0	-100%
22001 BURGLARY -FORCED ENTRY	17	22	29.41%
22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	6	4	-33.3%
23001 LARCENY -POCKETPICKING	0	1	0%
23003 LARCENY -THEFT FROM BUILDING	13	18	38.46%
23004 LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	2	0	-100%
23005 LARCENY -THEFT FROM MOTOR VEHICLE	23	12	-47.8%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	0	3	0%
23007 LARCENY -OTHER	5	6	20%
24001 MOTOR VEHICLE THEFT	10	18	80%
24002 MOTOR VEHICLE, AS STOLEN PROPERTY	1	3	200%
25000 FORGERY/COUNTERFEITING	4	3	-25%
26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	10	7	-30%
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	7	5	-28.5%
26005 FRAUD -WIRE FRAUD	0	1	0%
26007 FRAUD - IDENTITY THEFT	7	11	57.14%
27000 EMBEZZLEMENT	6	0	-100%
28000 STOLEN PROPERTY	0	2	0%
29000 DAMAGE TO PROPERTY	26	21	-19.2%
30002 RETAIL FRAUD -THEFT	11	8	-27.2%
30003 RETAIL FRAUD -REFUND/EXCHANGE	1	0	-100%
35001 VIOLATION OF CONTROLLED SUBSTANCE ACT	11	17	54.54%
35002 NARCOTIC EQUIPMENT VIOLATIONS	1	7	600%
37000 OBSCENITY	1	0	-100%
40001 COMMERCIALIZED SEX -PROSTITUTION	1	0	-100%
52001 WEAPONS OFFENSE- CONCEALED	2	0	-100%
52003 WEAPONS OFFENSE -OTHER	0	1	0%
Group A Totals	229	260	13.53%
22003 BURGLARY - UNLAWFUL ENTRY (NO INTENT)	1	2	100%
26006 FRAUD -BAD CHECKS	0	3	0%
36004 SEX OFFENSE -OTHER	1	0	-100%
38001 FAMILY -ABUSE/NEGLECT NONVIOLENT	1	4	300%
41002 LIQUOR VIOLATIONS -OTHER	2	0	-100%
48000 OBSTRUCTING POLICE	7	11	57.14%

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

For The Month Of January

Classification	Jan/2016	Jan/2017	%Change
49000 ESCAPE/FLIGHT	0	2	0%
50000 OBSTRUCTING JUSTICE	14	14	0%
53001 DISORDERLY CONDUCT	3	6	100%
54001 HIT and RUN MOTOR VEHICLE ACCIDENT	5	5	0%
54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	23	12	-47.8%
55000 HEALTH AND SAFETY	1	2	100%
57002 INVASION OF PRIVACY -OTHER	0	1	0%
58000 SMUGGLING	1	0	-100%
63000 VAGRANCY	2	1	-50%
70000 JUVENILE RUNAWAY	9	6	-33.3%
73000 MISCELLANEOUS CRIMINAL OFFENSE	0	2	0%
Group B Totals	70	71	1.428%
2800 JUVENILE OFFENSES AND COMPLAINTS	30	17	-43.3%
2900 TRAFFIC OFFENSES	17	24	41.17%
3000 WARRANTS	49	49	0%
3100 TRAFFIC CRASHES	111	126	13.51%
3200 SICK / INJURY COMPLAINT	86	112	30.23%
3300 MISCELLANEOUS COMPLAINTS	668	604	-9.58%
3500 NON-CRIMINAL COMPLAINTS	959	1007	5.005%
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	852	868	1.877%
3800 ANIMAL COMPLAINTS	41	49	19.51%
3900 ALARMS	158	161	1.898%
Group C Totals	2971	3017	1.548%
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	3	1	-66.6%
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	2	0	-100%
4200 PARKING CITATIONS	4	1	-75%
4300 LICENSE / TITLE / REGISTRATION CITATIONS	0	2	0%
4500 MISCELLANEOUS A THROUGH UUUU	8	4	-50%
Group D Totals	17	8	-52.9%
5000 FIRE CLASSIFICATIONS	1	1	0%
Group E Totals	1	1	0%
6000 MISCELLANEOUS ACTIVITIES (6000)	31	20	-35.4%
6100 MISCELLANEOUS ACTIVITIES (6100)	72	101	40.27%
6300 CANINE ACTIVITIES	7	7	0%
6500 CRIME PREVENTION ACTIVITIES	24	27	12.5%
6600 COURT / WARRANT ACTIVITIES	3	3	0%
6700 INVESTIGATIVE ACTIVITIES	10	10	0%
Group F Totals	147	168	14.28%
City : Ypsilanti Twp Totals	3435	3525	2.620%

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

Year To Date Through January

Classification	2016	2017	%Change
Group F Totals	0	0	0%
11001 SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	2	4	100%
11002 SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	0	1	0%
11003 SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	1	0	-100%
11007 SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	0	1	0%
11008 SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	0	3	0%
12000 ROBBERY	4	6	50%
13001 NONAGGRAVATED ASSAULT	33	58	75.75%
13002 AGGRAVATED/FELONIOUS ASSAULT	21	12	-42.8%
13003 INTIMIDATION/STALKING	1	5	400%
20000 ARSON	2	0	-100%
22001 BURGLARY -FORCED ENTRY	17	22	29.41%
22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	6	4	-33.3%
23001 LARCENY -POCKETPICKING	0	1	0%
23003 LARCENY -THEFT FROM BUILDING	13	18	38.46%
23004 LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	2	0	-100%
23005 LARCENY -THEFT FROM MOTOR VEHICLE	23	12	-47.8%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	0	3	0%
23007 LARCENY -OTHER	5	6	20%
24001 MOTOR VEHICLE THEFT	10	18	80%
24002 MOTOR VEHICLE, AS STOLEN PROPERTY	1	3	200%
25000 FORGERY/COUNTERFEITING	4	3	-25%
26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	10	7	-30%
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	7	5	-28.5%
26005 FRAUD -WIRE FRAUD	0	1	0%
26007 FRAUD - IDENTITY THEFT	7	11	57.14%
27000 EMBEZZLEMENT	6	0	-100%
28000 STOLEN PROPERTY	0	2	0%
29000 DAMAGE TO PROPERTY	26	21	-19.2%
30002 RETAIL FRAUD -THEFT	11	8	-27.2%
30003 RETAIL FRAUD -REFUND/EXCHANGE	1	0	-100%
35001 VIOLATION OF CONTROLLED SUBSTANCE ACT	11	17	54.54%
35002 NARCOTIC EQUIPMENT VIOLATIONS	1	7	600%
37000 OBSCENITY	1	0	-100%
40001 COMMERCIALIZED SEX -PROSTITUTION	1	0	-100%
52001 WEAPONS OFFENSE- CONCEALED	2	0	-100%
52003 WEAPONS OFFENSE -OTHER	0	1	0%
Group A Totals	229	260	13.53%
22003 BURGLARY - UNLAWFUL ENTRY (NO INTENT)	1	2	100%
26006 FRAUD -BAD CHECKS	0	3	0%
36004 SEX OFFENSE -OTHER	1	0	-100%
38001 FAMILY -ABUSE/NEGLECT NONVIOLENT	1	4	300%
41002 LIQUOR VIOLATIONS -OTHER	2	0	-100%

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

Year To Date Through January

Classification	2016	2017	%Change
48000 OBSTRUCTING POLICE	7	11	57.14%
49000 ESCAPE/FLIGHT	0	2	0%
50000 OBSTRUCTING JUSTICE	14	14	0%
53001 DISORDERLY CONDUCT	3	6	100%
54001 HIT and RUN MOTOR VEHICLE ACCIDENT	5	5	0%
54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	23	12	-47.8%
55000 HEALTH AND SAFETY	1	2	100%
57002 INVASION OF PRIVACY -OTHER	0	1	0%
58000 SMUGGLING	1	0	-100%
63000 VAGRANCY	2	1	-50%
70000 JUVENILE RUNAWAY	9	6	-33.3%
73000 MISCELLANEOUS CRIMINAL OFFENSE	0	2	0%
Group B Totals	70	71	1.428%
2800 JUVENILE OFFENSES AND COMPLAINTS	30	17	-43.3%
2900 TRAFFIC OFFENSES	17	24	41.17%
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3100 TRAFFIC CRASHES	111	126	13.51%
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3800 ANIMAL COMPLAINTS	41	49	19.51%
3900 ALARMS	158	161	1.898%
Group C Totals	2971	3017	1.548%
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	3	1	-66.6%
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	2	0	-100%
4200 PARKING CITATIONS	4	1	-75%
4300 LICENSE / TITLE / REGISTRATION CITATIONS	0	2	0%
4500 MISCELLANEOUS A THROUGH UUUU	8	4	-50%
Group D Totals	17	8	-52.9%
5000 FIRE CLASSIFICATIONS	1	1	0%
Group E Totals	1	1	0%
6000 MISCELLANEOUS ACTIVITIES (6000)	31	20	-35.4%
6100 MISCELLANEOUS ACTIVITIES (6100)	72	101	40.27%
6300 CANINE ACTIVITIES	7	7	0%
6500 CRIME PREVENTION ACTIVITIES	24	27	12.5%
6600 COURT / WARRANT ACTIVITIES	3	3	0%
6700 INVESTIGATIVE ACTIVITIES	10	10	0%
Group F Totals	147	168	14.28%
City : Ypsilanti Twp Totals	3435	3525	2.620%



Charter Township of Ypsilanti

7200 S. HURON RIVER DRIVE • YPSILANTI, MI 48197

SUPERVISOR BRENDA STUMBO • CLERK KAREN LOVEJOY ROE • TREASURER LARRY DOE
TRUSTEES: STAN ELDRIDGE • HEATHER JARRELL ROE • MONICA ROSS WILLIAMS •
JIMMIE WILSON, JR.

WORK SESSION AGENDA CHARTER TOWNSHIP OF YPSILANTI TUESDAY, FEBRUARY 21, 2017

5:00PM

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

- 1. YANKEE AIR MUSEUM UPDATE.....DENNIS NORTON
- 2. AGENDA REVIEW..... SUPERVISOR STUMBO
- 3. OTHER DISCUSSION BOARD MEMBERS

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: STAN ELDRIDGE • HEATHER JARRELL ROE • MONICA ROSS WILLIAMS •
JIMMIE WILSON, JR.

REGULAR MEETING AGENDA

TUESDAY, FEBRUARY 21, 2017

7:00 P.M.

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE AND INVOCATION
3. PUBLIC COMMENTS
4. CONSENT AGENDA
 - A. MINUTES OF THE FEBRUARY 7, 2017 WORK SESSION, EXECUTIVE SESSION AND REGULAR MEETING
 - B. STATEMENTS AND CHECKS
 1. STATEMENTS AND CHECKS FOR FEBRUARY 21, 2017 IN THE AMOUNT OF \$772,429.84
 2. CHOICE HEALTH CARE DEDUCTIBLE ACH EFT FOR JANUARY 2017 IN THE AMOUNT OF \$38,282.90
 - C. JANUARY 2017 TREASURER'S REPORT
5. ATTORNEY REPORT
 - A. GENERAL LEGAL UPDATE

OLD BUSINESS

1. REQUEST OF KIRK SHERWOOD, DIRECTOR OF GOLF OPERATIONS TO APPROVE THE 2017 GOLF COURSE RATES AND THE GREEN OAKS EMPLOYEE GOLF POLICY (TABLED AT THE FEBRUARY 7, 2017 REGULAR MEETING)

NEW BUSINESS

1. BUDGET AMENDMENT #3
2. REQUEST OF HABITAT FOR HUMANITY FOR FUNDS FOR THE RENOVATION OF 2827 PEACHCREST AND 2828 PEACHCREST IN THE AMOUNT OF \$60,000.00 BUDGETED IN LINE ITEM #101-950-000-969-010
3. REQUEST OF JEFF ALLEN, RESIDENTIAL SERVICES DIRECTOR FOR AUTHORIZATION OF AGREEMENT WITH OHM TO REPACKAGE AND REBID THE GREEN OAKS GOLF COURSE CART PATH IMPROVEMENTS IN AN AMOUNT NOT TO EXCEED \$3,900.00 BUDGETED IN LINE ITEM #101-956-000-801-000

4. REQUEST OF MICHAEL RADZIK, OCS DIRECTOR FOR APPROVAL OF FIVE (5) SEPARATE AGREEMENTS WITH THE WASHTENAW COUNTY ROAD COMMISSION TO INSTALL TRAFFIC CALMING DEVICES ON ALLEN RD. (\$21,404.00), BERWICK DR. (\$40,941.00), RACHEL DR. (34,028.00), N. CLUBVIEW DR. (\$45,344.00), AND S. CLUBVIEW DR. (\$25,732.00) IN AN ESTIMATED TOTAL AMOUNT OF \$166,999.00 BUDGETED IN LINE ITEM #101-446-000-818-022
5. REQUEST OF KAREN WALLIN, HUMAN RESOURCES FOR APPROVAL TO MOVE ONE PART TIME CUSTODIAL POSITION TO FULL TIME AND TO POST INTERNALLY IN THE AMOUNT OF \$43,371.95
6. REQUEST FOR AUTHORIZATION TO SIGN THE PURCHASE AGREEMENT WITH DTE FOR THE INSTALLATION OF ONE (1) OVERHEAD LED STREETLIGHT TO BE LOCATED AT THE BUS STOP AT RUSSELL ST. JUST WEST OF S. FORD BLVD. IN THE AMOUNT OF \$1,381.15 BUDGETED IN LINE ITEM #101-956-000-926-050
7. REQUEST FOR AUTHORIZATION TO SIGN THE PURCHASE AGREEMENT WITH DTE FOR CONVERSION OF SIXTY SIX (66) OVERHEAD 100 WATT HIGH PRESSURE SODIUM TO 65 WATT LED AND ONE HUNDRED FORTY UNDERGROUND 100 WATT HIGH PRESSURE SODIUM TO 65 WATT LED IN THE AMOUNT OF \$54,384.00 BUDGETED IN LINE ITEM #101-956-000-926-050
8. REQUEST TO SET PUBLIC HEARING DATE OF TUESDAY, MARCH 21, 2017 AT APPROXIMATELY 7:00PM – CREATION OF SPECIAL ASSESSMENT DISTRICT FOR THE HURON HEIGHTS AND HURON RIDGE NEIGHBORHOOD CAMERAS

OTHER BUSINESS

AUTHORIZATIONS AND BIDS

1. REQUEST OF JEFF ALLEN, RESIDENTIAL SERVICES DIRECTOR TO SEEK SEALED BIDS FOR THE REPLACEMENT OF ROOF SECTION A AT THE COMMUNITY CENTER
2. REQUEST OF JEFF ALLEN, RESIDENTIAL SERVICES DIRECTOR FOR AUTHORIZATION TO PURCHASE A NEW BANDIT 19XP CHIPPER WITH MIDEAL PRICING CONTRACT #071B3200141 IN AN AMOUNT NOT TO EXCEED \$70,000.00 BUDGETED IN LINE ITEM #590-590-000-977-000 AND FOR AUTHORIZATION TO DISPOSE OF A 2000 AND 2003 CHIPPER BY TRADE IN OR BY SELLING ON THE MICHIGAN INTERGOVERNMENTAL TRADE NETWORK (MITN)
3. REQUEST OF JEFF ALLEN, RESIDENTIAL SERVICES DIRECTOR TO SEEK SEALED BIDS FOR THE PURCHASE OF A NEW TORO BATWING MOWER AND FOR AUTHORIZATION TO DISPOSE OF A 2001 AND/OR 2004 MOWER BY TRADE IN OR BY SELLING ON THE MICHIGAN INTERGOVERNMENTAL TRADE NETWORK (MITN)
4. REQUEST OF JEFF ALLEN, RESIDENTIAL SERVICES DIRECTOR TO SEEK PROPOSALS FOR AN ARCHITECT TO DESIGN AND BID PLANS AND TO MANAGE THE PROJECT TO IMPROVE ADA ACCESSIBILITY AT THE CIVIC CENTER AND 14B DISTRICT COURT IN AN AMOUNT NOT TO EXCEED \$5,000.00 BUDGETED IN LINE ITEM #101-956-000-801-000

PUBLIC COMMENTS

CONSENT AGENDA

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE FEBRUARY 7, 2017 WORK SESSION MINUTES**

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, Trustees: Stan Eldridge, Heather Jarrell Roe, Jimmie Wilson Jr., Monica Ross-Williams

Legal Counsel: Wm. Douglas Winters

A motion was made by Clerk Lovejoy Roe, supported by Trustee Jarrell Roe to Enter into Executive Session Pursuant to MCL 15.268 Section 8 Subparagraph (H) of the Open Meeting Act “...To consider Material Exempt From Disclosure by State or Federal Statute (Specifically Legal Opinions Dated January 19, 22, and 29, 2017 Which are Protected by the Freedom of Information Act) as it Pertains to the Proposed Nexus Gas Transmission Pipeline”

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

The motion carried unanimously.

The Board went into Executive Session at 5:12 p.m.

The Executive Session ended at 6:47 p.m.

Supervisor Stumbo announced that there would be a break until the Board Meeting.

The Work Session Adjourned at 6:48 p.m.

Respectfully Submitted,

Karen Lovejoy Roe, Clerk

EXECUTIVE SESSION MINUTES

1. Minutes of the February 7, 2017 Executive Session will be distributed at the meeting

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE FEBRUARY 7, 2017 REGULAR MEETING**

Supervisor Stumbo called the meeting to order at approximately 7:00 pm 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.

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

Legal Counsel: Wm. Douglas Winters

PUBLIC COMMENTS

JoAnn McCullum, Township Resident spoke regarding ways to improve West Willow properties and raising property values.

Darlene Duvall, Township Resident spoke on proposed rates at Green Oaks Golf Course.

Mittie McMaster, Township Resident spoke on proposed rates at Green Oaks Golf Course.

Arthur Thorovinski, Ypsilanti City Resident spoke on code violations and court action on property he owns at 618 Bagley St.

CONSENT AGENDA

A. MINUTES OF THE JANUARY 17, 2017 WORK SESSION AND REGULAR MEETING

B. STATEMENTS AND CHECKS

1. STATEMENTS AND CHECKS FOR FEBRUARY 7, 2017 IN THE AMOUNT OF \$554,818.94

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

NEW BUSINESS

1. BUDGET AMENDMENT #2

A Motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve Budget Amendment #2 (see attached).

The motion carried unanimously.

**CHARTER TOWNSHIP OF YPSILANTI
FEBRUARY 7, 2017 REGULAR MEETING
PAGE 2**

2. REQUEST OF MIKE RADZIK, OCS DIRECTOR TO APPROVE A CONTRACT AMENDMENT WITH CARLISLE WORTMAN ASSOCIATES TO PROVIDE PLANNING AND ZONING ADMINISTRATION SERVICES.

A Motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve Request of Mike Radzik, OCS Director to Approve a Contract Amendment with Carlisle Wortman Associates to Provide Planning and Zoning Administration Services.

Mike Radzik, OCS Director explained changes in the planning functions of the OCS Department since the Planning Director resigned. He presented the amendment to the contract. Mr. Radzik explained the amendment would not exceed the 2017 Budget of the Planning Department. The board agreed to amend the motion stating the contract would not exceed December 31, 2017 and to include a 60-day cancellation clause.

A Motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve Request of Mike Radzik, OCS Director to Approve a Contract Amendment with Carlisle Wortman Associates to Provide Planning and Zoning Administration Services and include a 60-day cancellation clause to the contract and the contract would not exceed December 31, 2017.

The motion carried unanimously.

3. REQUEST OF MARK NELSON, 14B COURT MAGISTRATE TO APPROVE A FEE ADDENDUM TO THE MEMORANDUM OF UNDERSTANDING BETWEEN COURT INNOVATIONS AND THE STATE COURT ADMINISTRATIVE OFFICE IN THE AMOUNT OF \$1,620.00 BUDGETED IN LINE ITEM #236-136-000-819-006

A motion was made by Treasurer Doe, supported by Clerk Lovejoy Roe to Approve Request of Mark Nelson, 14B Court Magistrate to approve a Fee Addendum to the Memorandum of Understanding Between Court Innovations and the State Court Administrative Office in the Amount of \$1,620.00 Budgeted in Line Item #236-136-000-819-006 (see attached).

The motion carried unanimously.

**CHARTER TOWNSHIP OF YPSILANTI
FEBRUARY 7, 2017 REGULAR MEETING
PAGE 3**

- 4. REQUEST OF MARK NELSON, 14B COURT MAGISTRATE FOR APPROVAL OF THE AMENDMENT AND MODIFICATION TO NEXT GENERATION SYSTEMS OF JUDICIAL INFORMATION SYSTEMS MEMORANDUM OF UNDERSTANDING BETWEEN 14B DISTRICT COURT, 14A DISTRICT COURT AND THE STATE COURT ADMINISTRATIVE OFFICE**

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve the Request Of Mark Nelson, 14B Court Magistrate for Approval of the Amendment and Modification to Next Generation Systems of Judicial Information Systems Memorandum of Understanding between 14B District Court, 14A District Court and the State Court Administrative Office (see attached).

The motion carried unanimously.

- 5. REQUEST TO APPROVE THE BUD AND BLOSSOM PARK AND THE COMMUNITY CENTER CEILING REPAIR AGREEMENTS WITH THE WASHTENAW COUNTY OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT TO DEFINE THE ROLES AND RESPONSIBILITIES FOR EACH PART WITH FUNDING FOR BOTH PROJECTS PROVIDED BY COMMUNITY DEVELOPMENT BLOCK GRANT.**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Jarrell Roe to Approve the Bud and Blossom Park and the Community Center Ceiling Repair Agreements with the Washtenaw County Office of Community and Economic Development to Define the Roles and Responsibilities for Each Part with Funding for Both Projects Provided by Community Development Block Grant (see attached).

The motion carried unanimously.

- 6. REQUEST OF KAREN WALLIN, HUMAN RESOURCES FOR APPROVAL OF THE ASSISTANT DIRECTOR OF GOLF OPERATIONS JOB DESCRIPTION AND AUTHORIZATION TO POST THE POSITION EXTERNALLY BUDGETED IN LINE ITEM #584-584-000-706-008**

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve the Request of Karen Wallin, Human Resources for Approval of the Assistant Director of Golf Operations Job Description and Authorization to Post the Position Externally Budgeted in Line Item #584-584-000-706-008.

Karen Wallin stated that since 2013 we have employed only one position at the golf course. She said that the Assistant Golf position needed to be filled. Ms. Wallin stated a qualified Township Resident would be considered first when filling this position.

The motion carried unanimously.

**CHARTER TOWNSHIP OF YPSILANTI
FEBRUARY 7, 2017 REGULAR MEETING
PAGE 4**

7. REQUEST OF KIRK SHERWOOD, DIRECTOR OF GOLF OPERATIONS TO APPROVE THE 2017 GOLF COURSE RATES AND THE GREEN OAKS EMPLOYEE GOLF POLICY

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve Request of Kirk Sherwood, Director of Golf Operations to Approve the 2017 Golf Course Rates and the Green Oaks Employee Golf Policy.

Mr. Sherwood said he appreciated the residents who spoke earlier in the meeting about the concerns they have with the rates. He said that most the rates are the same as last year.

Mittie McMaster, Township Resident shared her experience with rates at Pierce Lake and Green Oaks.

Darlene Duvall, Township Resident explained concerns with the proposed new rates.

Trustee Eldridge expressed concerns with the proposed rates. He asked about replay rates, card fees, and membership rates.

Trustee Jarrell Roe stated there were issues that need to be explored regarding the pricing and membership and she suggested tabling it.

A motion was made by Trustee Jarrell Roe, supported by Trustee Wilson to table until next board meeting

Jarrell Roe:	Yes	Wilson:	Yes	Eldridge:	Yes
Ross-Williams:	Yes	Lovejoy Roe:	Yes	Stumbo:	Yes
Doe:	No				

The motion carried.

8. REQUEST FOR AUTHORIZATION TO SIGN THE PURCHASE AGREEMENT WITH DTE FOR THE INSTALLATION OF ONE (1) OVERHEAD FED 65 WATT AUTOBAHN LED WITH BLACK HOUSING MOUNTED ON A 6' ARM ATTACHED TO AN EXISTING WOOD POLE TO BE LOCATED AT THE BUS STOP AT THE INTERSECTION OF RUSSELL ST. AND SOUTH HARRIS IN THE AMOUNT OF \$1,504.80 BUDGETED IN LINE ITEM #101-956-000-926-050

A motion was made by Clerk Lovejoy Roe supported by Trustee Eldridge to Approve Request for Authorization to Sign the Purchase Agreement with DTE for the Installation of One (1) Overhead FED 65 Watt Autobahn LED with Black Housing Mounted on a 6" Arm Attached to an Existing Wood Pole to be Located at the Bus Stop at the Intersection of Russell St. and South Harris in the Amount of \$1,504.80 Budgeted in Line Item #101-956-000-926-050 (see attached).

**CHARTER TOWNSHIP OF YPSILANTI
FEBRUARY 7, 2017 REGULAR MEETING
PAGE 5**

The motion carried unanimously.

- 9. REQUEST AUTHORIZATION TO INCREASE THE RATES CHARGED BY MCLAIN AND WINTERS FOR PROSECUTION TO \$120.00 PER HOUR AND LEGAL SERVICES, INCLUDING LITIGATION, TO \$180.00 PER HOUR SUBJECT TO THE LIMITS OF THE 2017 LEGAL SERVICES BUDGET ADOPTED BY THE YPSILANTI TOWNSHIP BOARD OF TRUSTEES**

A motion was made by Trustee Eldridge supported by Trustee Wilson to Approve Request Authorization to Increase the Rates Charged by McLain and Winters for Prosecution to \$120.00 per hour and Legal Services, Including Litigation, to \$180.00 per hour Subject to the Limits of the 2017 Legal Services Budget Adopted by the Ypsilanti Township Board of Trustees.

Trustee Eldridge shared with the attendees that McLain and Winters took a freeze on their fees a few years ago and they continued to provide quality service to the Township.

The motion carried unanimously.

- 10. REQUEST AUTHORIZATION TO APPOINT E.L. WEATHERS TO THE BOARD OF REVIEW AS AN ALTERNATE**

A motion was made by Treasurer Doe supported by to Clerk Lovejoy Roe Approve the Request Authorization to Appoint E.L. Weathers to the Board of Review as an Alternate.

The motion carried unanimously.

- 11. REQUEST TO CANCEL THE MAY 2, 2017 YPSILANTI TOWNSHIP BOARD OF TRUSTEES MEETING DUE TO THE RECENTLY SCHEDULED SPECIAL ELECTION**

A motion was made by Clerk Lovejoy Roe supported by Trustee Ross-Williams to Approve Request to Cancel the May 2, 2017 Ypsilanti Township Board of Trustees Meeting Due to the Recently Scheduled Special Election.

The motion carried unanimously.

OTHER BUSINESS

The Board Agreed to add the following Agenda item:

- 1. REQUEST TO APPROVE THE RETENTION OF STEINHARDT, PESICK AND COHEN, PROFESSIONAL CORPORATION TO REPRESENT THE TOWNSHIP CONCERNING NEXUS GAS TRANSMISSION LLC AND DTE'S ATTEMPTS TO ACQUIRE TOWNSHIP PROPERTY FOR THE NEXUS GAS PIPELINE PROJECT. FURTHERMORE, YPSILANTI TOWNSHIP COUNSEL WILLIAM DOUGLAS WINTERS IS AUTHORIZED TO EXECUTE AN ENGAGEMENT RETENTION AGREEMENT ON THE TOWNSHIP'S BEHALF FOR THAT PURPOSE ONCE**

**CHARTER TOWNSHIP OF YPSILANTI
FEBRUARY 7, 2017 REGULAR MEETING**

PAGE 6

**APPROVED AS TO SUBSTANCE AND FORM BY TOWNSHIP COUNSEL.
This is Budgeted in Line Item #101-950-000-801-024**

A motion was made by Clerk Lovejoy Roe supported by Treasurer Doe to Approve Request to Approve the Retention of Steinhardt, Pesick and Cohen, Professional Corporation to Represent the Township Concerning Nexus Gas Transmission LLC and DTE's Attempts to Acquire Township Property for the Nexus Gas Pipeline Project. Furthermore, Ypsilanti Township Counsel William Douglas Winters is Authorized to Execute an Engagement Retention Agreement on the Township's Behalf for that Purpose Once Approved as to Substance and Form by Township Counsel. This is Budgeted in Line Item #101-950-000-801-024

The motion carried unanimously.

AUTHORIZATIONS AND BIDS

- 1. REQUEST OF MICHAEL SARANEN, HYDRO OPERATIONS, FOR APPROVAL TO SEEK SEALED BIDS FOR THE PURCHASE AND COMMISSION OF ONE (1) NEW NATURAL GAS GENERATOR TO BE LOCATED AT THE HYDRO STATION**

A Motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to Approve Request of Michael Saranen, Hydro Operations, for Approval to Seek Sealed Bids for the Purchase and Commission of One (1) New Natural Gas Generator to be Located at the Hydro Station.

The motion carried unanimously.

A motion was made by Treasurer Doe, supported by Trustee Jarrell-Roe to Adjourn.

The motion carried unanimously.

The meeting was adjourned at approximately 9:00 p.m.

Respectfully Submitted,

**Brenda L. Stumbo, Supervisor
Charter Township of Ypsilanti**

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

**CHARTER TOWNSHIP OF YPSILANTI
2016 BUDGET AMENDMENT #2**

February 2, 2017

101 - GENERAL OPERATIONS FUND

Total Increase \$33,003.00

Budget for DTE to install an overhead LED street light at the corner of Russell Street & South Harris Road. This will be fund by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$1,505.00
		Net Revenues	<u><u>\$1,505.00</u></u>
Expenditures:	Street Light - Construction/Conversion	101-956-000-926.050	\$1,505.00
		Net Expenditures	<u><u>\$1,505.00</u></u>

Budget for Special May Election recently scheduled. This will be funded by a reimbursement from the County after the election.

Revenues:	Reimbursement for Elections	101-000-000-686.000	\$31,498.00
		Net Revenues	<u><u>\$31,498.00</u></u>
Expenditures:	APPOINTED OFFICIALS	101-215-000-704.000	\$18,898.00
	REG OVERTIME	101-215-000-709.000	\$5,000.00
	OFFICE SUPPLIES - ELECTIONS	101-215-000-740-010	\$4,000.00
	PROFNSL SRV-PROGRAMMING BALLO	101-215-000-801.200	\$2,000.00
	TRAVEL - ELECTIONS	101-215-000-860.010	\$500.00
	EQUIPMENT RENTAL/LEASING	101-215-000-941.000	\$1,100.00
		Net Expenditures	<u><u>\$31,498.00</u></u>

Motion to Amend the 2017 Budget (#2):

Move to increase the General Fund budget by \$33,003 to \$8,359,498 and approve the department line item changes as outlined.

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE 14B DISTRICT COURT AND COURT INNOVATIONS INCORPORATED
Renewal and Fees Addendum**

Addendum to the Memorandum of Understanding (MOU) entered into by and between the 14B District Court (14B), and Court Innovations Incorporated (Cii) effective March 31, 2016.

TERM

The parties agree to extend the TERM by replacing the TERM section of the referenced MOU, in its entirety, with the following:

“The term of this SOW shall commence on March 31, 2016 and terminate on December 31, 2017 (unless earlier terminated pursuant to the MOU). This agreement shall renew for successive one-year periods unless either party provides written notice to the other party at least (90) days prior to the expiration of the current Term.”

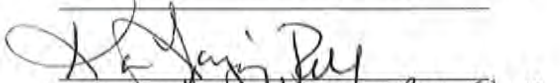
The parties agree to add the following language to the FEES section of the MOU:

- A subscription fee shall begin on January 1, 2017.
- The subscription fee each month shall be \$135 total and cover all fees for traffic requests (including waivable offenses).
- Monthly fees provided for herein are fixed through December 31, 2017.

Signed:



Brada L. Stumbo, Supervisor


14B District Court Clerk
Date Feb. 8, 2017

Mary Jo Cartwright

Chief Executive Officer
Court Innovations Inc.
Date _____



Michigan Supreme Court

Michigan Hall of Justice
P.O. Box 30048
Lansing, Michigan 48909
Phone (517) 373-0128

**Amendment and Modification to
Next Generation of Judicial Information Systems
MEMORANDUM OF UNDERSTANDING
by and between
the 14-A District Court, the 14-B District Court,
and
the State Court Administrative Office**

1. A Memorandum of Understanding was entered into between the Washtenaw County Trial Court, 14-A District Court, 14-B District Court, and the State Court Administrative Office on or about and between the dates of November 7, 2007 and January 24, 2008;
2. The terms with respect to the Washtenaw County Trial Court are not implicated by this amendment and modification and they are not a party to this amendment and modification.
3. The Memorandum of Understanding established the rights and obligations of the parties regarding the ownership, licensing, use, hosting, and maintenance and support of computer software programming "Next Generation of JIS" (NGJIS).
4. Since the execution of that Memorandum of Understanding, it has been determined that a new software approach can more effectively and efficiently service the courts. Implementation of this new approach is currently underway.
5. In light of the new software approach, and pursuant to the terms of the original Memorandum of Understanding, the parties wish to amend and modify the terms of the original agreement to reflect that the 14-A District Court and the 14-B District Court wish to avail themselves of the new software system under the same terms and conditions as outlined in the original Memorandum of Understanding. In addition to the original terms of the Memorandum of Understanding, the parties agree as follows:
 - a. The State Court Administrative Office will not refund any original contributions made by any of the affected courts;
 - b. The State Court Administrative Office will decrement the original contributions of the affected courts by way of future JIS user fees;
 - i. The original contributions are as follows:
 - a. 14-A: \$343,182.00
 - b. 14-B: \$173,004.00
 - c. User fees will commence on January 1, 2017.

- d. User fee increases will be capped by the State Court Administrative Office at 4% per year until the original contribution amounts are depleted.
- e. After the original contribution amounts are depleted, user fee calculations and increases will not be capped and will be handled in the same manner as all other Michigan courts that avail themselves of the software system.

For and in consideration of mutual promises, representations, and assurances, the parties enter into this modification and amendment to the original above referenced Memorandum of Understanding.

For the 14-A District Court

By: _____
Richard E. Conlin, Chief Judge

Dated: _____

By: _____
Gregory Dill, County Administrator

Dated: _____

By: _____
Curtis N. Hedger, Corporate Counsel

Dated: _____

By: _____
Lawrence Kestenbaum, Clerk/Register

Dated: _____

For the 14-B District Court

By: _____
Charles J. Pope, Chief Judge

Dated: _____

By: Brenda L. Stumbo
Brenda Stumbo, Ypsilanti Township Supervisor

Dated: Feb. 8, 2017

By: Karen Lovejoy Roe
Karen Lovejoy Roe, Ypsilanti Township Clerk

Dated: Feb. 8, 2017

**For the Michigan Supreme Court
State Court Administrative Office**

By: _____
Milton L. Mack, State Court Administrator

Dated: _____



January 30, 2017

Dear Supervisor Brenda Stumbo,

The Urban County approved, and HUD provided funding for purchase and installation of playground equipment and related equipment for **Bud & Blossom Park**. Ypsilanti Township requested that Washtenaw County's Office of Community and Economic Development administer the project including drafting and releasing the Request for Proposals (RFP), selecting the contractor in cooperation with Ypsilanti Township, and supervising construction of the project.

This letter is provided to define roles and responsibilities in regard to this project, to provide a draft timeline, and to note the previously approved funding amounts available for this project are a total of \$65,000. Please note that \$45,000 was committed in 2015 and \$20,000 in 2016.

Roles

Ypsilanti Township will remove existing playground equipment and brush and other plant material from the site. Ypsilanti Township has already provided information on vendors to receive the RFP. Ypsilanti Township will mark the specific location for the playground and related equipment at the pre-bid walk through meeting. Township staff will review bidders and provide feedback to OCED prior to selection of contractor. Ypsilanti Township will also be responsible for obtaining any relevant permits.

Washtenaw County Office of Community and Economic Development (OCED) will be responsible for drafting the RFP and receiving sign off from Ypsilanti Township officials. Once approved, OCED will post and advertise the RFP using vendor information provided by Ypsilanti Township. In coordination with Ypsilanti Township, OCED will select the contractor and execute the contract. OCED will oversee construction and payments to the contractor. Any change orders are subject to approval by Ypsilanti Township.

Tentative Timeline

- RFP release – early Feb.
- Pre-Bid Walk Through – early Feb.
- Contractor selection and contract execution – late Feb./early March
- Construction begins: March/April
- Project Completion – May/June

Thank you for allowing OCED to administer this project on your behalf. Please sign below noting the acceptance of roles and tentative timeline above for the Bud & Blossom Park Playground Project.

Sincerely,

Andrea Plevak
Director

Date

ATTESTED TO:

WASHTENAW COUNTY

By: _____
Lawrence Kestenbaum (DATE)
County Clerk/Register

By: _____
Gregory Dill (DATE)
County Administrator

ATTESTED TO:

CHARTER TOWNSHIP OF YPSILANTI

By: Karen Lovejoy Roe Feb. 8, 2017
Karen Lovejoy Roe (DATE)
Township Clerk

Brenda Stumbo Feb. 8, 2017
Brenda Stumbo (DATE)
Township Supervisor

APPROVED AS TO FORM:

By: _____
Curtis N. Hedger (DATE)
Office of Corporation Counsel

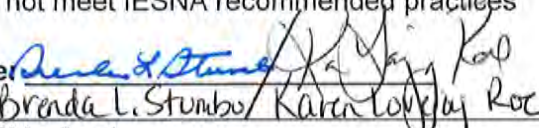
Exhibit A to Master Agreement

Purchase Agreement

This Purchase Agreement (this "Agreement") is dated as of January 26, 2017 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:	46593433	
	If this is a conversion or replacement, indicate the Work Order Number for current installed equipment: N/A	
2. Location where Equipment will be installed:	Intersection of Russell St & S Harris Rd at the bus stop in Ypsilanti Township, as more fully described on the map attached hereto as <u>Attachment 1</u> .	
3. Total number of lights to be installed:	1	
4. Description of Equipment to be installed (the " <u>Equipment</u> "):	Install (1) overhead fed 65watt Autobahn LED with black housing mounted on a 6' arm attached to an existing wood pole.	
5. Estimated Total Annual Lamp Charges	\$145.12	
6. Computation of Contribution in aid of Construction (" <u>CIAC Amount</u> ")	Total estimated construction cost, including labor, materials, and overhead:	\$1,940.16
	Credit for 3 years of lamp charges:	\$435.36
	CIAC Amount (cost minus revenue)	\$1,504.80
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:  Brenda L. Stumbo / Karen Lovejoy Roe	
10. Customer Address for Notices:	Charter Township of Ypsilanti 7200 S Huron River Dr Ypsilanti, MI 48197 Attn: Karen Lovejoy Roe	

11. Special Order Material Terms:

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

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

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

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

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

Name: _____ Title: _____

Phone Number: _____ Email: _____

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

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

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

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

12. Experimental Emerging Lighting Technology ("EELT") Terms:

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

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

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

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

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

Company:

The Detroit Edison Company

By: _____

Name: _____

Title: _____

Customer:

Charter Township of Ypsilanti

By: Brenda L. Stumbo / Kara Lovejoy Roc

Name: Brenda L. Stumbo / Kara Lovejoy Roc

Title: Supervisor / Clerk

Feb. 8, 2017

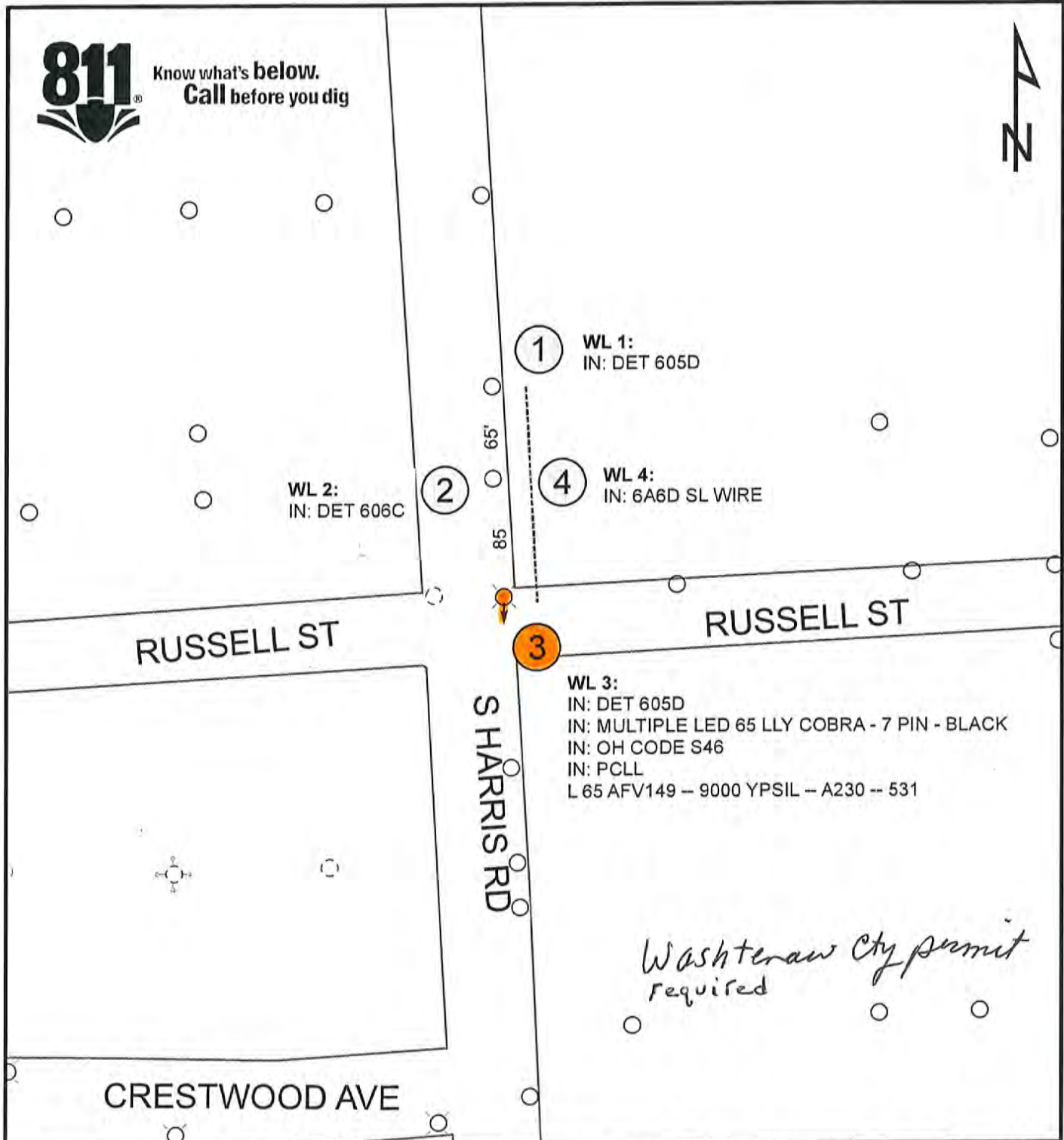
Attachment 1 to Purchase Agreement

Map of Location

[To be attached]



Know what's below.
Call before you dig



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

DTE Energy

DTE Electric - Distribution Engineering and Planning

Service Planner		Work Order Description					
O'Dea, Charlotte A		SL - NBUS - 1 OH - Russell St & S Harris Rd - Ypsilanti Twp					
Phone	Work Order #	GIS-DSN	COH	CUL	CUG	PLC	
734.397.4307	46821167	46821184	46821193				
Supervisor	Circuit #1	Circuit #2	PH	SCMAT	46821192		
MOTT 8124							
Brian R Kinnick	Service Center	Worksite City	Worksite Twp	County	Washtenaw		
ANN			YPSILANTI	Washtenaw			
Phone	JU Work to be Performed			JU	RSD		
734.397.4024							
Planning Engineer	JU Company	Contact	Email	Phone			
	JU Company	Contact	Email	Phone			
Phone	CUE Number		Ver	Plot Date	Scale	Town	
	701624		1	1/19/2017	NTS	03S	
						Range	
						07E	
						Section	
						10	
						Qtr	

Supervisor
BRENDA L. STUMBO
Clerk
KAREN LOVEJOY ROE
Treasurer
LARRY J. DOE
Trustees
STAN ELDRIDGE
HEATHER ROE
MONICA ROSS-WILLIAMS
JIMMIE WILSON



ACCOUNTING DEPT

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

Charter Township of Ypsilanti

STATEMENTS AND CHECKS

FEBRUARY 21, 2017 BOARD MEETING

ACCOUNTS PAYABLE CHECKS -	\$	734,642.20
HAND CHECKS -	\$	37,787.64
CREDIT CARD PURCHASES-	\$	<u>0.00</u>
GRAND TOTAL -	\$	772,429.84

Choice Health Care Deductible – JAN. 2017

ACH EFT -	\$	38,282.90
ADMIN FEE -	\$	0.00

02/14/2017 10:37 AM
User: mharris
DB: Ypsilanti-Twp

CHECK REGISTER FOR CHARTER TOWNSHIP OF YPSILANTI Page: 1/1
CHECK NUMBERS 174388 - 174403

Check Date	Check	Vendor Name	Amount
Bank AP AP			
02/07/2017	174388	MICHIGAN LINEN SERVICE, INC.	1,721.28
02/07/2017	174389	OFFICE EXPRESS	370.68
02/07/2017	174390	OKINAWAN KARATE CLUB	600.60
02/06/2017	174391	COMCAST CABLE	523.05
02/06/2017	174392	YPSILANTI COMMUNITY	1,437.65
02/06/2017	174393	COMCAST BUSINESS	825.00
02/06/2017	174394	COMCAST CABLE	114.35
02/06/2017	174395	VERIZON WIRELESS	103.12
02/06/2017	174396	VERIZON WIRELESS	71.01
02/08/2017	174397	COMCAST CABLE	109.99
02/08/2017	174398	COMCAST CABLE	41.13
02/08/2017	174399	COMCAST CABLE	114.35
02/08/2017	174400	DTE ENERGY	30,049.52
02/08/2017	174401	ISRAEL INVESTIGATIONS	1,125.00
02/08/2017	174402	WASTE MANAGEMENT	450.00
02/08/2017	174403	WASTE MANAGEMENT	130.91

HAND checks

AP TOTALS:

Total of 16 Checks:	37,787.64
Less 0 Void Checks:	0.00
Total of 16 Disbursements:	37,787.64

A/P Checks

Check Date	Check	Vendor Name	Amount
Bank AP AP			
02/21/2017	174404	A & R TOTAL CONSTRUCTION, INC.	110.28
02/21/2017	174405	ACCUSHRED LLC	65.00
02/21/2017	174406	ALL SEASONS LANDSCAPING CO.	127.65
02/21/2017	174407	ALLGRAPHICS CORPORATION	140.00
02/21/2017	174408	AMERICAN JUDGE'S ASSOC.	175.00
02/21/2017	174409	ANGELA VERGES	91.08
02/21/2017	174410	ANN ARBOR CLEANING SUPPLY	146.09
02/21/2017	174411	ANN ARBOR TOWNSHIP FIRE DEPARTMENT	2,586.80
02/21/2017	174412	ARTHUR & RUTH MOJRZESZEK	100.00
02/21/2017	174413	ATLANTIC WELDING SUPPLY	168.00
02/21/2017	174414	AUTO VALUE YPSILANTI	1,037.47
02/21/2017	174415	BACK TO NATURE LAWN CARE	411.36
02/21/2017	174416	BADER & SONS CO.	27.32
02/21/2017	174417	BRENDA STUMBO	68.05
02/21/2017	174418	BRUCE JOHNSON	2,528.40
02/21/2017	174419	BS & A SOFTWARE	6,415.00
02/21/2017	174420	CHESTER COPLEY	1,678.40
02/21/2017	174421	CHRISTINA RIVERA	120.00
02/21/2017	174422	CONGDON'S	170.78
02/21/2017	174423	COURT INNOVATIONS INC	270.00
02/21/2017	174424	CURRENT ELECTRIC	464.00
02/21/2017	174425	DAWN FARM	687.25
02/21/2017	174426	DOUGLAS STOUT	220.00
02/21/2017	174427	DTE ENERGY COMPANY -	1,504.80
02/21/2017	174428	EASTERN MICHIGAN UNIVERSITY	420.00
02/21/2017	174429	EMERGENCY VEHICLE SERVICES	2,454.21
02/21/2017	174430	EMERGENT HEALTH PARTNERS	6,073.99
02/21/2017	174431	FIRST DUE FIRE SUPPLY	710.00
02/21/2017	174432	FLOYD WOODARD	2,517.60
02/21/2017	174433	GAME TIME	49.78
02/21/2017	174434	GENE BUTMAN FORD	105.00
02/21/2017	174435	GLOBAL EQUIPMENT COMPANY	907.80
02/21/2017	174436	GOODYEAR TIRE & RUBBER COMPANY	6,083.17
02/21/2017	174437	GORDON FOOD SERVICE INC.	597.26
02/21/2017	174438	GRAINGER	34.04
02/21/2017	174439	HALL OF FAME	950.00
02/21/2017	174440	HOME DEPOT	76.34
02/21/2017	174441	JTW PIPES LLC	285.00
02/21/2017	174442	KAREN LOVEJOY ROE	35.61
02/21/2017	174443	KNOWBE4 INC	1,090.79
02/21/2017	174444	LANGUAGE LINE SERVICES	44.37
02/21/2017	174445	LB OFFICE PRODUCTS	342.40
02/21/2017	174446	LED EMERGENCY VEHICLE LIGHTING INC	488.25
02/21/2017	174447	LISA GODO	175.00
02/21/2017	174448	LOWE'S	75.88
02/21/2017	174449	MCLAIN AND WINTERS	112,755.99
02/21/2017	174450	MICHIGAN LINEN SERVICE, INC.	1,052.37
02/21/2017	174451	MR. BUBBLES AUTO SPA	120.00
02/21/2017	174452	NAPA AUTO PARTS	58.36
02/21/2017	174453	NAPA AUTO PARTS*	112.79
02/21/2017	174454	NETWORKFLEET, INC	895.43
02/21/2017	174455	NYE UNIFORM EAST	9,801.09
02/21/2017	174456	OAKLAND COUNTY	1,863.25
02/21/2017	174457	OFFICE EXPRESS	328.07
02/21/2017	174458	ORCHARD, HILTZ & MCCLIMENT INC	358.00
02/21/2017	174459	ORIENTAL TRADING COMPANY, INC.	102.92
02/21/2017	174460	OSCAR W. LARSON CO.	2,859.23
02/21/2017	174461	PARKWAY SERVICES, INC.	125.00
02/21/2017	174462	PLUNKETT COONEY	810.00
02/21/2017	174463	PM TECHNOLOGIES, LLC	1,690.00
02/21/2017	174464	PREFERRED TONER SOLUTIONS	79.95
02/21/2017	174465	PRIORITY SYSTEMS	193.32
02/21/2017	174466	RADARSIGN, LLC	6,730.00
02/21/2017	174467	RAY RANDOLPH	2,517.60
02/21/2017	174468	RENT A WRECK	623.50
02/21/2017	174469	RICHARD FITZGERALD	2,528.40
02/21/2017	174470	RICOH USA, INC.	1,371.66
02/21/2017	174471	RKA PETROLEUM	1,896.34
02/21/2017	174472	ROBERT ARRICK	2,517.60
02/21/2017	174473	ROBERT CROCKER	2,517.60
02/21/2017	174474	ROBERT ENGEL	1,269.60
02/21/2017	174475	ROBERTSON MORRISON, INC.	1,310.00
02/21/2017	174476	SOUTHERN COMPUTER WAREHOUSE	2,184.16
02/21/2017	174477	STANDARD PRINTING	58.00
02/21/2017	174478	STERICYCLE INC	183.93
02/21/2017	174479	TAMMIE KEEN	37.66
02/21/2017	174480	TARGET INFORMATION	53.78
02/21/2017	174481	TERESA RICKER	12,000.00

Check Date	Check	Vendor Name	Amount
02/21/2017	174482	THERESE ANN FOOTE	513.11
02/21/2017	174483	TINA HOTCHKISS	718.40
02/21/2017	174484	TODD BARBER	2,050.00
02/21/2017	174485	TRAVIS ERBY	185.50
02/21/2017	174486	VICTORY LANE	91.13
02/21/2017	174487	W.J. O'NEIL COMPANY	1,053.13
02/21/2017	174488	WASHTENAW AREA TRANSPORTATION STUDY	4,097.00
02/21/2017	174489	WASHTENAW COUNTY LEGAL NEWS	35.00
02/21/2017	174490	WASHTENAW COUNTY ROAD COMMISSION	565.13
02/21/2017	174491	WASHTENAW COUNTY ROAD COMMISSION	6,232.60
02/21/2017	174492	WASHTENAW COUNTY SHERIFF'S OFFICE	2,345.00
02/21/2017	174493	WASHTENAW COUNTY TREASURER#	37,884.00
02/21/2017	174494	WASHTENAW COUNTY TREASURER#	461,638.33
02/21/2017	174495	WAYNE DUDLEY	143.18
02/21/2017	174496	WEINGARTZ	91.60
02/21/2017	174497	WEX BANK	1,166.19
02/21/2017	174498	WOLVERINE FREIGHTLINER	393.00
02/21/2017	174499	YPSILANTI COMMUNITY	1,605.08

AP TOTALS:

Total of 96 Checks:	734,642.20
Less 0 Void Checks:	0.00
Total of 96 Disbursements:	734,642.20

OFFICE OF THE TREASURER
LARRY J. DOE



MONTHLY TREASURER'S REPORT
JANUARY 1, 2017 THROUGH JANUARY 31, 2017

<u>Account Name</u>	<u>Beginning Balance</u>	<u>Cash Receipts</u>	<u>Cash Disbursements</u>	<u>Ending Balance</u>
101 - General Fund	2,748,288.24	206,284.53	716,764.84	2,237,807.93
101 - Payroll	113,869.52	803,043.86	805,500.51	111,412.87
101 - Willow Run Escrow	142,638.79	24.23	0.00	142,663.02
206 - Fire Department	63,024.26	1,000,113.25	344,078.43	719,059.08
208 - Parks Fund	30,224.58	8.79	308.28	29,925.09
212 - Roads/Bike Path/Rec/General Fund	151,879.77	1,588.19	0.00	153,467.96
225 - Environmental Clean-up	348,131.34	101.88	0.00	348,233.22
226 - Environmental Services	1,639,821.11	953.59	191,804.79	1,448,969.91
230 - Recreation	132,501.31	40,440.37	50,120.50	122,821.18
236 - 14-B District Court	603,621.33	107,130.83	112,840.45	597,911.71
244 - Economic Development	67,311.51	19.70	0.00	67,331.21
248 - Rental Inspections	185,702.10	17,990.57	20,340.47	183,352.20
249 - Building Department Fund	724,511.78	45,400.90	43,698.58	726,214.10
250 - LDFA Tax	92,365.49	27.04	0.00	92,392.53
252 - Hydro Station Fund	374,316.71	38,387.33	13,300.24	399,403.80
266 - Law Enforcement Fund	1,963,487.66	506.78	541,522.38	1,422,472.06
280 - State Grants	18,419.83	5.39	0.00	18,425.22
301 - General Obligation	5,176.74	1.52	0.00	5,178.26
397 - Series "B" Cap. Cost of Funds	368,509.93	107.85	0.00	368,617.78
398 - LDFA 2006 Bonds	6,857.62	3.58	0.00	6,861.20
498 - Capital Improvement 2006 Bond Fund	337,965.44	57.40	0.00	338,022.84
584 - Green Oaks Golf Course	210,332.25	493.62	15,313.82	195,512.05
590 - Compost Site	610,571.28	5,574.96	16,011.66	600,134.58
595 - Motor Pool	239,817.60	673.88	2,316.38	238,175.10
701 - General Tax Collection	19,425.58	4,712.47	0.00	24,138.05
703 - Current Tax Collections	9,234,991.93	5,714,330.99	3,100,005.13	11,849,317.79
707 - Bonds & Escrow/GreenTop	1,117,440.78	41,004.00	361.25	1,158,083.53
708 - Fire Withholding Bonds	48,617.73	87,111.23	0.00	135,728.96
893 - Nuisance Abatement Fund	62,036.21	1,224.42	500.00	62,760.63
ABN AMRO Series "B" Debt Red. Cap.Int.	7,821.66	0.06	895.70	6,926.02
GRAND TOTAL	21,669,680.08	8,117,323.21	5,975,683.41	23,811,319.88

ATTORNEY REPORT

GENERAL LEGAL UPDATE

OLD BUSINESS

Supervisor
BRENDA L. STUMBO
Clerk
KAREN LOVEJOY ROE
Treasurer
LARRY J. DOE
Trustees
STAN ELDRIDGE
HEATHER JARRELL ROE
MONICA ROSS WILLIAMS
JIMMIE WILSON JR.



**Green Oaks
Golf Course**

1775 E. Clark Road
Ypsilanti, MI 48198
Phone: (734) 485-0881
Fax: (734) 485-1992

ytown.org

**Revised for February 21, 2017 Board
Meeting**

MEMORANDUM

To: Charter Township of Ypsilanti Board of Trustees

From: Director of Golf, Kirk Sherwood II, PGA

Date: February 15, 2017

Subject: 2016 Golf Course Rate Adjustments for 2017 Golf Season

After much consideration and reviewing rates of local golf courses, I propose that the following changes be implemented at Green Oaks Golf Course for the 2017 Golf season.

1. After careful consideration it has been determined that the Season Pass holder rates will stay the same for the 2017 season. It is proposed that the rates will be adjusted for the 2018 season after being able to evaluate season pass holders and fees during the 2017 golf season. Attached you will find a copy of the 2016 Season Pass information as well as the new 2017 Season Pass information. Changes to this information for the 2017 season are outlined and clearly stipulate rules regarding outings, leagues, and membership dates of restriction for each different Season Pass.
2. Based on a comparison from local courses recommendation is that the majority of our rates stay the same as the 2016 season for the golf course. The seasonal rate should be increased by \$1 on both 9 and 18-hole fees for a weekend premium rate. It is also recommended that the weekend in-season rate be increased by \$1 for 9-hole rounds on the weekend. I have included a rate sheet with this memo for review. It is recommended that the twilight times be moved back to accommodate more time for regular play. The weekday twilight rate will start at 6:30 p.m., and the weekend twilight rate will start at 5:00 p.m. An additional fee structure has been added for weekends between the hours of 1:00 p.m. to 5:00 p.m. in an effort to increase rounds and revenue during a time period that is not currently very busy. It is also recommended that the replay rate be increased from \$5.00 to \$10.00 for 9 holes, and from \$10.00 to \$20.00 for 18 holes.
3. The cart storage fee will stay the same for the 2017 season. The cart storage fee is a grandfathered-in situation and will not be offered to future members. A contract needs to be put in place that clearly stipulates the guidelines of the cart storage agreement. This agreement must state that the cart storage fee is non-transferable and guests of season pass holders must pay cart fees. There are currently a total of 9 carts that continue to use this option. Carts stored at the course must also have proof of insurance submitted to the golf

course for liability reasons. It is proposed that this be increased for the 2018 season after evaluation during the 2017 season.

*Please note that the Green Oaks Director of Golf has the authority to modify rules, policies, and rates on an as needed basis.

Thank you for your time in consideration of these matters. If you have any questions in regard to these topics please feel free to contact me prior to the board meeting by email ksherwood@ytown.org or by cell phone at 734-890-6287.

Revised for February 21, 2017 Board Meeting

<u>Seasonal Rate (Before May 1st , After Sept 30)</u>	<u>2017 Rates</u>		<u>2016 Rates</u>	
	<u>9 Holes</u>	<u>18 Holes</u>	<u>9 Holes</u>	<u>18 Holes</u>
Weekday	\$13.00	\$15.00	\$13.00	\$15.00
Weekday (Senior/Student)	\$10.00	\$13.00	\$10.00	\$13.00
Weekend	\$14.00	\$16.00	\$13.00	\$15.00
Cart Fees	\$5.00	\$10.00	\$5.00	\$10.00
<u>In Season Rate (May 1st through Sept 30th)</u>	<u>9 Holes</u>	<u>18 Holes</u>	<u>9 Holes</u>	<u>18 Holes</u>
Weekday	\$15.00	\$20.00	\$15.00	\$20.00
Weekday (Senior/Student)	\$10.00	\$14.00	\$10.00	\$14.00
Weekday Twilight 6:30 p.m. -CL	\$17.00 w/cart		Twilight 6:00 p.m.-CL	\$18.00 w/cart
Weekend	\$18.00	\$24.00	\$17.00	\$24.00
Weekend 1 p.m. - 5 p.m.	\$17.00	\$19.00	New	New
Weekend Twilight 5:00 p.m. -CL		\$25.00 w/cart		\$25.00 w/cart
Replay Rate	\$10.00	\$20.00	\$5.00	\$10.00
Cart Fees	\$5.00	\$10.00	\$5.00	\$10.00
League Fees	\$16.00 per Player Including Cart (11.00 Walking)		\$16.00 Per Player Including Cart (11.00 Walking)	
*Ypsilanti Residents Deduct \$2 with ID on In-Season Rates			*Ypsilanti Residents Deduct \$2 with ID on In-Season Rates	

	<u>2017 Seasonal Pass Pricing</u>		<u>2016 Seasonal Pass Pricing</u>	
	<u>Resident</u>	<u>Non Resident</u>	<u>Resident</u>	<u>Non Resident</u>
7 Day Season Pass	\$800	\$1,000	7 Day Season Pass	\$800
Add Spouse/Child	\$225	\$355	Add Spouse/Child	\$225
5 Day Season Pass	\$500	\$690	5 Day Season Pass	\$500
Add Spouse/Child	\$225	\$355	Add Spouse/Child	\$225
Season Cart Pass	\$500	\$600	Season Cart Pass	\$500
Cart Storage Fee-			Cart Storage Fee-	
Grandfathered-In Only	\$250		Grandfathered-In Only	\$250



Green Oaks Golf Course
2017 Season Pass Programs

<u>Resident</u>	<u>5 Day (Weekday only)</u>	<u>7 Day</u>
<i>Single Golfer</i>	\$500.00	\$800.00
<i>Add Spouse/Dependent</i>	\$225.00	\$225.00
 <u>Non-Resident</u>		
<i>Single Golfer</i>	\$690.00	\$1,000.00
<i>Add Spouse/Dependent</i>	\$355.00	\$355.00
 <u>Season Cart Pass</u>	<u>Resident</u>	<u>Non-Resident</u>
	\$500	\$600

Please Note:

- Fees can be paid in two payments: 50% at the time of sign-up and 50% due by June 30th, 2017. If 100% are not paid by June 30th, 2017 the Season Pass will be dropped.
- Season passes are valid for green fees only. Season Pass holders who do not walk are required to pay a \$5 cart fee per person per 9 holes of play.
- 7 Day Season Passes exclude booking tee times on weekends and holidays prior to 11:00 a.m. Season Pass holders are allowed to play prior to 11:00 a.m. with the expectation that they book their tee time after 1:00 p.m. the day before the date of play.
- All Season Pass holders will receive a 10% discount on select merchandise purchased in the pro shop. Not to be combined with any other offer.
- Season Passes are not valid toward outing green fees or cart fees.

*Green Oaks Director of Golf reserves the right to modify rules on an as needed basis.

**2017
Green Oaks Golf Course
Season Pass Application**

Name: _____

Add Spouse/Child: **5 Day** (Res/Non Res) \$225/\$355 **7 Day** (Res/Non Res) \$225/\$355

Spouse Name if Applicable: _____

Address: _____

City: _____

Zip: _____

Phone: _____ Email: _____

Season Pass Type (Please Circle) 5 Day 7 Day

Total Cost of Season Pass: \$ _____

Total Amount Paid: \$ _____ Balance Due: \$ _____

- I agree to abide by all rules and regulations of Green Oaks Golf Course, now in effect and to future changes and additions that may be made.
- I agree to pay regular greens fees and cart fees if playing during an out of season restricted time after November 1st.
- I will make tee times in advance and check in with Pro Shop before playing.
- I also understand that Green Oaks Golf Course does host events on occasion, or may have maintenance issues that require them to close the course to regular play.
- I understand that Green Oaks G.C. Season Passes are valid from opening day April 1st, 2017 thru November 1st, 2017.
- I agree to abide by the "No more than 4 golfers and two golf carts" policy, and understand that failure to comply may result in the suspension or revoking of my membership without refund.
- No Refunds of any type will be given throughout the season following the purchase of a Green Oaks membership.

By filling out and signing this application, you agree to comply with all rules and regulations of Green Oaks Golf Course.

Signature: _____

Date: _____



Green Oaks Golf Course 2016 Seasonal Pass Programs

<u>Resident</u>	<u>5 Day Pass (weekday only)</u>	<u>7 Day Pass</u>
-----------------	----------------------------------	-------------------

Single Golfer	\$500.00	\$800.00
Add Spouse/Dependent	\$225.00	\$225.00

Non-Resident

Single Golfer	\$690.00	\$1,000.00
Add Spouse/Dependent	\$355.00	\$355.00

Seasonal Cart Pass

Resident

Non-Resident

\$500

\$600

Please Note:

- Fees can be paid in two payments: 50% at the time of sign-up and 50% due by June 30th 2016. If 100% are not paid by June 30th, 2016 the membership will be dropped. No refunds will be given.
- Seasonal passes are for green fees only, (unless a cart pass has been purchased). Pass holders are required to pay a \$5 cart fee per 9 holes of play.
- Seasonal passes exclude weekends and holidays prior to 11:00 am. Season Pass holders are allowed to play prior to 11:00 a.m. with the expectation that they book their tee time after 1:00 p.m. the day before the date of play.
- All seasonal pass holders will receive a 10% discount on select merchandise purchased in the pro shop.

2016 Green Oaks Golf Course Seasonal Pass Application

Plan _____ Paid Amount _____ Date Paid _____

Name: _____

Add Spouse/Child ea. (ytown Res. \$225) (Non-Res. \$355):

Spouse Name if Applicable: _____

Address: _____

City: _____

Zip: _____

Phone: _____ Email: _____

- I agree to abide by all rules and regulations of Green Oaks Golf Course, now in effect and to future changes and additions that may be made.
- I agree to pay greens fees if my seasonal pass option does not include weekends and holidays.
- I will make tee times in advance and check in with Pro Shop before playing.
- I also understand that Green Oaks Golf Course does host events on occasion that require them to close the course to regular play.
- I understand that Green Oaks G.C. seasonal passes are valid from the time of opening thru November 30th, 2016. If weather permits, I agree to pay regular greens fees after November 30th, 2016.
- I agree to abide by the "No more than 4 golfers and two golf carts" policy, and understand that failure to comply may result in the suspension or revoking of my membership without refund.
- No Refunds will be given following the purchase of the seasonal pass.

By filling out and signing this application, you agree to comply with all rules and regulations of Green Oaks Golf Course.

Signature: _____

Date: _____

Supervisor
BRENDA L. STUMBO
Clerk
KAREN LOVEJOY ROE
Treasurer
LARRY J. DOE
Trustees
STAN ELDRIDGE
HEATHER JARRELL ROE
MONICA ROSS WILLIAMS
JIMMIE WILSON JR.



**Green Oaks
Golf Course**

1775 E. Clark Road
Ypsilanti, MI 48198
Phone: (734) 485-0881
Fax: (734) 485-1992

ytown.org

February 7, 2017 Board Meeting

MEMORANDUM

To: Charter Township of Ypsilanti Board of Trustees

From: Director of Golf, Kirk Sherwood II, PGA

Date: January 30, 2017

Subject: 2016 Golf Course Rate Adjustments for 2017 Golf Season

After much consideration and reviewing rates of local golf courses, I propose that the following changes be implemented at Green Oaks Golf Course for the 2017 Golf season.

1. The seven-day membership rate for residents wishing to add a spouse/dependent child need to increase from \$225 to \$275. The non-resident spouse/child rate would increase from \$355 to \$400. There should be a price difference when comparing a five-day membership to a seven-day membership due to more availability to use the membership. All other rates are appropriate at this time and do not need to be adjusted.
2. Based on a comparison from local courses recommendation is that the majority of our rates stay the same as the 2016 season for the golf course. The seasonal rate should be increased by \$1 on both 9 and 18-hole fees for a weekend premium rate. It is also recommended that the weekend in-season rate be increased by \$3 for 9-hole rounds on the weekend. I have included a rate sheet with this memo for review. It is recommended that the twilight times be moved back to accommodate more time for regular play. The weekday twilight rate will start at 6:30 p.m., and the weekend twilight rate will start at 5:00 p.m. An additional fee structure has been added for weekends between the hours of 1:00 p.m. to 5:00 p.m. in an effort to increase rounds and revenue during a time period that is not currently very busy.
3. The cart storage fee should be adjusted from \$250 to \$300 for members that currently store carts at the course. The cart storage fee is a grandfathered-in situation and will not be offered to future members. The plan is to slowly phase this out over the next few years. There are currently a total of 9 carts that continue to use this option. This adjustment is recommended as most courses charge \$400-500 for an annual cart pass. Carts stored at the course must also have proof of insurance submitted to the golf course for liability reasons.
4. Attached you will find a copy of the 2016 Membership information as well as the new 2017 Membership information. Changes to this information for the 2017 season are outlined and clearly stipulate rules regarding outings, leagues, and membership dates of restriction for

each different membership. These changes are being recommended in an effort to increase revenue for the golf course during the 2017 golf season.

5. An employee policy for golf at Green Oaks is attached. This policy states a recommended method of how Green Oaks can monitor employee golf.

Thank you for your time in consideration of these matters. If you have any questions in regard to these topics please feel free to contact me prior to the board meeting.

February 7, 2017 Board Meeting

2017 Green Oaks Golf Course Rates

<u>Seasonal Rate (Before May 1st , After Sept 10)</u>	<u>9 Holes</u>	<u>18 Holes</u>
Weekday	\$13.00	\$15.00
Weekday (Senior/Student)	\$11.00	\$13.00
Weekend	\$14.00	\$16.00
 Cart Fees	 \$5.00	 \$10.00
 <u>In Season Rate (May 1st through Sept 10th)</u>	 <u>9 Holes</u>	 <u>18 Holes</u>
Weekday	\$15.00	\$20.00
Weekday (Senior/Student)	\$10.00	\$14.00
Weekday Twilight 6:30 p.m. -CL	\$17.00 w/cart	
 Weekend	 \$20.00	 \$24.00
Weekend 1 p.m. - 5 p.m.	\$17.00	\$19.00
Weekend Twilight 5:00 p.m. -CL		\$25.00 w/cart
 Cart Fees	 \$5.00	 \$10.00
 League Fees	 \$16.00 Per player including Cart (11.00 walking)	

*Ypsilanti Residents Deduct \$2 with ID on In-Season Rates

2017 Membership Pricing

	<u>Resident</u>	<u>Non Resident</u>
7 Day Membership	\$800	\$1,000
Add Spouse/Child	\$275	\$400
 5 Day Membership	 \$500	 \$690
Add Spouse/Child	\$225	\$355
 Season Cart Pass	 \$500	 \$600
 Cart Storage Fee-Grandfathered-In Only	 \$300	

February 7, 2017 Board Meeting

2016 Green Oaks Golf Course Rates

<u>Seasonal Rate (Before May 1st , After Sept 10)</u>	<u>9 Holes</u>	<u>18 Holes</u>
Weekday	\$13.00	\$15.00
Weekday (Senior/Student)	\$11.00	\$13.00
Weekend	\$13.00	\$15.00
 Cart Fees	 \$5.00	 \$10.00
 <u>In Season Rate (May 1st through Sept 10th)</u>	 <u>9 Holes</u>	 <u>18 Holes</u>
Weekday	\$15.00	\$20.00
Weekday (Senior/Student)	\$10.00	\$14.00
Twilight after 3 p.m.		\$25.00 w/cart
Weekday Twilight after 6:00 p.m. -CL	\$18.00 w/cart	
 Weekend	 \$17.00	 \$24.00
Weekend Twilight 5:00 p.m. -CL		\$25.00 w/cart
 Cart Fees	 \$5.00	 \$10.00
 League Fees	 \$16.00 Per player including Cart (11.00 walking)	

*Ypsilanti Residents Deduct \$2.00 with ID on In-Season Rates

2016 Membership Pricing

	<u>Resident</u>	<u>Non Resident</u>
7 Day Membership	\$800	\$1,000
Add Spouse/Child	\$225	\$355
 5 Day Membership	 \$500	 \$690
Add Spouse/Child	\$225	\$355
 Season Cart Pass	 \$500	 \$600
 Cart Storage Fee-Grandfathered-In Only	 \$250	



Green Oaks Golf Course
2017 Membership Programs

<u>Resident</u>	<u>5 Day (Weekday only)</u>	<u>7 Day</u>
Single Golfer	\$500.00	\$800.00
Add Spouse/Dependent	\$225.00	\$275.00
 <u>Non-Resident</u>		
Single Golfer	\$690.00	\$1,000.00
Add Spouse/Dependent	\$355.00	\$400.00
 <u>Season Cart Pass</u>	 <u>Resident</u>	 <u>Non-Resident</u>
	\$500	\$600

Please Note:

- Fees can be paid in two payments: 50% at the time of sign-up and 50% due by June 30th, 2017. If 100% are not paid by June 30th, 2017 the membership will be dropped.
- Memberships are valid for green fees only. Members who do not walk are required to pay a \$5 cart fee per person per 9 holes of play.
- 7 Day Memberships exclude booking tee times on weekends and holidays prior to 12:00 p.m. Members are allowed to play prior to 12:00 p.m. with the expectation that they book their tee time after 1:00 p.m. the day before the date of play.
- All members will receive a 10% discount on select merchandise purchased in the pro shop. Not to be combined with any other offer.
- 7 Day Membership includes one league green fee (\$5 cart fee required per person per 9 holes). 5 Day memberships do not include league green fees.
- Memberships are not valid toward outing green fees or cart fees.
- Each additional league is \$100 per player.
- Discounted greens fees of \$10 w/cart for 9 holes, \$20 w/cart for 18 holes per person during restricted membership times.

**2017
Green Oaks Golf Course
Membership Application**

Name: _____

Add Spouse/Child: **5 Day (Res/Non Res) \$225/\$355 7 Day (Res/Non Res) \$275/\$400**

Spouse Name if Applicable: _____

Address: _____

City: _____

Zip: _____

Phone: _____ Email: _____

Membership Type (Please Circle) 5 Day 7 Day

Total Cost of Membership: \$ _____

Total Amount Paid: \$ _____ Balance Due: \$ _____

- I agree to abide by all rules and regulations of Green Oaks Golf Course, now in effect and to future changes and additions that may be made.
- I agree to pay greens fees and cart fees if playing during out of season restricted times to include before April 1st or after November 1st.
- I will make tee times in advance and check in with Pro Shop before playing.
- I also understand that Green Oaks Golf Course does host events on occasion, or may have maintenance that require them to close the course to regular play.
- I understand that Green Oaks G.C. memberships are valid from **April 1st, 2017 thru November 1st, 2017.**
- I agree to abide by the “No more than 4 golfers and two golf carts” policy, and understand that failure to comply may result in the suspension or revoking of my membership without refund.
- **No Refunds of any type will be given throughout the season following the purchase of a Green Oaks membership.**

By filling out and signing this application, you agree to comply with all rules and regulations of Green Oaks Golf Course.

Signature: _____

Date: _____



Green Oaks Golf Course 2016 Seasonal Pass Programs

<u>Resident</u>	<u>5 Day Pass (weekday only)</u>	<u>7 Day Pass</u>
<i>Single Golfer</i>	<i>\$500.00</i>	<i>\$800.00</i>
<i>Add Spouse/Dependent</i>	<i>\$225.00</i>	<i>\$225.00</i>
 <u>Non-Resident</u>		
<i>Single Golfer</i>	<i>\$690.00</i>	<i>\$1,000.00</i>
<i>Add Spouse/Dependent</i>	<i>\$355.00</i>	<i>\$355.00</i>
 <u>Seasonal Cart Pass</u>		
	<u>Resident</u>	<u>Non-Resident</u>
	<i>\$500</i>	<i>\$600</i>

Please Note:

- *Fees can be paid in two payments: 50% at the time of sign-up and 50% due by June 30th 2016. If 100% are not paid by June 30th, 2016 the membership will be dropped. No refunds will be given.*
- *Seasonal passes are for green fees only, (unless a cart pass has been purchased). Pass holders are required to pay a \$5 cart fee per 9 holes of play.*
- *Seasonal passes exclude weekends and holidays prior to 11:00 am.*
- *All seasonal pass holders will receive a 10% discount on select merchandise purchased in the pro shop.*

2016 Green Oaks Golf Course Seasonal Pass Application

Plan _____ Paid Amount _____ Date Paid _____

Name: _____

Add Spouse/Child ea. (ytown Res. \$225) (Non-Res. \$355):

Spouse Name if Applicable: _____

Address: _____

City: _____

Zip: _____

Phone: _____ Email: _____

- I agree to abide by all rules and regulations of Green Oaks Golf Course, now in effect and to future changes and additions that may be made.
- I agree to pay greens fees if my seasonal pass option does not include weekends and holidays.
- I will make tee times in advance and check in with Pro Shop before playing.
- I also understand that Green Oaks Golf Course does host events on occasion that require them to close the course to regular play.
- I understand that Green Oaks G.C. seasonal passes are valid from the time of opening thru November 30th, 2016. If weather permits, I agree to pay regular greens fees after November 30th, 2016.
- I agree to abide by the "No more than 4 golfers and two golf carts" policy, and understand that failure to comply may result in the suspension or revoking of my membership without refund.
- No Refunds will be given following the purchase of the seasonal pass.

By filling out and signing this application, you agree to comply with all rules and regulations of Green Oaks Golf Course.

Signature: _____

Date: _____

Charter Township of Ypsilanti Green Oaks Golf Course Employee Golf Policy

The purpose of this policy is to establish clarity regarding Green Oaks Golf Course employee golf benefit. Any violations of the rules set forth will result in the loss of privileges of playing golf at Green Oaks and may include discipline up to termination. Golf course management reserves the right to modify these policies regarding the employee golf benefit at any time.

Stipulations Golf Employee

1. Employees working 30 or more hours- 2 Rounds of Golf with Cart per week.
2. Employees working less than 30 hours per week-1 Round of Golf with Cart per week.
3. Rounds cannot be split into four individual 9-hole rounds per week.
4. All play will start on the 1st or 10th hole at the discretion of the golf shop staff at check in.
5. All employees must sign and date the employee golf check- in sheet located at the counter.
6. Any guest of an employee will pay the regular rate for golf fees.
7. Employee play will be restricted to Monday-Friday before 3:00 p.m. and Saturday-Sunday after 3:00 p.m., unless given prior permission by golf course management. The employee rates and fees do not apply to leagues and outings.

Employee Signature/Date

Golf Director Signature/Date

NEW BUSINESS

**CHARTER TOWNSHIP OF YPSILANTI
2016 BUDGET AMENDMENT #3**

February 21, 2017

101 - GENERAL OPERATIONS FUND

Total Increase \$201,137.00

Request to increase budget to change from part time custodian to a floating full time custodian in the Building Operations Department within the General Fund. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$43,372.00
		Net Revenues	<u>\$43,372.00</u>
Expenditures:	Salary-Wages	101-000-000-706.000	\$14,152.00
	FICA	101-265-000-715.000	\$1,083.00
	Health Care	101-265-000-719.000	\$18,510.00
	Sick & Accident	101-265-000-719.001	\$478.00
	Dental	101-265-000-719.015	\$417.00
	Vision	101-265-000-719.016	\$257.00
	Health Care Deduction	101-265-000-719.020	\$6,450.00
	Admin Fee - Health Care	101-265-000-719.021	\$90.00
	Life	101-265-000-720.000	\$198.00
	MERS	101-265-000-876.000	\$1,737.00
		Net Expenditures	<u>\$43,372.00</u>

Request to increase budget to install traffic calming devices (speed humps) at Allen Rd., Berwick Dr., Rachel Dr., N Clubview Dr., and S Clubview Dr. The total project is \$166,999 and we already have \$150,000 budgeted in the account. We will need an additional \$16,999 budgeted. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$16,999.00
		Net Revenues	<u>\$16,999.00</u>
Expenditures:	Highway Street & Road construction	101-446-000-818.022	\$16,999.00
		Net Expenditures	<u>\$16,999.00</u>

Request to increase budget to purchase a Toro mower not to exceed the estimated cost of \$65,000. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$65,000.00
		Net Revenues	<u>\$65,000.00</u>
Expenditures:	Equipment	101-774-000-977.000	\$65,000.00
		Net Expenditures	<u>\$65,000.00</u>

**CHARTER TOWNSHIP OF YPSILANTI
2016 BUDGET AMENDMENT #3**

February 21, 2017

101 - GENERAL OPERATIONS FUND - CONTINUED

Budget for DTE to install an overhead LED street light at the corner of Russell Street & S Ford Blvd. This will be fund by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$1,382.00
		Net Revenues	<u>\$1,382.00</u>
Expenditures:	Street Light - Construction/Conversion	101-956-000-926.050	\$1,382.00
		Net Expenditures	<u>\$1,382.00</u>

Budget for DTE to convert 206 street lights to LED this will be Township wide. This will be fund by an Energy Rebate of \$4,326 and an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$50,058.00
	Rebates & Energy Savings Credit	101-000-000-675.100	\$4,326.00
		Net Revenues	<u>\$54,384.00</u>
Expenditures:	Street Light - Construction/Conversion	101-956-000-926.050	\$54,384.00
		Net Expenditures	<u>\$54,384.00</u>

Request to carryover 2016 approved budgeted funds for the camera installation at Holmes Road. The installation of the NVR components approved in 2016 were not delivered and installed until 2017. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$20,000.00
		Net Revenues	<u>\$20,000.00</u>
Expenditures:	Capital - Neighborhood Camera System	101-970-000-972.000	\$20,000.00
		Net Expenditures	<u>\$20,000.00</u>

206 - FIRE FUND

Total Increase \$10,098.00

Request to carryover 2016 budgeted funds for the purchase of uniforms. The purchase order and order was placed in November for new uniforms. The uniforms were not delivered until the end of January 2017. This will be funded by an Appropriation of Prior Year Fund Balance.

Expenditures:	Prior Year Fund Balance	206-000-000-699.000	\$10,098.00
		Net Expenditures	<u>\$10,098.00</u>
Expenditures:	Uniforms - New and Badges	206-206-000-741.001	\$10,098.00
		Net Expenditures	<u>\$10,098.00</u>

**CHARTER TOWNSHIP OF YPSILANTI
2016 BUDGET AMENDMENT #3**

February 21, 2017

590 - COMPOST FUND

Total Increase \$70,000.00

Request to increase the budget for the purchase of new chipper to replace the old 2003 equipment. Not to exceed the estimated cost of \$70,000. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	590-000-000-699.000	\$70,000.00
		Net Revenues	<u><u>\$70,000.00</u></u>
Expenditures:	Equipment	590-590-000-977.000	\$70,000.00
		Net Expenditures	<u><u>\$70,000.00</u></u>

Motion to Amend the 2017 Budget (#3):

Move to increase the General Fund budget by \$201,137 to \$8,560,635 and approve the department line item changes as outlined.

Move to increase the Fire Fund budget by \$10,098 to \$5,080,842 and approve the department line item changes as outlined.

Move to increase the Compost Fund budget by \$70,000 to \$526,534 and approve the department line item changes as outlined.



February 15, 2017

Ypsilanti Township and Habitat for Humanity

Habitat for Humanity continues to help stabilize and improve neighborhoods focusing its efforts in Ypsilanti Township. Over the last several years there has been focus beyond our renovation work on both community development activities as well as home improvement projects for non-Habitat home owners. Our most recent work was in Sugarbrook where we completed over 10 weatherization and exterior improvement projects. The exterior projects in particular have a broader impact, deploying dozens of volunteers for a day working throughout the neighborhood. While completing the projects, we were able to engage additional residents that we are looking to work with in 2017 through one of our many programs.

We continue to move forward with our renovation work as well. Last year we sold 15 houses in the Township with a market value of more than \$1.7 million. As part of our future work we were able to acquire two properties in the Peachcrest neighborhood last fall. 2827 & 2828 Woodruff will provide a strategic renovation opportunity and help Habitat continue its work in this small corner of the Township. Habitat is seeking \$30,000 in renovation assistance for each of these foreclosed properties. When complete, the highly energy efficient renovated homes will likely sell for more than \$100,000 each, helping bring increased property values and more stability to the neighborhood.

Thank you for considering \$60,000 in support for the early renovation work of these two dwellings. This work will make a significant difference to the Peachcrest neighborhood.

Regards,

Rob Nissly, Housing Director

Supervisor
BRENDA L. STUMBO
Clerk
KAREN LOVEJOY ROE
Treasurer
LARRY J. DOE
Trustees
STAN ELDRIDGE
HEATHER ROE
MONICA ROSS-WILLIAMS
JIMMIE WILSON, JR.



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: February 13, 2017

RE: Authorization to hire OHM to re-bid the golf course cart path job

As you may recall, last fall, we went out and received sealed bids for the Green Oaks golf course asphalt work. This was to remove and repave some sections, to remove many sections and to add some new paths where there were none.

At the August 16, 2016 board meeting, the Board hired OHM to evaluate the paths, do the drawings & specifications for bidding and bid out the Green Oaks project. The bids came in very high, in the area of \$700,000 and it was determined that we should wait until winter and re-bid the project, also tweaking the specifications a bit as well.

Last week, I went over the plan with Kirk Sherwood, the new golf professional, and we discussed the different scenarios in trying to get some work completed, especially as it relates to safety, yet try to keep costs under control. After this meeting, I contacted OHM and asked them to present a plan for them to move forward again on this project.

I have attached a memo from OHM outlining their services to do this work again this winter.

This will be paid out of account # 101.956.000.801.000.



February 13, 2017

Ms. Brenda Stumbo
Township Supervisor
Charter Township of Ypsilanti
7200 S. Huron River Drive
Ypsilanti, MI 48197

RE: Proposal for Green Oaks Golf Course Cart Path Improvements

Dear Mr. Allen:

Thank for the opportunity to submit this proposal to provide services to repackage and rebid the Green Oaks Golf Course Cart Path Improvements. As you know, this project was originally bid on September 23, 2016. Due to the bid amounts coming in above what was budgeted at the time, the Township has requested OHM Advisors to rebid the project in a manner that allows the Township more options and in hopes to receive prices that are more competitive.

This proposal includes the following:

1. One (1) kickoff meeting (2-hours) to discuss the scope, preferred construction timing and schedule, potential alternates (i.e. first nine holes, back nine holes, and alternate).
2. Repackage the contract documents including the alternates, if any.
3. Rearrange the bid package using the existing maps (no alterations to the maps other than notations as discussed in kickoff meeting). This task also includes modifications to special instructions to bidders and supplemental specifications.
4. Advertise and bid revised contract documents. OHM will also conduct the bid opening and produce a letter of recommendation to the Township.
5. OHM will produce an updated engineer's estimate based on the scope of work bid.

This proposal does not include the following:

- ▶ Additional design elements that were not already considered in the 2016 design and bidding process
- ▶ Modifications to the Method of Payment

The fee to repackage and bid is estimated to be a not to exceed lump sum of \$3,900.00.

If this proposal is acceptable to you, a signature on the enclosed copy of this letter and initials on the contract terms and conditions will serve as our authorization to proceed. Thank you for giving us the opportunity to present this proposal to you. We look forward to working with you throughout this project.



OHM ADVISORS
CONSULTANT

Charter Township of Ypsilanti
CLIENT

(Signature)

Matthew D. Parks, P.E.

(Name)

Ms. Brenda Stumbo

Principal in Charge

(Title)

Township Supervisor

(Date)

(Signature)

(Name)

Ms. Karen Lovejoy Roe

(Title)

Township Clerk

(Date)

CHARTER TOWNSHIP OF YPSILANTI

OFFICE OF COMMUNITY STANDARDS

Building Safety • Planning & Zoning • Ordinance Enforcement • Police Services

To: Karen Lovejoy Roe

From: Mike Radzik, Director
Office of Community Standards

Copy: Board of Trustees

Re: **Authorize agreements with the Washtenaw County Road Commission to install traffic calming devices on Allen Rd, Berwick Dr, Rachel Dr, N Clubview Dr, and S Clubview Dr at an estimated cost of \$166,999; budgeted in General Fund account 101-446.000-818.022 contingent upon approval of Budget Amendment #3**

Date: February 6, 2017

Residents have successfully completed the petition process for the installation of traffic calming devices (speed humps) in their respective neighborhoods. Petition forms were submitted to the Washtenaw County Road Commission and signatures were verified as being consistent with property ownership records maintained by the township assessor's office. Support from 75% of the affected property owners is required for each project.

Pursuant to the Washtenaw County Road Commission's Neighborhood Traffic Management Program Policy and Procedure, the township is responsible for the cost of installation. The road commission has submitted proposed agreements to fund the installation of these devices based upon engineering estimates as follows:

Allen Rd (Forest to Holmes)

- 3 speed humps, signage and pavement markings
- \$21,404

Berwick Dr (Greene Farms)

- 6 speed humps, signage and pavement markings
- \$40,491

Rachel Dr (Greene Farms)

- 5 speed humps, signage and pavement markings
- \$34,028

CHARTER TOWNSHIP OF YPSILANTI

N. Clubview Dr (Greenside to Packard)

- 7 speed humps, signage and pavement markings
- \$45,344

S. Clubview Dr (Greenside to Ellsworth)

- 4 speed humps, signage and pavement markings
- \$25,732

I have enclosed copies of the proposed agreements, engineering estimates and location layouts for each project. Funding for these projects is budgeted in the General Fund Highways & Streets Fund in account 101-446.000-818.022 contingent upon approval of Budget Amendment #3.

Copies of the proposed agreements have been forwarded to legal counsel for review in anticipation of Board consideration. Please contact me with any questions or concerns. Thank you for your continued support of traffic safety efforts in our neighborhoods.

**AGREEMENT BETWEEN
CHARTER TOWNSHIP OF YPSILANTI AND
THE WASHTENAW COUNTY ROAD COMMISSION**

THIS AGREEMENT, made and entered into this _____ day of _____, 2017 between the Board of the Charter Township of Ypsilanti (the "Township") and the Board of Washtenaw County Road Commissioners (the "Road Commission").

WHEREAS, the Charter Township of Ypsilanti desires to install three (3) speed humps on Allen Avenue between Holmes Road and Forest Avenue (the "Project"); and

WHEREAS, proper authority is provided to the parties of this Agreement under the provisions of Act 51 of Public Acts of 1951 as amended; and

WHEREAS, the Road Commission will prepare bid documents for the Project, including plan preparation and project bidding; and

WHEREAS, the Township shall promptly reimburse the Road Commission upon receipt of any invoices for all costs and expenses attributed to the Project;

THEREFORE, BE IT AGREED that the Township will pay the Road Commission for all actual costs incurred associated with the construction of the Project estimated to be \$ 21,404.00.

IT IS FURTHER UNDERSTOOD that the Charter Township of Ypsilanti will be a named insured on the Washtenaw County Road Commission's coverage for liability for the activities described above. The Road Commission will submit a certificate of insurance evidencing such coverage to the Township Clerk prior to implementation of services under the contract. Each party to this contract shall be responsible for the acts and omissions of its employees and agents.

AGREEMENT SUMMARY

Estimated Cost

Installation of three speed humps on Allen Avenue **\$21,404.00.**

FOR YPSILANTI TOWNSHIP:

_____ Witness
Brenda L. Stumbo, Supervisor

_____ Witness
Karen Lovejoy Roe, Clerk

FOR WASHTENAW COUNTY ROAD COMMISSION:

_____ Witness
Douglas E. Fuller, Chair

_____ Witness
Roy D. Townsend, Managing Director

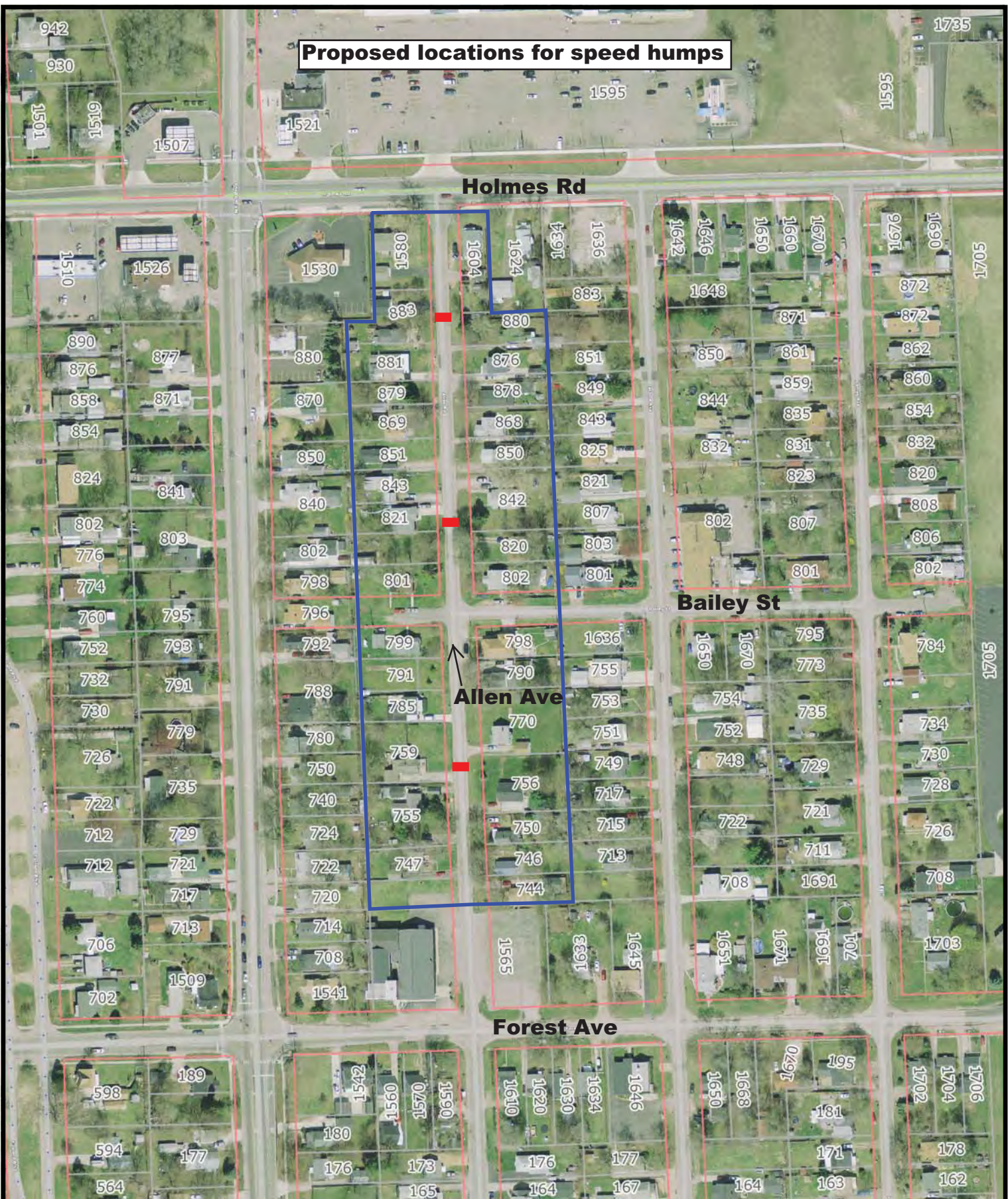
PRELIMINARY ENGINEER'S ESTIMATE

Project: Speed Hump Installation
 Location: Allen N of Forest, Ypsilanti Twp.
 Date: 10/31/2016

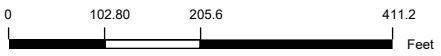


ITEM CODE	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT	NOTES
	SPEED HUMP INSTALLATION	3	EA	\$4,600.00	\$13,800.00	<i>Contractor Install</i>
	PVMT MKGS INSTALLATION	3	EA	\$560.00	\$1,680.00	<i>Contractor Install</i>
	TRAFFIC SIGNS	8	EA	\$310.00	\$2,480.00	<i>WCRC Install</i>
				SUBTOTAL	\$17,960.00	
				CE/INCID 15%	\$2,694.00	<i>Eng./Inspect. Costs</i>
				CONST EST	\$20,654.00	
	TRAFFIC CONTROL		LS		\$750.00	<i>Contractor Cost</i>
PROJECT TOTAL:					\$21,404.00	

Proposed locations for speed humps



30 affected properties, 23 signatures required for 75% approval



1: 2,467

5/22/2014



NOTE: Parcels may not be to scale.

The information contained in this cadastral map is used to locate, identify and inventory parcels of land in Washtenaw County for appraisal and taxing purposes only and is not to be construed as a "survey description". The information is provided with the understanding that the conclusions drawn from such information are solely the responsibility of the user. Any assumption of legal status of this data is hereby disclaimed.

THIS MAP REPRESENTS PARCELS AT THE TIME OF PRINTING. THE OFFICIAL PARCEL TAX MAPS ARE MAINTAINED SOLELY BY THE WASHTENAW COUNTY EQUALIZATION DEPARTMENT AND CAN BE OBTAINED BY CONTACTING THAT OFFICE AT 734-222-6662.

**AGREEMENT BETWEEN
CHARTER TOWNSHIP OF YPSILANTI AND
THE WASHTENAW COUNTY ROAD COMMISSION**

THIS AGREEMENT, made and entered into this _____ day of _____, 2017 between the Board of the Charter Township of Ypsilanti (the "Township") and the Board of Washtenaw County Road Commissioners (the "Road Commission").

WHEREAS, the Charter Township of Ypsilanti desires to install six (6) speed humps on Berwick Drive between Rachel Drive and Hampton Drive (the "Project"); and

WHEREAS, proper authority is provided to the parties of this Agreement under the provisions of Act 51 of Public Acts of 1951 as amended; and

WHEREAS, the Road Commission will prepare bid documents for the Project, including plan preparation and project bidding; and

WHEREAS, the Township shall promptly reimburse the Road Commission upon receipt of any invoices for all costs and expenses attributed to the Project;

THEREFORE, BE IT AGREED that the Township will pay the Road Commission for all actual costs incurred associated with the construction of the Project estimated to be \$40,491.00.

IT IS FURTHER UNDERSTOOD that the Charter Township of Ypsilanti will be a named insured on the Washtenaw County Road Commission's coverage for liability for the activities described above. The Road Commission will submit a certificate of insurance evidencing such coverage to the Township Clerk prior to implementation of services under the contract. Each party to this contract shall be responsible for the acts and omissions of its employees and agents.

AGREEMENT SUMMARY

Estimated Cost

Installation of six speed humps on Berwick Drive **\$40,491.00.**

FOR YPSILANTI TOWNSHIP:

_____ Witness
Brenda L. Stumbo, Supervisor

_____ Witness
Karen Lovejoy Roe, Clerk

FOR WASHTENAW COUNTY ROAD COMMISSION:

_____ Witness
Douglas E. Fuller, Chair

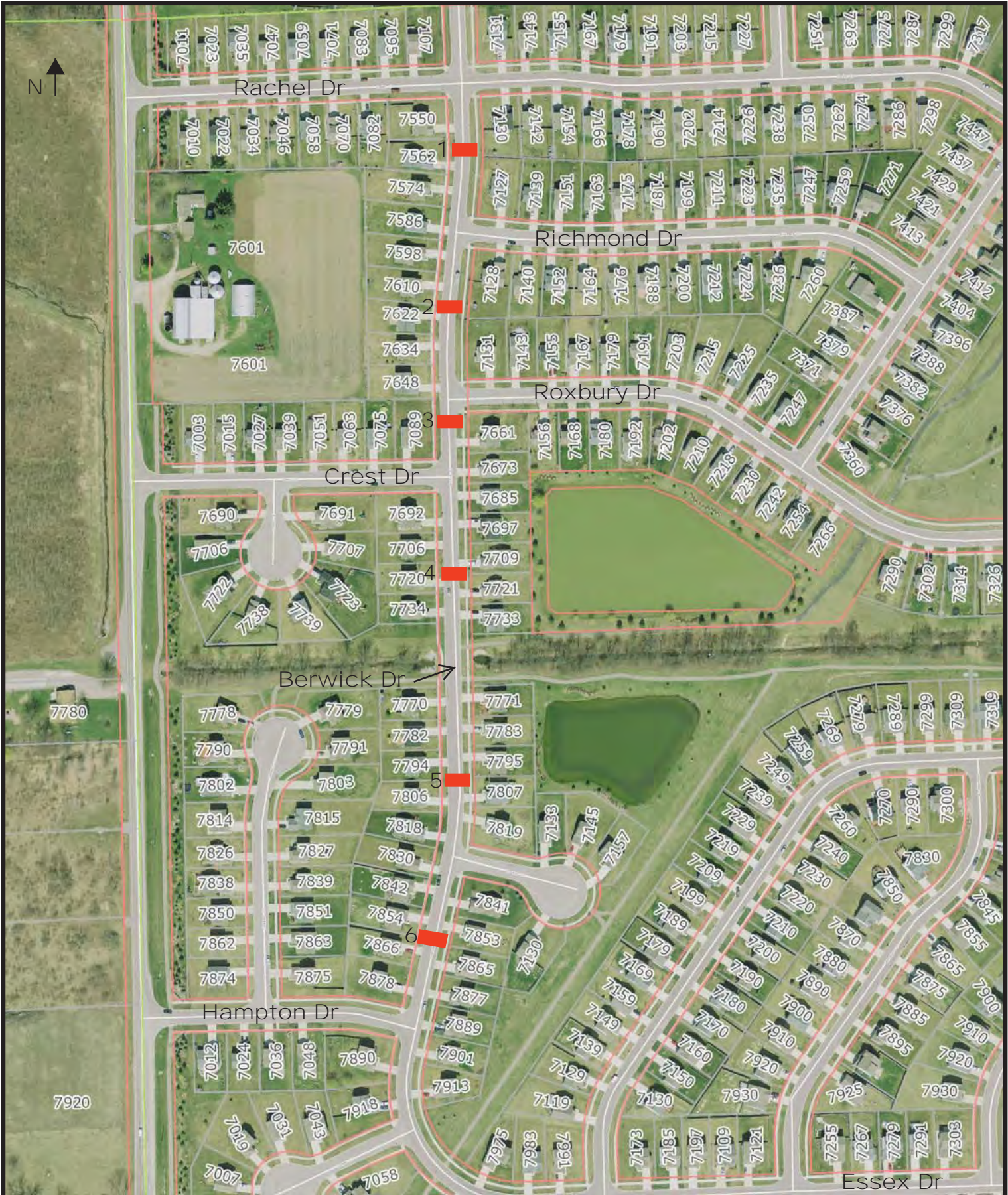
_____ Witness
Roy D. Townsend, Managing Director

PRELIMINARY ENGINEER'S ESTIMATE

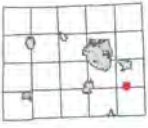
Project: Speed Hump Installation
 Location: Berwick Dr, Ypsilanti Twp.
 Date: 06/24/2016



ITEM CODE	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT	NOTES
	SPEED HUMP INSTALLATION	6	EA	\$4,500.00	\$27,000.00	<i>Contractor Install</i>
	PVMT MKGS INSTALLATION	6	EA	\$500.00	\$3,000.00	<i>Contractor Install</i>
	TRAFFIC SIGNS	14	EA	\$310.00	\$4,340.00	<i>WCRC Install</i>
				SUBTOTAL	\$34,340.00	
				CE/INCID 15%	\$5,151.00	<i>Eng./Inspect. Costs</i>
				CONST EST	\$39,491.00	
	TRAFFIC CONTROL		LS		\$1,000.00	<i>Contractor Cost</i>
PROJECT TOTAL:					\$40,491.00	



Proposed locations for speed humps



1: 3,039

6/17/2013



NOTE: Parcels may not be to scale.

The information contained in this cadastral map is used to locate, identify and inventory parcels of land in Washtenaw County for appraisal and taxing purposes only and is not to be construed as a "survey description". The information is provided with the understanding that the conclusions drawn from such information are solely the responsibility of the user. Any assumption of legal status of this data is hereby disclaimed.

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**AGREEMENT BETWEEN
CHARTER TOWNSHIP OF YPSILANTI AND
THE WASHTENAW COUNTY ROAD COMMISSION**

THIS AGREEMENT, made and entered into this _____ day of _____, 2017 between the Board of the Charter Township of Ypsilanti (the "Township") and the Board of Washtenaw County Road Commissioners (the "Road Commission").

WHEREAS, the Charter Township of Ypsilanti desires to install five (5) speed humps on Rachel Drive between Hitchingham Road and Dover Drive (the "Project"); and

WHEREAS, proper authority is provided to the parties of this Agreement under the provisions of Act 51 of Public Acts of 1951 as amended; and

WHEREAS, the Road Commission will prepare bid documents for the Project, including plan preparation and project bidding; and

WHEREAS, the Township shall promptly reimburse the Road Commission upon receipt of any invoices for all costs and expenses attributed to the Project;

THEREFORE, BE IT AGREED that the Township will pay the Road Commission for all actual costs incurred associated with the construction of the Project estimated to be \$34,028.00.

IT IS FURTHER UNDERSTOOD that the Charter Township of Ypsilanti will be a named insured on the Washtenaw County Road Commission's coverage for liability for the activities described above. The Road Commission will submit a certificate of insurance evidencing such coverage to the Township Clerk prior to implementation of services under the contract. Each party to this contract shall be responsible for the acts and omissions of its employees and agents.

AGREEMENT SUMMARY

Estimated Cost

Installation of five speed humps on Rachel Drive **\$34,028.00.**

FOR YPSILANTI TOWNSHIP:

_____ Witness
Brenda L. Stumbo, Supervisor

_____ Witness
Karen Lovejoy Roe, Clerk

FOR WASHTENAW COUNTY ROAD COMMISSION:

_____ Witness
Douglas E. Fuller, Chair

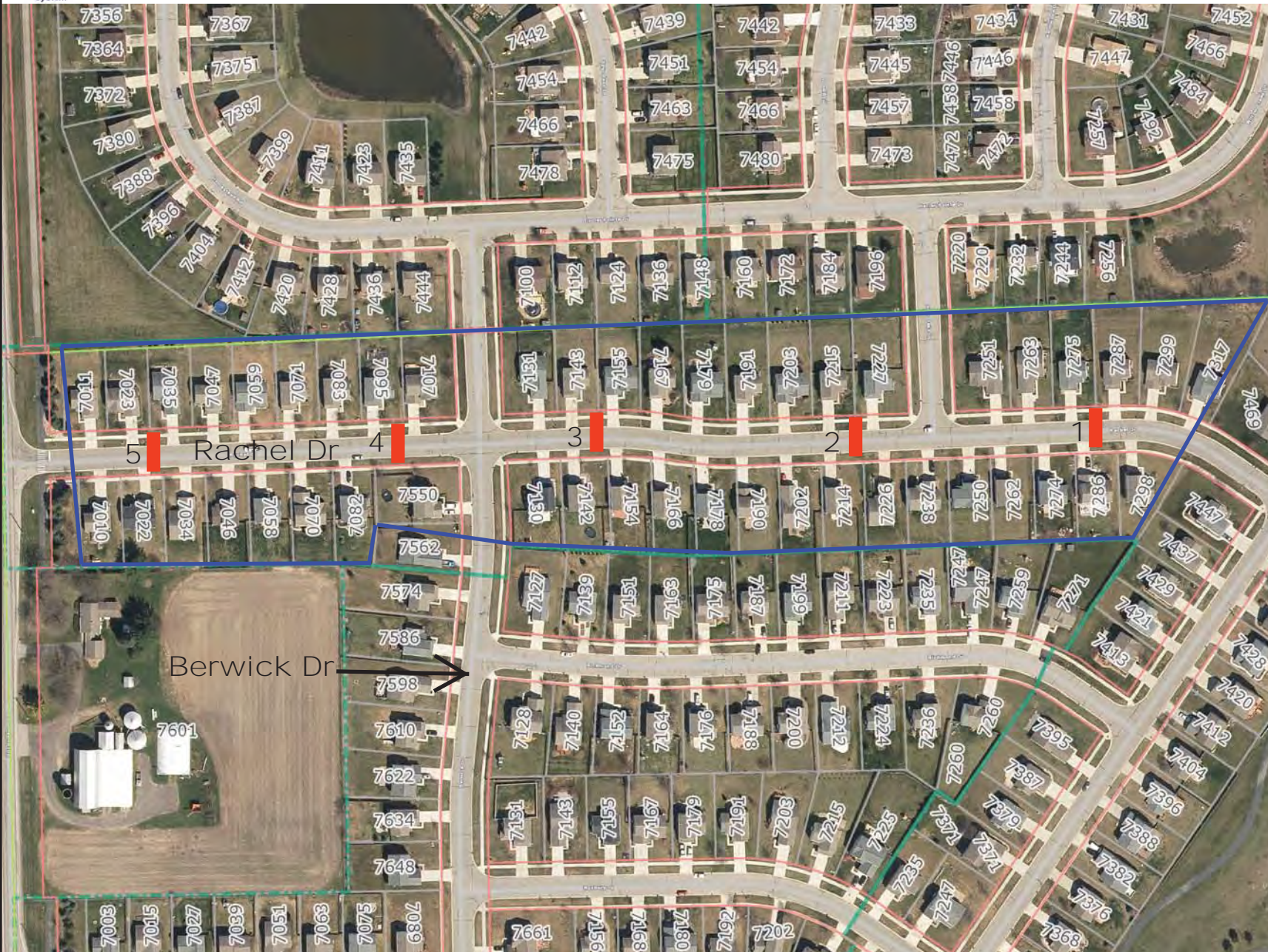
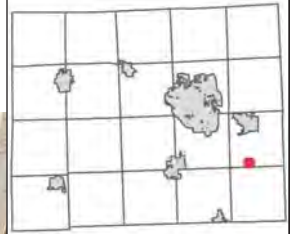
_____ Witness
Roy D. Townsend, Managing Director

PRELIMINARY ENGINEER'S ESTIMATE





Project: Speed Hump Installation
 Location: Rachel Dr, Ypsilanti Twp.
 Date: 07/01/2016





ITEM CODE	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT	NOTES
	SPEED HUMP INSTALLATION	5	EA	\$4,500.00	\$22,500.00	<i>Contractor Install</i>
	PVMT MKGS INSTALLATION	5	EA	\$500.00	\$2,500.00	<i>Contractor Install</i>
	TRAFFIC SIGNS	12	EA	\$310.00	\$3,720.00	<i>WCRC Install</i>
SUBTOTAL					\$28,720.00	
CE/INCID 15%					\$4,308.00	<i>Eng./Inspect. Costs</i>
CONST EST					\$33,028.00	
	TRAFFIC CONTROL		LS		\$1,000.00	<i>Contractor Cost</i>
PROJECT TOTAL:					\$34,028.00	



Legend

-  Right of Way
-  Quarter Sections
-  Plat Boundary
-  Parcels

 Proposed locations for speed humps

 Affected parcels

THIS MAP REPRESENTS PARCELS AT THE TIME OF PRINTING. THE OFFICIAL PARCEL TAX MAPS ARE MAINTAINED SOLELY BY THE WASHTENAW COUNTY EQUALIZATION DEPARTMENT AND CAN BE OBTAINED BY CONTACTING THAT OFFICE AT 734-222-6662.

The information contained in this cadastral map is used to locate, identify and inventory parcels of land in Washtenaw County for appraisal and taxing purposes only and is not to be construed as a "survey description". The information is provided with the understanding that the conclusions drawn from such information are solely the responsibility of the user. Any assumption of legal status of this data is hereby disclaimed.

NOTE: Parcels may not be to scale.
6/9/2016



This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

Notes

**AGREEMENT BETWEEN
CHARTER TOWNSHIP OF YPSILANTI AND
THE WASHTENAW COUNTY ROAD COMMISSION**

THIS AGREEMENT, made and entered into this _____ day of _____, 2017 between the Board of the Charter Township of Ypsilanti (the "Township") and the Board of Washtenaw County Road Commissioners (the "Road Commission").

WHEREAS, the Charter Township of Ypsilanti desires to install seven (7) speed humps on North Clubview Drive between Packard Road and Greenside Avenue (the "Project"); and

WHEREAS, proper authority is provided to the parties of this Agreement under the provisions of Act 51 of Public Acts of 1951 as amended; and

WHEREAS, the Road Commission will prepare bid documents for the Project, including plan preparation and project bidding; and

WHEREAS, the Township shall promptly reimburse the Road Commission upon receipt of any invoices for all costs and expenses attributed to the Project;

THEREFORE, BE IT AGREED that the Township will pay the Road Commission for all actual costs incurred associated with the construction of the Project estimated to be \$45,344.00.

IT IS FURTHER UNDERSTOOD that the Charter Township of Ypsilanti will be a named insured on the Washtenaw County Road Commission's coverage for liability for the activities described above. The Road Commission will submit a certificate of insurance evidencing such coverage to the Township Clerk prior to implementation of services under the contract. Each party to this contract shall be responsible for the acts and omissions of its employees and agents.

AGREEMENT SUMMARY

Estimated Cost

Installation of seven speed humps on North Clubview Drive **\$45,344.00.**

FOR YPSILANTI TOWNSHIP:

_____ Witness
Brenda L. Stumbo, Supervisor

_____ Witness
Karen Lovejoy Roe, Clerk

FOR WASHTENAW COUNTY ROAD COMMISSION:

_____ Witness
Douglas E. Fuller, Chair

_____ Witness
Roy D. Townsend, Managing Director

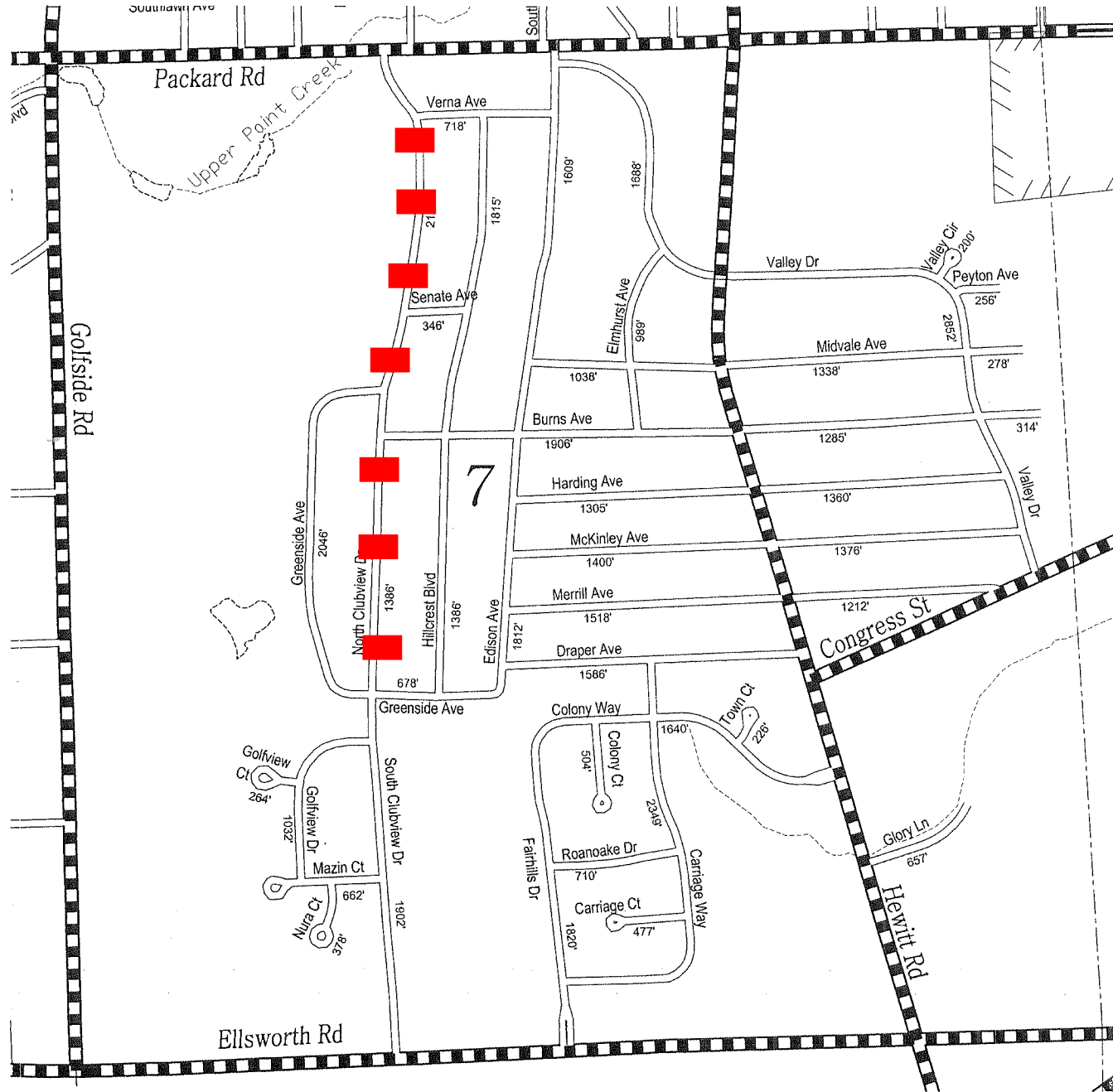
PRELIMINARY ENGINEER'S ESTIMATE



Project: Speed Hump Installation
 Location: Clubview Drive, Packard Road to Greenside Avenue
 Date: 10/24/2016

ITEM CODE	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT	NOTES
	SPEED HUMP INSTALLATION	7	EA	\$4,250.00	\$29,750.00	<i>Contractor Install</i>
	PVMT MKGS INSTALLATION	7	EA	\$550.00	\$3,850.00	<i>Contractor Install</i>
	TRAFFIC SIGNS	16	EA	\$310.00	\$4,960.00	<i>WCRC Install</i>
				SUBTOTAL	\$38,560.00	
				CE/INCID 15%	\$5,784.00	<i>Eng./Inspect. Costs</i>
				CONST EST	\$44,344.00	
	TRAFFIC CONTROL		LS		\$1,000.00	<i>Contractor Cost</i>
				PROJECT TOTAL:	\$45,344.00	

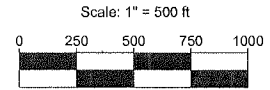
Proposed locations for speed humps on Clubview Drive north of Greenside Avenue



Legend

- State Roads
- Primary Paved
- Primary Gravel
- Local Paved
- Local Gravel
- Local Sub'n, Public
- City or Village Street
- Railroad
- Section Line
- Water Feature
- Adjacent County Road
- Corporate Limits
- Urban Boundary

Local Road System Total Feet **48,440** Equals **9.17** Miles.



Ypsilanti Township
 T. 3 S., R. 7 E., Section 7
 Washtenaw County



**AGREEMENT BETWEEN
CHARTER TOWNSHIP OF YPSILANTI AND
THE WASHTENAW COUNTY ROAD COMMISSION**

THIS AGREEMENT, made and entered into this _____ day of _____, 2017 between the Board of the Charter Township of Ypsilanti (the "Township") and the Board of Washtenaw County Road Commissioners (the "Road Commission").

WHEREAS, the Charter Township of Ypsilanti desires to install four (4) speed humps on South Clubview Drive between Ellsworth Road and Greenside Avenue. (the "Project"); and

WHEREAS, proper authority is provided to the parties of this Agreement under the provisions of Act 51 of Public Acts of 1951 as amended; and

WHEREAS, the Road Commission will prepare bid documents for the Project, including plan preparation and project bidding; and

WHEREAS, the Township shall promptly reimburse the Road Commission upon receipt of any invoices for all costs and expenses attributed to the Project;

THEREFORE, BE IT AGREED that the Township will pay the Road Commission for all actual costs incurred associated with the construction of the Project estimated to be \$25,732.00.

IT IS FURTHER UNDERSTOOD that the Charter Township of Ypsilanti will be a named insured on the Washtenaw County Road Commission's coverage for liability for the activities described above. The Road Commission will submit a certificate of insurance evidencing such coverage to the Township Clerk prior to implementation of services under the contract. Each party to this contract shall be responsible for the acts and omissions of its employees and agents.

AGREEMENT SUMMARY

Estimated Cost

Installation of four speed humps on South Clubview Drive **\$25,732.00.**

FOR YPSILANTI TOWNSHIP:

_____ Witness
Brenda L. Stumbo, Supervisor

_____ Witness
Karen Lovejoy Roe, Clerk

FOR WASHTENAW COUNTY ROAD COMMISSION:

_____ Witness
Douglas E. Fuller, Chair

_____ Witness
Roy D. Townsend, Managing Director

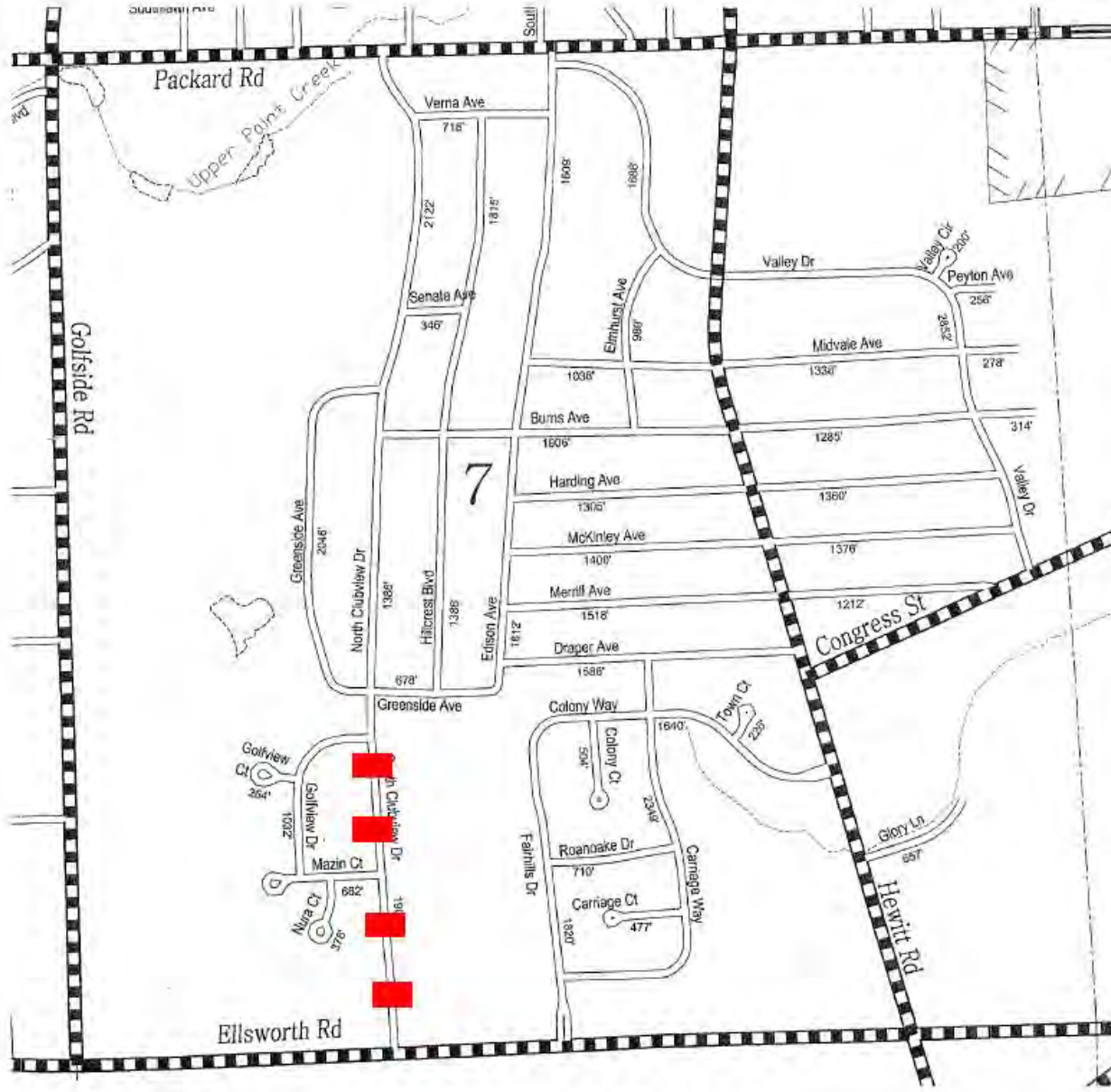
PRELIMINARY ENGINEER'S ESTIMATE



Project: Speed Hump Installation
 Location: Clubview Drive, Greenside Avenue to Ellsworth Road
 Date: 01/25/2017

ITEM CODE	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT	NOTES
	SPEED HUMP INSTALLATION	4	EA	\$4,250.00	\$17,000.00	<i>Contractor Install</i>
	PVMT MKGS INSTALLATION	4	EA	\$550.00	\$2,200.00	<i>Contractor Install</i>
	TRAFFIC SIGNS	8	EA	\$310.00	\$2,480.00	<i>WCRC Install</i>
				SUBTOTAL	\$21,680.00	
				CE/INCID 15%	\$3,252.00	<i>Eng./Inspect. Costs</i>
				CONST EST	\$24,932.00	
	TRAFFIC CONTROL		LS		\$800.00	<i>Contractor Cost</i>
				PROJECT TOTAL:	\$25,732.00	

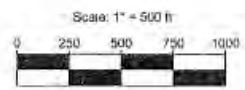
Proposed locations for speed humps on Clubview Drive south of Greenside Avenue



Legend

- State Roads
- Primary Paved
- Primary Gravel
- Local Paved
- Local Gravel
- Local Sub'n, Public
- City or Village Street
- Railroad
- Section Line
- Water Feature
- Adjacent County Road
- Corporate Limits
- Urban Boundary

Local Road System Total Feet **48,440** Equals **9.17** Miles.



Ypsilanti Township
 T. 3 S., R. 7 E., Section 7
 Washtenaw County



Supervisor
BRENDA L. STUMBO
Clerk
KAREN LOVEJOY ROE
Treasurer
LARRY J. DOE
Trustees
STAN ELDRIDGE
HEATHER JARRELL ROE
MONICA ROSS WILLIAMS
JIMMIE WILSON JR.



**Human Resource
Department**

7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 484-0065
Fax: (734) 484-5160
ytown.org

MEMORANDUM

TO: Charter Township of Ypsilanti Board of Trustees

FROM: Karen Wallin, HR Department

DATE: February 13, 2017

RE: **Request approval for one part-time custodian position to move to full-time and authorization to post internally.**

Upon the retirement of full-time custodian, Edward Brown, in October 2015, and in an effort to save budget dollars, Township management met with the AFSCME union, and recommended filling the vacant position at the Community Center with two part-time employees. The thought was that this would bring more flexibility for coverage and allowed for two custodians on a daily basis. This brought the custodian staffing level to two full-time (Civic Center and 14-B Court) and four part-time (three at Recreation and one at the LEC Building).

Over the last several months, several conversations have taken place regarding the need for a 40-hour custodian at Recreation. This topic was discussed as part of the budget presentation for the Recreation Department and was part of a department review that took place last fall. Residential Services Director, Jeff Allen and Recreation Services Manager, Angela Verges have observed work at the Community Center, Civic Center and golf course that could be addressed with additional custodian hours. It would be advantageous if this position could be a "floater". Even though they would generally have a set schedule, adjustments to cover for absences or special projects at all locations, would be a gained benefit. This would create a net increase of 832 hours (+16 hours @ 52 weeks) and an increase of \$43,371.95 under the Building Operations Budget, as outlined in the Budget Amendment. If approved, we believe the full-time position would be filled internally by one of the part-time employees.

Although we tried operating with just part-time employees, it is now our opinion that having one full-time and two part-time custodians is the most efficient way to cover our needs.

Your consideration in this matter is appreciated. Should you have any questions, please feel free to contact Jeff Allen or me.

Exhibit A to Master Agreement

Purchase Agreement

This Purchase Agreement (this "Agreement") is dated as of February 14, 2017 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:	46888982	
	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:	Russell St just west of S Ford Blvd at the bus stop in Ypsilanti Township, as more fully described on the map attached hereto as <u>Attachment 1</u> .	
3. Total number of lights to be installed:	1	
4. Description of Equipment to be installed (the " <u>Equipment</u> "):	Install (1) overhead fed 65watt Autobahn LED with black housing mounted on a 6' arm attached to an existing wood pole.	
5. Estimated Total Annual Lamp Charges	\$146.52	
6. Computation of Contribution in aid of Construction (" <u>CIAC Amount</u> ")	Total estimated construction cost, including labor, materials, and overhead:	\$1,820.71
	Credit for 3 years of lamp charges:	\$439.56
	CIAC Amount (cost minus revenue)	\$1,381.15
7. Payment of CIAC Amount:	Due promptly upon execution of this Agreement	
8. Term of Agreement	5 years. Upon expiration of the initial term, this Agreement shall continue on a month-to-month basis until terminated by mutual written consent of the parties or by either party with thirty (30) days prior written notice to the other party.	
9. Does the requested Customer lighting design meet IESNA recommended practices?	(Check One) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If "No", Customer must sign below and acknowledge that the lighting design does not meet IESNA recommended practices Signature: _____	
10. Customer Address for Notices:	Charter Township of Ypsilanti 7200 S Huron River Dr Ypsilanti, MI 48197 Attn: Karen Lovejoy Roe	

11. Special Order Material Terms:

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

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

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

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

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

Name: _____ Title: _____

Phone Number: _____ Email: _____

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

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

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

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

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

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

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

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

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

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

Company:

Customer:

The Detroit Edison Company

Charter Township of Ypsilanti

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Attachment 1 to Purchase Agreement

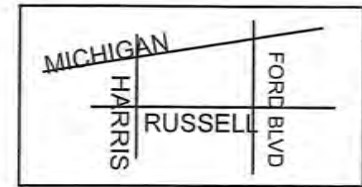
Map of Location

[To be attached]



Know what's below.
Call before you dig

YPSILANTI TOWNSHIP
INSTALL (1) 65W AUTOBAHN LED LLY (BLACK)
INSTALL (1) CODE 46 SUPPORT ARM
EXHIBIT B



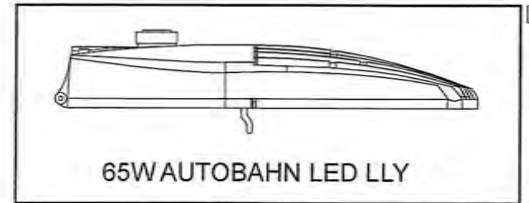
WL 1:
IN: DET 605D

WL 2:
IN: DET 605D
IN: MULTIPLE LED 65 LLY COBRA - 7 PIN - BLACK
IN: OH CODE S46
IN: PC1LL
L 65 AFV324 -- 9000 YPSIL -- A230 -- 531

WL3
IN 6262D SC 117'

S HARRIS RD

S FORD BLVD



JOB NOTE
STREETLIGHT TO BE INSTALL
ON OVERHEAD POLE
FACE SOUTH TOWARD RUSSELL ST
TO LIGHT UP BUS STOP

RUSSELL ST

RUSSELL ST

PWO 46888982 8.5X11L

Streetlight Billing Summary
A230 - YPSILANTI TWP OF
9000 YPSIL IN 1 *531
Created on: 1/19/2017 3:04:54 PM

DTE Energy									
DTE Electric - Distribution Engineering and Planning									
Service Planner		Work Order Description							
Lee, Linda K		SL - NBUS - 1 OH - Russell St & S Ford Blvd - Ypsilanti Twp							
Phone	Work Order #	GIS-DSN	COH	CUL	CUG	PLC			
734.397.4169	46889453	46889458	46889467						
Supervisor	Circuit #1		Circuit #2		PH	SCMAT			
	MOTT 8124					46889466			
Brian R Kinnick	Service Center	Worksite City			Worksite Twp		County		
734.397.4024	ANN				YPSILANTI		Washtenaw		
Phone	JU Work to be Performed					JU	RSD		
Planning Engineer	JU Company		Contact	Email		Phone			
Phone	JU Company		Contact	Email		Phone			
	CUE Number	Ver	Plot Date	Scale	Town	Range	Section	Qtr	
	702374	1	2/13/2017	N/A	03S	07E	10		



February 13, 2017

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

Re: Proposed Street Lighting – Russell St west of S Ford Blvd at the Bus Stop

I have completed the review of your request for proposed lighting and have prepared a cost estimate for the installation of one street light on Russell St just west of S Ford Blvd at the bus stop. I am recommending the installation of one 65 watt Autobahn LED style fixture with black housing mounted on a 6 ft arm attached to an existing wood pole. Please see attached preliminary sketch.

The costs are based on the Option 1 Municipal Street Light rate, where DTE Energy installs, owns, and maintains the lighting system. The rate requires a portion of the construction cost be paid by the customer, which is determined by the following formula.

Russell St & S Ford Blvd – 1 New Street Light on Existing Wood Pole

Annual operating cost	\$146.52
Cost to construct	\$1,820.71
Minus 3yrs revenue	(\$439.56)
Contribution from Ypsilanti Township	\$1,381.15

The price quoted shall be in effect for a period of six months from the date of this letter, after which these costs will no longer be valid. After installation the total cost for additional modification, relocation or removal will be the responsibility of the requesting party. Payment of the customer contribution must be made prior to the actual start of construction.

Please contact me for a Street Lighting Purchase Agreement if you would like to proceed with the above installation. If you have questions please contact me at 734-397-4188.

Sincerely,

Lance Alley

Lance Alley
Account Manager
DTE Energy - Community Lighting

Exhibit A to Master Agreement

Purchase Agreement

This Purchase Agreement (this "Agreement") is dated as of February 15, 2017 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:	46486090	
	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:	2017 LED Conversion Project, as more fully described on the maps attached hereto as <u>Attachment 1</u> .	
3. Total number of lights to be installed:	206	
4. Description of Equipment to be installed (the " <u>Equipment</u> "):	<u>Overhead (OH):</u> 66 – 100 watt High Pressure Sodium to 65 watt LED	
	<u>Underground (UG):</u> 140 – 100 watt High Pressure Sodium to 65 watt LED	
5. Estimated Total Annual Lamp Charges	\$51,955.92	
6. Computation of Contribution in aid of Construction (" <u>CIAC Amount</u> ")	Total estimated construction cost, including labor, materials, and overhead:	\$54,384.00
	Credit for 3 years of lamp charges:	N/A
	CIAC Amount (cost minus revenue)	\$54,384.00
7. Payment of CIAC Amount:	Due promptly upon execution of this Agreement	
8. Term of Agreement	5 years. Upon expiration of the initial term, this Agreement shall continue on a month-to-month basis until terminated by mutual written consent of the parties or by either party with thirty (30) days prior written notice to the other party.	
9. Does the requested Customer lighting design meet IESNA recommended practices?	(Check One) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
	If "No", Customer must sign below and acknowledge that the lighting design does not meet IESNA recommended practices Signature: _____	
10. Customer Address for Notices:	Charter Township of Ypsilanti 7200 South Huron River Drive Ypsilanti, MI 48197 Attn: Karen Lovejoy Roe	

11. Special Order Material Terms:

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

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

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

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

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

Name: _____ Title: _____

Phone Number: _____ Email: _____

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

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

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

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

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

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

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

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

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

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

Company:

Customer:

The Detroit Edison Company

Charter Township of Ypsilanti

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

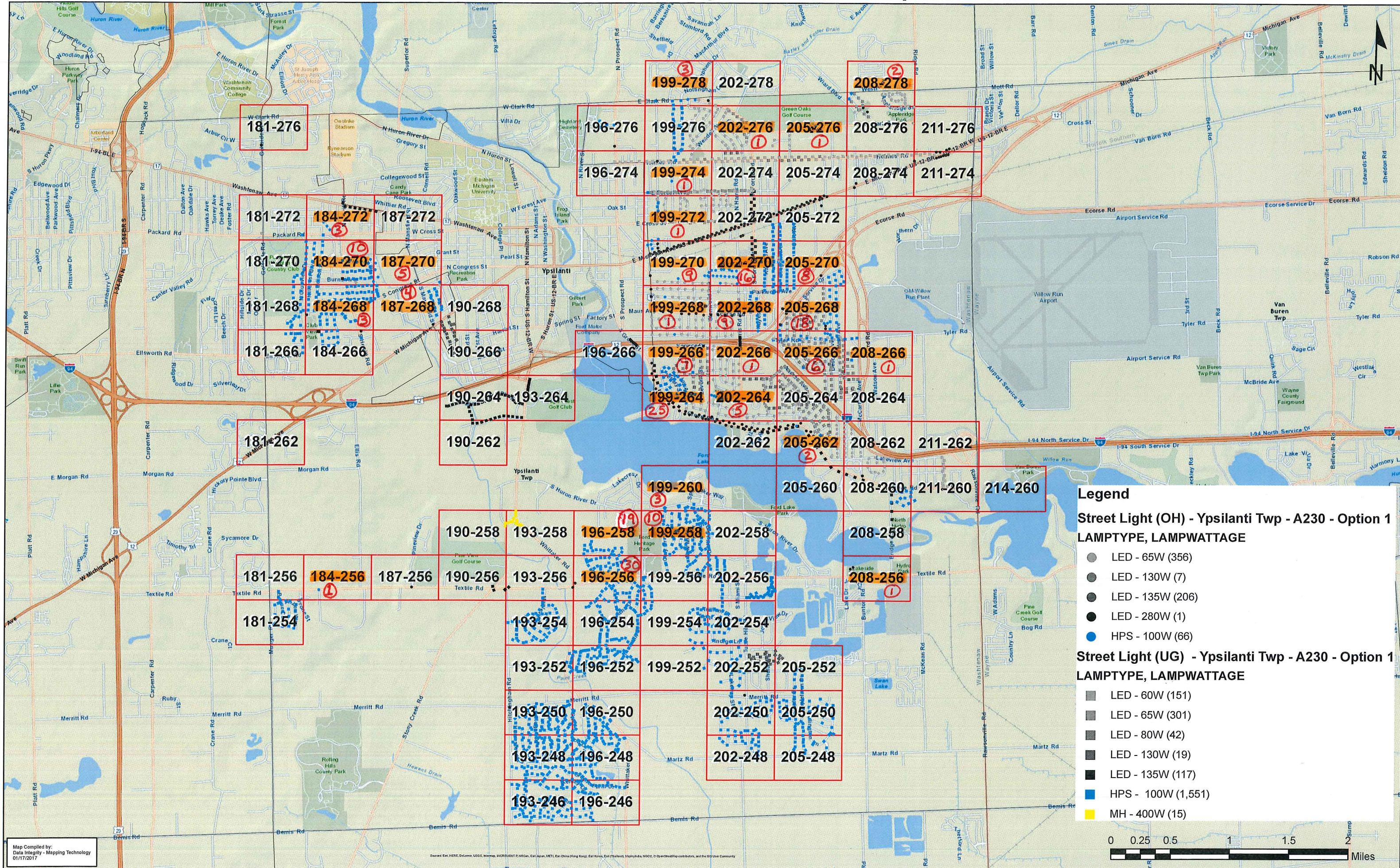
Attachment 1 to Purchase Agreement

Map of Location

[To be attached]

Ypsilanti Twp - Option 1 Streetlight Locations - Map Sheet Index

206 TOTAL COBRA HEADS



Legend

Street Light (OH) - Ypsilanti Twp - A230 - Option 1
LAMP TYPE, LAMP WATTAGE

- LED - 65W (356)
- LED - 130W (7)
- LED - 135W (206)
- LED - 280W (1)
- HPS - 100W (66)

Street Light (UG) - Ypsilanti Twp - A230 - Option 1
LAMP TYPE, LAMP WATTAGE

- LED - 60W (151)
- LED - 65W (301)
- LED - 80W (42)
- LED - 130W (19)
- LED - 135W (117)
- HPS - 100W (1,551)
- MH - 400W (15)



February 6, 2017

Charter Township of Ypsilanti
Attn: Karen Lovejoy Roe
7200 S Huron River Dr
Ypsilanti, MI 48197

Re: Ypsilanti Township - 2017 Street Lighting Conversion to LED

I have prepared a cost estimate for the conversion of following 206 street lights to LED:

Overhead (OH)

66 – 100 watt High Pressure Sodium to 65 watt LED

Underground (UG)

140 – 100 watt High Pressure Sodium to 65 watt LED

The costs are based on the Option 1 Municipal Streetlight rate, where DTE Energy installs, owns, and maintains the lighting system. The rate requires a portion of the conversion cost be paid by the customer, which is determined by the following formula.

Estimate Breakdown

Project Cost	\$54,384.00
Less DTE Contribution	\$0.00 – Since remaining street lights are HPS and not Mercury Vapor
Total Upfront Cost	\$54,384.00
Current Annual Invoice	\$62,546.16
Future Annual Invoice	\$51,955.92
Annual Savings	\$10,590.24
EO Rebate after Construction	(\$4,326.00)
Net Cost (Upfront Cost - Rebate)	\$50,058.00
Payback (Net Cost/Annual Savings)	4.73 years

The price quoted herein shall be in effect for a period of six months from the date of this letter. After installation, the total cost for additional modification, relocation, or removal will be the responsibility of the requesting party. An authorized signature on the Municipal Street Lighting Purchase Agreement and the payment contribution will be our notification to begin final design and construction scheduling.

Please feel free to call me at (734) 397-4188 if you have any questions.

Regards,

Lance Alley

Lance Alley
Account Manager
DTE Energy - Community Lighting

Supervisor
BRENDA L. STUMBO
Clerk
KAREN LOVEJOY ROE
Treasurer
LARRY J. DOE
Trustees
STAN ELDRIDGE
HEATHER JARRELL ROE
MONICA ROSS WILLIAMS
JIMMIE WILSON, JR.



Charter Township of Ypsilanti

Clerk's Office

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

MEMORANDUM

To: Ypsilanti Township Board of Trustees

From: Karen Lovejoy Roe, Clerk *KLR*

Date: February 14, 2017

Subject: ***Request to Set Public Hearing Date of Tuesday, March 21, 2017 at approximately 7:00pm – Creation of Special Assessment District for the Huron Heights and Huron Ridge Neighborhoods***

The Huron Heights and Huron Ridge Neighborhoods are made up of two parcels owned and managed by the same company. They have requested to have two (2) cameras installed via special assessment district. Our normal legal process will be followed for this request.

Should you have any questions, please contact my office.

lrg

Attachment

cc: Files

OTHER BUSINESS

AUTHORIZATIONS AND BIDS

Supervisor
BRENDA L. STUMBO
Clerk
KAREN LOVEJOY ROE
Treasurer
LARRY J. DOE
Trustees
STAN ELDRIDGE
HEATHER ROE
MONICA ROSS-WILLIAMS
JIMMIE WILSON, JR.



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: February 13, 2017

RE: Authorization to seek competitive sealed bids for replacement of a section of the roof at the Community Center

We are seeking authorization to seek competitive sealed bids for replacing the roof-Section A at the Community Center. This is an EPDM (rubber) section of roof and is directly above the Senior room and dance studio at the Community Center.

This section is listed in our capital improvement plan as section E and was scheduled to be replaced in 2017 for \$150,000. This section is now 27 years old and the new roof would have a life expectancy of 30 years. The recent estimates from our roof consultant indicate the costs would be between \$125,000 & \$150,000.

Once the bidding is completed, we will bring our recommendation back to the Board for approval.

There is a summary of this roof section attached with this memo, including photos and trouble sections of the roof.

This will be paid out of the capital outlay-Community Center account #212.970.000.976.008, and we expect it to be finished by late spring.

Supervisor
BRENDA L. STUMBO
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Residential
Services

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Ypsilanti, MI 48197
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**BID SPECIFICATIONS FOR REPLACEMENT OF SECTION E OF THE
COMMUNITY CENTER ROOF
(OUTLINED IN YPSILANTI TOWNSHIP CAPITAL IMPROVEMENT PLAN)**

Solution Option: Replace

Action Year: 2016

Square Footage: 5,500

Expected Life Years: 30

Budget: \$125,000.00

Included in the scope of work below would be to correct the workmanship issues previously installed (vent, flashings, rake and drip-edge)

- A. Remove ballast and EPDM membrane down to existing roof deck. Inspect and repair or replace decking where needed with prior approval from owner.
- B. The contractor is to raise any low projection curbs that do not meet the NRCA recommended 8" height requirements above the new roof's projected surface and use termination bar at 8" from field on walls. Inspect cant strips throughout roof section and replace as necessary.
- C. Mechanically fasten new insulation, ½" pre-primed DensDeck and insulation (3" polyisocyanurate) to metal decking.
- D. Taper drip-edge using tapered insulation to an (8') diameter to promote proper drainage.
- E. Install (heat applied) HPR base sheet and StressPly IV smooth cap sheet. Install in a shingle fashion from low to high point of the roof slope to promote positive drainage.
- F. Install HPR base sheet (heat applied) and Stressply Max FR mineral cap sheet set in WeatherKing (cold-process) flashing adhesive.
- G. Apply topcoat of aluminized coating per specified rate throughout the field and approximately 30 days after install.

- H. Install new metal edge to match existing over parapet wall.
- I. Clean up all debris and damage done to grounds, building and rooftop (if any). Charcoal filters to be utilized at intakes the duration of the project.
- J. Provide 30 year weather tight warranty for all roof components from one manufacturer.

For more information, please contact:

Jeff Allen, Residential Services Director
734-484-0073
jallen@ytown.org



THE GARLAND COMPANY, INC.

HIGH PERFORMANCE ROOFING AND FLOORING SYSTEMS

3800 EAST 91 STREET • CLEVELAND, OHIO 44105-2197
PHONE: (216) 641-7500 • FAX: (216) 641-0633
NATIONWIDE: 1-800-321-9336

February 10, 2017

Jeff Allen
Charter Township of Ypsilanti
7200 S. Huron River Dr.
Ypsilanti, MI 48197
SUBJECT: ROOF INVESTIGATION – UPDATE – COMMUNITY CENTER

Jeff,

Roof assessments have been completed for the Community Center over the past few years in an effort to develop a plan for future roof-related expenses. During recent investigations, Roof Section A has been determined to require work in the calendar year of 2017 to avoid costly interior repairs, alleviate active roof leaks and minimize damage to the structural decking. In addition, multiple repairs above and beyond the new roof system need to be made to the perimeter details, vents and wall cladding.

A scope of work has been developed to properly install the new roof system and correct other deficiencies in accordance with building codes, insulation requirements, contractor safety guidelines and minimum performance criteria. This scope of work includes minimum performance criteria for materials to establish a base-line of a 30 year life-cycle. The township will receive firm numbers from local qualified contractors once a preliminary bid meeting is held. In preparation for requesting permission to proceed with the bid meeting, budgetary numbers have been provided below.

**Ypsilanti Township Community Center
(Section A – Anticipated Contractor Costs): \$125,000-\$150,000**

These numbers are to be used for budgetary purposes only. Once the budget is approved, contractors will be asked to provide firm numbers for acceptance.

If you have any questions, please feel free to call me.

Sincerely,

Brad Konvolinka
Roof Management Specialist
The Garland Company, Inc.



Overview – Comm. Center Section A



Premature flashing failure between two roof sections was noted throughout.



The flashing membrane utilized to join these two roof sections has failed and will require replacement.



Debris / Parapet Wall / Nailer Deterioration – Several small corrections will need to be made to ensure this detail is water-tight.

Ypsilanti Township Community Center – Section A



Supervisor
BRENDA L. STUMBO
Clerk
KAREN LOVEJOY ROE
Treasurer
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Residential Services Division

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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: February 13, 2017

RE: Request authorization to use MiDeals pricing for the purchase of a new Bandit 19XP chipper in an amount not to exceed \$70,000

We are seeking approval to use MiDeals for the purchase of new chipper to benefit our brush collection service.

The replacement of our 2003 chipper is on our asset management – equipment plan. It was scheduled to be replaced in 2015, but other priorities pushed it back a couple of years. We included the MiDeals costs (see attached) of \$62,622, but we are asking for “not to exceed” \$70,000, as we want a larger fuel tank and other items, and need the allowance for the extra at order time. As I am sure you are aware, our chipping service we provide to residents is very important to them and they are passionate about this service.

This is budgeted in the Compost equipment account 590.590.000.977.000.

We are also seeking authorization to dispose of the 2003 & an older 2000 chipper by either trade-in or MITN, whichever route gives us the best price. The sale price of these would also offset a lot of the expense of the chipper.

We would like to go forward with this purchase with your approval.

STATE OF MICHIGAN
 DEPARTMENT OF TECHNOLOGY, MANAGEMENT & BUDGET
 PROCUREMENT

525 W. ALLEGAN STREET
 LANSING, MI 48933

P.O. BOX 30026
 LANSING, MI 48909

CHANGE NOTICE NO. 1
 to
 CONTRACT NO. 071B3200141
 between
 THE STATE OF MICHIGAN
 and

NAME & ADDRESS OF CONTRACTOR	PRIMARY CONTACT	EMAIL
Bandit Industries Inc 6750 Millbrook Road Remus MI, 49340	Jason Morey	jmorey@banditchippers.com
	PHONE	CONTRACTOR'S TAX ID NO. (LAST FOUR DIGITS ONLY)
	989-561-2270	*****8375

STATE CONTACTS	AGENCY	NAME	PHONE	EMAIL
PROGRAM MANAGER / CCI	MDOT	Dan smith	517-334-2767	smithd4@michigan.gov
CONTRACT ADMINISTRATOR	DTMB	Yvon Dufour	(517) 284-6996	dufourey@michigan.gov

CONTRACT SUMMARY			
DESCRIPTION: Brush Chipper, Stump Grinders & Related Forestry Equipment			
INITIAL EFFECTIVE DATE	INITIAL EXPIRATION DATE	INITIAL AVAILABLE OPTIONS	EXPIRATION DATE BEFORE CHANGE(S) NOTED BELOW
September 1, 2013	August 31, 2016	2 - 1 Year	August 31, 2016
PAYMENT TERMS		DELIVERY TIMEFRAME	
ALTERNATE PAYMENT OPTIONS			EXTENDED PURCHASING
<input type="checkbox"/> P-card <input type="checkbox"/> Direct Voucher (DV) <input type="checkbox"/> Other			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
MINIMUM DELIVERY REQUIREMENTS			

DESCRIPTION OF CHANGE NOTICE				
EXERCISE OPTION?	LENGTH OF OPTION	EXERCISE EXTENSION?	LENGTH OF EXTENSION	REVISED EXP. DATE
<input checked="" type="checkbox"/>	12 Months	<input type="checkbox"/>		8/31/2017
CURRENT VALUE		VALUE OF CHANGE NOTICE	ESTIMATED AGGREGATE CONTRACT VALUE	
\$ 500,000.00		\$ 0.00	\$ 500,000.00	

DESCRIPTION: Effective 4/29/2016, the first option year available on this contract is hereby exercised. The revised contract expiration date is 8/31/2017. All other terms, conditions, specifications and pricing remain the same. Per agency request, and DTMB Procurement approval.



Bandit
INDUSTRIES, INC.

Verified Current
02/14/2017 w/Mary
Hanses @ MiDeals
(model # has changed 19XP)

Jason Morey
6750 Millbrook Road
Remus, MI 49340
USA
989-561-2270 (Phone)
989-561-2273 (Fax)
www.banditchippers.com

QUOTATION

Quote #	Quote Created	Last Updated	Salesperson
31470	June 3, 2013 08:27 AM by Bandit Industries, Inc.	June 3, 2013 08:29 AM by Jason Morey	Jason Morey

CUSTOMER:	BILL TO:	SHIP TO:
Michigan DOT 2522 West Main East Lansing, MI 48917 USA 517-241-7233 (Phone) 517-335-0046 (Fax) TBD (Contact)	Michigan DOT 2522 West Main East Lansing, MI 48917 USA 517-241-7233 (Phone) 517-335-0046 (Fax) TBD (Contact)	Michigan DOT 2522 West Main East Lansing, MI 48917 USA 517-241-7233 (Phone) 517-335-0046 (Fax) TBD (Contact)

MODEL 1890XP (19" DRUM STYLE) BRUSH BANDIT

Qty	Part #	Description
1	MODEL-1890DRU	Model 1890XP - (19" Drum Style) Brush Bandit

STANDARD EQUIPMENT

Qty	Part #	Description
1	STANDARD	Hydraulic lift cylinder (controlled manually)
1	STANDARD	41" high x 64" wide tapered infeed hopper with 30" fold down infeed hopper tray, heavy-duty taillight covers, and spring lift assists
1	STANDARD	Clean out and inspection door on discharge
1	STANDARD	37" diameter x 22" wide drum with (4) 5/8" X 5 1/2" X 10" dual edge knives
1	STANDARD	30 gallon steel hydraulic tank with magnetic drain plug, lockable filler cap, and aluminum sight gauge
1	STANDARD	40 gallon steel fuel tank with magnetic drain plug, lockable filler cap, and aluminum sight gauge
1	STANDARD	6" tubular steel frame with 3/8" x 3" x 6" tubular steel tongue
1	STANDARD	12 volt system with rubber mounted LED taillights, 6 prong replaceable coiled power cord & protected heavy-duty wiring with junction box, and LED clearance lights with reflectors.
1	STANDARD	Banded chipper belts
1	STANDARD	Heavy-duty taillight covers
1	STANDARD	Safety control bar controls forward / neutral / reverse
1	STANDARD	Engine disable plug for hood locking pin-preventing engine from operating without pin in place
1	STANDARD	Wooden pusher tool with mount on infeed hopper
1	STANDARD	(2) Last chance safety pull cables
1	STANDARD	Weather resistant manual container
1	STANDARD	Safety DVD, (2) 6" wide x 9" tall Bandit operator's manuals (one paper copy and one waterproof copy tethered to machine) and (1) engine operator's manual
1	STANDARD	Spanish & English combination safety decals
1	STANDARD	Lockable aluminum toolbox

OPTIONS

1	333-23662	Standard Imron Industrial Urethane Alert Orange
1	990-1012-94	Model 1890 standard package
1	990-RC1190-771	Perkins 1204E-E44TTA, 173 horsepower with over center style clutch - Tier 4i



- 1 990-100484 Lockable steel battery box with (1) 1,400 CCA Interstate battery
- 1 990-100402 Super sized spring loaded slide box feed system with (2) horizontal feed wheels 10 5/8" diameter x 32" wide.
(Note: machine will not weigh under 10,000 pounds with this option)
- 1 990-1016-03 Tandem 8,000 pound Torflex EZ lube hydraulic brake axle with reverse solenoid (Not free backing)
- 1 990-101060 (4) 235/75R 17.5" tires mounted on 8-bolt heavy-duty gray rims
- 1 990-100418 3/16" heavy-duty steel weld on tandem axle fenders
- 1 990-100737 3" pintle hitch with Model 20 actuator for hydraulic brake axles
- 1 990-100186 Spare tire mounted on heavy-duty gray rim (235/75R 17.5")
- 1 990-100080 Spare tire mount
- 1 990-100151 Deluxe Winch Option Package: Hydraulic winch mounted on infeed hopper (does not include cable or rope), hand crank height adjustable discharge, hydraulic controlled swivel discharge, and Reversing Auto Feed system (Please specify if winch end is to be set-up with aluminum fairlead or steel rollers)
Specified: Aluminum fairlead
- 1 990-100372 Hydraulic pressure check system
- 1 990-100753 Hydraulic flow control for feed wheel rate adjustment
- 1 990-100088 7-PRONG (Round Pin) Male trailer plug
- 1 990-100095 10,000 pound capacity tongue jack with spring return pad
- 1 990-100257 Frame / Fender supports
- 1 990-100129 Amber strobe warning light mounted on top of engine shroud
- 1 990-100255 Special hitch height adjustment plate (10 bolt, provides 13 1/2" of adjustment)
- 1 990-300056 Non skid coating on tongue and all step on areas

DIRECT SALE TOTALS

Total Unit Price:	\$ 78465.00
Direct Sale Discount: 20.00 %	- \$ 15693.00
Net After Direct Sale Discount:	\$ 62772.00
Caterpillar/Perkins Municipal Engine Rebate:	- \$ 150.00
Total Direct Sale Price:	\$ 62622.00

COMMENTS

- Production Note By Jason Morey on 05/21/2013 08:55 AM
Strobe mounted on pedestal towards rear of chipper
- Production Note By Jason Morey on 05/21/2013 08:55 AM
Strobe to be controlled by switch inside control panel
- Production Note By Jason Morey on 05/21/2013 08:56 AM
Feed wheels to have serrated / knife edge teeth

requesting the following changes:
 -60 gal fuel tank in stead of 40
 -welded feed hopper
 -minus the strobe lighting system; we can install for less than half the added cost; this will be an added cost to "in house" install
 -minus spare tire system
 -minus winch system

Intimidator™ 19XP

19" capacity drum-style chipper



Safety Features

- **Rope/Line Shear Device (standard)**
Provides an improved chance that rope or lines inadvertently entering the chipper may be cut.
- **Last Chance Cables (standard)**
Stops/reverses the feed wheel when pulled in case of an emergency.
- **Operator Safety Control Bar (standard)**
Wraps around three sides of the infeed chute and controls the direction of the feed wheels.
- **Wood Pusher Paddle (standard)**
Used to feed small wood debris into the chipper.
- **Chipper Hood Pin w/Padlock (standard)**
Prevents unauthorized access to the disc or drum.
- **Chipper Hood Engine Disable Plug (standard)**
Prevents engine from being started without the hood pin in place.
- **Feed Wheel Engage (option)**
Requires operators to control feed wheel operation via foot pedal.
- **Hydraulic Bottom Bump Bar (option)**
Stops feed wheels via mechanical connection when bumped, diverting hydraulic power away from the feed wheels.

The Bandit Backbone™ Support

The Bandit Backbone is Bandit's commitment to customer service and support. It's always been a cornerstone of Bandit's philosophy, and today that backbone is stronger than ever. If you own a Bandit hand-fed chipper—regardless the age, hours, or warranty status—the Bandit Backbone is here to support you.



Popular Options



Wide Feed Wheel
Optional 32" wide feed wheel.



~~**Self-Propelled**
Available with a track undercarriage, the Intimidator 19XP can be taken directly to the trees.~~

~~**Hydraulic Winch**
This useful option enables the operator to pull large material to the chipper with ease.~~

Intimidator™ 19XP Specifications

ENGINES

- TOWABLE:**
- GM 165 HP Gas
 - CAT or Perkins 147 HP Tier 4 Final
 - CAT or Perkins 174 HP Tier 4 Final
 - CAT or Perkins 225 HP Tier 4 Final
 - John Deere 200 HP Tier 4 Final

TIER 3 DIESEL ENGINE OPTIONS (EXPORT ONLY)

- CAT 142 HP Tier 3
- CAT 173.7 HP Tier 3
- CAT 213 HP Tier 3
- John Deere 173 HP Tier 3

TRACK:

- CAT 225 HP Tier 4 Final

TIER 3 DIESEL ENGINE OPTIONS (EXPORT ONLY)

- CAT 142 HP Tier 3
- CAT 173.7 HP Tier 3
- CAT 213 HP Tier 3
- John Deere 173 HP Tier 3
- CAT 250 HP Tier 3

UNDERCARRIAGES

TOWABLE: Upgrade - tandem Axle
AXLE - Single 12,000 lb. electric brake
TIRES - 235/75R 17.5" tires mounted on 8-bolt heavy-duty gray rims

TRACK:

- RUBBER TRACK - 305 DCR rubber track undercarriage
- STEEL TRACK - Caterpillar 305CR (400MM, triple grouser)

MEASUREMENTS:

	TOWABLE:	TRACK:
Length: (Infeed Closed)	17' 1"	13' 9"
Length: (Infeed Open)	19'	16'
Width:	7' 5"	8' 6"
Height:	9' 5"	10'
Weight:	10,800 lbs	14,000 lbs
Fuel Tank:	40 gal	50 gal
Hyd. Tank:	30 gal	50 gal

OTHER SPECIFICATIONS:

Capacity:	19"
Throat Opening:	20-1/2" x 26-1/4"
Drum:	37" diameter x 22" wide (3/8" Thick)
RPM:	1,080
Feed System:	Slide Box System
Adjustable Springs:	2 - 27" long
Horizontal feed wheels:	20" wide x 10-7/16" diameter
Displacement (CID):	63.9
Hydraulic Motors:	2
Discharge:	Hand Crank Swivel
Deflector:	3-Position Manual
Hitch:	3 Position, 2-1/2" Pintle
Frame:	3/4" x 2" x 6" main frame rectangular tubing with a 3/8" x 3" x 6" tongue
Fenders:	Preformed 12 gauge aluminum tread bite fenders with mud shields
Tongue Jack:	8,000 pound "Bulldog" tongue jack, adjustable for height with 15" travel capacity and stationary foot pad

Standard & Custom Colors Available

Choose from six standard colors, or select a custom color to match your fleet.



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Residential Services Division

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www.ytown.org

MEMORANDUM

TO: Ypsilanti Township Board of Trustees

FROM: Jeff Allen, Director – Residential Services Department

DATE: February 13, 2017

RE: Authorization to seek sealed bids for the purchase of a new Toro bat-wing mower

We are seeking authorization to request sealed bids for the purchase of a new Toro bat-wing mower. These have proven to be a very reliable and long lasting piece of equipment for our parks department. This mower would replace a 2001 model. We are in great need to improve our mower fleet at this point, as we have not purchased a new Toro since the 2012 year.

We would also seek authorization to either trade in or sell via MITN our 2001 &/or 2004 mower, whichever gives us the best economical advantage.

This mower is budgeted in 101.774.000.977.000, and we anticipate the costs to be around \$63,000. We will come back to the Board with our recommendation to seek your approval.



Groundsmaster® 4100-D/4110-D Specifications*



	GROUNDMASTER 4100-D, MODEL 30608	GROUNDMASTER 4110-D, MODEL 30644, MODEL 30606															
ENGINE	Yanmar® 4-cylinder, liquid-cooled, turbo-charged diesel. 127 cu. in. (2.1 liter) displacment. Engine rated at 55 hp (41 kW) net and 125 ft.-lbs. (169 Nm) torque at 2,000 rpm. 8 quart (7.6 liter) oil capacity. EPA Tier IV Final Compliant.																
AIR CLEANER	Dry, replaceable primary and safety elements.																
RADIATOR	Rear-mount, cross-flow, 7-row, 5 fins per inch, 9 quart (8.5 liter) capacity.																
FUEL CAPACITY	21 gallons (79.5 liters) diesel fuel. Biodiesel-Ready for use up to 8-20(20% biodiesel and 80% petroleum blend)																
TRACTION DRIVE	Parallel hydrostatic, closed loop system with full-time 4WD. Forward/reverse in low (mow) and high (transport) range with full-time, automatic traction assist (forward only) optional on Groundsmaster 4100-D models. Variable displacement piston pump with electronic servo control powers dual speed displacement piston motor drive into double reduction planetary in front, and mechanical axle in rear. SmartPower™ feature controls traction speed to maintain optimal cutting blade speed.																
HYDRAULICS/COOLING	8.75 gallon (33.1 liter) capacity with 10 micron remote spin-on filter. 9 row, single pass cooler, 6.3 fins per inch, that tilts out for cleaning. Variable speed radiator cooling fan with automatic (based on coolant and oil temps) and manual reversing capabilities.																
DIAGNOSTICS	Diagnostic pressure test ports: forward and reverse traction, left, center and right decks, reverse 4WD, lift, steering, charge and deck counterbalance circuits.																
GROUND SPEED	Transport: 0-16.2 mph (0-26.1 km/h) forward, 0-8.1 mph (0-13 km/h) reverse. Mow: 0-8.3 mph (0-13.4 km/h) forward, 0-4 mph (0-6.4 km/h) reverse.																
TIRES	Front: 26 x 12-12, 6-ply tubeless Multi-Trac. Rear: 20 x 10-10, 6-ply tubeless Multi-Trac.																
MAIN FRAME	All welded formed-steel frame with integral tie-down anchors.																
BRAKES	Mechanically actuated, internal wet disc brakes on input to each planetary drive. Individual foot-operated steering brake control of left and right wheel. Lock pedals together and latch to engage parking brake.																
SEAT	4-way adjustable, right armrest travels with seat and suspension.																
STEERING	Power steering with dedicated power source. Steering wheel tilts to desired operator position. Uncut circle: 0° diameter.																
INTSTRUMENTATION	InfoCenter™: Onboard LCD display shows gauges, alerts/faults, service reminders, electrical system diagnostics. Indicates fuel level, coolant temp, intake temperature, low oil pressure, alternator, engine hours, engine rpm, hydraulic oil temperature, voltage.																
CONTROLS	Tilt steering, ignition switch, throttle switch, foot-operated traction pedal, lockable individual brake pedals, parking brake lock, mow/transport speed selector switch, 3-two position switches for individual deck lift/lower, counterbalance adjustment, tow valves, cup holder, toolbox, radio holder, fan switch and 12-volt power outlet.																
ELECTRICAL	12-volt, 690 cold cranking amps battery, 80 amp alternator. Overload protection with automotive type fuses.																
INTERLOCKS	Prevents engine from starting unless traction pedal is in neutral and deck is disengaged. If operator leaves seat while moving or deck is engaged, traction and / or deck stops, info center alarms and gives message. Mowing only permitted in low range. Traction not allowed if parking brake engaged and pedal moved out of neutral, info center alarms and gives message. Deck transport latches.																
GROUND CLEARANCE	6.5" (16.5 cm)																
OVERALL DIMENSIONS	<table border="1"> <thead> <tr> <th>Height</th> <th>Length</th> <th>Width</th> <th>Transport Width</th> <th>Wheelbase</th> </tr> </thead> <tbody> <tr> <td>85.3" (216.7 cm) w/ROPS up</td> <td>144" (366 cm)</td> <td>127" (323 cm)</td> <td>71" (180 cm)</td> <td>55.5" (140 cm)</td> </tr> <tr> <td>93.3" (237 cm) w/ cab</td> <td>w/decks down</td> <td>w/decks down</td> <td>@ 2" (5 cm) HDC</td> <td></td> </tr> </tbody> </table>	Height	Length	Width	Transport Width	Wheelbase	85.3" (216.7 cm) w/ROPS up	144" (366 cm)	127" (323 cm)	71" (180 cm)	55.5" (140 cm)	93.3" (237 cm) w/ cab	w/decks down	w/decks down	@ 2" (5 cm) HDC		
Height	Length	Width	Transport Width	Wheelbase													
85.3" (216.7 cm) w/ROPS up	144" (366 cm)	127" (323 cm)	71" (180 cm)	55.5" (140 cm)													
93.3" (237 cm) w/ cab	w/decks down	w/decks down	@ 2" (5 cm) HDC														
WEIGHT	4237 lbs. (1922 kg) w/ full fluids (GM4100-D).	4890 lbs. (2218 kg) w/ full fluids (GM4110-D).															
SAFETY CAB (4110)	<p>MODEL 30644: ROPS certified cab with heat, AC and the following standard features: climate system pressurized cab, heavy-duty pantograph front windshield wiper and washer, front windshield has 38" of visibility, interior mirror, fold away exterior side mirrors, molded front fenders, right and left doors and rear window have tinted (50%) glass, front and rear windows open, quick release window latches act as emergency exit, rubber sound isolator cab mounts and upholstered interior panels and headliner, textured neoprene floor mat, interior dome light.</p> <p>MODEL 30606: Factory installed, ROPS certified, climate controls (AC & heating), opening rear window, front wiper/washer, interior mirror, exterior side mirrors.</p>																
SAFETY	Complies with American National Standards Institute (ANSI 871.4-2012) and applicable ISO EN 5395 (CE) standards (machine directive 89/392, 91/368, 93/44, 84/538, 89/336) requirements; Optional lights. Meets ANSI/ASAE 5279.12 (Lighting and Marking of Agricultural Equipment on Highways). Foldable ROPS, ISO 21299 certified.																
WARRANTY	Two-year limited warranty. Refer to operator's manual for further details.																
ACCESSORIES	Work light, Road lights consisting of dual taillights, dual headlights, slow moving vehicle sign, turn signal, flasher and lights; Sunshade Beacon																
CUTTING DECK																	
WIDTH OF CUT	Overall: 124" (315 cm), Center deck section: 54" (137.1 cm), Two 37" (93 cm) width of cut wings. 89" (226 cm) width of cut with one wing up.																
MOWING RATE	Mows up to 10.3 acres/hr (4.2 hectares/hr) at 8.3 mph (13.4 km/hr). Assumes no overlap or stops.																
CONSTRUCTION	Welded .100" (25 mm) high-strength steel with steel 7 and 10-gauge channel and plate reinforcements.																
DECK DRIVE	Direct mounted hydraulic motor into spindle. Remaining spindle(s) driven by individual B section kevlar belt. Quick-release belt covers.																
HEIGHT-OF-CUT	1"-5" (25-127 mm) in .5" (13 mm) increments.																
SPINDLES	1.25" (3.17 cm) diameter spindle shafts, 9" (22.9 cm) diameter conical ductile iron housing, and 2 greaseable tapered roller bearings.																
BLADES	19" (48.3 cm) long, 2.5" (6.4 cm) wide, .25" (.64 cm) thick.																
CASTER WHEELS	8 x 3.50-4, 4-ply, smooth, pneumatic, sealed precision ball bearings.																
GROUND FOLLOWING	6" anti-scalp cups on each blade, adjustable skids, 3 anti-scalp rollers on front deck and 1 on each wing.																
WING PROTECTION	Impact absorption device on each wing deck.																
MULCHING KIT	Model 30419.																
SKIDS	Reversible polymeric.																

*Specifications and design subject to change without notice. Products depicted in this literature are for demonstration purposes only. Actual products offered for sale may vary in use, design, required attachments and safety features. See distributor for details on all warranties.



Supervisor
BRENDA L. STUMBO
Clerk
KAREN LOVEJOY ROE
Treasurer
LARRY J. DOE
Trustees
STAN ELDRIDGE
HEATHER ROE
MONICA ROSS-WILLIAMS
JIMMIE WILSON, JR.



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Residential Services Division

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MEMORANDUM

TO: Ypsilanti Township Board of Trustees

FROM: Jeff Allen, Director – Residential Services Department

DATE: February 13, 2017

RE: Requesting authorization to seek an architect to design/bid & manage the project in order to update the Township Civic Center service counters & boardroom seating, to accommodate handicap residents & visitors

We are seeking authorization to seek a request for proposal from architectural firms to assess, design and bid out work to make the Civic Center more handicap accessible. This would include creating an ADA counter on both the 1st and 2nd floors, enclosing the open counter & to add handicap seating to the public area in the board room.

In 2016, we hired OHM to conduct a thorough study of the Civic Center and the 14B Court as it relates to accessibility under A.D.A.

While we are “grandfathered” in on these items due to the age of the building, we feel it is important to help make changes in time to help accommodate residents and visitors.

There many door and opening clearance issues which we can address as time goes on and doors are replaced, however, I feel allowing access for wheelchairs to be serviced in at least one location at the counter, is the least we can do for service. Furthermore, there is not accommodating seating in the Township Board room.

I am asking to use the Township’s professional services line item to find an architect to provide this service, include their price to provide this service. We are estimating this to cost less than \$5,000 and will be paid out of account #101.956.000.801.000.

We will bring the construction bids back to the Township Board before we proceed with any work.