

CHARTER TOWNSHIP OF  
YPSILANTI BOARD OF TRUSTEES

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*Supervisor*

**BRENDA L. STUMBO**

*Clerk*

**KAREN LOVEJOY ROE**

*Treasurer*

**LARRY J. DOE**

*Trustees*

**STAN ELDRIDGE**

**HEATHER JARRELL ROE**

**MONICA ROSS WILLIAMS**

**JIMMIE WILSON, JR.**

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**July 18, 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 June 2017

**General Account**

Account Number	
<b>Due to Washtenaw County</b>	
(101-000-000-214.222)	<b><u>\$3,777.28</u></b>
<b>Due to State Treasurer</b>	
Civil Filing Fee Fund (MCL 600.171):	\$18,683.00
State Court Fund (MCL 600.8371):	\$1,240.00
Justice System Fund (MCL 600.181):	\$27,707.69
Juror Compensation Reimbursement Fund:	
Civil Jury Demand Fee (MCL 600.8371):	\$0.00
Drivers License Clearance Fees (MCL 257.321a):	\$2,295.00
Crime Victims Rights Fund (MCL 780.905):	\$6,573.20
Judgment Fee (Dept. of Natural Resources):	\$0.00
E-File Fee (228.56):	\$5,570.00
<b>Due to Secretary of State</b>	
(101-000-000-206.136)	\$2,295.00
	Total: <b><u>\$64,363.89</u></b>

**Due to Ypsilanti Township**

Court Costs (101-000-000-602.136):	\$46,909.86
Civil Fees (101-000-000-603.136):	\$15,977.00
Probation Fees (101-000-000-604.000):	\$8,048.62
Ordinance Fines (101-000-000-605.001):	\$68,039.00
Bond Forfeitures (101-000-000-605.003):	\$1,540.00
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):	(\$902.41)
	Total: <b><u>\$139,612.07</u></b>

**Total to General Account - (101.000.000.004.136):** **\$207,753.24**

**Escrow Account**

(101-000-000-205.136)

Court Ordered Escrow:	\$3,535.00
Bonds:	\$12,139.08
Restitution:	\$5,880.45

**Total to Escrow Account - (101.000.000.205.136):** **\$21,554.53**

		Year to Date	
	Prior Year Comparison		
Month	Revenue	Revenue	
	2016	2017	
<b>January</b>	\$121,678.02	\$ 120,611.62	
February	\$175,343.69	\$ 155,669.56	
March	\$154,916.76	\$ 182,041.34	
April	\$133,933.35	\$ 148,443.25	
May	\$136,097.41	\$ 162,945.87	
June	\$138,669.47	\$ 139,612.07	
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			
<b>Totals:</b>	\$ 1,821,613.73	\$ 1,072,047.71	
<b>Expenditure</b>			
<b>Budget:</b>	\$ 1,443,321.00	\$ 1,486,200.32	
<b>Difference:</b>	\$ 378,292.73	\$ (414,152.61)	



14-B District Court

Monthly Disbursements

June 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.

**June 2017 Disbursements:**

Washtenaw County:	\$ 3,777.28
State of Michigan:	\$ 64,363.89
Ypsilanti Township Treasurer:	\$139,612.07

TOTAL: \$207,753.24



# WASHTENAW COUNTY OFFICE OF THE SHERIFF



JERRY L. CLAYTON  
SHERIFF

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

MARK A. PTASZEK  
UNDERSHERIFF

**To:** Brenda Stumbo, Ypsilanti Township Supervisor  
**From:** Mike Marocco, Police Services Lieutenant  
**Cc:** Mike Radzik, Ypsilanti Township Police Administrator & Ypsilanti Township Board  
Marlene Radzik, WCSO Police Services Commander  
**Date:** July 9, 2017  
**Re:** June 2017 Police Services Monthly Report

In June of 2017, there were 4127 calls for service in Ypsilanti Township, which is a 3.16% decrease in calls for service as compared to June of 2016. This reduction brings us to a 2.09% reduction in Calls For Service Year to Date.

## OPERATIONS

During June of 2017, Patrol Operations has been efficient in handling calls for service, traffic enforcement and community engagement duties in pursuit of our total policy philosophy. We will continue to focus on root cause issues and build on the program we initiated in 2016 to continue the positive trends in reference to juvenile issues, burglaries and larcenies. While vehicle thefts and burglaries continue to trend downward, we are seeing increases in fraudulent activities with credit card fraud and identity theft each up 23.4% and 18.36% respectively year to date. These investigations are often lengthy and complex. 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. 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. The overall reductions in burglaries, stolen autos and juvenile mischief complaints is directly related to the Sheriff's Office engagement of our juvenile population and their family structures. Curfew enforcement sweeps have been effective this month. In conjunction with those sweeps, an extensive information campaign involving schools, social media and Ypsilanti Township Neighborhood Watch ensuring that the community knows what the expectation is in regards to curfew is taking place. The Washtenaw County Sheriff's Office Interrupters group conducted another door to door campaign for June to support our Summer 2017 initiative as well.

## COMMUNITY ACTION TEAM

During the month of June, the Sheriff's Office executed several narcotics related search warrants within Ypsilanti Township which resulted in seizures of narcotics and currency.

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.

**AMERICAN CENTER FOR MOBILITY GROUNDS**

Deputies have aggressively patrolled the ACM grounds and made contact with several motorcycle groups which were previously using the area for stunting and racing. We will continue being diligent in patrols of the area. I have been in contact with ACM leadership as appropriate.

# CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

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

# CLR-008 Monthly Summary Of Offenses (WD)

## City:Ypsilanti Twp-YPT

For The Month Of June

Classification	Jun/2016	Jun/2017	%Change
09001 MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	0	0	0%
10001 KIDNAPPING/ABDUCTION	2	0	-100%
10002 PARENTAL KIDNAPPING	0	0	0%
11001 SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	1	3	200%
11002 SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	1	0	-100%
11003 SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	1	0	-100%
11004 SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	0	0	0%
11005 SEXUAL PENETRATION OBJECT -CSC 1ST DEGREE	0	0	0%
11007 SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	1	2	100%
11008 SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	1	2	100%
12000 ROBBERY	5	7	40%
13001 NONAGGRAVATED ASSAULT	49	54	10.20%
13002 AGGRAVATED/FELONIOUS ASSAULT	26	25	-3.84%
13003 INTIMIDATION/STALKING	10	5	-50%
20000 ARSON	2	1	-50%
22001 BURGLARY -FORCED ENTRY	28	7	-75%
22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	6	3	-50%
23001 LARCENY -POCKETPICKING	0	0	0%
23003 LARCENY -THEFT FROM BUILDING	16	25	56.25%
23004 LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	0	0	0%
23005 LARCENY -THEFT FROM MOTOR VEHICLE	24	25	4.166%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	1	2	100%
23007 LARCENY -OTHER	10	11	10%
24001 MOTOR VEHICLE THEFT	18	10	-44.4%
24002 MOTOR VEHICLE, AS STOLEN PROPERTY	3	1	-66.6%
24003 MOTOR VEHICLE FRAUD	0	0	0%
25000 FORGERY/COUNTERFEITING	4	1	-75%
26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	4	8	100%
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	7	19	171.4%
26003 FRAUD -IMPERSONATION	0	0	0%
26005 FRAUD -WIRE FRAUD	3	0	-100%
26007 FRAUD - IDENTITY THEFT	9	14	55.55%
26008 FRAUD - HACKING/COMPUTER INVASION	0	0	0%
27000 EMBEZZLEMENT	1	0	-100%
28000 STOLEN PROPERTY	4	0	-100%
29000 DAMAGE TO PROPERTY	46	42	-8.69%
30001 RETAIL FRAUD -MISREPRESENTATION	2	1	-50%
30002 RETAIL FRAUD -THEFT	19	11	-42.1%
30003 RETAIL FRAUD -REFUND/EXCHANGE	1	0	-100%
35001 VIOLATION OF CONTROLLED SUBSTANCE ACT	13	7	-46.1%
35002 NARCOTIC EQUIPMENT VIOLATIONS	6	5	-16.6%
37000 OBSCENITY	0	0	0%
40001 COMMERCIALIZED SEX -PROSTITUTION	0	0	0%

# CLR-008 Monthly Summary Of Offenses (WD)

## City:Ypsilanti Twp-YPT

For The Month Of June

Classification	Jun/2016	Jun/2017	%Change
40002 COMMERCIALIZED SEX -ASSISTING/PROMOTING PROSTITUTION	0	0	0%
52001 WEAPONS OFFENSE- CONCEALED	3	0	-100%
52002 WEAPONS OFFENSE -EXPLOSIVES	0	1	0%
52003 WEAPONS OFFENSE -OTHER	1	1	0%
<b>Group A Totals</b>	<b>328</b>	<b>293</b>	<b>-10.6%</b>
22003 BURGLARY - UNLAWFUL ENTRY (NO INTENT)	2	1	-50%
26006 FRAUD -BAD CHECKS	1	2	100%
36004 SEX OFFENSE -OTHER	0	0	0%
38001 FAMILY -ABUSE/NEGLECT NONVIOLENT	5	5	0%
38003 FAMILY -OTHER	0	0	0%
41002 LIQUOR VIOLATIONS -OTHER	0	1	0%
48000 OBSTRUCTING POLICE	8	7	-12.5%
49000 ESCAPE/FLIGHT	1	0	-100%
50000 OBSTRUCTING JUSTICE	14	8	-42.8%
53001 DISORDERLY CONDUCT	2	3	50%
53002 PUBLIC PEACE -OTHER	0	0	0%
54001 HIT and RUN MOTOR VEHICLE ACCIDENT	2	5	150%
54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	12	18	50%
55000 HEALTH AND SAFETY	3	2	-33.3%
57001 TRESPASS	1	0	-100%
57002 INVASION OF PRIVACY -OTHER	0	0	0%
58000 SMUGGLING	0	0	0%
59000 ELECTION LAWS	0	0	0%
61000 TAX/REVENUE	0	0	0%
62000 CONSERVATION	0	0	0%
63000 VAGRANCY	0	3	0%
70000 JUVENILE RUNAWAY	10	20	100%
73000 MISCELLANEOUS CRIMINAL OFFENSE	3	1	-66.6%
77000 CONSPIRACY (ALL CRIMES)	0	0	0%
<b>Group B Totals</b>	<b>64</b>	<b>76</b>	<b>18.75%</b>
2800 JUVENILE OFFENSES AND COMPLAINTS	84	88	4.761%
2900 TRAFFIC OFFENSES	15	24	60%
3000 WARRANTS	60	41	-31.6%
3100 TRAFFIC CRASHES	103	127	23.30%
3200 SICK / INJURY COMPLAINT	132	151	14.39%
3300 MISCELLANEOUS COMPLAINTS	921	786	-14.6%
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	2	0	-100%
3500 NON-CRIMINAL COMPLAINTS	1032	1084	5.038%
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	952	946	-0.63%
3800 ANIMAL COMPLAINTS	91	87	-4.39%
3900 ALARMS	185	182	-1.62%
<b>Group C Totals</b>	<b>3577</b>	<b>3516</b>	<b>-1.70%</b>

# CLR-008 Monthly Summary Of Offenses (WD)

## City:Ypsilanti Twp-YPT

For The Month Of June

Classification	Jun/2016	Jun/2017	%Change
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	3	0	-100%
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	0	0%
4200 PARKING CITATIONS	3	1	-66.6%
4300 LICENSE / TITLE / REGISTRATION CITATIONS	2	3	50%
4500 MISCELLANEOUS A THROUGH UUUU	8	2	-75%
<b>Group D Totals</b>	<b>16</b>	<b>6</b>	<b>-62.5%</b>
5000 FIRE CLASSIFICATIONS	0	0	0%
5100 18A STATE CODE FIRE CLASSIFICATIONS	1	0	-100%
<b>Group E Totals</b>	<b>1</b>	<b>0</b>	<b>-100%</b>
6000 MISCELLANEOUS ACTIVITIES (6000)	44	40	-9.09%
6100 MISCELLANEOUS ACTIVITIES (6100)	176	153	-13.0%
6300 CANINE ACTIVITIES	8	5	-37.5%
6500 CRIME PREVENTION ACTIVITIES	24	27	12.5%
6600 COURT / WARRANT ACTIVITIES	2	0	-100%
6700 INVESTIGATIVE ACTIVITIES	22	11	-50%
<b>Group F Totals</b>	<b>276</b>	<b>236</b>	<b>-14.4%</b>
<b>City : Ypsilanti Twp Totals</b>	<b>4262</b>	<b>4127</b>	<b>-3.16%</b>

# CLR-008 Monthly Summary Of Offenses (WD)

## City:Ypsilanti Twp-YPT

Year To Date Through June

Classification	2016	2017	%Change
<b>Group F Totals</b>	<b>0</b>	<b>0</b>	<b>0%</b>
09001 MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	1	2	100%
10001 KIDNAPPING/ABDUCTION	3	2	-33.3%
10002 PARENTAL KIDNAPPING	1	0	-100%
11001 SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	11	19	72.72%
11002 SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	4	3	-25%
11003 SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	5	3	-40%
11004 SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	2	1	-50%
11005 SEXUAL PENETRATION OBJECT -CSC 1ST DEGREE	0	1	0%
11007 SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	4	5	25%
11008 SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	5	10	100%
12000 ROBBERY	27	28	3.703%
13001 NONAGGRAVATED ASSAULT	230	282	22.60%
13002 AGGRAVATED/FELONIOUS ASSAULT	137	116	-15.3%
13003 INTIMIDATION/STALKING	33	26	-21.2%
20000 ARSON	9	2	-77.7%
22001 BURGLARY -FORCED ENTRY	105	69	-34.2%
22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	30	18	-40%
23001 LARCENY -POCKETPICKING	0	1	0%
23003 LARCENY -THEFT FROM BUILDING	78	96	23.07%
23004 LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	2	0	-100%
23005 LARCENY -THEFT FROM MOTOR VEHICLE	110	109	-0.90%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	6	22	266.6%
23007 LARCENY -OTHER	42	46	9.523%
24001 MOTOR VEHICLE THEFT	77	60	-22.0%
24002 MOTOR VEHICLE, AS STOLEN PROPERTY	11	6	-45.4%
24003 MOTOR VEHICLE FRAUD	0	1	0%
25000 FORGERY/COUNTERFEITING	18	9	-50%
26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	49	50	2.040%
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	47	58	23.40%
26003 FRAUD -IMPERSONATION	1	0	-100%
26005 FRAUD -WIRE FRAUD	5	3	-40%
26007 FRAUD - IDENTITY THEFT	49	58	18.36%
26008 FRAUD - HACKING/COMPUTER INVASION	1	1	0%
27000 EMBEZZLEMENT	18	5	-72.2%
28000 STOLEN PROPERTY	12	8	-33.3%
29000 DAMAGE TO PROPERTY	203	177	-12.8%
30001 RETAIL FRAUD -MISREPRESENTATION	2	4	100%
30002 RETAIL FRAUD -THEFT	93	59	-36.5%
30003 RETAIL FRAUD -REFUND/EXCHANGE	2	1	-50%
35001 VIOLATION OF CONTROLLED SUBSTANCE ACT	102	88	-13.7%
35002 NARCOTIC EQUIPMENT VIOLATIONS	43	45	4.651%
37000 OBSCENITY	2	3	50%



# CLR-008 Monthly Summary Of Offenses (WD)

## City:Ypsilanti Twp-YPT

Year To Date Through June

Classification	2016	2017	%Change
40001 COMMERCIALIZED SEX -PROSTITUTION	1	0	-100%
40002 COMMERCIALIZED SEX -ASSISTING/PROMOTING PROSTITUTION	0	1	0%
52001 WEAPONS OFFENSE- CONCEALED	23	20	-13.0%
52002 WEAPONS OFFENSE -EXPLOSIVES	0	1	0%
52003 WEAPONS OFFENSE -OTHER	8	7	-12.5%
<b>Group A Totals</b>	<b>1612</b>	<b>1526</b>	<b>-5.33%</b>
22003 BURGLARY - UNLAWFUL ENTRY (NO INTENT)	12	8	-33.3%
26006 FRAUD -BAD CHECKS	6	9	50%
36004 SEX OFFENSE -OTHER	4	0	-100%
38001 FAMILY -ABUSE/NEGLECT NONVIOLENT	23	29	26.08%
38003 FAMILY -OTHER	0	3	0%
41002 LIQUOR VIOLATIONS -OTHER	18	11	-38.8%
48000 OBSTRUCTING POLICE	45	51	13.33%
49000 ESCAPE/FLIGHT	2	4	100%
50000 OBSTRUCTING JUSTICE	89	67	-24.7%
53001 DISORDERLY CONDUCT	16	21	31.25%
53002 PUBLIC PEACE -OTHER	4	3	-25%
54001 HIT and RUN MOTOR VEHICLE ACCIDENT	19	24	26.31%
54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	130	123	-5.38%
55000 HEALTH AND SAFETY	10	16	60%
57001 TRESPASS	4	0	-100%
57002 INVASION OF PRIVACY -OTHER	0	1	0%
58000 SMUGGLING	3	0	-100%
59000 ELECTION LAWS	0	1	0%
61000 TAX/REVENUE	1	0	-100%
62000 CONSERVATION	1	1	0%
63000 VAGRANCY	2	5	150%
70000 JUVENILE RUNAWAY	54	56	3.703%
73000 MISCELLANEOUS CRIMINAL OFFENSE	13	8	-38.4%
77000 CONSPIRACY (ALL CRIMES)	0	1	0%
<b>Group B Totals</b>	<b>456</b>	<b>442</b>	<b>-3.07%</b>
2800 JUVENILE OFFENSES AND COMPLAINTS	312	272	-12.8%
2900 TRAFFIC OFFENSES	132	173	31.06%
3000 WARRANTS	365	304	-16.7%
3100 TRAFFIC CRASHES	618	671	8.576%
3200 SICK / INJURY COMPLAINT	636	745	17.13%
3300 MISCELLANEOUS COMPLAINTS	4513	4059	-10.0%
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	9	4	-55.5%
3500 NON-CRIMINAL COMPLAINTS	6167	6726	9.064%
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	5958	5350	-10.2%
3800 ANIMAL COMPLAINTS	429	421	-1.86%
3900 ALARMS	1026	1061	3.411%
<b>Group C Totals</b>	<b>20165</b>	<b>19786</b>	<b>-1.87%</b>

# CLR-008 Monthly Summary Of Offenses (WD)

## City:Ypsilanti Twp-YPT

Year To Date Through June

Classification	2016	2017	%Change
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	12	2	-83.3%
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	3	1	-66.6%
4200 PARKING CITATIONS	20	9	-55%
4300 LICENSE / TITLE / REGISTRATION CITATIONS	7	7	0%
4500 MISCELLANEOUS A THROUGH UUUU	62	17	-72.5%
<b>Group D Totals</b>	<b>104</b>	<b>36</b>	<b>-65.3%</b>
5000 FIRE CLASSIFICATIONS	2	2	0%
5100 18A STATE CODE FIRE CLASSIFICATIONS	8	0	-100%
<b>Group E Totals</b>	<b>10</b>	<b>2</b>	<b>-80%</b>
6000 MISCELLANEOUS ACTIVITIES (6000)	190	212	11.57%
6100 MISCELLANEOUS ACTIVITIES (6100)	675	745	10.37%
6300 CANINE ACTIVITIES	45	44	-2.22%
6500 CRIME PREVENTION ACTIVITIES	168	146	-13.0%
6600 COURT / WARRANT ACTIVITIES	12	4	-66.6%
6700 INVESTIGATIVE ACTIVITIES	52	55	5.769%
<b>Group F Totals</b>	<b>1142</b>	<b>1206</b>	<b>5.604%</b>
<b>City : Ypsilanti Twp Totals</b>	<b>23489</b>	<b>22998</b>	<b>-2.09%</b>



# 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, JULY 18, 2017

**5:00PM**

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

1. 2016 FINANCIAL AUDIT REVIEW ..... RANA EMMONS, PSLZ
2. AGENDA REVIEW ..... SUPERVISOR STUMBO
3. OTHER DISCUSSION ..... BOARD MEMBERS

**CHARTER TOWNSHIP OF YPSILANTI  
Washtenaw County, Michigan**

**AUDITED FINANCIAL REPORT**

**For the Fiscal Year Ended  
December 31, 2016**

CHARTER TOWNSHIP OF YPSILANTI  
For the Year Ended December 31, 2016

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CHARTER TOWNSHIP OF YPSILANTI  
For the Year Ended December 31, 2016

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FINANCIAL SECTION

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Deborah M. Cox, C.P.A.  
Jing Yang, C.P.A.

### Independent Auditor's Report

June 1, 2017

To the Board of Trustees  
Charter Township of Ypsilanti, Michigan

#### **Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the Charter Township of Ypsilanti, Michigan, as of and for the year ended December 31, 2016, and the related notes to the financial statements, which collectively comprise the Township's basic financial statements as listed in the table of contents.

#### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

#### **Auditor's Responsibility**

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.



**Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the Charter Township of Ypsilanti, Michigan, as of December 31, 2016, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

**Other Matters**

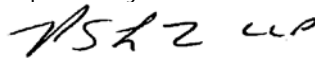
*Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, pension trend information, and the major fund budgetary comparison information, as identified in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

*Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Charter Township of Ypsilanti, Michigan's basic financial statements as a whole. The combining nonmajor fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements. The combining nonmajor fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling information directly to underlying accounting and other records used to prepare the financial statements or the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the basic financial statements as a whole.

Respectfully,



PSLZ LLP  
Certified Public Accountants  
Plymouth, Michigan

## Management's Discussion and Analysis

As management of the Charter Township of Ypsilanti, we offer readers of the Charter Township of Ypsilanti's financial statements this narrative overview and analysis of the financial activities of the Charter Township of Ypsilanti for the fiscal year ended December 31, 2016.

### Financial Highlights

- The assets of the Charter Township of Ypsilanti exceeded its liabilities at the close of the most recent fiscal year by \$32,951,213 (*net position*).
- As of the close of the current fiscal year, the Charter Township of Ypsilanti's governmental funds reported combined ending fund balances of \$11,880,415, an increase of \$1,289,359 in comparison with the prior year. Approximately 35 percent of this amount, \$4,133,592 is *available for spending* at the government's discretion (*unrestricted fund balance*).
- The Charter Township of Ypsilanti's total long-term bonded debt decreased by \$1,215,000 during the current fiscal year, which reflects annual debt service payments made.

### Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the Charter Township of Ypsilanti's basic financial statements. The Charter Township of Ypsilanti's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

**Government-wide financial statements.** The *government-wide financial statements* are designed to provide readers with a broad overview of the Charter Township of Ypsilanti's finances, in a manner similar to a private-sector business.

The *statement of net position* presents information on all of the Charter Township of Ypsilanti's assets and liabilities, with the difference between the two reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Charter Township of Ypsilanti is improving or deteriorating.

The *statement of activities* presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions of the Charter Township of Ypsilanti that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities of the Charter Township of Ypsilanti include general government, public safety, public works, community and economic development, and recreation and culture. The business-type activities of the Charter Township of Ypsilanti include the golf course and the compost center.

The government-wide financial statements include not only the Charter Township of Ypsilanti (the primary government), but also the Local Development Finance Authority and the Ypsilanti Township Economic Development Corporation which are separate legal entities for which the Charter Township of Ypsilanti is financially accountable. Financial information for these component units is reported separately from the financial information presented for the primary government.

The government-wide financial statements can be found on pages 11-13 of this report.

**Fund financial statements.** A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Charter Township of Ypsilanti, like other state and local governments, used fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Charter Township of Ypsilanti can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

**Governmental funds.** *Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The Charter Township of Ypsilanti maintains 16 individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund, Fire Department Fund, Environmental Services Fund, and the Law Enforcement Fund all of which are considered to be major funds. Data from the other governmental funds are combined into aggregated presentations by fund type. Individual fund data for each of these nonmajor governmental funds is provided in the form of *combining statements* elsewhere in this report.

A budgetary comparison statement has been provided for the major budgetary funds to demonstrate compliance with the annual appropriated budget.

**Proprietary funds.** The Charter Township of Ypsilanti maintains three proprietary funds. *Enterprise funds* are used to report the same functions presented as *business-type activities* in the government-wide financial statements. The Charter Township of Ypsilanti uses enterprise funds to account for its Golf Course and its Compost Center. *Internal Service funds* are an accounting device used to accumulate and allocate costs internally among the Charter Township of Ypsilanti's various functions. The Township uses an internal service fund to account for its fleet of vehicles. Because this service predominantly benefits governmental rather than business-type functions, it has been included within *governmental activities* in the government-wide financial statements.

Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. The proprietary fund financial statements provide separate information for the Golf Course and Compost Center both of which are considered to be nonmajor funds of the Charter Township of Ypsilanti.

**Fiduciary funds.** Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are *not* reflected in the government-wide financial statement because the resources of those funds are *not* available to support the Charter Township of Ypsilanti's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds.

**Notes to the financial statements.** The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

**Other information.** The combining statements referred to earlier in connection with the nonmajor governmental funds are presented immediately following the required supplementary information. Combining and individual fund statements can be found on pages 69-79 of this report.

## Government-wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the Charter Township of Ypsilanti, assets exceeded liabilities by \$36,805,800 at the close of the most recent fiscal year.

A significant portion of the Charter Township of Ypsilanti's net position (94 percent) reflects its investment in capital assets (e.g., land, buildings, machinery, and equipment), less any related debt used to acquire those assets that is still outstanding. The Charter Township of Ypsilanti used these capital assets to provide services to citizens; consequently, these assets are *not* available for future spending. Although the Charter Township of Ypsilanti's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

### Charter Township of Ypsilanti's Net Position

	Governmental Activities		Business-type Activities		Total	
	2016	2015	2016	2015	2016	2015
Current and Other Assets	\$ 32,428,835	\$ 31,278,882	\$ 845,065	\$ 1,272,661	\$ 33,273,900	\$ 32,551,543
Capital Assets	39,350,305	39,777,092	3,023,786	2,723,545	42,374,091	42,500,637
Total Assets	<u>71,779,140</u>	<u>71,055,974</u>	<u>3,868,851</u>	<u>3,996,206</u>	<u>75,647,991</u>	<u>75,052,180</u>
Deferred Outflows	<u>3,114,862</u>	<u>1,733,460</u>	<u>-</u>	<u>-</u>	<u>3,114,862</u>	<u>1,733,460</u>
Long-term Liabilities						
Outstanding	21,409,498	19,943,307	3,006	54,227	21,412,504	19,997,534
Other Liabilities	<u>2,540,735</u>	<u>2,543,911</u>	<u>11,258</u>	<u>30,902</u>	<u>2,551,993</u>	<u>2,574,813</u>
Total Liabilities	<u>23,950,233</u>	<u>22,487,218</u>	<u>14,264</u>	<u>85,129</u>	<u>23,964,497</u>	<u>22,572,347</u>
Deferred Inflows	<u>17,992,556</u>	<u>17,657,054</u>	<u>-</u>	<u>-</u>	<u>17,992,556</u>	<u>17,657,054</u>
Net Position:						
Net Investment						
in Capital Assets	31,625,305	30,837,092	3,023,786	2,672,960	34,649,091	33,510,052
Restricted	6,999,752	5,949,570	-	-	6,999,752	5,949,570
Unrestricted(Deficit)	<u>(5,673,844)</u>	<u>(4,141,500)</u>	<u>830,801</u>	<u>1,238,117</u>	<u>(4,843,043)</u>	<u>(2,903,383)</u>
Total Net Position	<u>\$ 32,951,213</u>	<u>\$ 32,645,162</u>	<u>\$ 3,854,587</u>	<u>\$ 3,911,077</u>	<u>\$ 36,805,800</u>	<u>\$ 36,556,239</u>

An additional portion of the Charter Township of Ypsilanti's net position (16 percent) represents resources that are subject to external restrictions on how they may be used.

At the end of the current fiscal year, the Charter Township of Ypsilanti governmental net position increased by \$306,051 during the current fiscal year and the business-type net position decreased by \$56,490, as presented:

	Governmental Activities		Business-type Activities		Total	
	2016	2015	2016	2015	2016	2015
Program Revenues:						
Charges for Services	\$ 4,706,339	\$ 3,672,396	\$ 899,982	\$ 1,008,802	\$ 5,606,321	\$ 4,681,198
Operating Grants & Contributions	436,444	355,841	-	-	436,444	355,841
Capital Grants & Contributions	877,403	164,313	-	-	877,403	164,313
General Revenues:						
Property Taxes	16,793,949	16,408,936	-	-	16,793,949	16,408,936
State Shared Revenues	4,539,739	4,497,343	-	-	4,539,739	4,497,343
Franchise Fees	813,276	830,069	-	-	813,276	830,069
Investment Earnings	33,921	20,817	1,853	497	35,774	21,314
Total Revenues	<u>28,201,071</u>	<u>25,949,715</u>	<u>901,835</u>	<u>1,009,299</u>	<u>29,102,906</u>	<u>26,959,014</u>
Program Expenses:						
General Government	7,843,182	6,573,512	-	-	7,843,182	6,573,512
Public Safety	12,378,278	11,918,503	-	-	12,378,278	11,918,503
Public Works	3,911,262	3,983,363	-	-	3,911,262	3,983,363
Comm. and Econ. Dev.	1,295,403	1,288,574	-	-	1,295,403	1,288,574
Recreation and Cultural	2,172,516	2,041,533	-	-	2,172,516	2,041,533
Interest on Long-Term Debt	185,308	202,385	-	-	185,308	202,385
Golf Course	-	-	649,997	664,970	649,997	664,970
Compost	-	-	417,399	387,598	417,399	387,598
Total Expenses	<u>27,785,949</u>	<u>26,007,870</u>	<u>1,067,396</u>	<u>1,052,568</u>	<u>28,853,345</u>	<u>27,060,438</u>
Excess(Deficiency) before transfers	415,122	(58,155)	(165,561)	(43,269)	249,561	(101,424)
Transfers in (out)	<u>(109,071)</u>	<u>(65,300)</u>	<u>109,071</u>	<u>65,300</u>	<u>-</u>	<u>-</u>
Change in Net Position	306,051	(123,455)	(56,490)	22,031	249,561	(101,424)
Net Position, Beg. of year	<u>32,645,162</u>	<u>32,768,617</u>	<u>3,911,077</u>	<u>3,889,046</u>	<u>36,556,239</u>	<u>36,657,663</u>
Net Position, End of year	<u>\$ 32,951,213</u>	<u>\$ 32,645,162</u>	<u>\$ 3,854,587</u>	<u>\$ 3,911,077</u>	<u>\$ 36,805,800</u>	<u>\$ 36,556,239</u>

**Governmental activities.** Property tax revenues increased from \$16,408,936 to \$16,793,949, an increase of \$385,013. This was due to the overall taxable value increase from the 2014 tax roll to the 2015 tax roll. The taxes levied in 2015 are the revenues for 2016. State shared revenue is \$4,539,739 for the current period, an increase of \$42,396 or 1% from the prior year.

Capital Grants and Contributions were \$877,403 in the current year, as compared to \$164,313 in the prior year. The current year includes a \$700,000 contribution from the American Center for Mobility to be used toward the Tyler Pond and Dam Improvement project.

**Business-type activities.** This represents the municipal-owned Green Oaks Golf Course and the Township Compost Center. The Bike Path, Recreation, Roads (BSRII) and General Operations Fund transferred \$109,071 to Green Oaks Golf Course during the current year; this was an increase from prior year's transfer of \$65,300. Fee revenues decreased from \$593,954 in the prior year to \$482,634 in the current year. This was due in large part to management turnover in June during the height of the season. A new Golf Director was not hired until January 2017. We are very optimistic for 2017 with improvements already visible. The comparison of revenues for the same period of April 2016 and April 2017 show an increase of 29%. We are also making course improvements in 2017 to attract more golfers.

The Compost Fund had a decrease to net position from \$1,876,934 in 2015 to \$1,857,439 in 2016. A windrow turner (as noted in capital assets) was purchased for ease of composting larger volumes of biodegradable materials. This will result in more revenues from drop off and sales. The comparison of overall revenues for the first quarter of 2016 to the first quarter of 2017 shows an increase of 66%.

### **Financial Analysis of the Government's Funds**

**Governmental funds.** The focus of the Charter Township of Ypsilanti's *governmental funds* is to provide information on near-term inflows, outflows, and balances of *spendable* resources. Such information is useful in assessing The Charter Township of Ypsilanti's financing requirements and may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, the Charter Township of Ypsilanti's governmental funds reported combined ending fund balances of \$11,880,415, an increase of \$1,289,359 in comparison with the prior year. The *unrestricted fund balance*, which is the amount available for spending at the government's discretion, represents 35% of the total fund balance. The remainder of fund balance is *restricted* to indicate that it is not available for new spending because it has already been committed to uphold contracts or bond agreements.

The General Fund is the chief operating fund of the Charter Township of Ypsilanti. At the end of the current fiscal year the unassigned fund balance was \$1,460,405. The General Fund's fund balance increased by \$865,617 in the current fiscal year, compared to a decrease of \$115,634 the prior year. The key factors in the increase to the fund balance was a \$700,000 contribution from the American Center for Mobility to be used for the Tyler Pond and Dam improvements. The capital improvements and debt expenditures are as follows: \$137,015 for Road Improvements, \$102,897 for LED conversion and installation of street lights, \$144,360 for network fiber optic expansion from Garage to Civic Center and finishing Ford Road Fire Station to Community Center link, \$59,392 for the Neighborhood Camera Systems, \$58,533 for Copiers, Notebooks, and Telephones, \$50,485 finishing Veteran's Drive project, \$345,000 transferred to the BSR II Fund for a portion of the principal and interest payment of the Road Improvement Transportation Note, and \$481,000 transferred to the General Obligation Fund for a portion of the principal payment of the Series B Bonds. Total expenditures (not including the transferred amounts) decreased from \$7,885,070 in the prior year to \$7,507,849 in the current year.

**Proprietary funds.** The Township’s proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail. Unrestricted net position of the proprietary funds comprised of the Enterprise Funds (the Golf Course and the Compost Site) was \$830,801 and the Internal Service Fund (Motor Pool) was \$191,453 at the end of the year. Other factors concerning the finances of this fund have already been addressed in the discussion of the Charter Township of Ypsilanti’s business-type activities.

**General Fund Budgetary Highlights**

There is a difference between the beginning and final budgets which represent an increase in budgeted expenditures of \$900,301. The amount requested by budget amendments approved by the Board from prior year fund balance was \$828,525. We did not have to draw any approved funds from prior year fund balance at the end of the fiscal year because there was a positive net change in fund balance of \$865,617. Here is a summary of the Board approved budget amendments to the general fund. There was an increase of \$355,557 for capital improvements as follows: Re-budget \$100,000 for Veteran’s Drive; Re-budget \$101,214 for Fiber optic project; \$63,337 neighborhood camera system; and \$91,006 for upgrade and installation of street lighting. There was an increase of \$300,000 for community stabilization related expenditures; an increase of \$87,700 for legal services for prosecution and domestic violence; an increase of \$64,668 for wage and health insurance coverage changes; and \$20,600 for miscellaneous.

**Capital Asset and Debt Administration**

**Capital assets.** The Charter Township of Ypsilanti’s investment in capital assets for its governmental and business type activities as of December 31, 2016, amounts to \$42,374,091 (net of accumulated depreciation). This investment in capital assets includes land, land improvements, buildings and system improvements, machinery and equipment, infrastructure, park facilities, and roads and streets. New assets total \$2,352,240 with depreciation expense of \$2,478,786, resulting in a net decrease of \$126,546. Major capital assets constructed or acquired during the year were:

Road improvements & Streetlights	\$290,397
Building Improvements	\$ 16,053
Computer & Communication Equipment	\$262,285
Park Improvements	\$285,973
Vehicles & Ground Equipment	\$104,805
Equipment	\$138,831
Infrastructure – Tyler Dam	\$ 78,635
Vehicles & Equipment – Motor Pool	\$663,206
Land Improvements – Golf Course	\$ 13,205
Vehicles & Heavy Equipment – Compost	\$498,850



**Long-term debt.** At the end of the current fiscal year, the Charter Township of Ypsilanti had long term indebtedness outstanding of \$8,951,786. This represents \$4,125,000 of general obligation bonds, \$3,600,000 of transportation notes payable, and \$1,226,786 of compensated absences. All of the Charter Township of Ypsilanti's debt represents general obligation debt backed by the full faith and credit of the Charter Township of Ypsilanti. The Township reduced the amount of notes and bonded debt in 2016 by \$1,215,000 as a result of annual debt service payments. Additional information on the Charter Township of Ypsilanti's long-term debt can be found in note III. E. on page 41 of this report.

### **Economic Factors and Next Year's Budgets and Rates**

According to the United States Department of Labor, Bureau of Labor Statistics, the annual average unemployment rate for the State of Michigan from 2015 to 2016 decreased from 5.4 to 5.0, respectively. The unemployment rate for the Ann Arbor, Michigan Metropolitan area for the same period as above decreased from 3.7 to 3.4.

The Constitutional and City, Village, and Township Revenue Sharing (CVTRS) State shared revenue percentage change from 2015 to 2016 shows a decrease of .1% and the projected percentage change increase from 2016 to 2017 shows an increase of 4.6%.

The Township's taxable values from 2015 at \$1,128,522,021 to 2016 at \$1,140,884,124 shows an increase of 1.10%. The most stimulating taxable value increase is reflected in the 2017 tax rolls with a taxable value of \$1,195,348,873 for an increase of 4.77% over 2016.

The Township has adopted a balanced budget in the General Fund for 2017.

### **Requests for Information**

This financial report is designed to provide a general overview of the Charter Township of Ypsilanti's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Office of the Supervisor, 7200 South Huron River Drive, Ypsilanti, MI 48197.

BASIC FINANCIAL STATEMENTS

**CHARTER TOWNSHIP OF YPSILANTI**  
**Statement of Net Position**  
**December 31, 2016**

	Primary Government			Component Units
	Governmental Activities	Business-type Activities	Total	
<b><u>ASSETS</u></b>				
Current Assets:				
Cash and Cash Equivalents	\$ 11,194,447	\$ 823,850	\$ 12,018,297	\$ 159,677
Receivables, net	20,780,131	-	20,780,131	246,751
Due from Other Governmental Units	99,600	-	99,600	-
Inventories	75,767	14,556	90,323	-
Prepaid Expenditures	278,890	6,659	285,549	-
Total Current Assets	<u>32,428,835</u>	<u>845,065</u>	<u>33,273,900</u>	<u>406,428</u>
Noncurrent Assets:				
Capital Assets Not Being Depreciated	9,623,049	1,277,618	10,900,667	-
Capital Assets Being Depreciated, Net	29,727,256	1,746,168	31,473,424	-
Total Noncurrent Assets	<u>39,350,305</u>	<u>3,023,786</u>	<u>42,374,091</u>	<u>-</u>
 TOTAL ASSETS	 <u>71,779,140</u>	 <u>3,868,851</u>	 <u>75,647,991</u>	 <u>406,428</u>
<b><u>DEFERRED OUTFLOWS OF RESOURCES</u></b>				
Deferred Outflows related to Pensions	<u>3,114,862</u>	<u>-</u>	<u>3,114,862</u>	<u>-</u>
<b><u>LIABILITIES</u></b>				
Current Liabilities:				
Accounts Payable	892,712	6,682	899,394	-
Accrued Liabilities	444,217	4,576	448,793	18,680
Due to Other Governmental Units	86,890	-	86,890	-
Unearned Revenue	1,058,811	-	1,058,811	-
Current Portion of MTT Refunds Payable	58,105	-	58,105	-
Current Portion of Compensated Absences	183,586	-	183,586	-
Current Portion of Long-term Debt	1,250,000	-	1,250,000	-
Total Current Liabilities	<u>3,974,321</u>	<u>11,258</u>	<u>3,985,579</u>	<u>18,680</u>
Noncurrent Liabilities:				
Net Pension Liability	12,460,718	-	12,460,718	-
Noncurrent Portion of Compensated Absences	1,040,194	3,006	1,043,200	-
Noncurrent Portion of Long-term Debt	6,475,000	-	6,475,000	-
Total Noncurrent Liabilities	<u>19,975,912</u>	<u>3,006</u>	<u>19,978,918</u>	<u>-</u>
 TOTAL LIABILITIES	 <u>23,950,233</u>	 <u>14,264</u>	 <u>23,964,497</u>	 <u>18,680</u>
<b><u>DEFERRED INFLOWS OF RESOURCES</u></b>				
Property Taxes Levied for the following year	<u>17,992,556</u>	<u>-</u>	<u>17,992,556</u>	<u>246,751</u>
<b><u>NET POSITION</u></b>				
Net Investment in Capital Assets	31,625,305	3,023,786	34,649,091	-
Restricted	6,999,752	-	6,999,752	-
Unrestricted	(5,673,844)	830,801	(4,843,043)	140,997
TOTAL NET POSITION	<u>\$ 32,951,213</u>	<u>\$ 3,854,587</u>	<u>\$ 36,805,800</u>	<u>\$ 140,997</u>

**CHARTER TOWNSHIP OF YPSILANTI**  
**Statement of Activities**  
**For the Year Ended December 31, 2016**

	<b>Program Revenues</b>			
<b>Expenses</b>	<b>Charges for Services</b>	<b>Operating Grants and Contributions</b>	<b>Capital Grants and Contributions</b>	
<b><u>Functions/Programs</u></b>				
<b>Primary Government:</b>				
Governmental Activities:				
General Government	\$ 7,843,182	\$ 2,856,155	\$ 156,977	\$ -
Public Safety	12,378,278	973,862	23,723	-
Public Works	3,911,262	494,593	-	877,403
Community and Economic Development	1,295,403	48,305	229,760	-
Recreation and Cultural	2,172,516	333,424	25,984	-
Interest Expense	185,308	-	-	-
Total Governmental Activities	27,785,949	4,706,339	436,444	877,403
Business-type Activities:				
Golf Course	649,997	503,633	-	-
Compost	417,399	396,349	-	-
Total Business-type Activities	1,067,396	899,982	-	-
Total Primary Government	\$ 28,853,345	\$ 5,606,321	\$ 436,444	\$ 877,403
<b>Component Units:</b>				
Local Development Finance Authority	229,760	-	-	-
Economic Development Corp	-	-	-	-
Total Component Units	\$ 229,760	\$ -	\$ -	\$ -

General Revenues:  
Property Taxes  
State Shared Revenue  
Franchise Fees  
Investment Earnings  
Transfers  
Total General Revenues and Transfers

Change in Net Position

Net Position - Beginning

Net Position - Ending

**Net (Expense) Revenue and Changes in Net Position**

<b>Primary Government</b>			
<b>Governmental Activities</b>	<b>Business-type Activities</b>	<b>Total</b>	<b>Component Units</b>
\$ (4,830,050)	\$ -	\$ (4,830,050)	\$ -
(11,380,693)	-	(11,380,693)	-
(2,539,266)	-	(2,539,266)	-
(1,017,338)	-	(1,017,338)	-
(1,813,108)	-	(1,813,108)	-
(185,308)	-	(185,308)	-
<u>(21,765,763)</u>	<u>-</u>	<u>(21,765,763)</u>	<u>-</u>
-	(146,364)	(146,364)	-
-	(21,050)	(21,050)	-
-	(167,414)	(167,414)	-
<u>(21,765,763)</u>	<u>(167,414)</u>	<u>(21,933,177)</u>	<u>-</u>
-	-	-	(229,760)
-	-	-	-
-	-	-	<u>(229,760)</u>
16,793,949	-	16,793,949	246,964
4,539,739	-	4,539,739	-
813,276	-	813,276	-
33,921	1,853	35,774	265
(109,071)	109,071	-	-
<u>22,071,814</u>	<u>110,924</u>	<u>22,182,738</u>	<u>247,229</u>
306,051	(56,490)	249,561	17,469
<u>32,645,162</u>	<u>3,911,077</u>	<u>36,556,239</u>	<u>123,528</u>
<u>\$ 32,951,213</u>	<u>\$ 3,854,587</u>	<u>\$ 36,805,800</u>	<u>\$ 140,997</u>

**CHARTER TOWNSHIP OF YPSILANTI**

**Balance Sheet**

**Governmental Funds**

**December 31, 2016**

	<b>General Fund</b>	<b>Fire Department Fund</b>	<b>Environmental Services Fund</b>	<b>Law Enforcement Fund</b>
<b>ASSETS</b>				
Cash and Cash Equivalents	\$ 4,693,894	\$ 3,853	\$ 1,633,167	\$ 1,962,923
Receivables:				
Accounts	1,005,608	617,124	-	-
Taxes	1,784,105	4,931,924	2,453,479	6,774,010
Special Assessments	1,900,776	-	-	-
Due from Other Governmental Units	-	-	-	-
Advance to Other Funds	395,215	-	-	-
Inventories	73,118	-	-	-
Prepaid Expenditures	135,267	85,974	6,245	5,617
Total Assets	\$ <u>9,987,983</u>	\$ <u>5,638,875</u>	\$ <u>4,092,891</u>	\$ <u>8,742,550</u>
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES</b>				
Liabilities:				
Accounts Payable	\$ 512,456	\$ 42,352	\$ 181,905	\$ 93,361
Accrued Liabilities	143,816	103,308	12,558	28,647
Due to Other Governmental Units	-	-	-	-
Unearned Revenue	1,206,524	-	-	-
Total Liabilities	<u>1,862,796</u>	<u>145,660</u>	<u>194,463</u>	<u>122,008</u>
Deferred Inflows of Resources:				
Property Taxes Levied for the following year	<u>2,687,995</u>	<u>4,931,924</u>	<u>2,453,480</u>	<u>6,774,009</u>
Fund Balances:				
Nonspendable	603,600	85,974	6,245	5,617
Restricted	700,000	475,317	1,438,703	1,840,916
Assigned	2,673,187	-	-	-
Unassigned	1,460,405	-	-	-
Total Fund Balances	<u>5,437,192</u>	<u>561,291</u>	<u>1,444,948</u>	<u>1,846,533</u>
Total Liabilities, Deferred Inflows of Resources, and Fund Balances	\$ <u>9,987,983</u>	\$ <u>5,638,875</u>	\$ <u>4,092,891</u>	\$ <u>8,742,550</u>

Amounts reported for governmental activities in the statement of net position are different because:

Capital Assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.

Internal Service Funds are used by management to charge the costs of motor pool to individual funds. The assets and liabilities of the internal service funds are included in governmental activities in the statement of net position. Long-term receivables (unearned revenue) are not available to pay for current period expenditures and therefore deferred in the funds.

Deferred Outflows related to Pensions

Net Pension Liabilities are not reported in the funds

Long-term liabilities, including bonds payable, are not due and payable in the current period and therefore are not reported in the funds.

Net Position of Governmental Activities

<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
\$ 2,710,100	\$ 11,003,937
107,561	1,730,293
1,145,148	17,088,666
60,396	1,961,172
99,600	99,600
-	395,215
-	73,118
<u>45,635</u>	<u>278,738</u>
<u>\$ 4,168,440</u>	<u>\$ 32,630,739</u>

\$ 61,025	\$ 891,099
213,748	502,077
86,890	86,890
<u>71,178</u>	<u>1,277,702</u>
<u>432,841</u>	<u>2,757,768</u>

<u>1,145,148</u>	<u>17,992,556</u>
------------------	-------------------

45,635	747,071
2,544,816	6,999,752
-	2,673,187
-	<u>1,460,405</u>
<u>2,590,451</u>	<u>11,880,415</u>

\$ 4,168,440

38,435,848

710,695

218,891  
3,114,862  
(12,460,718)

(8,948,780)

\$ 32,951,213

**CHARTER TOWNSHIP OF YPSILANTI**  
**Statement of Revenues, Expenditures, and Changes in Fund Balances**  
**Governmental Funds**  
**For the Year Ended December 31, 2016**

	<u>General</u>	<u>Fire Department Fund</u>	<u>Environmental Services Fund</u>	<u>Law Enforcement Fund</u>
<b>Revenues</b>				
Property Taxes	\$ 1,804,700	\$ 4,651,447	\$ 2,441,389	\$ 6,753,952
Licenses and Permits	20,111	-	-	-
Intergovernmental	4,558,231	-	-	23,723
Charges for Services	1,211,607	3,295	9,091	1,450
Franchise Fees	813,276	-	-	-
Interest and Rent	104,372	2,319	4,093	4,287
Other	749,280	17,022	16,825	1,150
Total Revenues	<u>9,261,577</u>	<u>4,674,083</u>	<u>2,471,398</u>	<u>6,784,562</u>
<b>Expenditures</b>				
Current:				
General Government	3,838,029	-	-	-
Public Safety	-	4,925,356	-	6,496,645
Public Works	547,810	-	2,484,102	-
Community and Economic Development	1,295,403	-	-	-
Recreation and Cultural	640,341	-	-	-
Other	824,643	-	-	-
Debt Service:				
Principal	-	-	-	-
Interest and Fees	-	-	-	-
Capital Outlay	361,623	39,938	104,805	-
Total Expenditures	<u>7,507,849</u>	<u>4,965,294</u>	<u>2,588,907</u>	<u>6,496,645</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>1,753,728</u>	<u>(291,211)</u>	<u>(117,509)</u>	<u>287,917</u>
<b>Other Financing Sources (Uses)</b>				
Transfers In	16,524	-	-	-
Transfers Out	<u>(904,635)</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Other Financing Sources (Uses)	<u>(888,111)</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Change in Fund Balances	865,617	(291,211)	(117,509)	287,917
Fund Balances - Beginning	<u>4,571,575</u>	<u>852,502</u>	<u>1,562,457</u>	<u>1,558,616</u>
Fund Balances - Ending	<u>\$ 5,437,192</u>	<u>\$ 561,291</u>	<u>\$ 1,444,948</u>	<u>\$ 1,846,533</u>



<b>Nonmajor Governmental Funds</b>	<b>Total Governmental Funds</b>
\$ 1,142,461	\$ 16,793,949
690,757	710,868
501,587	5,083,541
2,259,998	3,485,441
-	813,276
4,632	119,703
409,672	1,193,949
<u>5,009,107</u>	<u>28,200,727</u>
1,365,956	5,203,985
719,664	12,141,665
283,833	3,315,745
-	1,295,403
943,336	1,583,677
-	824,643
1,215,000	1,215,000
185,308	185,308
530,505	1,036,871
<u>5,243,602</u>	<u>26,802,297</u>
<u>(234,495)</u>	<u>1,398,430</u>
1,888,783	1,905,307
<u>(1,109,743)</u>	<u>(2,014,378)</u>
<u>779,040</u>	<u>(109,071)</u>
544,545	1,289,359
<u>2,045,906</u>	<u>10,591,056</u>
\$ <u><u>2,590,451</u></u>	\$ <u><u>11,880,415</u></u>

**CHARTER TOWNSHIP OF YPSILANTI**  
**Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances**  
**of Governmental Funds to the Statement of Activities**  
**For the Year Ended December 31, 2016**

Amounts reported for governmental activities in the statement of activities are different because:

Net change in fund balances - total governmental funds	\$	1,289,359
<p>Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlay exceeded depreciation expense in the current period.</p>		
Capital Outlay		1,036,871
Capital Outlay within departments		140,108
Depreciation		(2,127,610)
<p>The issuance of long-term debt (e.g. bonds, leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net assets. Also, governmental funds report the effect of issuance costs, premiums, discounts, and similar items when debt is first issued, whereas these amounts are deferred and amortized in the statement of activities. This amount is the net effect of these differences in the treatment of long-term debt and related items.</p>		
Principal Repayments		1,215,000
Decrease in Compensated Absences		173,411
Change in Net Pension Liability		(1,473,200)
<p>Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.</p>		
		33,123
<p>Internal service funds are used by management to charge the costs of fleet management and management information systems to individual funds. The net revenue of certain activities of internal service funds is reported with governmental activities.</p>		
		<u>18,989</u>
Change in net position in governmental activities	\$	<u>306,051</u>

**CHARTER TOWNSHIP OF YPSILANTI**

**Statement of Net Position**

**Proprietary Funds**

**December 31, 2016**

	<u>Business Type Activity Enterprise Fund</u>			<b>Governmental Activities - Internal Service Fund Motor Pool</b>
	<u>Golf Course</u>	<u>Compost</u>	<u>Total</u>	
<b>ASSETS</b>				
Current Assets				
Cash and Cash Equivalents	\$ 209,939	\$ 613,911	\$ 823,850	\$ 190,510
Inventory	14,556	-	14,556	2,649
Prepaid Expense	3,532	3,127	6,659	152
Total Current Assets	<u>228,027</u>	<u>617,038</u>	<u>845,065</u>	<u>193,311</u>
Noncurrent Assets				
Capital Assets not Being Depreciated	1,277,618	-	1,277,618	-
Capital Assets, net of Accumulated Depreciation	498,124	1,248,044	1,746,168	914,457
Total Noncurrent Assets	<u>1,775,742</u>	<u>1,248,044</u>	<u>3,023,786</u>	<u>914,457</u>
Total Assets	\$ <u>2,003,769</u>	\$ <u>1,865,082</u>	\$ <u>3,868,851</u>	\$ <u>1,107,768</u>
<b>LIABILITIES AND NET POSITION</b>				
Current Liabilities:				
Accounts Payable	\$ 4,401	\$ 2,281	\$ 6,682	\$ 1,613
Accrued Liabilities	2,220	2,356	4,576	245
Total Current Liabilities	<u>6,621</u>	<u>4,637</u>	<u>11,258</u>	<u>1,858</u>
Noncurrent Liabilities:				
Compensated Absences	-	3,006	3,006	-
Advance from Other Funds	-	-	-	395,215
Total Noncurrent Liabilities	<u>-</u>	<u>3,006</u>	<u>3,006</u>	<u>395,215</u>
Total Liabilities	<u>6,621</u>	<u>7,643</u>	<u>14,264</u>	<u>397,073</u>
Net Position:				
Net Investment in Capital Assets	1,775,742	1,248,044	3,023,786	519,242
Unrestricted	221,406	609,395	830,801	191,453
Total Net Position	<u>1,997,148</u>	<u>1,857,439</u>	<u>3,854,587</u>	<u>710,695</u>
Total Liabilities and Net Position	\$ <u>2,003,769</u>	\$ <u>1,865,082</u>	\$ <u>3,868,851</u>	\$ <u>1,107,768</u>

**CHARTER TOWNSHIP OF YPSILANTI**  
**Statement of Revenues, Expenses and Changes in Net Position**  
**Proprietary Funds**  
**For the Year Ended December 31, 2016**

	<u>Business Type Activity Enterprise Fund</u>			<b>Governmental Activities - Internal Service Fund Motor Pool</b>
	<u>Golf Course</u>	<u>Compost</u>	<u>Total</u>	
<b><u>Operating Revenues:</u></b>				
Charges for Services	\$ 482,634	\$ 396,049	\$ 878,683	\$ 233,303
Other Income	20,999	300	21,299	1,387
Total Operating Revenues	<u>503,633</u>	<u>396,349</u>	<u>899,982</u>	<u>234,690</u>
<b><u>Operating Expenses:</u></b>				
Salaries and Wages	272,300	138,390	410,690	11,763
Fringe Benefits	37,854	42,737	80,591	5,312
Fuel and Utilities	38,971	16,524	55,495	34,947
Operating Supplies	106,145	5,281	111,426	3,264
Contractual Services	3,098	51,853	54,951	21,397
Insurance	12,921	6,178	19,099	-
Repairs and Maintenance	66,226	16,191	82,417	-
Administrative	23,294	6,272	29,566	-
Other	10,826	521	11,347	-
Depreciation	78,362	133,452	211,814	139,362
Total Operating Expenses	<u>649,997</u>	<u>417,399</u>	<u>1,067,396</u>	<u>216,045</u>
Operating Income (Loss)	<u>(146,364)</u>	<u>(21,050)</u>	<u>(167,414)</u>	<u>18,645</u>
<b><u>Non-Operating Revenues (Expenses):</u></b>				
Interest Earned	298	1,555	1,853	344
Net Income (Loss) before Transfers	<u>(146,066)</u>	<u>(19,495)</u>	<u>(165,561)</u>	<u>18,989</u>
<b><u>Operating Transfers:</u></b>				
Operating Transfers In	109,071	-	109,071	-
Change in Net Position	(36,995)	(19,495)	(56,490)	18,989
Net Position, Beginning	2,034,143	1,876,934	3,911,077	691,706
Net Position, Ending	<u>\$ 1,997,148</u>	<u>\$ 1,857,439</u>	<u>\$ 3,854,587</u>	<u>\$ 710,695</u>

**CHARTER TOWNSHIP OF YPSILANTI**

**Statement of Cash Flows**

**Proprietary Funds**

**For the Year December 31, 2016**

	<u>Business Type Activity Enterprise Fund</u>			<u>Governmental Activities - Internal Service Funds</u>
	<u>Golf Course</u>	<u>Compost</u>	<u>Total</u>	
<b><u>CASH FLOWS FROM OPERATING ACTIVITIES</u></b>				
Receipts from customers and users	\$ 503,633	\$ 402,030	\$ 905,663	\$ 234,690
Payments to suppliers	(269,782)	(111,399)	(381,181)	(60,520)
Payments to employees	(316,933)	(181,763)	(498,696)	(17,024)
Net Cash Provided by Operating Activities	<u>(83,082)</u>	<u>108,868</u>	<u>25,786</u>	<u>157,146</u>
<b><u>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</u></b>				
Purchases of Capital Assets	(13,205)	(498,850)	(512,055)	(663,206)
Operating Transfer In	109,071	-	109,071	-
Long Term Advance-General Fund	(50,585)	-	(50,585)	395,215
Net Cash Provided (Used) by Capital and Related Financing Activities	<u>45,281</u>	<u>(498,850)</u>	<u>(453,569)</u>	<u>(267,991)</u>
<b><u>CASH FLOWS FROM INVESTING ACTIVITIES</u></b>				
Interest Earned	298	1,555	1,853	344
Net Cash Provided (Used) by Investing Activities	<u>298</u>	<u>1,555</u>	<u>1,853</u>	<u>344</u>
Net Increase (Decrease) in Cash and Cash Equivalents	(37,503)	(388,427)	(425,930)	(110,501)
Cash and Cash Equivalents, Beginning	<u>247,442</u>	<u>1,002,338</u>	<u>1,249,780</u>	<u>301,011</u>
Cash and Cash Equivalents, Ending	\$ <u><u>209,939</u></u>	\$ <u><u>613,911</u></u>	\$ <u><u>823,850</u></u>	\$ <u><u>190,510</u></u>
<b><u>Reconciliation of Operating Income to Net Cash Provided (Used) by Operating Activities:</u></b>				
Operating Income (Loss)	\$ (146,364)	\$ (21,050)	(167,414)	18,645
Adjustments to Reconcile Operating Income to Net Cash Provided (Used) by Operating Activities:				
Depreciation and Amortization Expense	78,362	133,452	211,814	139,362
(Increase) Decrease in Receivables	-	5,681	5,681	-
(Increase) Decrease in Inventory	(2,719)	-	(2,719)	792
(Increase) Decrease in Prepaid Expenses	(412)	(884)	(1,296)	(152)
Increase (Decrease) in Accounts Payable	(5,170)	(8,313)	(13,483)	(1,552)
Increase (Decrease) in Accrued Liabilities	(6,779)	618	(6,161)	51
Increase (Decrease) in Compensated Absences	-	(636)	(636)	-
Net Cash Provided by Operating Activities	\$ <u><u>(83,082)</u></u>	\$ <u><u>108,868</u></u>	\$ <u><u>25,786</u></u>	\$ <u><u>157,146</u></u>

**CHARTER TOWNSHIP OF YPSILANTI**

**Statement of Net Position**

**Fiduciary Funds**

**December 31, 2016**

	<b><u>Pension and Employee Benefit Trusts</u></b>	<b><u>Agency Funds</u></b>
<b><u>ASSETS</u></b>		
Cash and Cash Equivalents	\$ 352,393	\$ 13,524,506
Investments	38,817,583	-
Interest Receivable	86,080	-
Due from Individuals and Agencies	<u>-</u>	<u>562</u>
Total Assets	<u>\$ 39,256,056</u>	<u>\$ 13,525,068</u>
<b><u>LIABILITIES</u></b>		
Accounts Payable	\$ 1,137,526	\$ -
Due to Other Governmental Units	-	12,125,575
Due to Individuals and Agencies	<u>-</u>	<u>1,399,493</u>
Total Liabilities	<u>1,137,526</u>	<u>13,525,068</u>
<b><u>NET POSITION</u></b>		
Held in Trust For Pension and Employee Benefits	<u>38,118,530</u>	<u>-</u>
Total Liabilities and Net Position	<u>\$ 39,256,056</u>	<u>\$ 13,525,068</u>

**CHARTER TOWNSHIP OF YPSILANTI**  
**Statement of Changes in Net Position**  
**Fiduciary Funds**  
**For the Year Ended December 31, 2016**

<u>ADDITIONS</u>	<u>Pension and Employee Benefit Trusts</u>
Investment Income	
Interest and Dividends	\$ 786,384
Net Appreciation (Depreciation) in Fair Value of Investments	1,689,219
Other	5,009
Contributions:	
Employer	2,030,411
Employee	158,146
Other	15,397
Total Additions	4,684,566
<u>DEDUCTIONS</u>	
Benefits Paid	2,134,526
Retirees Insurance	1,099,344
Administrative Costs	175,858
Total Deductions	3,409,728
Change in Net Position	1,274,838
Net Position, Beginning of the Year	36,843,692
Net Position, End of the Year	\$ 38,118,530

**CHARTER TOWNSHIP OF YPSILANTI**  
**Combining Statement of Net Position**  
**Component Units**  
**For the Year Ended December 31, 2016**

	<b>Local Development Finance Authority Fund</b>	<b>Economic Development Corporation</b>	<b>Total</b>
<b><u>ASSETS</u></b>			
Cash and Cash Equivalents	\$ 92,365	67,312	\$ 159,677
Taxes Receivable	246,751	-	246,751
Total Assets	<u>339,116</u>	<u>67,312</u>	<u>406,428</u>
<b><u>LIABILITIES</u></b>			
Accrued Liabilities	<u>18,680</u>	-	<u>18,680</u>
<b><u>DEFERRED INFLOWS OF RESOURCES</u></b>			
Property Taxes Levied for the following year	<u>246,751</u>	-	<u>246,751</u>
<b><u>NET POSITION</u></b>			
Unrestricted	<u>\$ 73,685</u>	<u>\$ 67,312</u>	<u>\$ 140,997</u>

**CHARTER TOWNSHIP OF YPSILANTI**  
**Combining Statement of Activities**  
**Component Units**  
**For the Year Ended December 31, 2016**

	<b>Local Development Finance Authority Fund</b>	<b>Economic Development Corporation</b>	<b>Total</b>
<b><u>Program Expenses:</u></b>			
Local Development Finance Authority	\$ 229,760	\$ -	\$ 229,760
Economic Development Corporation	-	-	-
Total Program Expenses	<u>229,760</u>	<u>-</u>	<u>229,760</u>
<b><u>General Revenues:</u></b>			
Property Taxes	246,964	-	246,964
Investment Earnings	152	113	265
Total General Revenues	<u>247,116</u>	<u>113</u>	<u>247,229</u>
Change in Net Position	17,356	113	17,469
Net Position, Beginning of the Year	<u>56,329</u>	<u>67,199</u>	<u>123,528</u>
Net Position, End of the Year	<u>\$ 73,685</u>	<u>\$ 67,312</u>	<u>\$ 140,997</u>



CHARTER TOWNSHIP OF YPSILANTI  
Notes to Financial Statements  
December 31, 2016

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The Charter Township of Ypsilanti, Michigan was organized as a Township under provisions of the constitution and general law of the State of Michigan. Ypsilanti Township became a Charter Township on May 15, 1979 by Board resolution. The Township operates under an elected Township Board which consists of the Supervisor, Clerk, Treasurer and four Trustees, and provides the following services as permitted by law: public safety (police and fire), community development, recreation and culture, public improvements, planning and zoning, and general administrative services.

As required by generally accepted accounting principles, these financial statements present the Charter Township of Ypsilanti and its component units, entities for which the government is considered to be financially accountable. Blended component units, although legally separate entities are, in substance, part of the Township's operations and so data from these units is combined with data of the primary government. The discretely presented component units, on the other hand, are reported in a separate column in the government-wide financial statements to emphasize that they are legally separate from the government. Each blended and discretely presented component unit has a December 31, 2016 year end.

*Discretely Presented Component Units*

The component units are reported in a separate column to emphasize that, while legally separate, the Charter Township of Ypsilanti remains financially accountable for these entities.

The governing body of the Local Development Finance Authority (LDFA) is appointed by the Township Board. The Authority was established for the collection of tax increment revenues, the issuance and repayment of debt, the construction of public facilities, and the promotion and facilitation of economic growth in the development district. The Authority's budget and debt issuance is subject to the approval of the Township Board.

The Charter Township of Ypsilanti Economic Development Corporation (EDC) was established pursuant to the provisions of Public Act 338 of 1974, as amended. The EDC is governed by a nine (9) member board appointed by the Township Board. The EDC may not issue debt without approval from the Township Board. Additionally, the annual operating budget and any amendments must be approved by the Township Board. The Township Board must approve all developmental and financing plans of the EDC.

CHARTER TOWNSHIP OF YPSILANTI  
Notes to Financial Statements  
December 31, 2016

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

A. Reporting Entity – Continued

*Joint Venture*

The Township is a participant in the Ypsilanti Community Utilities Authority (Y.C.U.A.) which was created under Act 233, P.A. of 1955 by the City of Ypsilanti and the Charter Township of Ypsilanti, in 1974. All activities necessary to provide water and sewer services to residents of the City, Township, and other communities serviced by Y.C.U.A., are accounted for by the Authority. The Township has financial responsibility as follows:

- Township Board has the ability to reject or approve water rates for customers in its service district.
- Some obligations of the Authority are supported by pledges of the Township's full faith and credit, subject to constitutional limitations. These obligations are described in more detail further in these notes.
- Summarized financial information from the Authority's latest audited financial statements is presented below. Financial statements may be obtained by contacting Y.C.U.A. at 2777 State Street, Ypsilanti, MI 48198.

	Fiscal Year Ended August 31, 2016
Assets	\$ 234,855,780
Deferred Outflows	5,929,221
Liabilities	101,252,545
Deferred Inflows	168,460
Net Position	\$ 139,363,996
Operating Revenues	\$ 39,181,616
Operating Expenses	43,873,224
Operating Income (Loss)	(4,691,608)
Nonoperating Income (Expense)	(2,980,169)
Capital Contributions	648,886
Change in Net Position	(7,022,891)
Net Position, Beginning of Year	146,386,887
Net Position, End of the Year	\$ 139,363,996

B. Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e. the statement of net position and the statement of activities) present information on all of the nonfiduciary activities of the primary government and its component units as a whole. For the most part, the effect of interfund activity has been removed from these statements. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for support. Likewise, the *primary government* is reported separately from certain legally separate *component units* for which the primary government is financially accountable.

CHARTER TOWNSHIP OF YPSILANTI  
Notes to Financial Statements  
December 31, 2016

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

B. Government-Wide and Fund Financial Statements – Continued

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Revenues that are not required to be presented as program revenues are general revenues. This includes taxes, interest, unrestricted State shared revenue payments, franchise fees, and other general revenues.

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

C. Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as are the proprietary fund and fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Property taxes, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of special assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when cash is received by the Township.

CHARTER TOWNSHIP OF YPSILANTI  
Notes to Financial Statements  
December 31, 2016

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

C. Measurement Focus, Basis of Accounting and Financial Statement Presentation – Continued

Governmental Funds

The Township reports the following major governmental funds:

The General Fund is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The Fire Department Fund is a special revenue fund used to account for the voter approved property taxes used to support fire protection, and related services.

The Environmental Services Fund is a special revenue fund used to account for the voter approved property tax revenues used to support solid waste, recycling and yard waste collection activities.

The Law Enforcement Fund is a special revenue fund used to account for the voter approved property taxes for law enforcement activities.

Additionally, the Township reports on the following fund types:

The special revenue funds account for revenue sources that are legally restricted to expenditures for specific purposes (not including expendable trusts or major capital projects).

The debt service funds account for the resources accumulated and payments made for principal and interest on long-term debt of governmental funds.

The capital project funds account for the resources used for the acquisition or major renovation of capital facilities.

Proprietary Funds

Proprietary funds are accounted for on the flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred. Proprietary funds include the following fund types:

Enterprise Funds are used to account for those operations that are financed and operated in a manner similar to private business or where the Township Board has decided that the determination of revenues earned, costs incurred and/or net income is necessary for management accountability. The Township's enterprise funds are the Golf Course Fund and the Compost Fund, which are reported as nonmajor funds.

CHARTER TOWNSHIP OF YPSILANTI  
Notes to Financial Statements  
December 31, 2016

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

C. Measurement Focus, Basis of Accounting and Financial Statement Presentation – Continued

Proprietary Funds – Continued

Internal Service Funds account for operations that provide services to other departments or agencies of the Township on a cost reimbursement basis. As these services predominantly benefit governmental rather than business-type functions, they have been included within the *governmental* activities in the government-wide financial statements. The Township uses an internal service fund to account for the management of a motor pool.

Fiduciary Funds

Fiduciary Funds account for assets held by the government in a trustee capacity by the Township or as an agent on behalf of others. Fiduciary funds include the following fund types:

Pension Trust Funds – The pension trust funds accounts for the activities of the employee benefit plan that accumulates resources for pension and other post employment benefit payments to qualified employees.

The Agency Funds are used to account for assets that the government holds for others in an agency capacity. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

CHARTER TOWNSHIP OF YPSILANTI  
Notes to Financial Statements  
December 31, 2016

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

D. Assets, Liabilities and Net Position or Equity

1. Deposits and Investments

The Township's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition. State statutes authorize the Township to invest in obligations of the U.S. Treasury, commercial paper of certain investment grades, and deposits of Michigan commercial banks.

Investments are reported at fair value or estimated fair value. Short-term investments are reported at cost, which approximates fair value. Securities traded on a nation or international exchange are valued at the last reported sales price at current exchange rates.

2. Receivables and Payables

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as "due to/from other funds" (i.e. the current portion of interfund loans) or "advances to/from other funds" (i.e. non-current portion of interfund loans). Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances."

Advances between funds, as reported in the fund financial statements, are offset by a fund balance reserve account in applicable governmental funds to indicate that they are not available for appropriation and are not expendable available financial resources.

3. Inventory and Prepaids

Inventories are valued at cost using the first-in/first out (FIFO) method. The costs of governmental fund-type inventories are recorded as expenditures as used. Prepaid items represent payments made to vendors for goods and services applicable to future years. Inventories and prepaids are offset by nonspendable fund balance which indicates they do not constitute "available spendable resources" even though they are a component of current net position.

CHARTER TOWNSHIP OF YPSILANTI  
Notes to Financial Statements  
December 31, 2016

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

D. Assets, Liabilities and Net Position or Equity – Continued

4. Capital Assets

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities is included as part of capitalized value of the assets constructed. Capital assets of the primary government, as well as the component units, is depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Buildings	7-40
Machinery & Equipment	5-25
Vehicles	3-15
Infrastructure	20-50

5. Compensated Absences

In accordance with contracts negotiated with the various employee groups of the Township, individual employees have vested rights upon termination of employment to receive payment for unused vacation and sick leave under formulas and conditions specified in the contracts. All sick and vacation pay is accrued when incurred in the government-wide, proprietary, and fiduciary fund financial statements. A liability for these amounts is reported in governmental funds only if they have matured. The long-term portion of compensated absences related to the governmental funds is a liability recorded in the Statement of Net Position.

6. Long-term Obligations

In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities or business-type activities statement of net position. The portion of those liabilities expected to be paid within the next year is a current liability with the remaining amounts shown as noncurrent.

CHARTER TOWNSHIP OF YPSILANTI  
Notes to Financial Statements  
December 31, 2016

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

D. Assets, Liabilities and Net Position or Equity – Continued

6. Long-term Obligations – Continued

Long-term debt is recognized as a liability of a governmental fund when due. For other long-term obligations, only that portion expected to be financed from expendable available financial resources is reported as a fund liability of a governmental fund. The remaining portion of such obligations is reported in the Statement of Net Position. Long-term liabilities expected to be financed from proprietary funds are reported as liabilities in those funds.

7. Fund Equity

In the fund financial statements, governmental funds report the following components of fund balance:

Nonspendable – Amounts that are not in spendable form or are legally or contractually required to be maintained intact.

Restricted – Amounts that are legally restricted by outside parties, constitutional provisions, or enabling legislation for use for a specific purpose.

Committed – Amounts that have been formally set aside by the Board for use for a specific purpose. Commitments are made and can be rescinded only via resolution of the Township Board.

Assigned – Intent to spend resources on specific purposes expressed by the Township Board.

Unassigned – This is the residual classification for the general fund. This classification represents fund balance that has not been assigned to other funds and has not been restricted, committed, or assigned to specific purposes within the general fund.



CHARTER TOWNSHIP OF YPSILANTI  
Notes to Financial Statements  
December 31, 2016

II. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

A. Budgetary Information

The Township is legally subject to the budgetary control requirements of the State of Michigan P.A. 621 of 1978 (Uniform Budgeting Act). The Township follows these requirements in establishing the budgetary data reflected in these financial statements:

1. In accordance with State law, prior to September 1, the Supervisor submits a proposed operating budget for the fiscal year commencing the following January 1 to the Township Board. The operating budget includes proposed expenditures and means of financing them for the upcoming year. Detail line item budgets are included for administrative control. The level of control for the detail budgets is at the departmental basis.
2. Public hearings are conducted to obtain taxpayer comment.
3. Prior to December 15, the budget is legally enacted through passage of a budget resolution (general appropriation act).
4. Formal budgetary integration is employed as a management control device for the General, Special Revenue and Debt Service Funds. Budgets for these funds are prepared and adopted on a basis consistent with generally accepted accounting principles (GAAP).
5. Proprietary Fund budgets are prepared on a non-GAAP method.
6. Budget appropriations lapse at year end.
7. The Township does not employ encumbrance accounting as an extension of formal budgetary integration in the governmental funds.
8. Budgeted amounts are reported as originally adopted, and as amended by the Township Board.

B. Compliance with P.A. 621 of 1978

1. Deficit Fund Balance

None of the funds have a deficit fund balance as of December 31, 2016.

2. Excess of Expenditures Over Appropriations in Budgetary Funds

The budgets for the General and Special Revenue Funds are adopted at the activity level. None of the funds have expenditures in excess of budget appropriations at year end.

CHARTER TOWNSHIP OF YPSILANTI  
Notes to Financial Statements  
December 31, 2016

III. DETAILED NOTES ON ALL FUNDS

A. Deposits and Investments

Michigan Compiled Laws section 129.91 (Public Act 20 of 1943, as amended), authorizes local governmental units to make deposits and invest in the accounts of federally insured banks, credit unions, and savings and loan associations that have offices in Michigan. The Township is allowed to invest in bonds, securities, and other direct obligations of the United States or any agency or instrumentality of the United States; repurchase agreements; bankers' acceptances of United States banks; commercial paper rated within the two highest classifications, which mature not more than 270 days after the date of purchase; obligations of the State of Michigan or its political subdivisions, which are rated as investment grade; and mutual funds composed of investment vehicles that are legal for direct investment by local units of government in Michigan; and investment pools of financial institutions.

The pension trust fund and retiree health care fund are also authorized by Michigan Public Act 55 of 1982, as amended, to invest in certain reverse repurchase agreements, stocks, diversified investment companies, annuity investment contracts, real estate leased to public entities, mortgages, real estate, debt or equity of certain small businesses, certain state and local government obligations and certain other specified investment vehicles.

The Township has designated several banks for the deposit of funds. The investment policy adopted by the Township Board in accordance with Public Act 196 of 1997 authorized all investments permitted by PA 20. The Charter Township of Ypsilanti, Michigan's deposit and investment policies are in accordance with statutory authorities.

The Township's cash and investments are subject to several types of risk, which are examined in more detail below:

Custodial Credit Risk of Bank Deposits

Custodial credit risk is the risk that in the event of a bank failure, the Township's deposits may not be returned to it. The Township does not have a deposit policy for custodial credit risk. Deposits of the Township are at federally insured banks located in the State of Michigan with all accounts maintained in the name of the Township. At year end, the Township had \$23,154,128 of bank deposits (checking and savings accounts) of which \$11,627,063 was uninsured and uncollateralized. The component units had book and bank balances totaling \$159,677, all of which was FDIC insured.

The Township believes that due to the dollar amounts of cash deposits and the limits of FDIC insurance, it is impractical to insure all deposits. As a result, the Township evaluates each financial institution with which it deposits funds and assesses the level of risk of each institution; only those institutions with an acceptable estimated risk level are used as depositories.

CHARTER TOWNSHIP OF YPSILANTI  
Notes to Financial Statements  
December 31, 2016

III. DETAILED NOTES ON ALL FUNDS – Continued

A. Deposits and Investments – Continued

Interest Rate Risk

Interest rate risk is the risk that the value of investments or deposits will decrease as a result of a rise in interest rates. The Township’s investment policy minimizes interest rate risk by structuring the portfolio to meet requirements and by investing funds in shorter-term securities, money market mutual funds or similar investment pools. The Township’s investment policy does not restrict investment maturities, other than commercial paper which can only be purchased with a 270 day maturity. The weighted average maturity is based on maturity date or contracted modified maturity date as applicable. At year end, the average maturities of investments are as follows:

<u>Investment</u>	<u>Fair Value</u>	<u>Maturity</u>
Pension Fixed Income:		
US Govt Obligations	\$ 1,189,982	1-5 years
	585,077	6-10 years
	89,006	11-15 years
	2,645,009	16 or more years
Corporate Bonds	298,377	Less than 1 year
	2,407,068	1-5 years
	1,918,596	6-10 years
	20,013	11-15 years
	30,750	16 or more years
Other	4,693	1-5 years
	657,289	16 or more years

Credit Risk

State law limits investments in commercial paper to the top two ratings issued by nationally recognized statistical rating organizations at the time of purchase. The Township’s investment policy limits investments to the safest types of securities. Financial institutions, broker/dealers, intermediaries and advisers need to be pre-qualified to do business with the Township. The policy also states that the investment portfolio will be diversified to minimize potential losses on individual securities. As of year end, the credit quality ratings of debt securities (other than the U.S. government) are as follows:

CHARTER TOWNSHIP OF YPSILANTI  
Notes to Financial Statements  
December 31, 2016

III. DETAILED NOTES ON ALL FUNDS – Continued

A. Deposits and Investments – Continued

<u>Investment</u>	<u>Fair Value</u>	<u>Rating</u>	<u>Rating Organization</u>
Pension:			
U.S. Treasury Bonds	\$ 1,775,058	Aaa	Moody's
U.S. Agency Obligations	2,734,016	n/a	n/a
Corporate Bonds	5,018,578	Aaa	Moody's
	59,414	Aa2	Moody's
	103,589	Aa3	Moody's
	155,205	A1	Moody's

Concentration of Credit Risk

Concentration of credit risk is the risk of loss attributed to the magnitude of a government's investment in a single issuer. The Township places no limit on the amount that may be invested in any one issuer. As of year end, the Township had investments that exceeded 5 percent of the total portfolio as follows: 6 percent invested in Federal National Mortgage Association (FNMA).

Adoption of New Standard

As of December 31, 2016, the Township adopted Governmental Accounting Standards Board (GASB) Statements No. 72, Fair Value Measurement and Application, and No. 79, Certain External Investments Pools and Pool Participants. GASB Statement No. 72 provides guidance for determining a fair value measurement for reporting purposes and applying fair value to certain investments and disclosures related to all fair value measurements. The adoption did not have a significant impact on amounts reported in the financial statements.

*Fair Value Measurements*

The Township categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. Investments that are measured at fair value using the net asset value per share (or its equivalent) as a practical expedient are not classified in the fair value hierarchy.

In instances whereby inputs used to measure fair value fall into different levels in the above fair value hierarchy, fair value measurements in their entirety are categorized based on the lowest level input that is significant to the valuation. The Township's assessment of the significance of particular inputs to these fair value measurements requires judgment and considers factors specific to each asset or liability.

CHARTER TOWNSHIP OF YPSILANTI  
Notes to Financial Statements  
December 31, 2016

III. DETAILED NOTES ON ALL FUNDS – Continued

A. Deposits and Investments – Continued

The Township has the following recurring fair value measurements as of December 31, 2016:

Assets Measured at Fair Value on a Recurring Basis

	Balance at Dec. 31, 2016	Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
Debt Securities:				
U.S. Government Bonds	\$ 4,509,074	\$ 1,775,058	\$ 2,734,016	\$ -
Corporate Bonds	6,959,173	-	6,959,173	-
Mortgages	661,982	-	661,982	-
Asset-backed Securities	311,928	-	311,928	-
Total Debt Securities	<u>12,442,157</u>	<u>1,775,058</u>	<u>10,667,099</u>	<u>-</u>
Equity Securities:				
Mutual Funds	6,458,123	6,458,123	-	-
Common Stock	13,028,472	13,028,472	-	-
Real Estate	3,112,547	-	-	3,112,547
Other Equity	4,113,278	-	-	4,113,278
Total Equity Securities	<u>26,712,420</u>	<u>19,486,595</u>	<u>-</u>	<u>7,225,825</u>
Total Investments by Fair Value Level	<u>\$ 39,154,577</u>	<u>\$ 21,261,653</u>	<u>\$ 10,667,099</u>	<u>\$ 7,225,825</u>

CHARTER TOWNSHIP OF YPSILANTI  
Notes to Financial Statements  
December 31, 2016

III. DETAILED NOTES ON ALL FUNDS – Continued

B. Receivables and Deferred Inflows, and Unearned Revenue

Receivables as of year end for the Township’s individual major funds and the nonmajor funds in the aggregate, including the applicable allowances for uncollectible accounts, are as follows:

	<u>General</u> <u>Fund</u>	<u>Fire</u> <u>Department</u>	<u>Environmental</u> <u>Services</u>	<u>Law</u> <u>Enforcement</u>	<u>Nonmajor</u> <u>Governmental</u>
Receivables:					
Accounts	\$ 1,005,608	\$ 617,124	\$ -	\$ -	\$ 107,561
Taxes	1,788,768	4,948,404	2,462,064	6,798,589	1,149,693
Special Assessments	<u>1,900,776</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>60,396</u>
	4,695,152	5,565,528	2,462,064	6,798,589	1,317,650
Less: Allowance for					
Doubtful Accounts	<u>(4,663)</u>	<u>(16,480)</u>	<u>(8,585)</u>	<u>(24,579)</u>	<u>(4,545)</u>
Net Receivables	<u><u>\$ 4,690,489</u></u>	<u><u>\$ 5,549,048</u></u>	<u><u>\$ 2,453,479</u></u>	<u><u>\$ 6,774,010</u></u>	<u><u>\$ 1,313,105</u></u>

Governmental funds report unearned revenue in connection with receivables for revenue that is not considered to be available to liquidate liabilities of the current period. Governmental funds also defer revenue recognition in connection with resources that have been received but not yet earned. The deferred inflows in the governmental activities represents property taxes levied on December 1, 2016, but recognized revenue in the year ending December 31, 2017, when the proceeds of the levy are budgeted and available for financing operations. At the end of the current fiscal year, the various components of deferred inflows and unearned revenue are as follows:

Governmental Funds:	
Property Taxes Levied for the following year – Deferred Inflows	<u>\$17,992,556</u>
Deposits and Escrows – Unearned Revenue	<u>\$ 1,058,811</u>

CHARTER TOWNSHIP OF YPSILANTI  
Notes to Financial Statements  
December 31, 2016

III. DETAILED NOTES ON ALL FUNDS – Continued

C. Capital Assets

Capital asset activity for the year ended December 31, 2016 was as follows:

	Beginning Balance	Additions	Deletions	Ending Balance
Governmental Activities:				
Capital Assets, not depreciated:				
Land and Land Improvements	\$ 9,623,049	\$ -	\$ -	\$ 9,623,049
Capital Assets, being depreciated:				
Buildings	15,899,076	16,053	-	15,915,129
Machinery and Equipment	7,310,369	394,468	-	7,704,837
Infrastructure	39,543,324	766,458	-	40,309,782
Internal Service Fund - Motor Pool	981,387	663,206	-	1,644,593
	<u>63,734,156</u>	<u>1,840,185</u>	<u>-</u>	<u>65,574,341</u>
Less: Accumulated Depreciation:				
Buildings	(8,517,210)	(454,057)	-	(8,971,267)
Machinery and Equipment	(5,757,771)	(274,265)	-	(6,032,036)
Infrastructure	(18,714,358)	(1,399,288)	-	(20,113,646)
Internal Service Fund - Motor Pool	(590,774)	(139,362)	-	(730,136)
	<u>(33,580,113)</u>	<u>(2,266,972)</u>	<u>-</u>	<u>(35,847,085)</u>
Governmental Activities				
Capital Assets, net	<u>\$39,777,092</u>	<u>\$ (426,787)</u>	<u>\$ -</u>	<u>\$39,350,305</u>

Depreciation expense was charged to the following governmental activities:

General Government	\$ 811,042
Public Safety	249,557
Public Works	622,782
Recreation and Cultural	444,229
Charged through Internal Service Fund	139,362
	<u>\$ 2,266,972</u>

CHARTER TOWNSHIP OF YPSILANTI  
Notes to Financial Statements  
December 31, 2016

III. DETAILED NOTES ON ALL FUNDS – Continued

C. Capital Assets – Continued

<u>Business-type Activities:</u>	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>
Capital Assets, not depreciated:				
Land	\$ 1,277,618	\$ -	\$ -	\$ 1,277,618
Capital Assets, being depreciated:				
Land and Building Improvements	1,736,430	-	-	1,736,430
Machinery and Equipment	1,451,098	512,055	(37,243)	1,925,910
	<u>3,187,528</u>	<u>512,055</u>	<u>(37,243)</u>	<u>3,662,340</u>
Less: Accumulated Depreciation:				
Land and Building Improvements	(966,441)	(39,655)	-	(1,006,096)
Machinery and Equipment	(775,160)	(172,159)	37,243	(910,076)
	<u>(1,741,601)</u>	<u>(211,814)</u>	<u>37,243</u>	<u>(1,916,172)</u>
Business-type Activities Capital Assets, net	<u>\$ 2,723,545</u>	<u>\$ 300,241</u>	<u>\$ -</u>	<u>\$ 3,023,786</u>

D. Interfund Receivables, Payables and Transfers

1. Interfund Receivables and Payables

The composition of interfund balances as of December 31, 2016, is as follows:

<u>Advance Receivable</u>	<u>Advance Payable</u>	
General Fund	Motor Pool Fund	<u>\$ 395,215</u>

The General Fund advanced funds to the Motor Pool Fund for the purchase of equipment. The principal is to be repaid over 10 years.

2. Interfund Transfers

<u>Transfers In</u>	<u>Transfers Out</u>	
Bike Path, Sidewalk, Rec., Roads	General Fund	\$ 345,000
Hydro Station Fund	General Fund	78,635
General Fund	14B District Court	16,524
Recreation Fund	Bike Path, Sidewalk, Rec., Roads	503,148
Golf Course Fund	Bike Path, Sidewalk, Rec., Roads	109,071
Series B Debt Fund	GO Debt Fund	481,000
GO Debt Fund	General Fund	481,000
		<u>\$ 2,014,378</u>

Transfers include operating transfers for debt service payments and to repay advances. The General Fund, District Court, and the Bike Path, Sidewalk, Rec., Roads Fund made operating transfers to augment specific projects.



CHARTER TOWNSHIP OF YPSILANTI  
Notes to Financial Statements  
December 31, 2016

III. DETAILED NOTES ON ALL FUNDS – Continued

E. Long-Term Debt

The following is a summary of long-term debt transactions of the Township for the year ended December 31, 2016:

	Balance Jan 1, 2016	Additions	Reductions	Balance Dec 31, 2016	Due Within One Year
Governmental Activities:					
G.O. Series B Bonds	\$ 1,980,000	\$ -	\$ 450,000	\$ 1,530,000	\$ 480,000
2012 Transportation Note	4,200,000	-	600,000	3,600,000	600,000
2013 G.O. Refunding Bonds	2,760,000	-	165,000	2,595,000	170,000
	8,940,000	-	1,215,000	7,725,000	1,250,000
Compensated Absences	1,397,191	-	173,411	1,223,780	183,586
	<u>\$ 10,337,191</u>	<u>\$ -</u>	<u>\$ 1,388,411</u>	<u>\$ 8,948,780</u>	<u>\$ 1,433,586</u>
Business-type Activities:					
Compensated Absences	<u>\$ 3,642</u>	<u>\$ -</u>	<u>\$ 636</u>	<u>\$ 3,006</u>	<u>\$ -</u>

The following is a summary of general obligation debt outstanding of the Township as of December 31, 2016:

	Number of Issues	Interest Rate	Maturing Through	Principal Outstanding
Governmental Activities:				
General Obligation Bonds	2	3.75%-4.50%	2029	\$ 4,125,000
Transportation Notes	1	1.00%-4.50%	2022	3,600,000
				<u>\$ 7,725,000</u>

The annual debt service requirements to maturity for debt outstanding as of December 31, 2016 is as follows:

Year Ended	Governmental Activities	
	Principal	Interest
2017	\$ 1,250,000	\$ 168,895
2018	1,285,000	147,700
2019	1,320,000	123,825
2020	785,000	89,460
2021	790,000	72,960
2022-2026	1,620,000	158,160
2027-2029	675,000	24,540
	<u>\$ 7,725,000</u>	<u>\$ 785,540</u>

CHARTER TOWNSHIP OF YPSILANTI  
Notes to Financial Statements  
December 31, 2016

III. DETAILED NOTES ON ALL FUNDS – Continued

F. Fund Balance Classifications

A detailed description of fund balance classifications (for all governmental fund types) at December 31, 2016, is presented below:

<u>Fund Balance</u>	<u>General</u> <u>Fund</u>	<u>Fire</u> <u>Department</u>	<u>Environmental</u> <u>Services</u>	<u>Law</u> <u>Enforcement</u>	<u>Other</u> <u>Nonmajor</u> <u>Governmental</u> <u>Funds</u>	<u>Total</u>
Nonspendable:						
Prepays & Inventory	\$ 208,385	\$ 85,974	\$ 6,245	\$ 5,617	\$ 45,635	\$ 351,856
Advance to Other Funds	395,215	-	-	-	-	395,215
Total Nonspendable	<u>603,600</u>	<u>85,974</u>	<u>6,245</u>	<u>5,617</u>	<u>45,635</u>	<u>747,071</u>
Restricted:						
Drain Special Assessment	700,000	-	-	-	-	700,000
Fire	-	475,317	-	-	-	475,317
Environmental Serv.	-	-	1,438,703	-	-	1,438,703
Law Enforcement	-	-	-	1,840,916	-	1,840,916
Parks	-	-	-	-	31,795	31,795
Bike Path, Sidewalk, Recreation, Roads	-	-	-	-	324,349	324,349
Recreation	-	-	-	-	29,703	29,703
District Court	-	-	-	-	227,120	227,120
Bldg Rental Inspect.	-	-	-	-	179,368	179,368
Building Dept.	-	-	-	-	708,244	708,244
Hydro Station	-	-	-	-	258,695	258,695
Nuisance Abatement	-	-	-	-	59,210	59,210
Debt Service	-	-	-	-	388,367	388,367
Capital Projects	-	-	-	-	337,965	337,965
Total Restricted	<u>700,000</u>	<u>475,317</u>	<u>1,438,703</u>	<u>1,840,916</u>	<u>2,544,816</u>	<u>6,999,752</u>
Assigned:						
Tyler Dam & Pond Project	1,500,000	-	-	-	-	1,500,000
Community Stabilization	300,000	-	-	-	-	300,000
Capital Improvements	668,122	-	-	-	-	668,122
Road Improvements	149,299	-	-	-	-	149,299
Streetlight Upgrades	55,766	-	-	-	-	55,766
Total Assigned	<u>2,673,187</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,673,187</u>
Unassigned	1,460,405	-	-	-	-	1,460,405
Total Fund Balance	<u>\$ 5,437,192</u>	<u>\$ 561,291</u>	<u>\$ 1,444,948</u>	<u>\$ 1,846,533</u>	<u>\$ 2,590,451</u>	<u>\$ 11,880,415</u>

CHARTER TOWNSHIP OF YPSILANTI  
Notes to Financial Statements  
December 31, 2016

III. DETAILED NOTES ON ALL FUNDS – Continued

G. Property Taxes

Property taxes are assessed as of each December 31. The Township tax levy is billed on December 1 of the following year, and payable through February. Taxes are considered delinquent on March 1, at which time the applicable property is subject to lien and penalty and interest is assessed. The maximum authorized operating levy for the Township are detailed below for the 2015 tax roll:

<u>Purpose</u>	<u>Authorization</u>	Pre- Rollback <u>Auth. Rate</u>	Post Rollback <u>Auth. Rate</u>	<u>Rate Levied</u>
Operating	State Law	1.0322	1.0322	1.0322
Fire Protection	Voter Approved	3.1250	3.1250	3.1250
Solid Waste	Voter Approved	2.1550	2.1550	2.1550
Police	Voter Approved	5.9500	5.9500	5.9500
Recreational	Voter Approved	1.0059	1.0059	1.0059
Fire Pension	State Law	-	1.0000	1.0000
			<u>14.2681</u>	<u>14.2681</u>

IV. OTHER INFORMATION

A. Firefighters Defined Benefit Pension Plan

Summary of Significant Accounting Policies

*Method used to value investments.* Investments are reported at fair value. Securities traded on a national or international exchange are valued at the last reported sales price at current exchange rates.

Plan Description

The Charter Township of Ypsilanti Police and Firefighters Retirement System Pension Board administers the Charter Township of Ypsilanti Police and Firefighters Pension Plan, which is a single employer defined benefit pension plan that provides retirement, disability, and death benefits for all eligible firefighters and their beneficiaries. Benefit terms have been established by Township policy and contractual agreements authorized by the Township Board, and may be amended by Township Board action.

Management of the Plan is vested in a pension board, which consist of five members – two elected, two appointed by the Township Board and the Township Treasurer.

CHARTER TOWNSHIP OF YPSILANTI  
Notes to Financial Statements  
December 31, 2016

IV. OTHER INFORMATION – Continued

A. Firefighters Defined Benefit Pension Plan – Continued

Benefits Provided

The Pension Plan provides retirement, disability, and death benefits to eligible plan members. Retirement benefits are computed using credited service at the time of termination of membership multiplied by a certain percentage based on the benefit program in effect as of the date of termination of membership times the final average compensation (FAC).

Plan Membership

As of December 31, 2015, pension plan membership consisted of the following:

Inactive Plan members currently receiving benefits	56
Inactive Plan members entitled to but not receiving benefits	-
Active Members	<u>24</u>
Total Plan Members	<u>80</u>

Contributions

The authority to amend contribution requirements rests with the Pension Board, which establishes rates based on an actuarially determined rate recommended by an independent actuary. The actuarially determined rate is the estimate amount necessary to finance the costs of benefits earned by plan members during the year, with an additional amount to finance any unfunded accrued liability. Covered employees are required to contribute 6% of their pay. The Township is required to contribute the difference between the actuarially determined rate and the contribution rate of plan members. For the year ended December 31, 2015 the Township contributed \$737,867.

Pension Reserves

In accordance with Public Act 345 as amended, the following reserves are required to be set aside within the pension plan:

*The retiree reserve* is to be computed annually by the actuary as the present value of estimated benefit payments for all current retirees. The amounts reserved may be used solely to pay monthly retiree benefit payments.

*The employee reserve* is credited as employee contributions are received throughout the year; the Plan maintains a record of the amount contributed by each employee, and credits interest annually at a rate of 2.0 percent. For any employee who terminates before vesting in the plan, their balance is returned to them; for those who stay until retirement, the balance is transferred into the retiree reserve.

*The employer reserve* is used to account for the residual net position balance in the pension plan after funding the retiree reserve and the employee reserve.

CHARTER TOWNSHIP OF YPSILANTI  
Notes to Financial Statements  
December 31, 2016

IV. OTHER INFORMATION – Continued

A. Firefighters Defined Benefit Pension Plan – Continued

The balances of the reserve accounts at December 31, 2015 are as follows:

	<u>Required</u> <u>Reserve</u>	<u>Amount</u> <u>Funded</u>
Retiree Reserve	\$ 21,828,833	\$ 21,828,833
Employee Reserve	1,435,090	1,435,090
Employer Reserve	-	<u>3,714,282</u>
		\$ <u>26,978,205</u>

Investment Policy

The pension plans' policy in regard to the allocation of invested assets is established and may be amended by the Pension Board by a majority vote of its members. It is the policy of the Pension Board to pursue an investment strategy that manages risk through the prudent diversification of the portfolio across a broad selection of distinct asset classes. The pension plan's investment policy discourages the use of cash equivalents, except for liquidity purposes, and aims to refrain from dramatically shifting asset class allocations over short time spans. The following was the Board's adopted asset allocation policy as of December 31, 2015.

<u>Asset Class</u>	<u>Target Allocation</u>
Domestic equity	30%
International equity	20%
Fixed income	40%
Real estate	<u>10%</u>
Total	<u>100%</u>

Projected Cash Flows

Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability. The long-term expected rate of return on pension plan investments was determined using a model in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighing the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return is 7.25%.

CHARTER TOWNSHIP OF YPSILANTI  
Notes to Financial Statements  
December 31, 2016

IV. OTHER INFORMATION – Continued

A. Firefighters Defined Benefit Pension Plan – Continued

Net Pension Liability

The net pension liability reported at December 31, 2016 was determined using a measure of the total pension liability and the plan net position as of December 31, 2015. The December 31, 2015 total pension liability was determined by an actuarial valuation performed as of that date.

Changes in the net pension liability during the measurement year were as follows:

<u>Changes in Net Pension Liability</u>	<u>Increase (Decrease)</u>		
	<u>Total Pension Liability</u>	<u>Plan Net Position</u>	<u>Net Pension Liability</u>
Balance at December 31, 2014	\$ 32,238,205	\$ 27,574,797	\$ 4,663,408
Service Cost	420,489	-	420,489
Interest	2,271,936	-	2,271,936
Contributions-Employer	-	737,867	(737,867)
Contributions-Employee	-	99,333	(99,333)
Net Investment Income	-	785,736	(785,736)
Differences between Expected and Actual Experience	(713,882)	-	(713,882)
Change in Assumptions	-	-	-
Benefit Payments, including refunds	(2,222,807)	(2,222,807)	-
Administrative Expenses	-	(14,306)	14,306
Other	-	17,585	(17,585)
Net Changes	<u>(244,264)</u>	<u>(596,592)</u>	<u>352,328</u>
Balance at December 31, 2015	<u>\$ 31,993,941</u>	<u>\$ 26,978,205</u>	<u>\$ 5,015,736</u>

CHARTER TOWNSHIP OF YPSILANTI  
Notes to Financial Statements  
December 31, 2016

IV. OTHER INFORMATION – Continued

A. Firefighters Defined Benefit Pension Plan – Continued

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At December 31, 2016, the Township reported deferred outflows of resources related to pensions from the following sources:

<u>Source</u>	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>	<u>Net</u>
Net difference between projected and actual earnings on pension plan investments	\$ 930,662	\$ -	
Differences between expected and actual experience	-	422,204	
Employer contributions to the plan subsequent to the measurement date	<u>789,018</u>	<u>-</u>	
Total	<u>\$ 1,719,680</u>	<u>\$ 422,204</u>	<u>\$ 1,297,476</u>

Amounts reported as deferred outflows of resources related to pensions will be recognized in pension expense as follows:

<u>Years Ending Dec. 31</u>	<u>Amount</u>
2017	\$ (59,013)
2018	102,139
2019	232,665
2020	232,667

Actuarial assumptions

The total pension liability was determined by an actuarial valuation as of December 31, 2015, using the following actuarial assumptions, applied to all periods included in the measurement:

Investment rate of return	7.25%
Salary increases	4.0 – 7.0% including base, merit, and longevity
Inflation	3.50%

Mortality rates were based on the RP-2014 Healthy Annuitant Mortality Table projected 5 years to 2019.

CHARTER TOWNSHIP OF YPSILANTI  
Notes to Financial Statements  
December 31, 2016

IV. OTHER INFORMATION – Continued

A. Firefighters Defined Benefit Pension Plan – Continued

Sensitivity of the Net Pension Liability to Changes in the Discount Rate

The following presents the net pension liability of the Township, calculated using the discount rate of 7.25 percent, as well as what the Township’s net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower or 1 percentage point higher than the current rate:

	<u>1% Decrease</u> <u>(6.25%)</u>	<u>Current</u> <u>Discount Rate</u> <u>(7.25%)</u>	<u>1% Increase</u> <u>(8.25%)</u>
Net Pension Liability	\$ <u>8,487,909</u>	\$ <u>5,015,736</u>	\$ <u>2,098,096</u>

B. Municipal Employee Retirement System Defined Benefit Plan

Plan Description

The Township contributes to the Municipal Employees’ Retirement System of Michigan (MERS), which is an agent multiple-employer defined benefit pension plan that covers all full time employees of the Township except elected officials and firefighters. MERS was established by the Michigan Legislature in 1945 and is administered by a nine member Retirement Board. MERS issues a publicly available financial report that includes financial statements and required supplementary information for the system. That report may be obtained at [mersofmich.com](http://mersofmich.com).

Benefits Provided

The Plan provides retirement, disability, and death benefits to plan members and their beneficiaries, as established by Public Act 427 of 1984, as amended. The Plan covers all full-time employees at the Township except elected officials and firefighters. Benefits are calculated as 2.5 percent of the employee’s five-year final average compensation times the employee’s years of service with a maximum of 80 percent of final average compensation. Normal retirement age is 60. Deferred retirement benefits vest after 10 years of credited service but are not paid until the date retirement would have occurred if the member had remained an employee. Benefit terms, within the guidelines established by MERS, are generally established and amended by authority of the Township Board.



CHARTER TOWNSHIP OF YPSILANTI  
Notes to Financial Statements  
December 31, 2016

IV. OTHER INFORMATION – Continued

B. Municipal Employee Retirement System Defined Benefit Plan – Continued

Employees Covered by Benefit Terms

At the December 31, 2015 measurement date, the following employees were covered by the benefit terms:

Inactive plan members or beneficiaries currently receiving benefits	59
Inactive plan members entitled to but not yet receiving benefits	9
Active Plan Members	<u>68</u>
Total Employees covered by MERS	<u>136</u>

Contributions

The State of Michigan Constitution, Article 9, Section 24, requires that financial benefits arising on account of employee services rendered in each year be funded during that year. Accordingly, MERS retains an independent actuary to determine the annual contribution.

The employer is required to contribute amounts at least equal to the actuarially determined rate, as established by the MERS retirement board. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by plan members during the year, with an additional amount to finance any unfunded accrued liability. The employer may establish contribution rates to be paid by its covered employees.

For the year ended December 31, 2016, the average active employee contribution rate was 7.3% percent of gross wages for all employees.

Net Pension Liability

The net pension liability reported at December 31, 2016 was determined using a measure of the total pension liability and the plan net position as of December 31, 2015. The December 31, 2015 total pension liability was determined by an actuarial valuation performed as of that date.

CHARTER TOWNSHIP OF YPSILANTI  
Notes to Financial Statements  
December 31, 2016

IV. OTHER INFORMATION – Continued

C. Municipal Employee Retirement System Defined Benefit Plan – Continued

Changes in the net pension liability during the measurement year were as follows:

<u>Changes in Net Pension Liability</u>	<u>Increase (Decrease)</u>		
	<u>Total Pension Liability</u>	<u>Plan Net Position</u>	<u>Net Pension Liability</u>
Balance at December 31, 2014	\$ 19,165,515	\$ 14,222,807	\$ 4,942,708
Service Cost	447,997	-	447,997
Interest	1,552,248	-	1,552,248
Contributions-Employer	-	469,553	(469,553)
Contributions-Employee	-	336,587	(336,587)
Net Investment Income	-	(212,813)	212,813
Differences between Actual and Expected Experience	184,979	-	184,979
Change in Assumptions	879,408	-	879,408
Benefit Payments, including refunds	(1,148,769)	(1,148,769)	-
Administrative Expenses	-	(30,969)	30,969
Net Changes	<u>1,915,863</u>	<u>(586,411)</u>	<u>2,502,274</u>
Balance at December 31, 2015	<u>\$ 21,081,378</u>	<u>\$ 13,636,396</u>	<u>\$ 7,444,982</u>

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At December 31, 2016, the Township reported deferred outflows of resources related to pensions from the following sources:

<u>Source</u>	<u>Deferred Outflows of Resources</u>
Net difference between projected and actual earnings on pension plan investments	\$ 417,425
Changes in assumptions related to economic and demographic factors	769,482
Net difference between projected and actual earnings on pension plan investments	161,857
Employer contributions to the plan subsequent to the measurement date	<u>468,622</u>
Total	<u>\$ 1,817,386</u>

CHARTER TOWNSHIP OF YPSILANTI  
Notes to Financial Statements  
December 31, 2016

IV. OTHER INFORMATION – Continued

B. Municipal Employee Retirement System Defined Benefit Plan – Continued

Amounts reported as deferred outflows of resources related to pensions will be recognized in pension expense as follows. These amounts are exclusive of the employer contributions to the plan made subsequent to the measurement date (\$468,622), which will impact the net pension liability in fiscal year 2017, rather than pension expense.

Years Ending	
Dec. 31	Amount
2017	\$ 224,543
2018	224,543
2019	224,543
2020	224,542
2021	184,495
2022	133,049
2023	133,049

Actuarial Assumptions

The total pension liability in the December 31, 2015 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.50%
Salary increases	3.75%
Investment rate of return	7.75%

Mortality rates were based on the RP=2014 Healthy Annuitant Mortality Tables of a 50 percent male and 50 percent female blend with rates multiplied by 105%. For disabled retirees, the 50% Male and 50% Female blend of the RP-2014 Disabled Retiree Mortality Tables.

The actuarial assumptions used in the December 31, 2015 valuation were based on the results of an actuarial experience study in 2008. The MERS retirement board is currently conducting an actuarial experience study covering the period from January 1, 2009 through December 31, 2013.

Discount Rate

The discount rate used to measure the total pension liability was 8.00 percent. The projection of cash flows used to determine the discount rate assumes that employee contributions will be made at the current contribution rate and that employer contributions will be made at rates equal to the difference between actuarially determined contribution rates and the employee rate.

CHARTER TOWNSHIP OF YPSILANTI  
Notes to Financial Statements  
December 31, 2016

IV. OTHER INFORMATION – Continued

B. Municipal Employee Retirement System Defined Benefit Plan – Continued

Projected Cash Flows

Based on those assumptions, the pension plan's fiduciary net position was not projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

The long-term expected rate of return on pension plan investments was determined using a model in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return as of December 31, 2015, the measurement date, for each major asset class are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-term Expected Real Rate of Return</u>
Global Equity	58%	5.0%
Global Fixed Income	20%	2.2%
Real Assets	12%	4.2%
Diversifying strategies	10%	6.6%

Sensitivity of the Net Pension Liability to Changes in the Discount Rate

The following presents the net pension liability of the Township, calculated using the discount rate of 8.00 percent, as well as what the Township's net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower or 1 percentage point higher than the current rate:

	<u>1% Decrease (7.00%)</u>	<u>Current Discount Rate (8.00%)</u>	<u>1% Increase (9.00%)</u>
Net Pension Liability	\$ <u>9,754,823</u>	\$ <u>7,444,982</u>	\$ <u>5,477,697</u>

CHARTER TOWNSHIP OF YPSILANTI  
Notes to Financial Statements  
December 31, 2016

IV. OTHER INFORMATION – Continued

B. Municipal Employee Retirement System Defined Benefit Plan – Continued

Pension Plan Fiduciary Net Position

Detailed information about the plan's fiduciary net position is available in the separately issued financial report. For the purposes of measuring the net pension liability, deferred outflows of resources, and deferred inflows of resources related to pension and pension expense, information about the plan's fiduciary net position and addition to/deduction from fiduciary net position have been determined on the same basis as they are reported by the plan. The plan uses the economic resources measurement focus and the full accrual basis of accounting. Investments are stated at fair value. Contribution revenue is recorded as contributions are due pursuant to legal requirements. Benefit payments and refunds of employee contributions are recognized as expense when due and payable in accordance with the benefit terms.

C. Post-Employment Health Care Benefits

The Township maintains two post-employment health care benefit plans. Both plans are presented as Employee Benefit Trust Funds in the financial statements.

Actuarial Methods and Assumptions

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

CHARTER TOWNSHIP OF YPSILANTI  
Notes to Financial Statements  
December 31, 2016

IV. OTHER INFORMATION – Continued

C. Post-Employment Health Care Benefits - Continued

Summary of Significant Accounting Policies

*Basis of Accounting.* The Plan's financial statements are prepared using the accrual basis of accounting. Plan member contributions are recognized in the period in which the contributions are due. Healthcare premiums are recognized when due and payable in accordance with the terms of the plan.

*Method Used to Value Investments.* Plan investments are reported at fair value. Short-term investments are reported at cost, which approximates fair value. Securities traded on a national or international exchange are valued at the last reported sales price at current exchange rates.

In the December 31, 2015 actuarial valuations, the most recent available, the entry age actuarial cost method was used. Market value was used as the asset valuation method. The unfunded actuarial accrued liabilities were amortized as a level percentage of active member payroll over a period of 30 years. The actuarial assumptions included a 7.0 percent investment rate of return, and a base payroll growth rate of 3.5 percent. The remaining amortization period at December 31, 2015 was 28 years.

1. General Township Employee Plan

a. Plan Description

In addition to providing pension benefits, the Township provides certain health care benefits to all full time employees of the Township. The Township Board established by resolution the general Township employees' Health Care Plan, a single-employer defined benefit post-employment health care plan. The plan is designed to accumulate resources to pay for post-employment health, dental, and vision insurance for retired general township employees and is administered through the Michigan Municipal Employees Retirement System (MERS). The plan is included in the Township's financial statements as a fiduciary fund. The plan was established under the Authority of Public Act 169 of 1999. The plan does not issue separate stand-alone statements.

Membership in the plan at December 31, 2015 (latest actuarial report) is as follows:

Retirees and Beneficiaries receiving benefits	59
Terminated Plan members entitled to but not yet receiving benefits	9
Active plan members	<u>68</u>
	<u>136</u>

CHARTER TOWNSHIP OF YPSILANTI  
Notes to Financial Statements  
December 31, 2016

IV. OTHER INFORMATION – Continued

C. Post-Employment Health Care Benefits – Continued

1. General Township Employee Plan - Continued

b. Contributions

The Plan's funding policy provides for periodic contributions by the Township at actuarially determined rates expressed as a percentage of annual covered payroll. The Township contributes at a rate of 16% of annual covered payroll. Administrative costs of the plan are financed through investment earnings. The annual required contribution (ARC) represents a level of funding that, if paid on an ongoing basis, is projected to cover the normal cost each year and to amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed 30 years.

The Township's computed contribution and actual funding is summarized as follows:

Annual Required Contribution (recommended)	\$ 654,245
Interest on the prior year's net OPEB obligation	-
Less adjustment to the annual required contribution	-
Annual OPEB Cost	654,245
Amounts Contributed:	
Payments of current premiums	(654,245)
Advance funding	-
Increase(Decrease) in net OPEB obligation	-
OPEB obligation - Beginning of Year	-
OPEB obligation - End of Year	\$ -

Fiscal Year Ended	Actuarial Valuation Date	Annual OPEB Costs	Percentage Contributed	Net OPEB Obligation
12/31/2014	12/31/2013	\$ 607,523	100%	\$ -
12/31/2015	12/31/2013	\$ 667,540	100%	\$ -
12/31/2016	12/31/2013	\$ 654,245	100%	\$ -

Actuarial Valuation Date	Value of Assets	Liability (AAL) Entry Age	AAL Underfunded	Funded Ratio	Covered Payroll	Percentage of Covered Payroll
12/31/2011	\$ 2,507,020	\$ 9,511,973	\$ 7,004,953	26.4%	\$ 3,439,907	204%
12/31/2013	\$ 3,463,680	\$ 8,361,085	\$ 4,897,405	41.4%	\$ 2,385,385	205%
12/31/2015	\$ 4,940,088	\$ 11,103,052	\$ 6,162,964	44.5%	\$ 3,019,197	204%

CHARTER TOWNSHIP OF YPSILANTI  
Notes to Financial Statements  
December 31, 2016

IV. OTHER INFORMATION – Continued

C. Post-Employment Health Care Benefits – Continued

2. Firefighter’s Health Care Plan

a. Plan Description

The Township Board established by resolution the Firefighter’s Health Care Plan, a single-employer defined benefit post-employment health care plan. The plan is designed to accumulate resources to pay for post-employment health, dental, vision, and life insurance for retired firefighters and is administered through The Vanguard Group. The plan was established under the authority of P.A. 169 of 1999, and is included in the Township’s financial statements as a fiduciary fund. The plan does not issue stand-alone financial statements.

Membership in the plan at December 31, 2015 (latest actuarial report) is as follows:

Retirees and Beneficiaries receiving benefits	41
Active plan members	<u>21</u>
	<u>62</u>

b. Contributions

The Plan’s funding policy provides for periodic contributions by the Township at actuarially determined rates expressed as a percentage of annual covered payroll. The Township contributes at a rate of 31% of annual covered payroll. Plan members were required to contribute 1% through September 2012, and were required to contribute 4% of their annual covered salary from October through December 2012. Administrative costs of the plan are financed through investment earnings. The annual required contribution (ARC) represents a level of funding that, if paid on an ongoing basis, is projected to cover the normal cost each year and to amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed 30 years.



CHARTER TOWNSHIP OF YPSILANTI  
Notes to Financial Statements  
December 31, 2016

IV. OTHER INFORMATION – Continued

C. Post-Employment Health Care Benefits – Continued

2. Firefighter's Health Care Plan – Continued

b. Contributions – Continued

The Township's computed contribution and actual funding is summarized as follows:

Annual Required Contribution (recommended)	\$ 587,148
Interest on the prior year's net OPEB obligation	-
Less adjustment to the annual required contribution	-
Annual OPEB Cost	587,148
Amounts Contributed:	
Contributions made	587,148
Increase(Decrease) in net OPEB obligation	-
OPEB obligation - Beginning of Year	-
OPEB obligation - End of Year	\$ -

<u>Fiscal Year</u> <u>Ended</u>	<u>Actuarial</u> <u>Valuation</u> <u>Date</u>	<u>Annual</u> <u>OPEB Costs</u>	<u>Percentage</u> <u>Contributed</u>	<u>Net OPEB</u> <u>Obligation</u>
12/31/2014	12/31/2013	\$ 487,768	100%	\$ -
12/31/2015	12/31/2013	\$ 590,744	100%	\$ -
12/31/2016	12/31/2013	\$ 587,148	100%	\$ -

<u>Actuarial</u> <u>Valuation</u> <u>Date</u>	<u>Value of</u> <u>Assets</u>	<u>Liability (AAL)</u> <u>Entry Age</u>	<u>AAL</u> <u>Underfunded</u>	<u>Funded</u> <u>Ratio</u>	<u>Covered</u> <u>Payroll</u>	<u>Percentage</u> <u>of Covered</u> <u>Payroll</u>
12/31/2011	\$ 2,958,728	\$ 9,631,621	\$ 6,672,893	30.7%	\$ 1,811,913	368%
12/31/2013	\$ 4,669,634	\$ 11,118,491	\$ 6,448,857	42.0%	\$ 1,556,538	414%
12/31/2015	\$ 4,925,399	\$ 11,819,527	\$ 6,894,128	42.0%	\$ 1,564,631	441%

CHARTER TOWNSHIP OF YPSILANTI  
Notes to Financial Statements  
December 31, 2016

IV. OTHER INFORMATION – Continued

D. Risk Management

The Township participates in a pool, the Michigan Municipal League Liability and Property Pool purchases insurance coverage through traditional means. The Township's property and liability and workers compensation coverages are on file in the Risk Manager's office.

E. Contingencies

1. Consent Judgment

The Township entered into a settlement agreement with the City of Ypsilanti relative to dissolution of the Joint Ypsilanti Recreation Organization (JYRO). Under the settlement, all properties previously owned and managed by JYRO were conveyed to the Township in exchange for the following contingent payments from the Township to the City:

- a. 10% of gross revenues, for fifty years, from the operation of the Ford Lake Dam. Gross revenues are defined as revenues from dam operations less 20% reserve for capital improvements, until \$300,000 is accumulated.
- b. 50% of residual funds available after Dam, Park Operations, royalties and reserve requirements are paid from Dam revenues.

For 2016, the Township paid the City of Ypsilanti \$40,025 under this agreement.

2. Ypsilanti Community Utility Debt

As discussed in the "Reporting Entity" the Township participates in a joint venture with the City of Ypsilanti, known as the Ypsilanti Community Utilities Authority. The Authority issues bonds that are backed by the full faith and credit (subject to constitutional limitations) of the City or Township. The proceeds of these bonds are used to construct the various infrastructure projects, and the recipient of these obligations have been made by the revenues of the Authority. As of August 31, 2016, (the latest audited information of the Authority) the total amount of these obligations was \$47,943,176.

CHARTER TOWNSHIP OF YPSILANTI  
Notes to Financial Statements  
December 31, 2016

IV. OTHER INFORMATION – Continued

E. Contingencies – Continued

3. Tax Tribunals

Taxpayers have commenced litigation regarding property valuation issues, and the Township believes that recognition of losses is likely. While the exact amount of these losses is not known, a reasonable estimate based on information currently available is approximately \$58,105. This amount has been recognized as a loss and is recorded as a liability in the General Fund, Fire Fund, Law Enforcement, Solid Waste, and Bike Sidewalk and Repair Fund.

F. Upcoming Accounting Pronouncements

The Governmental Accounting Standards Board (GASB) issued two new pronouncements in June 2015, GASB Statement No. 74, *Financial Reporting for Postemployment Benefit Plans*, and GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other than Pensions*, which will enhance the note disclosures and schedules of required supplementary information for Other Postemployment Benefit Plans (OPEB). GASB Statement No. 74 will provide information about measures of net OPEB liabilities and an analysis of why those liabilities change from year to year. GASB Statement No. 75 establishes standards for governmental employer recognition, measurement, and presentation of information about OPEB plans. GASB Statement No. 74 will be effective for fiscal years beginning after June 15, 2016 and GASB Statement No. 75 will be effective for fiscal years beginning after June 15, 2017.

REQUIRED SUPPLEMENTARY INFORMATION

**CHARTER TOWNSHIP OF YPSILANTI**  
**Required Supplemental Information**  
**Schedule of Changes in the Net Pension Liability and Related Ratios**  
**MERS Defined Benefit Plan**  
**Last Ten Fiscal Years (schedule is built prospectively upon implementation of GASB 68)**

	<u>2015</u>	<u>2014</u>
Total Pension Liability:		
Service Cost	\$ 447,997	\$ 399,446
Interest	1,552,248	1,490,791
Change in assumptions	879,408	-
Differences between actual and expected experience	184,979	-
Benefit payments, including refunds	<u>(1,148,769)</u>	<u>(1,190,376)</u>
Net Change in Total Pension Liability	1,915,863	699,861
Total Pension Liability, Beginning of year	<u>19,165,515</u>	<u>18,465,654</u>
Total Pension Liability, End of year	<u>\$ 21,081,378</u>	<u>\$ 19,165,515</u>
Plan Fiduciary Net Position:		
Contributions - Employer	\$ 469,553	\$ 476,460
Contributions - Employee	336,587	240,477
Net Investment Income	(212,813)	868,126
Administrative Expenses	(30,969)	(31,810)
Benefit payments, including refunds	<u>(1,148,769)</u>	<u>(1,190,376)</u>
Net Change in Plan Fiduciary Net Position	(586,411)	362,877
Plan Fiduciary Net Position, Beginning of year	<u>14,222,807</u>	<u>13,859,930</u>
Plan Fiduciary Net Position, End of year	<u>\$ 13,636,396</u>	<u>\$ 14,222,807</u>
Township's Net Pension Liability - Ending	<u>\$ 7,444,982</u>	<u>\$ 4,942,708</u>
Plan Fiduciary Net Position as a Percent of Total Pension Liability	64.7%	74.2%
Covered Employee Payroll	\$ 3,612,939	\$ 3,182,195
Township's Net Pension Liability as a Percent of Covered Employee Payroll	206.1%	155.3%

**CHARTER TOWNSHIP OF YPSILANTI**  
**Required Supplemental Information**  
**Schedule of Changes in the Net Pension Liability and Related Ratios**  
**Firefighters Defined Benefit Plan**  
**Last Ten Fiscal Years (schedule is built prospectively upon implementation of GASB 68)**

	<u>2015</u>	<u>2014</u>
Total Pension Liability:		
Service Cost	\$ 420,489	\$ 456,943
Interest	2,271,936	2,248,934
Difference between Expected and Actual Experience	(713,882)	153,446
Assumption Changes	-	(96,959)
Benefit payments, including refunds	(2,222,807)	(2,630,932)
Net Change in Total Pension Liability	<u>(244,264)</u>	<u>131,432</u>
Total Pension Liability, Beginning of year	<u>32,238,205</u>	<u>32,106,773</u>
Total Pension Liability, End of year	<u>\$ 31,993,941</u>	<u>\$ 32,238,205</u>
Plan Fiduciary Net Position:		
Contributions - Employer	\$ 737,867	\$ 759,462
Contributions - Employee	99,333	102,044
Net Investment Income	785,736	1,436,246
Administrative Expenses	(14,306)	(9,035)
Benefit payments, including refunds	(2,222,807)	(2,630,932)
Other	17,585	20,650
Net Change in Plan Fiduciary Net Position	<u>(596,592)</u>	<u>(321,565)</u>
Plan Fiduciary Net Position, Beginning of year	<u>27,574,797</u>	<u>27,896,362</u>
Plan Fiduciary Net Position, End of year	<u>\$ 26,978,205</u>	<u>\$ 27,574,797</u>
Township's Net Pension Liability - Ending	<u>\$ 5,015,736</u>	<u>\$ 4,663,408</u>
Plan Fiduciary Net Position as a Percent of Total Pension Liability	84.3%	85.5%
Covered Employee Payroll	\$ 1,709,517	\$ 1,706,096
Township's Net Pension Liability as a Percent of Covered Employee Payroll	293.4%	273.3%

**CHARTER TOWNSHIP OF YPSILANTI**  
**Required Supplemental Information**  
**Schedule of Township Pension Contributions-MERS**  
**Last Ten Fiscal Years**

	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>	<u>2008</u>	<u>2007</u>
Actuarially determined contribution	\$ 468,622	\$ 469,556	\$ 476,460	\$ 424,589	\$ 355,165	\$ 326,560	\$ 314,267	\$ 350,492	\$ 322,369	\$ 333,813
Contributions in relation to the actuarially determined contribution	<u>468,622</u>	<u>469,556</u>	<u>476,460</u>	<u>424,589</u>	<u>355,165</u>	<u>326,560</u>	<u>314,267</u>	<u>350,492</u>	<u>322,369</u>	<u>333,813</u>
Contribution Deficiency	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>-</u>
Covered Employee Payroll	\$ 3,612,939	\$ 3,584,143	\$ 3,182,195	\$ 3,281,486	\$ 3,321,529	\$ 3,303,571	\$ 3,425,467	\$ 2,979,043	\$ 3,407,613	\$ 3,603,615
Contributions as a Percentage of Covered Employee Payroll	13.0%	13.1%	15.0%	12.9%	10.7%	9.9%	9.2%	11.8%	9.5%	9.3%

Actuarial valuation information relative to the determination of contributions:

Valuation Date Actuarially determined contribution rates are calculated as of December 31 each year, which is 12 months prior to the beginning of the fiscal year in which the contributions are required.

Methods and assumptions used to determine contribution rates:

Actuarial Cost Method	Entry age normal cost
Amortization Method	Level percent
Remaining Amortization Period	30 years
Asset Valuation Method	5-year smoothed market
Inflation	2.50%
Salary Increases	3.75% including inflation
Investment Rate of Return	7.75%
Cost of living adjustments	None

**CHARTER TOWNSHIP OF YPSILANTI**  
**Required Supplemental Information**  
**Schedule of Township Pension Contributions-Fire Pension**  
**Last Ten Fiscal Years**

	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007
Actuarially determined contribution	\$ 789,018	\$ 737,867	\$ 750,163	\$ 687,878	\$ 472,337	\$ 421,895	\$ 304,525	\$ 231,762	\$ 124,122	\$ 149,851
Contributions in relation to the actuarially determined contribution	789,018	737,867	750,163	687,878	472,337	421,895	304,525	231,762	124,122	149,851
Contribution Deficiency (Excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Covered Employee Payroll	1,754,842	1,709,517	1,706,096	1,768,793	1,879,944	2,669,178	2,641,821	2,669,178	2,641,821	2,782,251
Contributions as a Percentage of Covered Employee Payroll	45.0%	43.2%	44.0%	38.9%	25.1%	15.8%	11.5%	8.7%	4.7%	5.4%

Actuarial valuation information relative to the determination of contributions:

Valuation Date Actuarially determined contribution rates are calculated as of December 31 each year, which is 12 months prior to the beginning of the fiscal year in which the contributions are required.

Methods and assumptions used to determine contribution rates:

Actuarial Cost Method	Entry age normal cost
Amortization Method	Level Percentage of Payroll, Closed
Amortization Period	14-15 years
Asset Valuation Method	5 Year smoothed market
Investment Rate of Return	7.25%
Projected Salary Increases	4.0%-7.0% including inflation at 3.50%
Mortality Table	RP-2014 Mortality Tables for males and females projected five years to 2019 with MP-2014.



**CHARTER TOWNSHIP OF YPSILANTI**  
**General Fund**  
**Statement of Revenues, Expenditures and Changes**  
**in Fund Balance - Budget and Actual**  
**For the Year Ended December 31, 2016**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
Revenues:				
Property Taxes	\$ 1,777,764	\$ 1,777,764	\$ 1,804,700	\$ 26,936
Licenses and Permits	11,450	11,450	20,111	8,661
Intergovernmental - State	4,725,777	4,725,777	4,558,231	(167,546)
Charges for Services	362,249	362,249	1,211,607	849,358
Franchise Fees	830,000	830,000	813,276	(16,724)
Interest and Rents	322,500	322,500	104,372	(218,128)
ACM Contribution	-	-	700,000	700,000
Other	21,152	21,152	49,280	28,128
Total Revenues	<u>8,050,892</u>	<u>8,050,892</u>	<u>9,261,577</u>	<u>1,210,685</u>
Expenditures:				
General Government:				
Legislative	151,681	151,681	135,192	16,489
District Court	281,700	281,700	281,651	49
Supervisor	275,247	275,247	260,576	14,671
Clerk	644,970	644,970	620,034	24,936
Treasurer	344,659	344,659	337,864	6,795
Assessor	430,305	430,305	403,607	26,698
Board of Review	2,569	2,569	1,572	997
Accounting Department	329,956	329,956	313,493	16,463
Human Resources	190,939	190,939	184,506	6,433
Building and Grounds	566,517	566,517	438,542	127,975
Legal Services	223,310	223,310	186,022	37,288
Computer Support	575,183	575,183	528,024	47,159
General Services	161,600	161,600	146,946	14,654
Total General Government	<u>4,178,636</u>	<u>4,178,636</u>	<u>3,838,029</u>	<u>340,607</u>
Public Works:				
Highways and Streets	418,022	418,022	398,917	19,105
Street Lighting & Cameras	159,583	159,583	148,893	10,690
Total Public Works	<u>577,605</u>	<u>577,605</u>	<u>547,810</u>	<u>29,795</u>
Community and Economic Development:				
Community Development	168,325	168,325	167,970	355
Planning Commission	3,853	3,853	3,127	726
Zoning Board of Appeals	1,894	1,894	1,161	733
Community Stabilization	1,146,500	1,146,500	1,123,145	23,355
Total Community and Economic Dev.	<u>1,320,572</u>	<u>1,320,572</u>	<u>1,295,403</u>	<u>25,169</u>
Recreation and Cultural:				
Parks and Grounds	646,630	646,630	578,076	68,554
Administration	64,317	64,317	62,265	2,052
Total Recreation and Cultural	<u>710,947</u>	<u>710,947</u>	<u>640,341</u>	<u>70,606</u>
Other Functions:				
Storm Water Management	11,057	11,057	8,304	2,753
Fringe Benefits	75,091	75,091	47,905	27,186
Retirement	487,513	487,513	486,594	919
Insurance	128,503	128,503	125,028	3,475
Other	157,625	157,625	156,812	813
Total Other Functions	<u>859,789</u>	<u>859,789</u>	<u>824,643</u>	<u>35,146</u>
Capital Outlay	<u>364,526</u>	<u>364,526</u>	<u>361,623</u>	<u>2,903</u>
Total Expenditures	<u>8,012,075</u>	<u>8,012,075</u>	<u>7,507,849</u>	<u>504,226</u>

(continued)

**CHARTER TOWNSHIP OF YPSILANTI**  
**General Fund**  
**Statement of Revenues, Expenditures and Changes**  
**in Fund Balance - Budget and Actual**  
**For the Year Ended December 31, 2016**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
Excess (Deficiency) of Revenues Over Expenditures	\$ 38,817	\$ 38,817	\$ 1,753,728	\$ 1,714,911
Other Financing Sources (Uses):				
Operating Transfers In	16,524	16,524	16,524	-
Operating Transfers Out	<u>(923,000)</u>	<u>(923,000)</u>	<u>(904,635)</u>	<u>18,365</u>
Total Other Financing Sources (Uses)	<u>(906,476)</u>	<u>(906,476)</u>	<u>(888,111)</u>	<u>18,365</u>
Change in Fund Balance	(867,659)	(867,659)	865,617	1,733,276
Fund Balance - January 1	<u>4,571,575</u>	<u>4,571,575</u>	<u>4,571,575</u>	<u>-</u>
Fund Balance - December 31	<u>\$ 3,703,916</u>	<u>\$ 3,703,916</u>	<u>\$ 5,437,192</u>	<u>\$ 1,733,276</u>

**CHARTER TOWNSHIP OF YPSILANTI**  
**Fire Department Special Revenue Fund**  
**Statement of Revenues, Expenditures and Changes in**  
**Fund Balance - Budget and Actual**  
**For the Year Ended December 31, 2016**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance- Favorable (Unfavorable)</u>
Revenues:				
Property Taxes	\$ 4,637,183	\$ 4,637,183	\$ 4,651,447	\$ 14,264
Charges for Services	2,350	2,350	3,295	945
Interest Income	50	50	2,319	2,269
Other	10,000	10,000	17,022	7,022
Total Revenues	<u>4,649,583</u>	<u>4,649,583</u>	<u>4,674,083</u>	<u>24,500</u>
Expenditures:				
Public Safety	5,191,679	5,191,679	4,925,356	266,323
Capital Outlay	69,799	69,799	39,938	29,861
Total Expenditures	<u>5,261,478</u>	<u>5,261,478</u>	<u>4,965,294</u>	<u>296,184</u>
Excess (Deficiency) of Revenues Over Expenditures	(611,895)	(611,895)	(291,211)	320,684
Fund Balance - January 1	<u>852,502</u>	<u>852,502</u>	<u>852,502</u>	<u>-</u>
Fund Balance - December 31	<u>\$ 240,607</u>	<u>\$ 240,607</u>	<u>\$ 561,291</u>	<u>\$ 320,684</u>

**CHARTER TOWNSHIP OF YPSILANTI**  
**Environmental Services Special Revenue Fund**  
**Statement of Revenues, Expenditures and Changes in**  
**Fund Balance - Budget and Actual**  
**For the Year Ended December 31, 2016**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance- Favorable (Unfavorable)</u>
Revenues:				
Property Taxes	\$ 2,422,577	\$ 2,422,577	\$ 2,441,389	\$ 18,812
Charges for Services	8,300	8,300	9,091	791
Interest	1,000	1,000	4,093	3,093
Other	-	-	16,825	16,825
Total Revenues	<u>2,431,877</u>	<u>2,431,877</u>	<u>2,471,398</u>	<u>39,521</u>
Expenditures:				
Public Works	2,602,276	2,602,276	2,484,102	118,174
Capital Outlay	110,000	110,000	104,805	5,195
Total Expenditures	<u>2,712,276</u>	<u>2,712,276</u>	<u>2,588,907</u>	<u>123,369</u>
Excess (Deficiency) of Revenues Over Expenditures	(280,399)	(280,399)	(117,509)	162,890
Fund Balance - January 1	<u>1,562,457</u>	<u>1,562,457</u>	<u>1,562,457</u>	<u>-</u>
Fund Balance - December 31	<u>\$ 1,282,058</u>	<u>\$ 1,282,058</u>	<u>\$ 1,444,948</u>	<u>\$ 162,890</u>

**CHARTER TOWNSHIP OF YPSILANTI**  
**Law Enforcement Special Revenue Fund**  
**Statement of Revenues, Expenditures and Changes in**  
**Fund Balance - Budget and Actual**  
**For the Year Ended December 31, 2016**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance- Favorable (Unfavorable)</u>
Revenues:				
Property Taxes	\$ 6,688,785	\$ 6,688,785	\$ 6,753,952	\$ 65,167
Intergovernmental-State	20,000	20,000	23,723	3,723
Charges for Services	3,500	3,500	1,450	(2,050)
Interest	-	-	4,287	4,287
Other	-	-	1,150	1,150
Total Revenues	<u>6,712,285</u>	<u>6,712,285</u>	<u>6,784,562</u>	<u>72,277</u>
Expenditures:				
Public Safety	<u>6,813,717</u>	<u>6,813,717</u>	<u>6,496,645</u>	<u>317,072</u>
Excess (Deficiency) of Revenues Over Expenditures	(101,432)	(101,432)	287,917	389,349
Fund Balance - January 1	<u>1,558,616</u>	<u>1,558,616</u>	<u>1,558,616</u>	<u>-</u>
Fund Balance - December 31	<u>\$ 1,457,184</u>	<u>\$ 1,457,184</u>	<u>\$ 1,846,533</u>	<u>\$ 389,349</u>

OTHER SUPPLEMENTARY INFORMATION

**CHARTER TOWNSHIP OF YPSILANTI**  
**Combining Balance Sheet**  
**Nonmajor Governmental Funds**  
**December 31, 2016**

	<b>Special Revenue</b>	<b>Debt Service Funds</b>	<b>2006 Capital Project Fund</b>	<b>Total Nonmajor Governmental Funds</b>
<b><u>ASSETS</u></b>				
Cash and Cash Equivalents	\$ 1,983,768	\$ 388,367	\$ 337,965	\$ 2,710,100
Receivables:				
Accounts	107,561	-	-	107,561
Taxes	1,145,148	-	-	1,145,148
Special Assessments	60,396	-	-	60,396
Due from Other Governmental Units	99,600	-	-	99,600
Prepaid Expenditures	45,635	-	-	45,635
Total Assets	\$ 3,442,108	\$ 388,367	\$ 337,965	\$ 4,168,440
 <b><u>LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCE</u></b>				
Liabilities:				
Accounts Payable	\$ 61,025	\$ -	\$ -	\$ 61,025
Accrued Liabilities	213,748	-	-	213,748
Due to Other Governmental Funds	86,890	-	-	86,890
Unearned Revenue	71,178	-	-	71,178
Total Liabilities	432,841	-	-	432,841
Deferred Inflows of Resources:				
Property Taxes Levied for the following year	1,145,148	-	-	1,145,148
Fund Balance:				
Nonspendable	45,635	-	-	45,635
Restricted	1,818,484	388,367	337,965	2,544,816
Total Fund Balance	1,864,119	388,367	337,965	2,590,451
Total Liabilities, Deferred Inflows of Resources, and Fund Balance	\$ 3,442,108	\$ 388,367	\$ 337,965	\$ 4,168,440

**CHARTER TOWNSHIP OF YPSILANTI**  
**Combining Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Nonmajor Governmental Funds**  
**For the Year Ended December 31, 2016**

	<u>Special Revenue</u>	<u>Debt Service Funds</u>	<u>2006 Capital Project Fund</u>	<u>Total Nonmajor Governmental Funds</u>
<b><u>Revenues:</u></b>				
Property Taxes	\$ 1,142,461	\$ -	\$ -	\$ 1,142,461
Licenses and Permits	690,757	-	-	690,757
Intergovernmental	271,827	229,760	-	501,587
Charges for Services	2,259,998	-	-	2,259,998
Interest	3,766	191	675	4,632
Other	76,721	332,951	-	409,672
Total Revenues	<u>4,445,530</u>	<u>562,902</u>	<u>675</u>	<u>5,009,107</u>
<b><u>Expenditures:</u></b>				
General Government	1,365,956	-	-	1,365,956
Public Safety	719,664	-	-	719,664
Public Works	283,833	-	-	283,833
Recreation and Cultural	943,336	-	-	943,336
Debt Service:				
Principal	600,000	615,000	-	1,215,000
Interest and Fees	90,250	95,058	-	185,308
Capital Outlay	530,505	-	-	530,505
Total Expenditures	<u>4,533,544</u>	<u>710,058</u>	<u>-</u>	<u>5,243,602</u>
Over Expenditures	<u>(88,014)</u>	<u>(147,156)</u>	<u>675</u>	<u>(234,495)</u>
<b><u>Other Financing Sources (Uses):</u></b>				
Operating Transfers In	926,783	962,000	-	1,888,783
Operating Transfers Out	<u>(628,743)</u>	<u>(481,000)</u>	<u>-</u>	<u>(1,109,743)</u>
Total Other Financing Sources (Uses)	<u>298,040</u>	<u>481,000</u>	<u>-</u>	<u>779,040</u>
Net Change in Fund Balance	210,026	333,844	675	544,545
Fund Balance, January 1	<u>1,654,093</u>	<u>54,523</u>	<u>337,290</u>	<u>2,045,906</u>
Fund Balance, December 31	<u>\$ 1,864,119</u>	<u>\$ 388,367</u>	<u>\$ 337,965</u>	<u>\$ 2,590,451</u>



**CHARTER TOWNSHIP OF YPSILANTI**  
**Nonmajor Special Revenue Funds**  
**Combining Balance Sheet**  
**December 31, 2016**

	<u>Parks</u>	<u>Bike Path, Sidewalk, Recreation, Roads &amp; General Operations</u>	<u>Recreation</u>	<u>14B District Court</u>
<b><u>ASSETS</u></b>				
Cash and Cash Equivalents	\$ 31,795	\$ 229,087	\$ 48,985	\$ 355,695
Receivables:				
Accounts	-	-	4,000	24,220
Taxes	-	1,145,148	-	-
Special Assessments	-	-	-	-
Due From Other Governmental Units	-	99,600	-	-
Prepaid Expenditures	-	-	11,257	19,879
	<hr/>	<hr/>	<hr/>	<hr/>
Total Assets	\$ <u>31,795</u>	\$ <u>1,473,835</u>	\$ <u>64,242</u>	\$ <u>399,794</u>
 <b><u>LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCE</u></b>				
Liabilities:				
Accounts Payable	\$ -	\$ 235	\$ 2,223	\$ 12,928
Accrued Liabilities	-	4,103	10,277	93,002
Due to Other Governmental Units	-	-	-	46,865
Unearned Revenue	-	-	10,782	-
Total Liabilities	<hr/>	<hr/>	<hr/>	<hr/>
	-	4,338	23,282	152,795
Deferred Inflows of Resources:				
Property Taxes Levied for the following year	<hr/>	<hr/>	<hr/>	<hr/>
	-	1,145,148	-	-
Fund Balance:				
Nonspendable	-	-	11,257	19,879
Restricted	<hr/>	<hr/>	<hr/>	<hr/>
	31,795	324,349	29,703	227,120
Total Fund Balance	<hr/>	<hr/>	<hr/>	<hr/>
	31,795	324,349	40,960	246,999
Total Liabilities, Deferred Inflows of Resources, and Fund Balance	<hr/>	<hr/>	<hr/>	<hr/>
	\$ <u>31,795</u>	\$ <u>1,473,835</u>	\$ <u>64,242</u>	\$ <u>399,794</u>

<u>Building Rental Inspection</u>	<u>Building Department</u>	<u>Hydro Station</u>	<u>Nuisance Abatement</u>	<u>Total</u>
\$ 183,231	\$ 719,411	\$ 353,528	\$ 62,036	\$ 1,983,768
-	-	79,341	-	107,561
-	-	-	-	1,145,148
39,103	-	-	21,293	60,396
-	-	-	-	99,600
<u>3,632</u>	<u>8,201</u>	<u>2,666</u>	<u>-</u>	<u>45,635</u>
<u>\$ 225,966</u>	<u>\$ 727,612</u>	<u>\$ 435,535</u>	<u>\$ 83,329</u>	<u>\$ 3,442,108</u>
\$ 813	\$ 995	\$ 41,005	\$ 2,826	\$ 61,025
3,050	10,172	93,144	-	213,748
-	-	40,025	-	86,890
<u>39,103</u>	<u>-</u>	<u>-</u>	<u>21,293</u>	<u>71,178</u>
<u>42,966</u>	<u>11,167</u>	<u>174,174</u>	<u>24,119</u>	<u>432,841</u>
-	-	-	-	1,145,148
3,632	8,201	2,666	-	45,635
<u>179,368</u>	<u>708,244</u>	<u>258,695</u>	<u>59,210</u>	<u>1,818,484</u>
<u>183,000</u>	<u>716,445</u>	<u>261,361</u>	<u>59,210</u>	<u>1,864,119</u>
<u>\$ 225,966</u>	<u>\$ 727,612</u>	<u>\$ 435,535</u>	<u>\$ 83,329</u>	<u>\$ 3,442,108</u>

**CHARTER TOWNSHIP OF YPSILANTI**  
**Nonmajor Special Revenue Funds**  
**Combining Statement of Revenues, Expenditures and Changes in Fund Balance**  
**For the Year Ended December 31, 2016**

	<u>Parks</u>	<u>Bike Path, Sidewalk, Recreation, Roads &amp; General Operations</u>	<u>Recreation</u>	<u>14B District Court</u>
<b>Revenues:</b>				
Property Taxes	\$ -	\$ 1,142,461	\$ -	\$ -
Licenses and Permits	-	23,115	-	-
Intergovernmental	-	99,600	15,250	156,977
Charges for Services	6,959	-	321,515	1,248,216
Interest	15	904	98	655
Other	-	59,311	15,684	1,176
Total Revenues	<u>6,974</u>	<u>1,325,391</u>	<u>352,547</u>	<u>1,407,024</u>
<b>Expenditures:</b>				
General Government	-	-	-	1,365,956
Public Safety	-	-	-	-
Public Works	-	-	-	-
Recreation and Cultural	4,682	88,020	850,634	-
Debt Service:				
Principal	-	600,000	-	-
Interest and Fees	-	90,250	-	-
Capital Outlay	-	320,269	-	-
Total Expenditures	<u>4,682</u>	<u>1,098,539</u>	<u>850,634</u>	<u>1,365,956</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>2,292</u>	<u>226,852</u>	<u>(498,087)</u>	<u>41,068</u>
<b>Other Financing Sources (Uses):</b>				
Operating Transfers In	-	345,000	503,148	-
Operating Transfers Out	-	(612,219)	-	(16,524)
Total Other Financing Sources (Uses)	<u>-</u>	<u>(267,219)</u>	<u>503,148</u>	<u>(16,524)</u>
Net Change in Fund Balance	2,292	(40,367)	5,061	24,544
Fund Balance, January 1	<u>29,503</u>	<u>364,716</u>	<u>35,899</u>	<u>222,455</u>
Fund Balance, December 31	\$ <u><u>31,795</u></u>	\$ <u><u>324,349</u></u>	\$ <u><u>40,960</u></u>	\$ <u><u>246,999</u></u>

<u>Building Rental Inspection</u>	<u>Building Department</u>	<u>Hydro Station</u>	<u>Nuisance Abatement</u>	<u>Total</u>
\$ -	\$ -	\$ -	\$ -	\$ 1,142,461
-	667,642	-	-	690,757
-	-	-	-	271,827
233,919	2,069	400,255	47,065	2,259,998
319	1,097	577	101	3,766
-	250	300	-	76,721
<u>234,238</u>	<u>671,058</u>	<u>401,132</u>	<u>47,166</u>	<u>4,445,530</u>
-	-	-	-	1,365,956
210,920	468,883	-	39,861	719,664
-	-	283,833	-	283,833
-	-	-	-	943,336
-	-	-	-	600,000
-	-	-	-	90,250
-	-	210,236	-	530,505
<u>210,920</u>	<u>468,883</u>	<u>494,069</u>	<u>39,861</u>	<u>4,533,544</u>
<u>23,318</u>	<u>202,175</u>	<u>(92,937)</u>	<u>7,305</u>	<u>(88,014)</u>
-	-	78,635	-	926,783
-	-	-	-	(628,743)
-	-	<u>78,635</u>	-	<u>298,040</u>
23,318	202,175	(14,302)	7,305	210,026
<u>159,682</u>	<u>514,270</u>	<u>275,663</u>	<u>51,905</u>	<u>1,654,093</u>
\$ <u>183,000</u>	\$ <u>716,445</u>	\$ <u>261,361</u>	\$ <u>59,210</u>	\$ <u>1,864,119</u>

**CHARTER TOWNSHIP OF YPSILANTI**  
**Nonmajor Debt Service Funds**  
**Combining Balance Sheet**  
**December 31, 2016**

	<u>General Obligation Debt</u>	<u>Series B Debt</u>	<u>2013 GO Refunding Bond Debt</u>	<u>Total</u>
<b><u>ASSETS</u></b>				
Cash and Cash Equivalents	\$ <u>5,177</u>	\$ <u>376,331</u>	\$ <u>6,859</u>	\$ <u>388,367</u>
<b><u>LIABILITIES AND FUND BALANCE</u></b>				
Liabilities:				
Accounts Payable	\$ -	\$ -	\$ -	-
Fund Balance:				
Restricted for Debt	<u>5,177</u>	<u>376,331</u>	<u>6,859</u>	<u>388,367</u>
Total Liabilities and Fund Balance	\$ <u>5,177</u>	\$ <u>376,331</u>	\$ <u>6,859</u>	\$ <u>388,367</u>

**CHARTER TOWNSHIP OF YPSILANTI**  
**Nonmajor Debt Service Funds**  
**Combining Statement of Revenues, Expenditures and Changes in Fund Balance**  
**For the Year Ended December 31, 2016**

	<b>General Obligation Debt</b>	<b>Series B Debt</b>	<b>2013 GO Refunding Bond Debt</b>	<b>Total</b>
<b><u>Revenues:</u></b>				
Intergovernmental	\$ -	\$ -	\$ 229,760	\$ 229,760
Interest	9	133	49	191
Other	-	332,951	-	332,951
Total Revenues	<u>9</u>	<u>333,084</u>	<u>229,809</u>	<u>562,902</u>
<b><u>Expenditures:</u></b>				
Debt Service:				
Principal	-	450,000	165,000	615,000
Interest and Fees	-	30,548	64,510	95,058
Total Expenditures	<u>-</u>	<u>480,548</u>	<u>229,510</u>	<u>710,058</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>9</u>	<u>(147,464)</u>	<u>299</u>	<u>(147,156)</u>
<b><u>Other Financing Sources (Uses):</u></b>				
Operating Transfers In	481,000	481,000	-	962,000
Operating Transfers Out	(481,000)	-	-	(481,000)
Total Other Financing Sources (Uses)	<u>-</u>	<u>481,000</u>	<u>-</u>	<u>481,000</u>
Net Change in Fund Balance	9	333,536	299	333,844
Fund Balance, January 1	<u>5,168</u>	<u>42,795</u>	<u>6,560</u>	<u>54,523</u>
Fund Balance, December 31	<u>\$ 5,177</u>	<u>\$ 376,331</u>	<u>\$ 6,859</u>	<u>\$ 388,367</u>

**CHARTER TOWNSHIP OF YPSILANTI**  
**Agency Funds**  
**Combining Statement of Fiduciary Assets and Liabilities**  
**December 31, 2016**

	<u>General Tax Collection</u>	<u>Current Tax Collection Fund</u>	<u>Imprest Payroll Fund</u>	<u>Receiving Fund</u>	<u>Bonds and Escrow Fund</u>	<u>Fire Bonds and Escrow Fund</u>	<u>Total</u>
<b><u>ASSETS</u></b>							
Cash and Cash Equivalents	\$ 19,426	\$ 12,018,606	\$ 120,977	\$ 199,438	\$ 1,117,441	\$ 48,618	\$ 13,524,506
Due from Other	-	-	-	562	-	-	562
Total Assets	<u>\$ 19,426</u>	<u>\$ 12,018,606</u>	<u>\$ 120,977</u>	<u>\$ 200,000</u>	<u>\$ 1,117,441</u>	<u>\$ 48,618</u>	<u>\$ 13,525,068</u>
<b><u>LIABILITIES</u></b>							
Due to Governmental Units	\$ 19,426	\$ 11,993,071	\$ 112,980	-	98	-	\$ 12,125,575
Due to Other	-	25,535	7,997	200,000	1,117,343	48,618	1,399,493
Total Liabilities	<u>\$ 19,426</u>	<u>\$ 12,018,606</u>	<u>\$ 120,977</u>	<u>\$ 200,000</u>	<u>\$ 1,117,441</u>	<u>\$ 48,618</u>	<u>\$ 13,525,068</u>

**CHARTER TOWNSHIP OF YPSILANTI**  
**Pension and Employee Benefit Trust Funds**  
**Combining Statement of Fiduciary Net Position**  
**December 31, 2016**

	<b>General Township Employees' Healthcare Trust Fund</b>	<b>Firefighters' Healthcare Trust Fund</b>	<b>Police and Firefighters' Pension Trust Fund</b>	<b>Total</b>
<b><u>ASSETS</u></b>				
Cash and Cash Equivalents	\$ -	\$ -	\$ 352,393	\$ 352,393
Investments	6,121,127	5,863,764	26,832,692	38,817,583
Interest Receivable	-	-	86,080	86,080
Total Assets	<u>\$ 6,121,127</u>	<u>\$ 5,863,764</u>	<u>\$ 27,271,165</u>	<u>\$ 39,256,056</u>
<b><u>LIABILITIES AND NET POSITION</u></b>				
Liabilities:				
Accounts Payable	\$ 482,107	\$ 632,634	\$ 22,785	\$ 1,137,526
Net Position:				
Held in Trust for Pension and Employee Benefits	<u>5,639,020</u>	<u>5,231,130</u>	<u>27,248,380</u>	<u>38,118,530</u>
Total Liabilities and Net Position	<u>\$ 6,121,127</u>	<u>\$ 5,863,764</u>	<u>\$ 27,271,165</u>	<u>\$ 39,256,056</u>



# REVIEW AGENDA

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- A. SUPERVISOR STUMBO WILL REVIEW BOARD MEETING AGENDA

# OTHER DISCUSSION

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



# Charter Township of Ypsilanti

7200 S. HURON RIVER DRIVE • YPSILANTI, MI 48197

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

## **REGULAR MEETING AGENDA**

**TUESDAY, JULY 18, 2017**

**7:00 P.M.**

Rev. 7-18-17

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE AND INVOCATION
3. PUBLIC HEARING
  - A. 7:00PM – RESOLUTION 2017-17, CREATION OF SPECIAL ASSESSMENT DISTRICT #209 TURTLE CREEK #2  
(PUBLIC HEARING SET AT THE JUNE 20, 2017 REGULAR MEETING)
  - B. 7:15PM – RESOLUTION 2017-18, CREATION OF SPECIAL ASSESSMENT DISTRICT #210 FORD LAKE VILLAGE #2-2  
(PUBLIC HEARING SET AT THE JUNE 20, 2017 REGULAR MEETING)
4. PUBLIC COMMENTS
5. CONSENT AGENDA
  - A. MINUTES OF THE JUNE 20, 2017 WORK SESSION AND REGULAR MEETING
  - B. STATEMENTS AND CHECKS
    1. STATEMENTS AND CHECKS FOR JULY 4, 2017 IN THE AMOUNT OF \$1,377,768.83
    2. STATEMENTS AND CHECKS FOR JULY 18, 2017 IN THE AMOUNT OF \$185,965.08
    3. CHOICE HEALTH CARE DEDUCTIBLE ACH EFT FOR JUNE 2017 IN THE AMOUNT OF \$37,509.06
    4. CHOICE HEALTH CARE ADMIN FEE FOR MAY 2017 IN THE AMOUNT OF \$1,215.00
  - C. JUNE 2017 TREASURER'S REPORT
6. ATTORNEY REPORT
  - A. GENERAL LEGAL UPDATE

### **NEW BUSINESS**

1. BUDGET AMENDMENT #10
2. REQUEST TO APPROVE FIRST AMENDMENT TO THE MASTER DEED OF THE MANORS AT CREEKSIDE VILLAGE PORTION OF PLANNED DEVELOPMENT #25
3. REQUEST TO APPROVE PROFESSIONAL SERVICE RATES FOR FISCAL YEARS 2017 TO 2021 FOR FINANCIAL AUDITING PERFORMED BY PSLZ, LLP

4. REQUEST FOR APPROVAL OF ACCESS AGREEMENT WITH THE AMERICAN CENTER FOR MOBILITY (ACM), WILLOW RUN ARSENAL OF DEMOCRACY LANDHOLDINGS LIMITED PARTNERSHIP (WRAD) AND YPSILANTI TOWNSHIP FOR ACCESS TO TYLER POND FOR TESTING PURSUANT TO THE COMPREHENSIVE DEVELOPMENT AGREEMENT DATED NOVEMBER 4, 2016
5. REQUEST TO APPROVE MEMORANDUM OF UNDERSTANDING BETWEEN THE REGENTS OF THE UNIVERSITY OF MICHIGAN ON BEHALF OF ITS ECONOMIC GROWTH INSTITUTE DEFENSE MANUFACTURING ASSISTANCE PROGRAM (DMAP) AND YPSILANTI TOWNSHIP
6. REQUEST OF MIKE RADZIK, OCS DIRECTOR TO APPROVE LETTER OF AGREEMENT THAT CREATES SUMMER YOUTH EMPLOYMENT OPPORTUNITIES IN THE AMOUNT OF \$25,000.00 BUDGETED IN LINE ITEM #266-301-000-831-005
7. REQUEST OF JEFF ALLEN, RESIDENTIAL SERVICES DIRECTOR TO APPROVE THE NATURAL GAS SUPPLY AGREEMENT WITH CONSTELLATION FOR DISTRIBUTION OF NATURAL GAS TO ALL TOWNSHIP BUILDINGS
8. REQUEST OF BRIAN MCCLEERY, ASSISTANT ASSESSOR FOR APPROVAL TO ENTER INTO NEGOTIATIONS TO SELL TOWNSHIP OWNED PARCELS K-11-14-403-007 (1548 EMERSON AVE.), K-11-14-403-008 (1501 EMERSON AVE.), K-11-14-404-002 (2136 STATE ST.)
9. REQUEST OF BRIAN MCCLEERY, ASSISTANT ASSESSOR FOR APPROVAL OF LETTER OF AGREEMENT FOR SALE OF PARCEL K-11-13-330-001 LOCATED ON STATE ST. TO JAMES BURNS IN THE AMOUNT OF \$800.00 PLUS CLOSING COSTS
10. REQUEST OF TRAVIS MCDUGALD, IS MANAGER FOR APPROVAL OF THE NASPO VALUEPOINT PARTICIPATION ADDENDUM FOR VERIZON WIRELESS
11. REQUEST OF TRAVIS MCDUGALD, IS MANAGER FOR APPROVAL OF THE MULTI-STATE INFORMATION SHARING AND ANALYSIS CENTER (MS-ISAC) MEMBER AGREEMENT
12. REQUEST OF TRAVIS MCDUGALD, IS MANAGER TO PUBLICLY SELL FIVE (5) COPIERS AND TO DISPOSE OF ANY COPIERS THAT DO NOT SELL TO A LOCAL E-WASTE RECYCLER
13. REQUEST TO APPROVE AGREEMENT WITH DTE ENERGY FOR REMOVAL OF ELECTRICAL EQUIPMENT FROM THE LIBERTY SQUARE PROPERTY IN THE AMOUNT OF \$12,985.00 BUDGETED IN LINE ITEM #101-956-000-926-050
14. REQUEST TO APPROVE L-4029 2017 TAX RATE FOR 2018 BUDGET
15. REQUEST OF KAREN WALLIN, HUMAN RESOURCES FOR APPROVAL TO CREATE AND POST AN ELECTION SPECIALIST POSITION (CLASSIFICATION #19) WITHIN THE AFSCME BARGAINING UNIT

**OTHER BUSINESS**

# PUBLIC HEARING

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- A.** RESOLUTION 2017-17, CREATION OF SPECIAL ASSESSMENT DISTRICT #209  
TURTLE CREEK #2

# Charter Township of Ypsilanti

## RESOLUTION NO. 2017-17

### Creation of Streetlight Special Assessment District #209 Turtle Creek #2

**WHEREAS**, on or about APRIL 18, 2017, the Township Clerk received a request from the New West Willow Neighborhood Association, asking the Township Board for additional LED street lighting at the intersection of McCartney Avenue and State Street for the Turtle Creek Subdivision, consisting of 121 parcels, in Ypsilanti Township and for the creation of special assessment district #209 for the purpose of defraying said cost of street lighting by special assessments against the property especially benefited; and

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

**WHEREAS**, on May 12, 2017 Lance Alley of Detroit Edison Community Lighting Group prepared and submitted proposed plans to install one (1) street light at the intersection of McCartney Ave. and State St. for the Turtle Creek Subdivision, Ypsilanti Township, consisting of 121 parcels, which said plans included, *inter alia*, the installation of one (1) **“overhead FED 65 watt autobahn LED with gray housing mounted on a 6’ arm attached to an existing wood pole”** with the cost of said improvements being approximately:

**Total Estimate Construction Cost:.....\$1,869.40**  
**Total Lamp Charge For Three (3) Years:.....\$439.56**  
**Contribution (Cost minus 3 years revenue): .....\$1,429.84**  
**Total Annual Lamp Charges:.....\$ 146.52**

**WHEREAS**, on May 18, 2017 the Township Clerk received notification from the Township Assessor that the cost of providing street lights for the Lakeview Subdivision, Ypsilanti Township, consisting of 121 parcels, which said plans included, *inter alia*, the installation of one (1) **“overhead FED 65 watt autobahn LED with gray housing mounted on a 6’ arm attached to an existing wood pole”** will be **\$2.41** per parcel for a 10-year period; thereafter, said costs shall be estimated at **\$1.22** per parcel for street lighting, based on general benefit; and

**WHEREAS**, the Township Clerk has given notice to each record owner of or party in interest in property to be assessed, by first class mail, addressed to the record owner or party in interest at the address shown on the tax records, at least 10 (ten) days before the July 18, 2017 public hearing, setting forth the district affected in said request, place and purpose of said public hearing to allow any interested person an opportunity to voice any objection which may be offered against creating said district; and

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

**WHEREAS**, on July 18, 2017, the Charter Township of Ypsilanti held a public hearing to hear any objections which may be offered against amending said special assessment district.

**NOW THEREFORE, BE IT RESOLVED**, that the Charter Township of Ypsilanti determines that the request filed by the New West Willow Neighborhood Association members of the Turtle Creek Subdivision, consisting of 121 parcels, on April 18, 2017, is sufficient for all purposes set forth pursuant to Act 188 of the Public Acts of 1954, as amended.

**BE IT FURTHER RESOLVED**, that a special assessment district #209 be created for the purpose of providing a street light for the Turtle Creek Subdivision, consisting of 121 parcels.

**BE IT FURTHER RESOLVED**, that the Township Board accepts the plans and estimate of costs as presented by Detroit Edison for the Lakeview Subdivision, consisting of 121 parcels, which said plans included, *inter alia*, the installation of one (1) “**overhead FED 65 watt autobahn LED with gray housing mounted on a 6’ arm attached to an existing wood pole**” will be **\$2.41** per parcel for a 10-year period; thereafter, said costs shall be estimated at **\$1.22** per parcel for street lighting, based on general benefit.

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

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

**BE IT FURTHER RESOLVED**, that when the special assessment roll has been prepared and filed in the office of the Township Clerk, before said assessment roll has been confirmed, the Township Board shall appoint a time and place when it will meet, review and hear any objections to the assessment roll.

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

To: Charter Township of Ypsilanti Board of Trustees

Dear Township Board Members,

At our last New West Willow Neighborhood Association meeting, the residents directed the NWWNA Executive Board, to make a written request on their behalf to the Ypsilanti Township Board of Trustees, for their consideration of installing an overhead street light at the intersection of McCartney and State Street.

The request is based on the latest pedestrian fatality that occurred recently. The intersection has poor visibility for motorist to see pedestrians walking and crossing the intersection.

The installed overhead street lighting will provide the necessary lighting for Pedestrian's safety and improve the visibility and vision for motorist and non-motorist traffic to safely travel at the intersection of McCartney and State Street.

We the undersigned residents of the NWWNA thank you for your consideration and prompt action on this request.

Shelby Jenkins CW McCollum \_\_\_\_\_

Belinda Burhans \_\_\_\_\_

Kerensa Burhans \_\_\_\_\_

Angela Barbash \_\_\_\_\_

Mike Liness \_\_\_\_\_

Robert S. Hansen \_\_\_\_\_

JoAnn McCollum \_\_\_\_\_



*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

June 28, 2017

Property Owner  
Address  
City, State Zip

**Re: *Public Hearing Scheduled for Tuesday, July 18, 2017 at Approximately 7:00pm for the Creation of Streetlight Special Assessment District #209 Turtle Creek #2***

Dear Property Owners:

Based on a request from the New West Willow Neighborhood Association, the Charter Township of Ypsilanti Board of Trustees set a public hearing to consider the request for the creation of streetlight special assessment district #209 Turtle Creek #2 for the installation of one (1) streetlight at the intersection of McCartney Ave. and State St.

This will include your property located at: Property Address  
Parcel Number

**The public hearing will be held on Tuesday, July 18, 2017 at approximately 7:00 p.m. in the Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township.**

The Detroit Edison lamp layout for the proposed new streetlight is located on the back of this letter.

Installation charges for the one (1) streetlight is \$1,429.84. This cost is divided by the one hundred twenty one (121) parcels and is spread over a ten (10) year period and equals \$1.19 per parcel. DTE has fixed the annual lamp charges for the first three (3) years, per agreement to \$146.52. This cost is divided among the one hundred twenty one (121) parcels and equals \$1.22 per parcel. After the third year, the costs will reflect the current rates set by DTE, as well as current electrical usage over the year.

**Total estimated annual costs for the additional streetlight would be \$2.41 per parcel, after 10 years the estimated cost would drop to \$1.22 per year**

You are welcome to attend the meeting or you may send written comments of approval or objection in advance of the public hearing to the address listed above or by email to [klovejoyroe@ytown.org](mailto:klovejoyroe@ytown.org) or [lgarrett@ytown.org](mailto:lgarrett@ytown.org).

**To Legally Protest the Streetlight Special Assessment:**

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

If you have any questions or need additional information, please feel free to contact my office.

Sincerely,

  
Karen Lovejoy Roe, Clerk

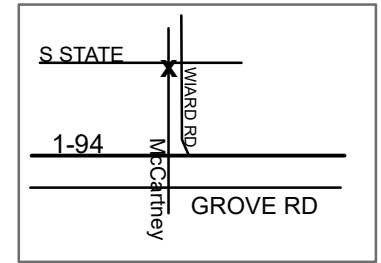
  
Deputy Clerk

lrg  
cc: File

**WL 1:**  
IN: DET 605D

**WL 2:**  
IN: MULTIPLE LED 65 LLT COBRA - 7 PIN - GRAY  
IN: OH CODE S46  
IN: PCLL  
L 65 AFW165 -- 9000 YPSIL -- A230 -- 531  
IN: DET 605D

YPSILANTI TOWNSHIP  
IN (1) 65W LLT LED  
GRAY  
EXHIBIT B



McCartney

WILLOW RUN FRWY

STATE RD

STATE RD

EXT 186' 6A6D-SC

IN 80'  
6A6D-SC

BEVERLY ST

McCartney

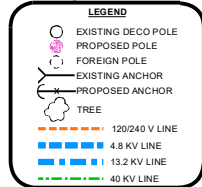
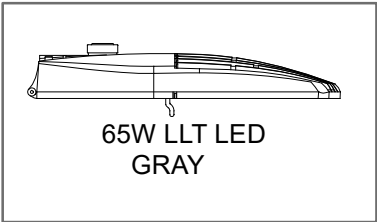
MAPPING NOTE  
186' OF 6A6D-SC IS EXISTING IN THE FIELD  
FEEDING SECURITY CAMERA AT WL 1

**Streetlight Billing Summary**  
A230 - YPSILANTI TWP OF  
9000 YPSIL IN 1 \*531  
Created on: 5/3/2017 3:37:30 PM

**JOB NOTE**  
\*\*INSTALL STREETLIGHT BELOW JOINT USE  
CONTACTS  
\*\*KEEP 40" MINIMUM CLEARANCE OF JOINT USE  
CONTACTS  
\*\*STREETLIGHT TO BE INSTALLED FOR BUS STOP

PWO 47530587 8.5X11 L

S PASADENA AVE



<b>DTE Energy</b>															
<b>DTE Electric - Distribution Engineering and Planning</b>															
Service Planner		Work Order Description													
Lee, Linda K		sl - nbus 1 OH McCartney Ave. & State Rd. Ypsilanti Twp.													
Phone	734.397.4169	Work Order #	47537984	GIS-DSN	47537968	COH	47538000	CUL	CUG	PLC					
Supervisor	Brian R Kinnick	Service Center	ANN	Worksite City	YPSILANTI	Worksite Twp	YPSILANTI	County	Washtenaw	SCMAT					
Phone	734.397.4024	JU Work to be Performed					JU	RSD	47537999						
Planning Engineer		JU Company	Contact	Email	Phone										
Phone		JU Company	Contact	Email	Phone										
CUE Number	720026	Ver	1	Plot Date	5/11/2017	Scale	NTS	Town	03S	Range	07E	Section	13	Qtr	

**YpsiTwp- Turtle Creek**

**AFFIDAVIT OF PUBLICATION**

PUBLIC NOTICE Public Act of 2002 Proceedings - Notice of Special Assessment Hearing - Township of Ypsilanti, Washtenaw County, Michigan TO: THE RESIDENTS AND PROPERTY OWNERS OF THE TOWNSHIP OF YPSILANTI, WASHTENAW COUNTY, MICHIGAN AND ANY OTHER INTERESTED PERSONS PLEASE TAKE NOTICE that the Township Board of the Charter Township of Ypsilanti proposes to install one streetlight at the intersection of McCartney Ave. and State St. in the Turtle Creek Area and to create Street Light Special Assessment District #209 Turtle Creek #2 for the recovery of the cost of installation and operation by special assessment against the properties benefited therein. PLEASE TAKE FURTHER NOTICE that the district within which the forgoing improvements are proposed to be constructed and within which the cost thereof is proposed to be assessed is more particularly described as follows: COMMONLY KNOWN AS TURTLE CREEK/WEST WILLOW PLEASE TAKE FURTHER NOTICE that said plans and special assessment district map may be examined at the office of the Township Clerk from the date of this notice until and including the date of the public hearing heron and may further be examined at such public hearing. PLEASE TAKE FURTHER NOTICE that a public hearing upon such proposed special assessment district, location and estimated costs will be held at the Charter Township of Ypsilanti Civic Center, 7200 S. Huron River Drive, Ypsilanti Township, MI commencing at approximately 7:00pm on Tuesday, July 18, 2017. An owner or party in interest, or his or her agent, may appear in person at the hearing to protest the special assessment in person, or may file his or her appearance and protest by letter before the hearing, and in that event, personal appearance shall not be required. The owner or any person having an interest the real property who protests in writing at or before the hearing may file a written appeal of the special assessment with the State Tax Tribunal within 30 days after the special assessment roll is confirmed. If the special assessment roll is confirmed, the Township Board intends to hold a public hearing once each year in future years to reassess property in the special assessment district for the costs in the next year, and will provide notice of such hearing by publication in the newspaper only, unless the amount to be specially assessed increases by more than 10 percent in any one year, then mailed notice of the public hearing will be provided to owners of property to be specially assessed. The Ypsilanti Township Board will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting or public hearing, to individuals with disabilities upon a 10 day notice to the Ypsilanti Township Board by writing or calling KAREN LOVEJOY ROE, CLERK, 7200 S. HURON RIVER DRIVE, YPSILANTI, MI 48197 (734)484-4700. KAREN LOVEJOY ROE, CLERK CHARTER TOWNSHIP OF YPSILANTI  
Publish: Monday, July 3, 2017  
07/03

(Affidavit of Publisher)

STATE OF MICHIGAN,  
ss.  
COUNTY OF WASHTENAW

The undersigned, an employee of the publisher of Washtenaw County Legal News, having knowledge of the facts, being duly sworn deposes and says that a notice, a true copy of which is annexed hereto, was published in Washtenaw County Legal News a newspaper circulated in Washtenaw County on July 3, 2017 A.D.

  
\_\_\_\_\_  
Sheila Pursglove

Subscribed and sworn before me on this 5th day of July 2017 A.D.

  
\_\_\_\_\_  
Suzanne Ketner

Notary Public Washtenaw County, Michigan. My commission expires: October 16, 2018 Acting in Washtenaw County, Michigan.

Attorney: Ypsilanti Twp. - Ypsilanti Twp.  
AttorneyFile#:   
Notice#: 1320078

**Exhibit A to Master Agreement**

**Purchase Agreement**

This Purchase Agreement (this "Agreement") is dated as of May 12, 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:	47530587	
	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 McCartney Ave & State St 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 gray 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:	\$1,869.40
	Credit for 3 years of lamp charges:	\$439.56
	<b>CIAC Amount (cost minus revenue)</b>	<b>\$1429.84</b>
7. Payment of CIAC Amount:	Due promptly upon execution of this Agreement	
8. Term of Agreement	5 years. Upon expiration of the initial term, this Agreement shall continue on a month-to-month basis until terminated by mutual written consent of the parties or by either party with thirty (30) days prior written notice to the other party.	
9. Does the requested Customer lighting design meet IESNA recommended practices?	(Check One) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If "No", Customer must sign below and acknowledge that the lighting design does not meet IESNA recommended practices  <b>Signature:</b> _____	
10. Customer Address for Notices:	Charter Township of Ypsilanti 7200 S Huron River Dr Ypsilanti, MI 48197 Attn: Karen Lovejoy Roe	

11. Special Order Material Terms:

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

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

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

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

C. The inventory will be stored at N/A. 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: N/A Title: N/A

Phone Number: N/A Email: N/A

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]

# PUBLIC HEARING

---

- A.** RESOLUTION 2017-18, CREATION OF SPECIAL ASSESSMENT DISTRICT #210  
FORD LAKE VILLAGE #2-2



# Charter Township of Ypsilanti

## RESOLUTION NO. 2017-18

### Creation of Streetlight Special Assessment District #210 Ford Lake Village #2-2

**WHEREAS**, on or about April 20, 2017, the Township Clerk received a request from a resident, asking the Township Board for additional LED street lighting at the intersection of Cary Dr. and Farm Ln. for the Ford Lake Village Subdivision, consisting of 142 parcels, in Ypsilanti Township and for the creation of special assessment district #210 for the purpose of defraying said cost of street lighting by special assessments against the property especially benefited; and

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

**WHEREAS**, on May 17, 2017 Lance Alley of Detroit Edison Community Lighting Group prepared and submitted proposed plans to install one (1) street light at the intersection of Cary Dr. and Farm Ln. for the Ford Lake Village Subdivision, Ypsilanti Township, consisting of 142 parcels, which said plans included, *inter alia*, the installation of one (1) **“ornamental 100 watt high pressure sodium Granville acorn style fixture with a black housing mounted on a stock black mainstreet fluted fiberglass post with concrete foundation”** with the cost of said improvements being approximately:

<b>Total Estimate Construction Cost:</b> .....	<b>\$5,433.72</b>
<b>Total Lamp Charge For Three (3) Years:</b> .....	<b>\$1,058.04</b>
<b>Contribution (Cost minus 3 years revenue):</b> .....	<b>\$4,375.68</b>
<b>Total Annual Lamp Charges:</b> .....	<b>\$ 352.68</b>

**WHEREAS**, on May 18, 2017 the Township Clerk received notification from the Township Assessor that the cost of providing street lights for the Lakeview Subdivision, Ypsilanti Township, consisting of 142 parcels, which said plans included, *inter alia*, the installation of one (1) **“ornamental 100 watt high pressure sodium Granville acorn style fixture with a black housing mounted on a stock black mainstreet fluted fiberglass post with concrete foundation”** will be **\$5.58** per parcel for a 10-year period; thereafter, said costs shall be estimated at **\$2.49** per parcel for street lighting, based on general benefit; and

**WHEREAS**, the Township Clerk has given notice to each record owner of or party in interest in property to be assessed, by first class mail, addressed to the record owner or party in interest at the address shown on the tax records, at least 10 (ten) days before the July 18, 2017 public hearing, setting forth the district affected in said request, place and purpose of said public hearing to allow any interested person an opportunity to voice any objection which may be offered against creating said district; and

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

**WHEREAS**, on July 18, 2017, the Charter Township of Ypsilanti held a public hearing to hear any objections which may be offered against amending said special assessment district.

**NOW THEREFORE, BE IT RESOLVED**, that the Charter Township of Ypsilanti determines that the request filed by the resident of the Ford Lake Village Subdivision, consisting of 142 parcels, on April 20, 2017, is sufficient for all purposes set forth pursuant to Act 188 of the Public Acts of 1954, as amended.

**BE IT FURTHER RESOLVED**, that a special assessment district #210 be created for the purpose of providing a street light for the Turtle Creek Subdivision, consisting of 142 parcels.

**BE IT FURTHER RESOLVED**, that the Township Board accepts the plans and estimate of costs as presented by Detroit Edison for the Lakeview Subdivision, consisting of 142 parcels, which said plans included, *inter alia*, the installation of one (1) ***“ornamental 100 watt high pressure sodium Granville acorn style fixture with a black housing mounted on a stock black mainstreet fluted fiberglass post with concrete foundation”*** will be **\$5.58** per parcel for a 10-year period; thereafter, said costs shall be estimated at **\$2.49** per parcel for street lighting, based on general benefit.

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

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

**BE IT FURTHER RESOLVED**, that when the special assessment roll has been prepared and filed in the office of the Township Clerk, before said assessment roll has been confirmed, the Township Board shall appoint a time and place when it will meet, review and hear any objections to the assessment roll.

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

*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

June 28, 2017

Owner  
Address  
City, State Zip

**Re: *Public Hearing Scheduled for Tuesday, July 18, 2017 at Approximately 7:00pm for the Creation of Streetlight Special Assessment District #210 Ford Lake Village #2-2***

Dear Property Owners:

Based on a request from your neighbor, the Charter Township of Ypsilanti Board of Trustees set a public hearing to consider the request for the creation of streetlight special assessment district #210 Ford Lake Village #2-2 for the installation of one (1) streetlight at the intersection of Cary Drive and Farm Lane.

This will include your property located at: Property Address  
Parcel Number

**The public hearing will be held on Tuesday, July 18, 2017 at approximately 7:15 p.m. in the Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township.**

The Detroit Edison lamp layout for the proposed new streetlight is located on the back of this letter.

Installation charges for the one (1) streetlight is \$4,375.68. This cost is divided by the one hundred forty two (142) parcels and is spread over a ten (10) year period and equals \$3.09 per parcel. DTE has fixed the annual lamp charges for the first three (3) years, per agreement to \$352.68. This cost is divided among the one hundred forty two (142) parcels and equals \$2.49 per parcel. After the third year, the costs will reflect the current rates set by DTE, as well as current electrical usage over the year.

**Total estimated annual costs for the additional streetlight would be \$5.58 per parcel, after 10 years the estimated cost would drop to \$2.49 per year**

You are welcome to attend the meeting or you may send written comments of approval or objection in advance of the public hearing to the address listed above or by email to [klovejoyroe@ytown.org](mailto:klovejoyroe@ytown.org) or [lgarrett@ytown.org](mailto:lgarrett@ytown.org).

**To Legally Protest the Streetlight Special Assessment:**

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

If you have any questions or need additional information, please feel free to contact my office.

Sincerely,

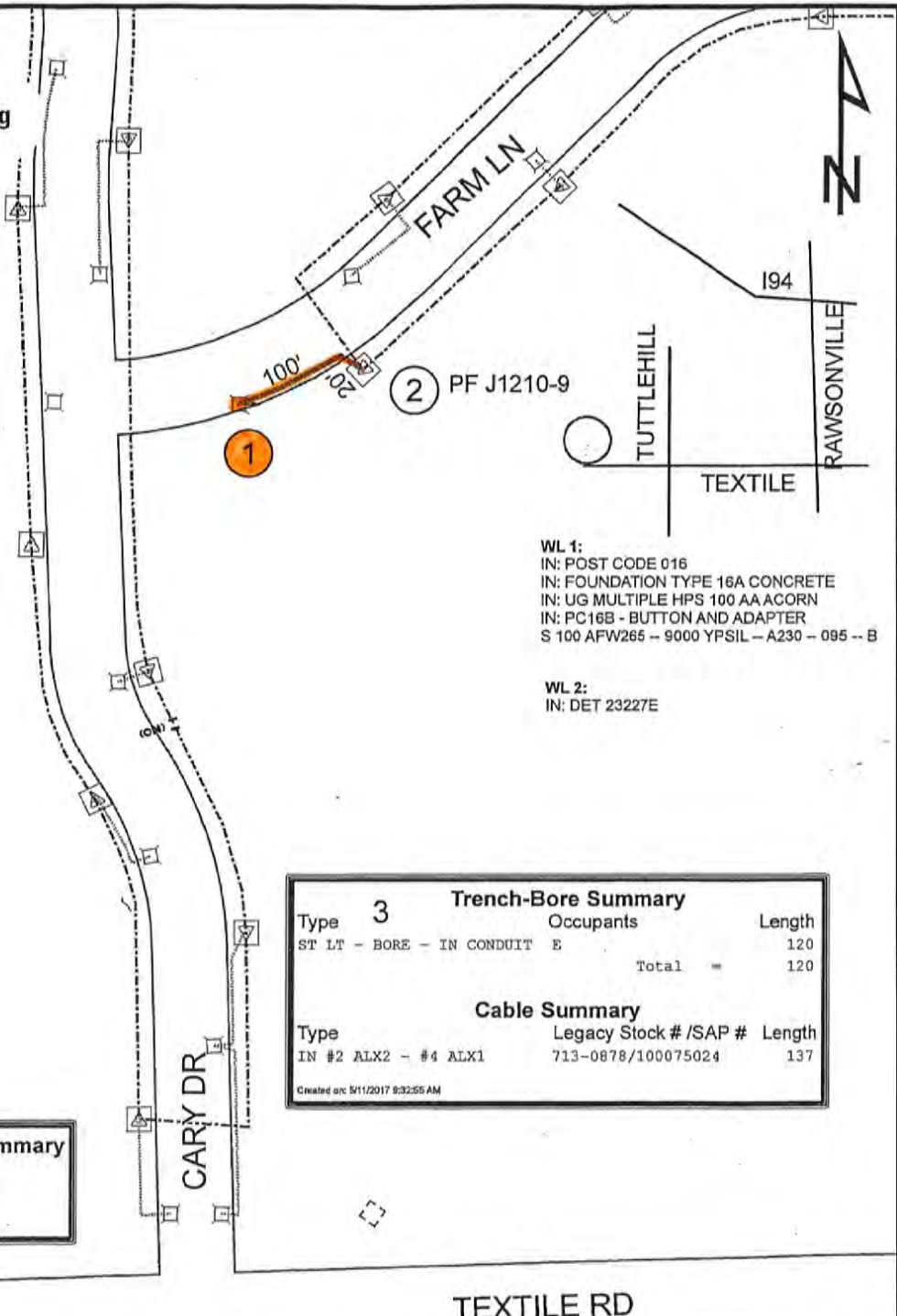
  
Karen Lovejoy Roe, Clerk

  
Deputy Clerk

lrg  
cc: File



Know what's below.  
Call before you dig



WL 1:  
IN: POST CODE 016  
IN: FOUNDATION TYPE 16A CONCRETE  
IN: UG MULTIPLE HPS 100 AA ACORN  
IN: PC16B - BUTTON AND ADAPTER  
S 100 AFW265 - 9000 YPSIL - A230 - 095 -- B

WL 2:  
IN: DET 23227E

**Streetlight Billing Summary**  
A230 - YPSILANTI TWP OF  
9000 YPSIL IN 1 \*095  
Created on: 5/11/2017 9:32:52 AM

Type 3 Trench-Bore Summary			
Type	Occupants	Length	
ST LT - BORE - IN CONDUIT	E		120
Total		=	120

Cable Summary			
Type	Legacy Stock # /SAP #	Length	
IN #2 ALX2 - #4 ALX1	713-0878/100075024		137

Created on: 5/11/2017 9:32:55 AM

PWO# 47569892 8 1/2 X 11

**LEGEND**

- SET NEW POLE
- CABLE POLE / RISER
- POSITION OF SWEEP UP CABLE POLE
- BURIED PRIMARY CABLE (ALL VOLTAGES)
- BURIED SECONDARY CABLE
- SINGLE DUCT OCCUPIED
- DOUBLE DUCT 1 - OCCUPIED
- SINGLE DUCT-TO-BLIND END FOR FUTURE USE
- PAD-MOUNTED TRANSFORMER
- DIRECTION OF TRANSFORMER DOOR OPENING
- GUARD POST
- P.S.C.
- PRIMARY SWITCH CABINET
- S.C.C.
- SEPARABLE CONNECTION CABINET

<b>DTE Energy</b>									
<b>DTE Electric - Distribution Engineering and Planning</b>									
Service Planner					Work Order Description				
O'Dea, Charlotte A					sl - nbus - 1ug - Cary Dr. and Farm Ln. - Ypsilanti Twp.				
Phone		Work Order #		GIS-DSN		COH		CUL	
734.397.4307		47645449		47645450				47645460	
Supervisor		Circuit #1		Circuit #2		PH		CUG	
Brian R Kinnick		COLNS9851						47645461	
Phone		Service Center		Worksite City		Worksite Twp		PLC	
734.397.4024		ANN		YPSILANTI		YPSILANTI		SCMAT	
Planning Engineer		JU Work to be Performed		JU		RSD		47645459	
Phone		JU Company		Contact		Email		Phone	
		JU Company		Contact		Email		Phone	
Phone		CUE Number		Ver		Plot Date		Scale	
		720754		1		5/12/2017		NTS	
		Town		Range		Section		Qtr	
		03S		07E		22			



**YpsiTwp- Ford Lake**

**AFFIDAVIT OF PUBLICATION**

PUBLIC NOTICE Public Act of 2002 Proceedings - Notice of Special Assessment Hearing - Township of Ypsilanti, Washtenaw County, Michigan TO: THE RESIDENTS AND PROPERTY OWNERS OF THE TOWNSHIP OF YPSILANTI, WASHTENAW COUNTY, MICHIGAN AND ANY OTHER INTERESTED PERSONS PLEASE TAKE NOTICE that the Township Board of the Charter Township of Ypsilanti proposes to install one streetlight at the intersection of Cary Dr and Farm Ln in the in the Ford Lake Village Subdivision and to create Street Light Special Assessment District #210 Ford Lake Village #2-2 for the recovery of the cost of installation and operation by special assessment against the properties benefited therein. PLEASE TAKE FURTHER NOTICE that the district within which the forgoing improvements are proposed to be constructed and within which the cost thereof is proposed to be assessed is more particularly described as follows: COMMONLY KNOWN AS FORD LAKE VILLAGE PLEASE TAKE FURTHER NOTICE that said plans and special assessment district map may be examined at the office of the Township Clerk from the date of this notice until and including the date of the public hearing heron and may further be examined at such public hearing. PLEASE TAKE FURTHER NOTICE that a public hearing upon such proposed special assessment district, location and estimated costs will be held at the Charter Township of Ypsilanti Civic Center, 7200 S. Huron River Drive, Ypsilanti Township, MI commencing at approximately 7:15pm on Tuesday, July 18, 2017. An owner or party in interest, or his or her agent, may appear in person at the hearing to protest the special assessment in person, or may file his or her appearance and protest by letter before the hearing, and in that event, personal appearance shall not be required. The owner or any person having an interest the real property who protests in writing at or before the hearing may file a written appeal of the special assessment with the State Tax Tribunal within 30 days after the special assessment roll is confirmed. If the special assessment roll is confirmed, the Township Board intends to hold a public hearing once each year in future years to reassess property in the special assessment district for the costs in the next year, and will provide notice of such hearing by publication in the newspaper only, unless the amount to be specially assessed increases by more than 10 percent in any one year, then mailed notice of the public hearing will be provided to owners of property to be specially assessed. The Ypsilanti Township Board will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting or public hearing, to individuals with disabilities upon a 10 day notice to the Ypsilanti Township Board by writing or calling KAREN LOVEJOY ROE, CLERK, 7200 S. HURON RIVER DRIVE, YPSILANTI, MI 48197 (734)484-4700. KAREN LOVEJOY ROE, CLERK CHARTER TOWNSHIP OF YPSILANTI  
Publish: Monday, July 3, 2017  
07/03

(Affidavit of Publisher)

STATE OF MICHIGAN,  
ss.  
COUNTY OF WASHTENAW

The undersigned, an employee of the publisher of Washtenaw County Legal News, having knowledge of the facts, being duly sworn deposes and says that a notice, a true copy of which is annexed hereto, was published in Washtenaw County Legal News a newspaper circulated in Washtenaw County on July 3, 2017 A.D.



Sheila Purglove

Subscribed and sworn before me on this 5th day of July 2017 A.D.



Suzanne Ketner

Notary Public Washtenaw County, Michigan. My commission expires: October 16, 2018 Acting in Washtenaw County, Michigan.

Attorney: Ypsilanti Twp. - Ypsilanti Twp.  
AttorneyFile#:   
Notice#: 1320079

**Exhibit A to Master Agreement**

**Purchase Agreement**

This Purchase Agreement (this "Agreement") is dated as of May 17, 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:	47569892	
	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 Cary Dr & Farm Ln 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) stock ornamental 100watt High Pressure Sodium Granville acorn style fixture with a black housing mounted on a stock black Mainstreet fluted fiberglass post with a concrete foundation.	
5. Estimated Total Annual Lamp Charges	\$352.68	
6. Computation of Contribution in aid of Construction (" <u>CIAC Amount</u> ")	Total estimated construction cost, including labor, materials, and overhead:	\$5,433.72
	Credit for 3 years of lamp charges:	\$1,058.04
	<b>CIAC Amount (cost minus revenue)</b>	<b>\$4,375.68</b>
7. Payment of CIAC Amount:	Due promptly upon execution of this Agreement	
8. Term of Agreement	5 years. Upon expiration of the initial term, this Agreement shall continue on a month-to-month basis until terminated by mutual written consent of the parties or by either party with thirty (30) days prior written notice to the other party.	
9. Does the requested Customer lighting design meet IESNA recommended practices?	(Check One) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If "No", Customer must sign below and acknowledge that the lighting design does not meet IESNA recommended practices  <b>Signature:</b> _____	
10. Customer Address for Notices:	Charter Township of Ypsilanti 7200 S Huron River Dr Ypsilanti, MI 48197 Attn: Karen Lovejoy Roe	

11. Special Order Material Terms:

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

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

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

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

C. The inventory will be stored at \_\_\_\_\_ N/A \_\_\_\_\_. 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: \_\_\_\_\_ N/A \_\_\_\_\_ Title: \_\_\_\_\_ N/A \_\_\_\_\_

Phone Number: \_\_\_\_\_ N/A \_\_\_\_\_ Email: \_\_\_\_\_ N/A \_\_\_\_\_

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]

**Zimbra****lgarrett@ytown.org**

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**Public hearing July 18th for Ford Lake village Subdivision Residents**

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**From :** Sue Farris  
<farrissue5432@gmail.com>

Wed, Jul 05, 2017 10:57 AM

**Subject :** Public hearing July 18th for  
Ford Lake village Subdivision  
Residents

**To :** klovejoyroe@ytown.org,  
lgarrett@ytown.org

Hi there,

I am sending this in-regards to the public hearing that is on July 18th concerning the installation of a new streetlight in the Ford Lake Village Subdivision, known formally special assessment district #210 Ford Lake Village #2-2.

First of all, thank you for taking in the residents concerns and deciding to act on it. I think as a resident of the Township, it's nice to be heard by government. Also for giving the subdivision residents ample time to be able to attend and/or respond. Unfortunately, I work that day and will not be able to attend, but feel I needed to be heard.

I am opposed/protest on the following grounds;

We have 205 parcels in our entire subdivision. I feel it is unfair to only have the special assessment/tax assessed to only 142 parcels. If the light goes in, the entire subdivision will benefit and hence should pay.

Which 142 parcels does this effect and how were they chosen?

What was the rationale for not including the entire subdivision in the assessment?

Why suddenly the need for a light there?

Why didn't the developer incur the responsibility and the cost when the subdivision was being built?

If one of our residents wants more light there, it isn't any big deal. It's the fact that 142 parcels are being singled out and not the entire subdivision to incur the cost.

Thank you for your time,  
Suzanne Farris  
5432 Michael Drive  
Ypsilanti MI 48197  
734-635-2474

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# PUBLIC COMMENTS

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# **CONSENT AGENDA**

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**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE JUNE 20, 2017 WORK SESSION**

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

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

**Legal Counsel:** Wm. Douglas Winters

**1. AGENDA REVIEW**

**A. 7:00PM – RESOLUTION 2017-16, AMENDMENT TO LAKEVIEW STREETLIGHT DISTRICT #207 (PUBLIC HEARING SET AT THE MAY 16, 2017 REGULAR MEETING)**

Clerk Lovejoy Roe explained resolution 2017-16 was for two streetlights the Neighborhood Watch requested for the Lakeview neighborhood. Trustee Jarrell Roe questioned whether there was clearance on the existing pole. Clerk Lovejoy Roe stated there was not enough clearance and another pole was added. Supervisor Stumbo stated that a member from the Neighborhood Watch initiated the request. Trustee Jarrell Roe questioned why there was not a streetlight on McCartney and Pasadena. Clerk Lovejoy Roe explained that a few years ago the entire area was going to have streetlights installed but the estimate came in too high for the residents to agree to it so the number of lights was reduced. She said since then smaller groups in the area have petitioned to add additional streetlights to the neighborhood.

**PUBLIC COMMENTS**

There were no Public Comments in the Work Session.

**CHARTER TOWNSHIP OF YPSILANTI  
JUNE 20, 2017 WORK SESSION MINUTES  
PAGE 2**

**CONSENT AGENDA**

**A. MINUTES OF THE MAY 16, 2017 WORK SESSION AND REGULAR MEETING  
AND EXECUTIVE SESSION**

**B. STATEMENTS AND CHECKS**

- 1. STATEMENTS AND CHECKS FOR JUNE 6, 2017 IN THE AMOUNT OF  
\$755,199.16**
- 2. STATEMENTS AND CHECKS FOR JUNE 20, 2017 IN THE AMOUNT  
OF \$489,009.28**
- 3. CHOICE HEALTH CARE DEDUCTIBLE ACH EFT FOR MAY 2017 IN THE  
AMOUNT OF \$43,830.87**
- 4. CHOICE HEALTH CARE ADMIN FEE FOR APRIL 2017 IN THE  
AMOUNT OF \$1,207.50**

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

Supervisor Stumbo stated that Augusta Township would not be having the Firework display that was discussed at the last meeting. She also said the covered bench that was discussed at the last meeting for West Willow was being installed. The New West Willow Neighborhood Association received a grant for \$1,500.00 to help pay for it and the Township provided the additional funds.

**ATTORNEY REPORT**

**A. GENERAL LEGAL UPDATE**

**1. BUDGET AMENDMENT #9**

Clerk Lovejoy Roe explained Budget Amendment #9.

**CHARTER TOWNSHIP OF YPSILANTI  
JUNE 20, 2017 WORK SESSION MINUTES  
PAGE 3**

**2. REQUEST APPROVAL OF THE FIRST AMENDMENT TO THE COMPREHENSIVE DEVELOPMENT AGREEMENT BETWEEN WILLOW RUN ARSENAL OF DEMOCRACY LANDHOLDINGS LIMITED PARTNERSHIP (WRAD), AMERICAN CENTER FOR MOBILITY (ACM), AND THE CHARTER TOWNSHIP OF YPSILANTI TO EXTEND THE RIGHT OF FIRST REFUSAL TO ACQUIRE 22 ACRES OF PROPERTY OWNED BY THE TOWNSHIP LOCATED ADJACENT TO TYLER POND**

Attorney Winters explained the provision in the agreement that was approved November 4, 2016 that granted WRAD a right of first refusal to obtain the 22 acres of Township owned land adjacent to Tyler Pond if they wanted to use that property for issues pertaining to storm water. He said that currently they are not sure if they will use that property but would like the right of first refusal to be extended an additional 12 months. Attorney Winters said he doesn't see a down side to the request. He said because the board would not meet until tonight the June 1<sup>st</sup> deadline was extended until tonight so the board could vote on the extension.

**3. REQUEST TO AMEND THE COOPERATIVE AGREEMENT BETWEEN WASHTENAW URBAN COUNTY AND YPSILANTI TOWNSHIP**

Supervisor Stumbo asked Attorney Winters if he had any issues with the cooperative agreement. He said he did not. Clerk Lovejoy Roe stated the change was just language that HUD was now requiring to be included in the agreement. Clerk Lovejoy Roe explained the benefits of this agreement.

**4. RESOLUTION 2017-13, AUTHORIZING THE STATE OF MICHIGAN, MICHIGAN DEPARTMENT OF STATE, CHARTER TOWNSHIP OF YPSILANTI, WASHTENAW COUNTY, HELP AMERICA VOTE ACT (HAVA) GRANT APPLICATION AND AGREEMENT, INCLUDING SCHEDULE B LICENSING AGREEMENT, FOR VOTING SYSTEM HARDWARE, FIRMWARE AND SOFTWARE. RE MASTER CONTRACT 071B7700128 – HART INTERCIVIC, INC.**



**CHARTER TOWNSHIP OF YPSILANTI**  
**JUNE 20, 2017 WORK SESSION MINUTES**  
**PAGE 4**

Clerk Lovejoy Roe explained this Resolution was for purchasing new voting equipment that the State had been working on for the past several years. She said the state and federal government funded equipment for every precinct and would pay for the maintenance cost for years 1 through 5. She said the State chose three different systems and the counties picked one of the three. She said Washtenaw County chose Hart. Clerk Lovejoy Roe said that the new tabulators are more efficient than the current ones but they run a little slower so she ordered five additional tabulators to add to the AV Count board and then three for backup in case there was a problem at a precinct. She said we should get the equipment in August and will begin training on it for the November 2017 election. She said Washtenaw County would have an open house so the community could examine the equipment before the election.

Trustee Jarrell Roe asked if the election workers would need to be trained. Clerk Lovejoy Roe stated that Hart would come out and train the Clerks and their Deputies. She said she would like to have four people from each precinct attend a training that Hart would put on for election workers.

Trustee Ross-Williams asked if there was cyber-protection. Clerk Lovejoy Roe stated that these tabulators are not connected to the internet until the end of the night when they send the results over to the County.

Supervisor Stumbo asked Attorney Winters if he had reviewed the agreement and he stated he had. He said he sent a letter to Clerk Lovejoy Roe and the Board suggesting that she provide a checklist because there are so many requirements that must be met for the next ten years.

Javonna Neel, Accounting Director asked if it was a pass through grant. Clerk Lovejoy Roe stated it was through Washtenaw County.

Clerk Lovejoy Roe stated this equipment would have to be added to our Insurance Policy.

**CHARTER TOWNSHIP OF YPSILANTI  
JUNE 20, 2017 WORK SESSION MINUTES  
PAGE 5**

- 5. REQUEST AUTHORIZATION FOR THE PURCHASE OF ADDITIONAL ELECTION EQUIPMENT INCLUDING FIVE (5) ADDITIONAL TABULATORS, BATTERIES, BATTERY CHARGERS, AND MEMORY CARDS IN THE AMOUNT OF \$26,620.00 BUDGETED IN LINE ITEM #101-215-000-977-000, TRAINING FOR CLERKS OFFICE STAFF IN THE AMOUNT OF \$2,500.00 BUDGETED IN LINE ITEM #101-215-000-801-000 AND TRAINING FOR ELECTION WORKERS IN THE AMOUNT OF \$4,000.00 BUDGETED IN LINE ITEM #101-215-000-704-000 AND FIVE YEARS OF MAINTENANCE COSTS FOR YEARS 6-10 OF THE CONTRACT IN THE AMOUNT OF \$75,456.00 TO BE PAID APPROXIMATELY JULY 2021 IN ORDER TO RECEIVE A TEN PERCENT DISCOUNT AND AUTHORIZATION FOR HART TO REMOVE AND SALVAGE OLD EQUIPMENT AS NEGOTIATED BY THE STATE OF MICHIGAN**

Supervisor Stumbo stated that this was discussed in the previous request.

- 6. RESOLUTION 2017-14, PURCHASE TAX FORECLOSED PROPERTIES LOCATED AT 1636 BAILEY ST., 1212 E. CLARK ROAD, AND 679 CALDER AVE. IN THE AMOUNT OF \$43,721.00 BUDGETED IN LINE ITEM #101-950-000-969-011 ALL FROM THE 2017 WASHTENAW COUNTY TREASURER LIST OF TAX FORECLOSED PROPERTIES UNDER THE RIGHT OF FIRST REFUSAL.**

Trustee Wilson, Jr. asked if these houses would be sold to Habitat for Humanity and Supervisor Stumbo confirmed that they would. Trustee Wilson, Jr. asked what the turnaround was for Habitat for Humanity once they take possession of a house. Clerk Lovejoy Roe stated they try to complete it in a timely manner but they only have so much staff to do the renovation. Supervisor Stumbo stated that the houses that Habitat attain are usually empty for at least two years prior to their purchase. She said when they take possession they secure the property, maintain all the maintenance of the property as they are renovating the houses. She said they try to complete them within a year but that does not always happen. Clerk Lovejoy Roe stated the township doesn't have the foreclosures that they have had in the past, which is a good thing, but Habitat is now looking into vacant land to purchase. Trustee Wilson, Jr. said some residents had questioned that it was taking

**CHARTER TOWNSHIP OF YPSILANTI  
JUNE 20, 2017 WORK SESSION MINUTES  
PAGE 6**

sometimes 18 months and would like the turnaround shortened. Supervisor Stumbo said she would look into that.

**7. RESOLUTION 2017-15, ABANDONED TAX DELINQUENT PROPERTY**

Clerk Lovejoy Roe explained that this Resolution allows the County Treasurer to move the tax foreclosed properties faster through the system. Trustee Wilson, Jr. confirmed that it usually takes 3 years and this process would cut it down to two years. Trustee Ross-Williams confirmed that this would be only for abandoned property. Attorney Winters confirmed the Township still had a lot of vacant houses that are abandoned and would like them to be acquired quicker to help prevent the property from further decay.

**8. REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR AUTHORIZATION TO SEEK LEGAL ACTION IF NECESSARY TO ABATE PUBLIC NUISANCE FOR PROPERTY LOCATED AT 1659 WISMER ST., 100 N. CLUBVIEW, 881 DONS DR., 553 KANSAS, 1137 NASH, AND 1814 CAROL ANN IN THE AMOUNT OF \$60,000.00 BUDGETED IN LINE ITEM #101-950-000-801-023**

Mike Radzik, OCS Director explained the problems at each of the properties. He said 1659 Wismer was being leased out as a rooming house. He said the property at 100 N. Clubview came to the attention of the OCS department when the police were called by relatives to check on the owner. He said when OCS staff got there the debris from contents in the house was so abundant it was hard for EMS to get in to retrieve the owner who was then taken to the hospital. He said that community volunteers, neighbors and others tried to help clean up the house but the owner is now not receptive to getting help. He said the house remains in bad condition and the OCS department has exhausted all avenues to resolve it. Mr. Radzik stated 881 Dons Dr. is a single family home in a B3 commercial zone that was condemned last month. He said there was a hole in the breezeway and several other structural and property violations. He said it was owned by the estate of the former owner and they tried to work with the surviving son who was living there until recently but all the efforts failed. Mr. Radzik stated 553 Kansas is a single family house that has been vacant for about 3 years. He said the neighbors watch animals go in out of the house by the large hole in the roof. He said we have not

**CHARTER TOWNSHIP OF YPSILANTI  
JUNE 20, 2017 WORK SESSION MINUTES  
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been able to locate the surviving spouse. Mr. Radzik stated 1137 Nash is a single family home that was foreclosed by US National Bank in September 2016. He said it was occupied until March 2017 when the Sheriff was investigating a break in and discovered the house was vacant. Mr. Radzik stated 1814 Carol Ann is a single family home owner occupied house but it had come under code enforcement about 18 months ago when one of our inspectors who was inspecting the house across the street when neighbors began pointing out broken windows that were not visible from the street. He said our OCS Officer made contact with the family and have now exhausted all efforts to remedy this. He said he contacted Habitat for Humanity to try and get a proper working furnace installed. He said it appeared the occupants were using the flame from the furnace to cook their food. He said Habitat sent a contractor to the house but after a couple of visits the contractor refused to go back because of the condition of the house and the lack of cooperation from the owners. Mr. Radzik said Habitat made other efforts that didn't work out. Mr. Radzik stated that not only for the neighbors but also for the safety of the occupants we need legal intervention to try and resolve this.

Trustee Ross-Williams asked if the 100 N. Clubview was a hoarding situation and wondered if the county had resources that help with hoarding. Mr. Radzik said they did but in this situation he was not qualified to make a diagnosis but it was obvious there was mental health issues. He said the property owner refused all help.

**9. REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR AUTHORIZATION TO SEEK LEGAL ACTION TO ABATE PUBLIC NUISANCE DRUG HOUSES BY PADLOCKING LOCATED AT 2357 RAVINEWOOD, 1645 DOROTHY, AND 555 E. GRAND BLVD. IN THE AMOUNT OF \$30,000.00 BUDGETED IN LINE ITEM #101-950-000-801-023**

Mr. Radzik, OCS Director stated these were all drug houses. He said the drug trafficking at 2357 Ravinewood was part of a federal investigation that including all different substances including delivery of heroin. Mr. Radzik stated the owner/landlord had already been investigated in 2014 for similar drug activity from other tenants. Mr. Radzik stated that 1645 Dorothy was initiated by a search warrant by the Sheriffs' Office in April 2017 and when they did more investigation they found that owner/occupant not only was maintaining a drug house but also a

**CHARTER TOWNSHIP OF YPSILANTI  
JUNE 20, 2017 WORK SESSION MINUTES  
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prostitute who was a known drug user was living there and had customers visiting her at the house. Mr. Radzik stated that at 555 E. Grand Blvd. a little less than a month ago the Sheriffs' office conducted a narcotics investigation. He said they ended up calling the Michigan State Police LАWNET and RHINO which are narcotics teams. He said RHINO was called because they dismantle meth labs. Mr. Radzik stated the police walked into an active meth lab with meth being cooked at 5:00 a.m. He said that two small children were transported to the hospital because they had been exposed to the chemicals.

**10. REQUEST OF ERIC COPELAND, FIRE CHIEF FOR APPROVAL OF A CONTRACT WITH OHM TO PROVIDE PROFESSIONAL ENGINEERING SERVICES FOR CONCRETE REPAIRS AT FIRE STATION HEADQUARTERS TO INCLUDE DESIGN SPECIFICATIONS, CREATION OF THE BID PACKAGE AND OVERSEEING THE BID PROCESS IN AN AMOUNT NOT TO EXCEED \$9,350.00 BUDGETED IN LINE ITEM #206-970-000-976-005**

Eric Copeland, Fire Chief, explained the need and process to replace and repair the parking lot at the Fire Station Headquarters.

**11. REQUEST OF ERIC COPELAND, FIRE CHIEF TO RELINQUISH ONE (1) AUTOMATIC CHEST COMPRESSION DEVICE OF FOUR TO BE RECEIVED FROM THE 2016 REGIONAL EMS GRANT TO SUPERIOR TOWNSHIP IN THE AMOUNT OF \$1,863.00**

Eric Copeland, Fire Chief, explained the purchases they had made with the EMS Grant they received. He stated he purchased four Automatic Chest Compression Devices but Superior Township had not purchased one and asked Ypsilanti Township if they would sell them one. Chief Copeland felt it was a neighborly thing to do since they shared the Aerial Truck Grant with us.

Supervisor Stumbo asked if it was an extra one for us. Chief Copeland said it was one of four that we have.

Supervisor Stumbo stated that Chief Copeland had loaned one of our trucks to the City of Ypsilanti when there truck was in an accident and wondered if they were

**CHARTER TOWNSHIP OF YPSILANTI  
JUNE 20, 2017 WORK SESSION MINUTES  
PAGE 9**

still using the truck. Chief Copeland said they were and that it would be on loan for a long time since the fire truck that was involved in an accident was totaled. He said it could be eight months to a year to get a replacement fire truck.

Supervisor Stumbo stated that we would have to notify our insurance company that it is on loan to the City of Ypsilanti and the City would have to insure it through their Insurance Company. Chief Copeland said he would talk with the Fire Chief from the City and get back to the board regarding this issue.

**12. REQUEST AUTHORIZATION FOR THE LEASE OF NEOPOST IN710 MAIL MACHINE WITH MAILFINANCE, INC. FOR \$352.90 PER MONTH FOR SIXTY (60) MONTHS BUDGETED IN LINE ITEM #101-267-000-730-000**

Supervisor Stumbo stated this was replacing our mail machine and it ended up being a lower payment then what we are paying now.

**13. REQUEST OF JEFF ALLEN, RESIDENTIAL SERVICES DIRECTOR TO WAIVE THE FINANCIAL POLICY AND AWARD THE LOW QUOTE TO SPARTAN DISTRIBUTORS FOR THE PURCHASE OF A TORO GROUNDSMASTER MOWER IN THE AMOUNT OF \$60,815.36 BUDGETED IN LINE ITEM #101-774-000-977-000**

Jeff Allen, Residential Services Director stated that it was the same mower they purchased in March. He said that after it was purchased, the golf course was in need of a mower so they refurbished one of the Residential Services mowers and gave it to them. Mr. Allen said this request for a mower was to replace the one sent to the golf course.

**14. REQUEST OF BRIAN MCCLEERY, ASSISTANT ASSESSOR FOR APPROVAL OF LETTER OF AGREEMENT FOR SALE OF 110 JOHNSON ST. PARCEL #K-11-10-211-004 TO MIRA NELLE IN THE AMOUNT OF \$2,500.00 PLUS CLOSING COSTS**

Attorney Winters stated that Mr. McCleery, Assistant Assessor has presented it in proper form and its' ready to be executed and receive payment. Supervisor Stumbo

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stated the township owns a lot of vacant lots next to existing homes and would like to sell them to neighboring home owners.

**15. REQUEST TO APPROVE THE PRINCIPLES OF GOVERNANCE AS  
RECOMMENDED BY THE MICHIGAN TOWNSHIP ASSOCIATION**

Clerk Lovejoy Roe explained this was the rules and guidelines on how we should work with residents and how we should conduct business in the Township of Ypsilanti as recommended by the Michigan Township Association.

**16. REQUEST FOR AUTHORIZATION TO WITHDRAW FROM THE INTERLOCAL  
AGREEMENT CREATING THE DETROIT REGION AEROTROPOLIS  
DEVELOPMENT CORPORATION DATED JUNE 17, 2009 PER ARTICLE VIII  
SECTION 8:02 ENTITLED DURATION OF, WITHDRAW FROM AND  
TERMINATION OF INTERLOCAL AGREEMENT**

Supervisor Stumbo explained that Ypsilanti Township participated in this in 2009 and it was a \$25,000.00 contribution per year. She said they had a meeting with Willow Run Airport and they are planning on demolishing Hanger 1 at Willow Run Airport which is where ACM is. She said they are building a new hanger in Wayne County. Supervisor Stumbo said that at the time of the agreement it was discussed to bring more cargo flights into Willow Run. She said cargo would no longer be expanded at Willow Run Airport so the Township would like to withdraw from the interlocal agreement as there was no measurable benefit for the \$25,000.00 expended each year for Ypsilanti Township to remain in the agreement.

Attorney Winters stated that Aerotropolis had changed their direction and the dollars we had spent with them can be better spent in redevelopment in Ypsilanti Township.

Trustee Ross-Williams stated if it was not benefitting the residents in Ypsilanti Township we should withdraw our association with them.

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**17. REQUEST TO SET A PUBLIC HEARING DATE OF TUESDAY, JULY 18, 2017  
AT APPROXIMATELY 7:00PM – CREATION OF STREETLIGHT SPECIAL  
ASSESSMENT DISTRICT #209 TURTLE CREEK #2**

**18. REQUEST TO SET A PUBLIC HEARING DATE OF TUESDAY, JULY 18, 2017  
AT APPROXIMATELY 7:15PM – CREATION OF STREETLIGHT SPECIAL  
ASSESSMENT DISTRICT #210 FORD LAKE VILLAGE #2-2**

**2. OTHER DISCUSSION**

Jeff Allen, Residential Services Director explained the current information regarding Tyler Dam. He said that Dan's Excavating was doing the work. Mr. Allen stated we took some portions out of the contract with Dan's Excavating because we were going to have the County do them. He said Dan's Excavating was not recognizing that. Mr. Allen said Dan's was asking for \$150,000.00 for work we don't believe they did. He said Dan's stated they did do it but did it in a different location. Mr. Allen said it was a \$250,000.00 item and they had a payment of \$150,000.00 but YCUA stated they removed this off their ledger because YCUA was not going to approve it. He said YCUA and their engineers, RACER and our engineers, Stan Tec said we should not be paying this. He said he was asking the board if we should pay part of it. Mr. Allen stated there was a stipulation in the contract that they could go to DRT (dispute resolution team).

Supervisor Stumbo stated that Evan Pratt, Water Resource Commissioner and his office would be meeting with Dan's Excavating on Thursday and we will get an update then. Mr. Allen stated that Mr. Pratt might just be negotiating the next phase of the project and not discussing the existing payment. He said we would still need to decide how we would resolve this. Supervisor Stumbo said that moving forward we would enter dispute resolution.

Attorney Winters stated that it was a YCUA contract and the Township is contributing the portion regarding the Township. He questioned who would be the best person to represent us. Mr. Allen stated he felt the best person would be someone who was at the table when it was discussed what items were pulled out of the contract.



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The meeting was adjourned at approximately 6:50 p.m.

Respectfully Submitted,

Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE JUNE 20, 2017 REGULAR MEETING**

Supervisor Stumbo called the meeting to order at approximately 7:05 p.m. in the Ypsilanti Township Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township. The Pledge of Allegiance was recited followed by a moment of silent prayer.

**Members Present:** Supervisor Brenda 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 HEARING**

**A. 7:00PM – RESOLUTION 2017-16, AMENDMENT TO LAKEVIEW STREETLIGHT DISTRICT #207 (PUBLIC HEARING SET AT THE MAY 16, 2016 REGULAR MEETING)**

**Supervisor Stumbo opened the Public Hearing at 7:09 p.m.**

Allen Meeks, Township Resident said he approves of the streetlight. He said that on the end of the street it was still very dark and wondered if a light was going there. He said he appreciated all the work the Township Board does.

**Supervisor Stumbo closed the Public Hearing at 7:11 p.m.**

**A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve the Resolution 2017-16, Amendment to Lakeview Streetlight District #207 (see attached).**

Jarrell Roe	Yes	Eldridge	Yes	Ross-Williams	Yes
Lovejoy Roe	Yes	Stumbo	Yes	Doe	Yes
Wilson, Jr.	Yes				

**The motion carried unanimously.**

**PUBLIC COMMENTS**

Arloa Kaiser, Township Resident encouraged everyone to write or call FERC telling FERC we do not want the Nexus Pipeline in Ypsilanti Township. She said that at the town hall meeting last week they were told to call Attorney General Schuette to voice our concerns for the pipeline. Ms. Kaiser also said to contact the Michigan Public Service Commission because they are responsible for the increases that would be paid to DTE and DTE would like us to pay for part of this pipeline.

JoAnn McCollum, Township Resident thanked the Board for all they do. She said she would like to thank the Township for the new Tabulators for the elections. Ms. McCollum expressed how much she enjoyed working as a Chairperson during the elections.

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**JUNE 20, 2017 REGULAR MEETING MINUTES**  
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Larry Krieg, Township Resident said he was Ypsilanti Townships' representative on the Ann Arbor Area Transportation Authority Board. He explained the changes that would be taking place at the end of August. He said that one of the busiest commutes is between Ypsilanti Township and the City of Ann Arbor with 8000 commuters every day. Mr. Krieg stated they are adding 2 express buses leaving at 6:18 a.m. and 7:16 a.m. from the James L. Hart/Joe Hall area to the City of Ann Arbor with return to James L. Hart/Joe Hall at 4:22 p.m. and 5:42 p.m. He said the charge each way would be \$6.25. Mr. Krieg also stated they would have a three year pilot project called DRT which stands for Demand Response Transit which would service outer areas of the Township where the population density isn't great. He said people call in and request a van to pick them up maybe at a corner near their home. He said they would re-evaluate this program yearly to examine if it was an effective program.

Trustee Ross-Williams questioned what target area were they looking at for the DRT. Mr. Krieg said it would come from people too young or too old to drive.

Trustee Jarrell Roe stated that nurses usually work twelve hour shifts and the times wouldn't fit in their schedules.

Clerk Lovejoy Roe stated the Township was never told the charges would be this high for this service. She asked when the DRT would begin. Mr. Krieg said they don't have an exact start date but he believed it would be after August.

Supervisor Stumbo stated that if the DRT would pick up kids from Lincoln School they would have to drop them off at an Ypsilanti Township residence since Lincoln School is in Augusta Township and they are not paying for this service.

Attorney Winters stated that he believed when the Township first partnered with AAATA they had a specific funding agreement which should be examined.

Mr. Krieg stated he would take the concerns back to the AAATA Board and let them know the Township would like to meet with them.

Trustee Ross-Williams explained that the cost for the express route would be too high for most to pay and that this program would fail if they don't re-evaluate the cost for this ride.

Supervisor Stumbo stated that we had a death of one of our employees, Debbie Agdorny, Deputy Treasurer who had been with us for 24 years. She said we were closed on Wednesday for her funeral and she would like to thank Javonna Neel and others who are helping in the Treasurers' office.

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**CONSENT AGENDA**

**A. MINUTES OF THE MAY 16, 2017 WORK SESSION AND REGULAR MEETING  
AND EXECUTIVE SESSION**

**B. STATEMENTS AND CHECKS**

- 1. STATEMENTS AND CHECKS FOR JUNE 6, 2017 IN THE AMOUNT OF  
\$755,199.16**
- 2. STATEMENTS AND CHECKS FOR JUNE 20, 2017 IN THE AMOUNT  
OF \$489,009.28**
- 3. CHOICE HEALTH CARE DEDUCTIBLE ACH EFT FOR MAY 2017 IN THE  
AMOUNT OF \$43,830.87**
- 4. CHOICE HEALTH CARE ADMIN FEE FOR APRIL 2017 IN THE  
AMOUNT OF \$1,207.50**

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

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

**The motion carried unanimously.**

**ATTORNEY REPORT**

**A. GENERAL LEGAL UPDATE**

Attorney Winters stated that regarding the ACM he would like to acknowledge the hard work of Mike Radzik, OCS Director who is working with all the entities involved. He said that there was a lot of work going on at Willow Run and it would be the first development of its' kind in this country. He said it would make the Willow Run property very relative in terms of the new age of autonomous vehicles just as it was when Henry Ford was plotting out the Bomber Plant. Attorney Winters stated that Mike Radziks' leadership has been outstanding in working with this project.

Attorney Winters discussed the problems with heroin overdoses around the country but also right here in Ypsilanti Township. He said that 59 individuals died from heroin overdoses in 2016 which was 20% more than the prior years. Attorney Winters believes that as a township board we need to do something.

Lt. Marocco said that having the drug that can be administered if we get to the overdosed individual in time has helped tremendously. He said the Sheriffs' Deputies have administered the life saving drugs approximately 60 times, since the deputies have been equipped with the drug. He said the follow up from that point

**CHARTER TOWNSHIP OF YPSILANTI  
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was what was helping with individuals getting treatment. Lt. Marocco said they immediately engage a social worker and Dawn Farms support through contact with individuals as soon as they come out of the overdose. He said if they don't have the contact immediately the individual may by the next day be back using. He said the Sheriffs' office wants to be a partner with the township to battle this epidemic.

Arloa Kaiser, Township Resident said the Neighborhood Watch people help with reporting incidents and the Sheriffs' Department are trying to get kids involved in other programs to keep them away from drugs.

Supervisor Stumbo stated medical marijuana was a big issue now and she feels its' a gateway to other drugs. She said that they hear issues regarding medical marijuana at every neighborhood watch meeting. Supervisor Stumbo thought that when it was legalized it would be sold in places like CVS and Walgreens, not out of a neighbors' house.

Clerk Lovejoy Roe said she saw where you could purchase heroin online. She said she would like to do whatever they could to stop this.

**NEW BUSINESS**

**1. BUDGET AMENDMENT #9**

**A motion was made by Clerk Lovejoy Roe, supported by Trustee Jarrell Roe to Approve Budget Amendment #9 (see attached).**

**The motion carried unanimously.**

**2. REQUEST APPROVAL OF THE FIRST AMENDMENT TO THE COMPREHENSIVE DEVELOPMENT AGREEMENT BETWEEN WILLOW RUN ARSENAL OF DEMOCRACY LANDHOLDINGS LIMITED PARTNERSHIP (WRAD), AMERICAN CENTER FOR MOBILITY (ACM), AND THE CHARTER TOWNSHIP OF YPSILANTI TO EXTEND THE RIGHT OF FIRST REFUSAL TO ACQUIRE 22 ACRES OF PROPERTY OWNED BY THE TOWNSHIP LOCATED ADJACENT TO TYLER POND**

**A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve the Request for Approval of the First Amendment to the Comprehensive Development Agreement Between Willow Run Arsenal of Democracy Landholdings Limited Partnership (WRAD), American Center for Mobility (ACM), and the Charter Township of Ypsilanti to Extend the Right of First Refusal to Acquire 22 Acres of Property Owned by the Township Located Adjacent to Tyler Pond (see attached).**

**The motion carried unanimously.**

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**3. REQUEST TO AMEND THE COOPERATIVE AGREEMENT BETWEEN  
WASHTENAW URBAN COUNTY AND YPSILANTI TOWNSHIP**

**A motion was made by Treasurer Doe, supported by Trustee Wilson, Jr. to Approve the Request to Amend the Cooperative Agreement Between Washtenaw Urban County and Ypsilanti Township (see attached)**

**The motion carried unanimously.**

**4. RESOLUTION 2017-13, AUTHORIZING THE STATE OF MICHIGAN,  
MICHIGAN DEPARTMENT OF STATE, CHARTER TOWNSHIP OF  
YPSILANTI, WASHTENAW COUNTY, HELP AMERICA VOTE ACT (HAVA)  
GRANT APPLICATION AND AGREEMENT, INCLUDING SCHEDULE B  
LICENSING AGREEMENT, FOR VOTING SYSTEM HARDWARE, FIRMWARE  
AND SOFTWARE. RE MASTER CONTRACT 071B7700128 – HART  
INTERCIVIC, INC.**

**A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve Resolution 2017-13, Authorizing the State of Michigan, Michigan Department of State, Charter Township of Ypsilanti, Washtenaw County, Help America Vote Act (HAVA) Grant Application and Agreement, including Schedule B Licensing Agreement, for Voting System Hardware, Firmware and Software. ReMaster Contract 071B7700128 – Hart Intercivic, Inc. (see attached).**

**The motion carried unanimously.**

**5. REQUEST AUTHORIZATION FOR THE PURCHASE OF ADDITIONAL  
ELECTION EQUIPMENT INCLUDING FIVE (5) ADDITIONAL TABULATORS,  
BATTERIES, BATTERY CHARGERS, AND MEMORY CARDS IN THE  
AMOUNT OF \$26,620.00 BUDGETED IN LINE ITEM #101-215-000-977-  
000, TRAINING FOR CLERKS OFFICE STAFF IN THE AMOUNT OF  
\$2,500.00 BUDGETED IN LINE ITEM #101-215-000-801-000 AND  
TRAINING FOR ELECTION WORKERS IN THE AMOUNT OF \$4,000.00  
BUDGETED IN LINE ITEM #101-215-000-704-000 AND FIVE YEARS OF  
MAINTENANCE COSTS FOR YEARS 6-10 OF THE CONTRACT IN THE  
AMOUNT OF \$75,456.00 TO BE PAID APPROXIMATELY JULY 2021 IN  
ORDER TO RECEIVE A TEN PERCENT DISCOUNT AND AUTHORIZATION  
FOR HART TO REMOVE AND SALVAGE OLD EQUIPMENT AS  
NEGOTIATED BY THE STATE OF MICHIGAN**

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**A motion was made by Trustee Wilson, Jr., supported by Trustee Jarrell Roe to Approve the Request for Authorization for the Purchase of Additional Election Equipment Including Five (5) Additional Tabulators, Batteries, Battery Charges, and Memory Cards in the Amount of \$26,620.00 Budgeted in Line Item #101-215-000-977-000, Training for Clerks Office Staff in the Amount of \$2,500.00 Budgeted in Line Item #101-215-000-801-000 and Training for Election Workers in the Amount of \$4,000.00 Budgeted in Line Item #101-215-000-704-000 and Five Years of Maintenance Costs for Years 6-10 of the Contract in the Amount of \$75,456.00 to be Paid Approximately July 2021 in Order to Receive a Ten Percent Discount and Authorization for Hart to Remove and Salvage Old Equipment as Negotiated by the State of Michigan.**

**The motion carried unanimously.**

- 6. RESOLUTION 2017-14, PURCHASE TAX FORECLOSED PROPERTIES LOCATED AT 1636 BAILEY ST., 1212 E. CLARK ROAD, AND 679 CALDER AVE. IN THE AMOUNT OF \$43,721.00 BUDGETED IN LINE ITEM #101-950-000-969-011 ALL FROM THE 2017 WASHTENAW COUNTY TREASURER LIST OF TAX FORECLOSED PROPERTIES UNDER THE RIGHT OF FIRST REFUSAL.**

**A motion was made by Clerk Lovejoy Roe, supported by Trustee Wilson, Jr. to Approve Resolution 2017-14, Purchase Tax Foreclosed Properties Located at 1636 Bailey St., 1212 E. Clark Road, and 679 Calder Ave. in the Amount of \$43,721.00 Budgeted in Line Item #101-950-000-969-011 all from the 2017 Washtenaw County Treasurer List of Tax Foreclosed Properties Under the Right of First Refusal (see attached).**

**The motion carried unanimously.**

- 7. RESOLUTION 2017-15, ABANDONED TAX DELINQUENT PROPERTY**

**A motion was made by Clerk Lovejoy Roe, supported by Trustee Jarrell Roe to Approve Resolution 2017-15, Abandoned Tax Delinquent Property (see attached).**

**The motion carried unanimously.**

- 8. REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR AUTHORIZATION TO SEEK LEGAL ACTION IF NECESSARY TO ABATE PUBLIC NUISANCE FOR PROPERTY LOCATED AT 1659 WISMER ST., 100 N. CLUBVIEW, 881 DONS DR., 553 KANSAS, 1137 NASH, AND 1814 CAROL ANN IN THE AMOUNT OF \$60,000.00 BUDGETED IN LINE ITEM #101-950-000-801-023**

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**A motion was made by Treasurer Doe, supported by Trustee Eldridge to Approve the Request of Mike Radzik, OCS Director for Authorization to Seek Legal Action if Necessary to Abate Public Nuisance for Property Located at 1659 Wismer St., 100 N. Clubview, 881 Dons Dr., 553 Kansas, 1137 Nash, and 1814 Carol Ann in the Amount of \$60,000.00 Budgeted in Line Item #101-950-000-801-023.**

**The motion carried unanimously.**

- 9. REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR AUTHORIZATION TO SEEK LEGAL ACTION TO ABATE PUBLIC NUISANCE DRUG HOUSES BY PADLOCKING LOCATED AT 2357 RAVINEWOOD, 1645 DOROTHY, AND 555 E. GRAND BLVD. IN THE AMOUNT OF \$30,000.00 BUDGETED IN LINE ITEM #101-950-000-801-023**

**A motion was made by Trustee Jarrell Roe, supported by Trustee Ross-Williams to Approve the Request of Mike Radzik, OCS Director for Authorization to Seek Legal Action to Abate Public Nuisance Drug Houses by Padlocking Located at 2357 Ravinewood, 1645 Dorothy, and 555 E. Grand Blvd. in the Amount of \$30,000.00 Budgeted in Line Item #101-950-000-801-023.**

**The motion carried unanimously.**

- 10. REQUEST OF ERIC COPELAND, FIRE CHIEF FOR APPROVAL OF A CONTRACT WITH OHM TO PROVIDE PROFESSIONAL ENGINEERING SERVICES FOR CONCRETE REPAIRS AT FIRE STATION HEADQUARTERS TO INCLUDE DESIGN SPECIFICATIONS, CREATION OF THE BID PACKAGE AND OVERSEEING THE BID PROCESS IN AN AMOUNT NOT TO EXCEED \$9,350.00 BUDGETED IN LINE ITEM #206-970-000-976-005**

**A motion was made by Trustee Ross-Williams, supported by Trustee Wilson, Jr. to Approve the Request of Eric Copeland, Fire Chief for Approval of a Contract with OHM to Provide Professional Engineering Services for Concrete Repairs at Fire Station Headquarters to Include Design Specifications, creation of the Bid Package and Overseeing the Bid Process in an Amount not to Exceed \$9,350.00 Budgeted in Line Item #206-970-000-976-005(see attached).**

**The motion carried unanimously.**

- 11. REQUEST OF ERIC COPELAND, FIRE CHIEF TO RELINQUISH ONE (1) AUTOMATIC CHEST COMPRESSION DEVICE OF FOUR TO BE RECEIVED FROM THE 2016 REGIONAL EMS GRANT TO SUPERIOR TOWNSHIP IN THE AMOUNT OF \$1,863.00**



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**A motion was made by Trustee Ross-Williams, supported by Trustee Eldridge to Approve the Request of Eric Copeland, Fire Chief to Relinquish One (1) Automatic Chest Compression Device of Four to be Received from the 2016 Regional EMS Grant to Superior Township in the Amount of \$1,863.00.**

**The motion carried unanimously.**

**12. REQUEST AUTHORIZATION FOR THE LEASE OF NEOPOST IN710 MAIL MACHINE WITH MAILFINANCE, INC. FOR \$352.90 PER MONTH FOR SIXTY (60) MONTHS BUDGETED IN LINE ITEM #101-267-000-730-000**

**A motion was made by Treasurer Doe, supported by Trustee Eldridge to Approve the Request for Authorization for the Lease of Neopost IN710 Mail Machine with Mailfinance, Inc. for \$352.90 per month for Sixty (60) Months Budgeted in Line Item #101-267-000-730-000(see attached).**

**The motion carried unanimously.**

**13. REQUEST OF JEFF ALLEN, RESIDENTIAL SERVICES DIRECTOR TO WAIVE THE FINANCIAL POLICY AND AWARD THE LOW QUOTE TO SPARTAN DISTRIBUTORS FOR THE PURCHASE OF A TORO GROUNDMASTER MOWER IN THE AMOUNT OF \$60,815.36 BUDGETED IN LINE ITEM #101-774-000-977-000**

**A motion was made by Clerk Lovejoy Roe, supported by Trustee Jarrell Roe to Approve the Request of Jeff Allen, Residential Services Director to Waive the Financial Policy and Award the Low Quote to Spartan Distributors for the Purchase of a Toro Goundsmaster Mower in the Amount of \$60,815.36 Budgeted in Line Item #101-774-000-977-000.**

**The motion carried unanimously.**

**14. REQUEST OF BRIAN MCCLEERY, ASSISTANT ASSESSOR FOR APPROVAL OF LETTER OF AGREEMENT FOR SALE OF 110 JOHNSON ST. PARCEL #K-11-10-211-004 TO MIRA NELLE IN THE AMOUNT OF \$2,500.00 PLUS CLOSING COSTS**

**A motion was made by Clerk Lovejoy Roe, supported by Ross-Williams to Approve the Request of Brian McCleery, Assistant Assessor for Approval of Letter of Agreement for Sale of 110 Johnson St. Parcel #K-11-10-211-004 to Mira Nelle in the Amount of \$2,500.00 Plus Closing Costs(see attached).**

**The motion carried unanimously.**

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**15. REQUEST TO APPROVE THE PRINCIPLES OF GOVERNANCE AS  
RECOMMENDED BY THE MICHIGAN TOWNSHIP ASSOCIATION**

**A motion was made by Trustee Wilson, Jr., supported by Trustee Eldridge to Approve the Request to Approve the Principles of Governance as Recommended by the Michigan Township Association.**

**The motion carried unanimously.**

**16. REQUEST FOR AUTHORIZATION TO WITHDRAW FROM THE  
INTERLOCAL AGREEMENT CREATING THE DETROIT REGION  
AEROTROPOLIS DEVELOPMENT CORPORATION DATED JUNE 17, 2009  
PER ARTICLE VIII SECTION 8:02 ENTITLED DURATION OF, WITHDRAW  
FROM AND TERMINATION OF INTERLOCAL AGREEMENT**

**A motion was made by Treasurer Doe, supported by Trustee Eldridge to Approve the Request for Authorization to Withdraw from the Interlocal Agreement Creating the Detroit Region Aerotropolis Development Corporation dated June 17, 2009 per Article VIII Section 8:02 Entitled Duration of, Withdraw from and Termination of InterLocal Agreement.**

**The motion carried unanimously.**

**17. REQUEST TO SET A PUBLIC HEARING DATE OF TUESDAY, JULY 18, 2017  
AT APPROXIMATELY 7:00PM – CREATION OF STREETLIGHT SPECIAL  
ASSESSMENT DISTRICT #209 TURTLE CREEK #2**

**A motion was made by Clerk Lovejoy Roe, supported by Ross-Williams to Approve the Request to Set a Public Hearing Date of Tuesday, July 18, 2017 at Approximately 7:00PM – Creation of Streetlight Special Assessment District #209 Turtle Creek #2.**

**The motion carried unanimously.**

**18. REQUEST TO SET A PUBLIC HEARING DATE OF TUESDAY, JULY 18, 2017  
AT APPROXIMATELY 7:15PM – CREATION OF STREETLIGHT SPECIAL  
ASSESSMENT DISTRICT #210 FORD LAKE VILLAGE #2-2**

**A motion was made by Clerk Lovejoy Roe, supported by Trustee Ross-Williams to Approve the Request to Set a Public Hearing Date of Tuesday, July 18, 2017 at Approximately 7:15PM – Creation of Streetlight Special Assessment District #210 Ford Lake Village #2-2.**

**The motion carried unanimously.**

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**A motion was made by Trustee Wilson, Jr., supported by Treasurer Doe to Adjourn.**

**The motion carried unanimously.**

The meeting was adjourned at approximately 8:19p.m.

Respectfully Submitted,

Brenda L. Stumbo, Supervisor  
Charter Township of Ypsilanti

Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti

# Charter Township of Ypsilanti

## RESOLUTION NO. 2017-16

### Amendment to Lakeview Streetlight District #207

**WHEREAS**, on or about March 27, 2017, the Township Clerk received a request from the Lakeview Neighborhood Watch, asking the Township Board for additional LED street lighting on William Avenue between Pasadena Avenue and Emerson Avenue for the Lakeview Subdivision, consisting of 152 parcels, in Ypsilanti Township and for the amendment of special assessment district #207 for the purpose of defraying said cost of street lighting by special assessments against the property especially benefited; and

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

**WHEREAS**, on March 28, 2017 Lance Alley of Detroit Edison Community Lighting Group prepared and submitted proposed plans to install two (2) street lights on William Avenue between Pasadena Avenue and Emerson Avenue for the Lakeview Subdivision, Ypsilanti Township, consisting of 152 parcels, which said plans included, *inter alia*, the installation of two (2) **“overhead FED 65 watt autobahn LED’s with gray housings mounted on 6’ arms attached to one existing wood pole and one new pole”** with the cost of said improvements being approximately:

<b>Total Estimate Construction Cost:</b> .....	<b>\$2,798.01</b>
<b>Total Lamp Charge For Three (3) Years:</b> .....	<b>\$879.12</b>
<b>Contribution (Cost minus 3 years revenue):</b> .....	<b>\$1,918.89</b>
<b>Total Annual Lamp Charges:</b> .....	<b>\$ 293.04</b>

**WHEREAS**, on May 11, 2017 the Township Clerk received notification from the Township Assessor that the cost of providing street lights for the Lakeview Subdivision, Ypsilanti Township, consisting of 152 parcels, which said plans included, *inter alia*, the installation of two (2) **“overhead FED 65 watt autobahn LED’s with gray housings mounted on 6’ arms attached to one existing wood pole and one new wood pole”** will be **\$3.20** per parcel for a 10-year period; thereafter, said costs shall be estimated at **\$1.93** per parcel for street lighting, based on general benefit; and

**WHEREAS**, the Township Clerk has given notice to each record owner of or party in interest in property to be assessed, by first class mail, addressed to the record owner or party in interest at the address shown on the tax records, at least 10 (ten) days before the June 20, 2017 public hearing, setting forth the district affected in said request, place and purpose of said public hearing to allow any interested person an opportunity to voice any objection which may be offered against creating said district; and

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

**WHEREAS**, on June 20, 2017, the Charter Township of Ypsilanti held a public hearing to hear any objections which may be offered against amending said special assessment district.

**NOW THEREFORE, BE IT RESOLVED**, that the Charter Township of Ypsilanti determines that the request filed by the Neighborhood Watch members of the Lakeview Subdivision, consisting of 152 parcels, on March 27, 2017, is sufficient for all purposes set forth pursuant to Act 188 of the Public Acts of 1954, as amended.

**BE IT FURTHER RESOLVED**, that a special assessment district #207 be amended for the purpose of providing street lights for the Lakeview Subdivision, consisting of 152 parcels.

**BE IT FURTHER RESOLVED**, that the Township Board accepts the plans and estimate of costs as presented by Detroit Edison for the Lakeview Subdivision, consisting of 152 parcels, which said plans included, *inter alia*, the installation of two (2) **“overhead FED 65 watt Autobahn LED’s with gray housings mounted on 6’ arms attached to one existing wood pole and one new wood pole”** will be **\$3.20** per parcel for a 10-year period; thereafter, said costs shall be estimated at **\$1.93** per parcel for street lighting, based on general benefit.

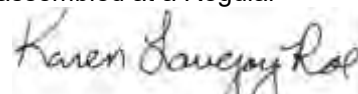
**BE IT FURTHER RESOLVED**, that the Township Supervisor shall make a special assessment upon all the lands and premises contained herein to defray the expenses of lighting said streets.

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

**BE IT FURTHER RESOLVED**, that when the special assessment roll has been prepared and filed in the office of the Township Clerk, before said assessment roll has been confirmed, the Township Board shall appoint a time and place when it will meet, review and hear any objections to the assessment roll.

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

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify the above resolution is a true and exact copy of Resolution No. 2017-16 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on June 20, 2017.



Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti

**CHARTER TOWNSHIP OF YPSILANTI  
2017 BUDGET AMENDMENT #9**

June 20, 2017

**101 - GENERAL OPERATIONS FUND**

**Total Increase \$102,325.00**

Budget for new required election equipment and training. This will be funded by an Appropriation of Prior Year Fund Balance.

<b>Revenues:</b>	Prior Year Fund Balance	101-000-000-699.000	\$34,590.00
		<b>Net Revenues</b>	<u>\$34,590.00</u>
<b>Expenditures:</b>	APPOINTED OFFICIALS	101-215-000-704.000	\$4,000.00
	PROFESSIONAL SERVICES	101-215-000-801.000	\$2,500.00
	EQUIPMENT	101-215-000-977.000	\$28,090.00
		<b>Net Expenditures</b>	<u>\$34,590.00</u>

Request to increase budget to purchase a Toro mower. The cost of the mower is not to exceed the estimated cost of \$60,816 and the requested increase to the budget is \$40,816. This will be funded by an Appropriation of Prior Year Fund Balance.

<b>Revenues:</b>	Prior Year Fund Balance	101-000-000-699.000	\$40,816.00
		<b>Net Revenues</b>	<u>\$40,816.00</u>
<b>Expenditures:</b>	Equipment	101-774-000-977.000	\$40,816.00
		<b>Net Expenditures</b>	<u>\$40,816.00</u>

Budget for DTE to install an 2 overhead LED street light along William Ave between S Pasadena Ave & Emerson Ave. These streetlights will eventually be placed on the special assessment tax roll for reimbursement back to the general fund, but for now it will be fund by an Appropriation of Prior Year Fund Balance.

<b>Revenues:</b>	Prior Year Fund Balance	101-000-000-699.000	\$1,919.00
		<b>Net Revenues</b>	<u>\$1,919.00</u>
<b>Expenditures:</b>	Street Light - Construction/Conversion	101-956-000-926.050	\$1,919.00
		<b>Net Expenditures</b>	<u>\$1,919.00</u>

Request to Budget for new furniture and fixtures in the Civic Center. We are in need of office furniture for Supervisor Stumbo on the second floor, as well as replacing some furniture that is well over 20 years old and breaks apart when trying to move. We are also in need of some desks that are ergonomically correct to promote health and wellness. This will be funded by an Appropriation of Prior Year Fund Balance.

<b>Revenues:</b>	Prior Year Fund Balance	101-000-000-699.000	\$25,000.00
		<b>Net Revenues</b>	<u>\$25,000.00</u>
<b>Expenditures:</b>	Cap Outlay - Furniture & Fixtures	101-970-000-975.135	\$25,000.00
		<b>Net Expenditures</b>	<u>\$25,000.00</u>

**CHARTER TOWNSHIP OF YPSILANTI  
2017 BUDGET AMENDMENT #9**

June 20, 2017

**206 - FIRE FUND**

Total Increase \$9,350.00

Request to Budget for OHM to provide the engineering services for replacement of existing concrete parking lot, curbs and driveways at 222 S Ford Blvd. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	206-000-000-699.00	\$9,350.00
		Net Revenues	<u><u>\$9,350.00</u></u>
Expenditures:	Capital Outlay Fire Station	206-970-000-976.005	\$9,350.00
		Net Expenditures	<u><u>\$9,350.00</u></u>

Motion to Amend the 2017 Budget (#9):

Move to increase the General Fund budget by \$102,325 to \$9,489,761 and approve the department line item changes as outlined.

Move to increase the Fire Fund budget by \$9,350 to \$5,098,019 and approve the department line item changes as outlined.



## FIRST AMENDMENT TO COMPREHENSIVE DEVELOPMENT AGREEMENT

This First Amendment to Comprehensive Development Agreement (“**First Amendment**”) is hereby entered into as of the \_\_\_\_ day of May, 2017, by and among WILLOW RUN ARSENAL OF DEMOCRACY LANDHOLDINGS LIMITED PARTNERSHIP, a Michigan limited partnership (“**WRAD**”), AMERICAN CENTER FOR MOBILITY, a Michigan non-profit corporation (“**ACM**”), and the CHARTER TOWNSHIP OF YPSILANTI, a Michigan municipal corporation (“**Township**”); together with WRAD and ACM, the “**Parties**” and each, without distinction, a “**Party**”).

### RECITALS:

A. The Parties entered into that certain Comprehensive Development Agreement dated November 4, 2016 (the “**Agreement**”) with regard to the “Property” and the “Project” as such terms are defined and more particularly described in the Agreement.

B. The Parties desire to amend paragraph 5(a) of the Agreement as set forth herein.

NOW, THEREFORE, in consideration of the mutual agreements contained herein and in the Agreement, the Parties hereby agree as follows:

1. One (1) Year Extension of Right of First Refusal for Acquisition of Township Parcel. Section 5(a) of the Agreement is amended such that the exclusive right of first refusal granted by the Township to WRAD for the acquisition of the Township Parcel shall be **extended for one (1) year and shall expire on June 1, 2018.**

2. Defined Terms. Capitalized terms used in this First Amendment but not defined herein shall have the meanings ascribed to them in the Agreement.

3. Conflict. In the event of a conflict between or ambiguity created by the terms of the Agreement and this First Amendment, the terms of this First Amendment shall control.

4. Ratification. In all other respects, the Parties hereby reinstate and reaffirm all of the covenants, agreements, terms, conditions and other provisions of the Agreement and hereby agree that the Agreement is in full force and effect as modified by this First Amendment.

5. Counterparts. This First Amendment may be executed in counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument. Signed copies may be sent by email, or facsimile transmission which shall be conclusive legal evidence of original signatures.

IN WITNESS WHEREOF, the Parties have executed this First Amendment effective as of the date first written above.

**WILLOW RUN ARSENAL OF DEMOCRACY  
LANDHOLDINGS LIMITED PARTNERSHIP,**  
a Michigan limited partnership

By Willow Run Land Management Services,  
General Partner

By: \_\_\_\_\_  
Charles A. Fiedler, President

**AMERICAN CENTER FOR MOBILITY,** a  
Michigan non-profit corporation

By: \_\_\_\_\_  
John Maddox, President and CEO

**CHARTER TOWNSHIP OF YPSILANTI,**  
a Michigan municipal corporation

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

And by: *Karen Lovejoy Roe*  
Karen Lovejoy Roe, Township Clerk



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Ypsilanti, MI 48197

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734.544.6749 (F)

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[twitter@WashtenawOCED](mailto:twitter@WashtenawOCED)

[facebook.com/washtenawoced](https://facebook.com/washtenawoced)  
[www.opportunitywashtenaw.org](http://www.opportunitywashtenaw.org)

June 7, 2017

Supervisor Brenda Stumbo  
Tilden R. Stumbo Civic Center  
7200 S. Huron River Drive  
Ypsilanti, MI 48197

Dear Supervisor Stumbo,

Washtenaw Urban County wishes to amend the Cooperative Agreement with Ypsilanti Township. Corporation Counsel has indicated that this amendment could be accomplished by a letter signed by both of us. If this amendment is agreeable to you, please sign and return all copies of this letter. You will receive an executed copy of this letter upon completion.

Accordingly, I hereby amend the Cooperation Agreement between Washtenaw Urban County and Ypsilanti Township originated in **2002** as follows:

Amend each collective reference to the Community Development Block Grant and HOME grants to also include the Emergency Solutions Grant (ESG), as follows:

On Page 1, add the following language in **bold**:

"THAT the County shall have final responsibility for selecting Community Development Block Grant (and HOME and **Emergency Solutions Grant**, where applicable) activities and annually filing a Consolidated Plan with HUD."

On Page 2, add the following language in **bold**:

"THAT the qualification period of this agreement as defined in the HUD regulations and guidelines shall be Federal Fiscal Years 2018, 2019 and 2020, and such additional period of time for the purpose of carrying out activities funded by **Community Development Block Grants, Emergency Solutions Grant, and Home Investment Partnership Program grants** from Federal Fiscals years 2018, 2019 and 2020 appropriations and from any program income generated from the expenditure of such funds; further that the period of time of this Agreement shall be automatically renewed in successive three-year qualification periods, unless the County or the Community provides written notice it elects not to participate in a new qualification period. A copy of this notice must be sent to the HUD State Office by the date specified in HUD's urban county qualification notice for the next qualification period; further the County will notify the Community in writing of its right to make such election by the date specified in HUD's urban county qualification notice; and"

On Page 3, add the following language in **bold**:

"THAT this Agreement remains in effect until the CDBG (and HOME and **Emergency Solutions Grant**, where applicable) funds and income received with respect to activities carried out during the three year qualification period (and any successive qualification periods under this automatic renewal provision) are expended and the funded activities completed, and that the County and Community may not terminate or withdraw from this agreement while this agreement remains in effect; and"



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facebook.com/washtenawoced  
www.opportunitywashtenaw.org

Amend page 2 of the Agreement to add the following language:

“THAT the Community will not sell, trade, or otherwise transfer all of any portion of such funds to a metropolitan city, urban county, unit of general local government, or Indian tribe, or insular area that directly or indirectly receives CDBG funds in exchange for any other funds, credits or non-Federal considerations, but must use such funds for activities eligible under Title I of the Housing and Community Development Act of 1974, as amended.”

All other terms and conditions remain the same as in the original contract.

ATTEST:

WASHTENAW COUNTY

\_\_\_\_\_  
Lawrence Kestenbaum (DATE)  
County Clerk/Register

\_\_\_\_\_  
Gregory Dill (DATE)  
County Administrator

APPROVED FOR CONTENT:

\_\_\_\_\_  
Andrea Plevak, Director  
Office of Community and Community Development

Ypsilanti Township  
*Andrea L. Stumbo* / *Karen Lovvay*  
Accepted by \_\_\_\_\_  
*Branda L. Stumbo* / *Karen Lovvay*  
Supervisor Clerk  
June 21, 2017

Original: Clerk  
Contractor  
cc: Department  
Purchasing

# CHARTER TOWNSHIP OF YPSILANTI

## Resolution 2017-13

*Authorizing the State of Michigan, Michigan Department of State and the Charter Township of Ypsilanti, Washtenaw County, Help America Vote Act (HAVA) Grant Application and Agreement, including Schedule B License Agreement for Verity Software, for Voting System Hardware, Firmware and Software, RE: Master Contract 071B7700128-Hart Intercivic, Inc.*

**WHEREAS**, the Charter Township of Ypsilanti wishes to apply to the Secretary of State for a grant to purchase a new voting system, which includes precinct tabulators, Absent Voter County Board (AVCB) tabulators and accessible voting devices for use by individuals with disabilities, and

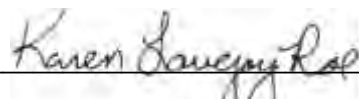
**WHEREAS**, funding for the new voting system will be provided by the State of Michigan, and will include a combination of Federal Help America Vote Act and State of Michigan appropriated funds, and

**WHEREAS**, the Charter Township of Ypsilanti plans to begin implementation of the new voting system in November of 2017; and

**WHEREAS**, the Washtenaw County Clerk is requesting approval of the Help America Vote Act (HAVA) Grant Application and Agreement with the State of Michigan for the New Voting System Hardware, Firmware and Software, RE: Master Contract 071B7700128-Hart Intercivic, Inc. by June, 2017;

**NOW, THEREFORE BE IT RESOLVED** that Karen Lovejoy Roe, Clerk, Charter Township of Ypsilanti is authorized to submit the Help America Vote Act (HAVA) Grant Application and Agreement as Grant Manager and Supervisor Stumbo and Clerk Lovejoy Roe are authorized to sign the Grant Application and Agreement, including Schedule B License Agreement for Verity Software on behalf of the Charter Township of Ypsilanti, Washtenaw County on this day of June 20, 2017.

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify the above resolution is a true and exact copy of Resolution No. 2017-13 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on June 20, 2017.



Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti

# Charter Township of Ypsilanti

## RESOLUTION 2017-14

**Authorizing the Charter Township of Ypsilanti to Exercise its “First Right of Refusal” and to Purchase from Washtenaw County Treasurer Catherine McClary Acting in her Capacity as the Foreclosing Governmental Unit Under the Authority of the General Property Tax Act the Real Properties Described Herein Located In Ypsilanti Township, Michigan**

**WHEREAS**, on or about **March 31, 2017** Washtenaw County Treasurer Catherine McClary, Acting in her capacity as the **Foreclosing Governmental Unit** (FGU) under the Authority of the **General Property Tax Act** (GPTA) foreclosed upon certain properties in the Washtenaw County Circuit Court due to delinquent real property taxes.

The **“List of Tax Foreclosed Properties”** for **2017** last revised on **May 10, 2017** (See Exhibit 1) was received by Ypsilanti Township Clerk **Karen Lovejoy Roe** from Washtenaw County Treasurer McClary which contained *inter alia* the following Ypsilanti Township properties which set forth the amount of unpaid delinquent taxes and are described as follows:

**1. 1636 Bailey St.**

**Parcel No.: K-11-02-308-020**

**Minimum Bid: \$10,642.00**

**Legal Description:**

**YP #76-150 Lot 150 Lay Garden Subdivision**

**2. 1212 E. Clark Road**

**Parcel No.: K-11-03-128-008**

**Minimum Bid: \$20,434.00**

**Legal Description:**

**YP#133-13 W 15.15' Lot 100 & E 34.85' Lot 101 Washtenaw Concourse No.2**

**3. 679 Calder Ave.**

**Parcel No.: K-11-11-435-017**

**Minimum Bid: \$12,645.00**

**Legal Description:**

**YP# 90-21 Lot 388 South Devonshire Subdivision No. 2. 679 Caider**

**WHEREAS**, the Court of Appeals for the State of Michigan in an unanimous decision released for publication on **April 5, 2011** entitled **“City of Bay City vs Bay County Treasurer”** held that under the GPTA that **“. . . the determination of a proper purpose for the purchase of tax-delinquent property is a legislative function, vesting such determinations as arose in this case with Plaintiff’s council. Furthermore, because MCL 211.78(m)(1) creates a mandatory legal duty on Defendant’s part to sell the property to Plaintiff granting him no discretion to decide not to sale such property, the statute does not empower a county treasurer . . . to make an independent determination as to a municipality’s professed ‘public’ purpose”** a copy of the Court of Appeals decision being attached hereto and incorporated by reference and labeled Exhibit 2; and

**WHEREAS**, from 2007 through 2016 Ypsilanti Township has seen over 3,000 foreclosures which make up approximately thirty-three (33%) of all foreclosures that have occurred during this time period in Washtenaw County even though the Township’s population is only fifteen (15%) of the County’s total population; and

**WHEREAS**, this unprecedented record number of foreclosures in Ypsilanti Township resulted in a significant loss of tax revenue to the Township while also having a direct and negative effect upon the residential property values Township wide; and

**WHEREAS**, this record number of foreclosures in the Township destabilized a number of residential streets located within the Township’s residential subdivisions and greatly contributed to a number of residential neighborhoods becoming predominantly rental properties which further contributed to the destabilization of residential properties; and

**WHEREAS**, the Charter Township of Ypsilanti in an effort to stabilize the Township’s existing residential neighborhoods entered into a partnership with Habitat for Humanity for acquiring and rehabilitating

residential properties located in the Township for homeowner occupancy which has resulted in increased neighborhood stabilization and has prevented further deterioration of existing residential subdivisions throughout the Township while also resulting in the increase of property values and the tax base in the Township; and

**WHEREAS**, Habitat has notified the Township of its desire to acquire additional residential properties in the Township for rehabilitation and resale to homeowners which further promotes the Township's Board stated policy of neighborhood stabilization; and

**WHEREAS**, the Ypsilanti Township Board of Trustees has determined and hereby finds that the exercise of its **"First Right of Refusal"** to acquire the above listed properties constitutes a **"Public Purpose"** as set forth in the Court of Appeals case entitled **"City of Bay City vs Bay County Treasurer"** since it is imperative that in order for the Township to achieve its stated public purpose of neighborhood stabilization and to prevent further deterioration of residential property values that the Township continues in its ongoing efforts with Habitat for Humanity to increase homeownership by acquiring residential properties in the Township for resale to Habitat who will rehabilitate said properties that in turn will be resold to persons for homeownership as opposed to being utilized as rental/investment properties; and

**WHEREAS**, the Township has been advised by the Washtenaw County Treasurer's Office that the minimum bid price for all of the above listed properties total **\$43,721.00**;

**NOW, THEREFORE THE YPSILANTI CHARTER TOWNSHIP BOARD OF TRUSTEES HEREBY RESOLVES AS FOLLOWS:**

1. That the Township hereby finds and determines that the exercise of its **"First Right of Refusal"** pursuant to the General Property Tax Act as further defined in the Court of Appeals case entitled

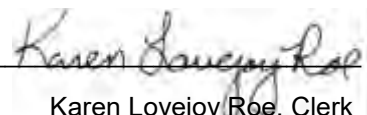


**“City of Bay City vs Bay County Treasurer”** to purchase the properties hereinabove listed located in the Township of Ypsilanti, Washtenaw County, State of Michigan, constitutes a **“Public Purpose”** since it is imperative that in order for the Township to achieve its stated public purpose of neighborhood stabilization and to prevent further deterioration of residential property values that the Township continues in its ongoing efforts with Habitat for Humanity to increase homeownership by acquiring residential properties in the Township for resale to Habitat who will rehabilitate said properties that in turn will be resold to persons for homeownership as opposed to being utilized as rental/investment properties.

2. That the Township hereby notifies Washtenaw County Treasurer Catherine McClary Acting in her Capacity as the Foreclosing Governmental Unit that the Township desires to purchase the above listed properties under the Township’s **“First Right of Refusal”** for the minimum bid of each property which totals **\$43,721.00**.

3. That the Township authorizes the payment of **\$43,721.00** for the purpose of acquiring the above listed properties pursuant to the Township’s **“First Right of Refusal”** for the **“Public Purpose”** as defined herein.

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify the above resolution is a true and exact copy of Resolution No. 2017-14 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on June 20, 2017.



Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti

# CHARTER TOWNSHIP OF YPSILANTI

## RESOLUTION 2017-15

### Abandoned Tax Delinquent Property

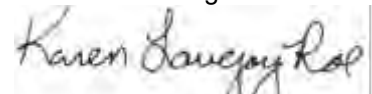
**Whereas**, the Charter Township of Ypsilanti Board of Trustees has determined that parcels of abandoned tax delinquent property exist; and

**Whereas**, abandoned tax delinquent property contributes to crime, blight, and decay with Ypsilanti Township; and

**Whereas**, the certification of tax delinquent abandoned property as certified abandoned property will result in the accelerated forfeiture and foreclosure of certified abandoned property under the general property tax act and return abandoned property to productive use more rapidly, therefore reducing crime, blight, and decay within Ypsilanti Township.

**Now Therefore, Be It Resolved**, that the Charter Township of Ypsilanti Board of Trustees hereby notifies residents and owners of property within Ypsilanti Township that abandoned tax delinquent property will be identified and inspected; and may be certified abandoned property subject to accelerated forfeiture and foreclosure under the general property tax act.

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify the above resolution is a true and exact copy of Resolution No. 2017-15 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on June 20, 2017.



Karen Lovejoy Roe, Clerk  
Charter Township of Ypsilanti



June 12, 2017

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

RE: Ford Boulevard Fire Station Parking Lot Improvements  
Proposal for Design and Construction Services

Dear Ms. Stumbo:

Thank you for the opportunity to submit this proposal to provide professional engineering services for the Township. The Township Fire Station located at 222 South Ford Boulevard is in need of extensive concrete repairs to remedy the current deterioration and to prevent future degradation. The replacement of the existing concrete will provide the Fire Station a reliable driveway surface for future operations. In this proposal, we have outlined the scope and clarifications necessary to seek bids for the Township to address the concrete issues.

## **PROJECT UNDERSTANDING**

The project consists of reconstructing and/or rehabilitating the existing concrete parking lot, driveways, and curb for the Fire Station. Based on an evaluation of deterioration of specific areas and the budget, sections of the concrete shall be selected to be removed and re-constructed. The concrete surfaces will comply with the Charter Township of Ypsilanti Engineering Standards and Design Specifications, as well as the Washtenaw County Road Commission for work completed in the Ford Blvd Right-of-Way.

This proposal outlines information for project scope, deliverables, schedule, fee estimation and assumptions.

## **SCOPE**

### **Task 1 – Site Visit and Field Measurement**

OHM will be assigned a single point of contact for this project and will meet that representative at the Fire Station to define scope, finalize removal and replacement limits and develop preliminary quantities for a preliminary engineering opinion of probable cost. This project will only consist of concrete driveway and parking lot work. Improvements internal to the garage, asphalt pavement, roadway, building, landscape, etc. is not included. Grading and restoration within 10-feet of either side of the proposed construction is included in this scope of work and will be considered in development of the preliminary estimate. During this site visit, the concrete will be evaluated and sections will be decided for removal and replacement.

### **Task 1A – Pavement Cores (Optional)**

Prior to the evaluation and selection of areas of concrete to be removed, OHM Advisors recommends cores of the pavement taken to determine the existing materials on site and subbase condition. Cores taken would provide a better understanding of the specific depths and status of layers. This insight would allow a more accurate scope of areas that would require removal, replacement, and appropriate technique.



### **Task 2 – Preliminary Concept Drawing**

From the data gathered from Task 1 and optional Task 1A, a set of design drawings and aerial maps will be developed showing the limits of removal and concrete installation locations. Notes and details needed for specific design elements as well as concrete areas will also be completed. This will serve as the “plans” for the project and help contractors to understand the overall scope of work. A review meeting will be held with the Township to discuss the scope, plan, and estimate. A phasing plan would also be developed on these plans to help ensure access for emergency vehicles is not interrupted during construction. Based on feedback, we will revise and incorporate the drawings into the bid package.

### **Task 3 – Specifications and Bid Package Assembly**

OHM will develop specifications in conformance with the Charter Township of Ypsilanti Engineering Standards and design specifications. The specifications will address special instructions to bidders, supplemental specifications and outline a method of payment for the contractor to follow. The bid package will require the necessary bonding, prevailing wage information and insurance requirements as well as include a bid form that will allow the Township to compare bids on. Once complete, the Township will be provided with two hard copies of the package for review along with an updated final engineer’s opinion of probable cost. Final adjustments to the package will then be made prior to advertising and bidding.

### **Task 4 – Bidding**

The final bid package will be advertised by OHM and bid through MITN and posted by the Township. OHM will conduct the bid process. OHM can also hold an onsite pre-bid conference with potential bidders if requested by the Township and if the schedule allows. OHM will address any questions and/or any RFI’s received by the bidding contractors during the bid phase. OHM will hold a bid opening at the Township on the date specified. Bids will be received, read aloud, collected, tabulated, and reviewed. A letter recommending which contractor would be best suited to construct the project will be provided.

### **CONSTRUCTION SERVICES TASKS:**

Based on the design scope, a separate CE Services proposal can be provided at a later date.

### **DELIVERABLES**

<b>Task</b>	<b>Deliverable</b>
Task 1A (Optional)	Pavement Cores to determine cross-section
Task 2	Preliminary Conceptual Alignment on Aerial Map and preliminary opinion of probable cost
Task 3	Final drawing, specifications and bid package for review.
Task 4	Two copies of Final Plans and Bidding Documents

### **ASSUMPTIONS AND CLARIFICATIONS**

- ▶ An inspection, with fire station staff, of existing concrete will be conducted and quantified.
- ▶ A meeting will be held with the Township to confirm the budget and scope after inspection.
- ▶ All other tasks added to the scope below can be conducted at an hourly rate or as negotiated between the Township and OHM Advisors (OHM). Additional work will not be conducted prior to Township Authorization.
- ▶ Any meetings in addition to the meetings outlined in the above scope are not included in the scope of services.



## **FEE**

OHM Advisors will invoice the Charter Township of Ypsilanti for the above stated services on a monthly basis.

<b>Design Tasks</b>	<b>Design Fee</b>
Task 1	\$2,900.00
Task 1A (Optional)	\$850.00*
Task 2	\$1,800.00
Task 3	\$3,000.00
Task 4	\$720.00

The total fee is estimated to be \$8,500.00. Note this doesn't include the Optional Task 1A. The total of all tasks, including the Optional Task 1A as outlined is \$9,350.00.



**ACCEPTANCE**

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)

Brenda K. Stumbo

Matthew D. Parks, P.E.

(Name)

Ms. Brenda Stumbo

Principal in Charge

(Title)

Township Supervisor

\_\_\_\_\_

(Date)

June 21, 2017

(Signature)

Karen Lovejoy Ross

(Name)

Ms. Karen Lovejoy Ross

(Title)

Township Clerk

(Date)

June 21, 2017

Charter Township of Ypsilanti  
 7200 S Huron River Drive  
 Ypsilanti, MI 48197-7007

**WSCA/NASPO - PURCHASE ORDER -  
 LEASE**

WSCA/NASPO: ADSPO11-00000411-4

To:  
 MailFinance Inc.  
 478 Wheelers Farms Road  
 Milford, CT 06461  
 800-881-6245


**SHIP TO:**  
 Charter Township of Ypsilanti  
 7200 S Huron River Drive  
 Ypsilanti, MI 48197-7007  
 Debbie Graham  
 734.544.3646

P.O. DATE	REQUISITIONER	SHIPPED VIA	F.O.B. POINT	TERMS
06/20/17	Debbie Graham	Ground	Closest	Net 30

QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
1	IN710WP30DWP	IN Series 700 Base w/ Mixed Size Feeder, w/Sealer, Drop Tray, Ink Cartridge, LAN Cable, Dynamic Weighing Platform, 30lb Weighing Platform, Power Line Conditioner, Router and a All-In-One PC with RunMyMail Software.		included
1	WP3070STDN	Stand for INWP30 and INWP70		included
1	IN710ACTIVATION	IN-710 Feature Activation - One Time Fee		included
1	INRMMCOMPSTAND	RunMyMail Computer Stand - Includes a heavy duty stand for the All-In-One PC, full wireless keyboard and mouse.		included
1	INDW30	IN Series 700 base 30lb. Differential Weighing		included
1	MST2	<b>Conveyor/Stacker</b>		included
60	Month	60 month lease - <b>includes meter rental, standard maintenance and rate changes for the life of the lease.</b> Billing Frequency: quarterly 3x352.90=\$1058.70		\$352.90/mo

SUBTOTAL	\$21,174.00
SALES TAX	0
SHIPPING & HANDLING	0
OTHER	0
<b>TOTAL</b>	<b>\$21,174.00</b>

1. Order is governed under the terms and conditions of the WSCA/NASPO Master Price Agreement Contract Number ADSPO11-00000411-4. Enter this order in accordance with the prices, terms, delivery method, and specifications listed above.
2. Payments will be sent to:  
MailFinance  
25881 Network Place  
Chicago, IL 60673-1258  
Federal ID Number: 94-2984524
3. Send all correspondence to:  
MailFinance Inc.  
478 Wheelers Farms Road  
Milford, CT 06461  
Phone 203-301-3400 Fax: 203-301-2600

  
Authorized by \_\_\_\_\_ Date June 21, 2017  
Brenda L. Stumbo / Kara Lovjoy Roe  
Print Name and Title  
Supervisor clerk



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



*Charter Township of Ypsilanti*

**Assessor's Office**

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

## Letter of Agreement

May 18, 2017

Mira Nelle  
9747 Geddes Rd. #2  
Ypsilanti, MI 48198

Dear Ms. Nelle

This letter (the "Agreement") summarizes the understanding of the agreement that we reached during our e-mail conversation on May 15, 2017. If this Agreement is acceptable to you, please sign below in the space designated for your signature.

The agreement is as follows:

### 1. Agreement

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

The property listed below will be purchased for the price of \$2,500 paid by certified check. The Property is to be combined with purchaser's adjacent vacant residential parcel on Johnson St, parcel id K-11-10-211-005. This property will be used for development of a single family, owner occupied, residential property. Closing costs, including title search are the responsibility of the purchaser.

Parcel **K-11-10-211-004** described as:  
110 Johnson St- Vacant  
Lots 35 Johnson Place Subdivision

### 2. Term

The term of this Agreement ("Term") will commence as of May 18, 2017 and will continue to be in effect for 6 months or until November 18, 2017, at which point it shall terminate, unless the Term is extended or terminated earlier in a written document signed by both parties.

3. Closing

For the agreed upon sum of **\$2,500** plus all closing costs, paid in full by certified check, Ypsilanti Township agrees to sell the above described properties to you via the recording of a Quit Claim Deed in the name of Mira Nelle.

4. Termination

This agreement shall terminate upon the closing of the sale of the above property or the expiration of the Term after November 18, 2017.

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

Accepted and agreed to on June 21, 2017 by

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

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

LISA R. GARRETT  
NOTARY PUBLIC - STATE OF MICHIGAN  
COUNTY OF WASHTENAW  
My Commission Expires February 25, 2018  
Acting in the County of Washtenaw

Joak Mavell  
Notary Public, Washtenaw County  
My Commission Expires on 2-25-18

Accepted and agreed to on \_\_\_\_\_, 20\_\_\_\_ by

\_\_\_\_\_  
Mira Nelle

\_\_\_\_\_  
Notary Public, \_\_\_\_\_ County  
My Commission Expires on \_\_\_\_\_

*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*

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**STATEMENTS AND CHECKS**

*JULY 4, 2017 BOARD MEETING*

ACCOUNTS PAYABLE CHECKS -	\$	726,071.50
HAND CHECKS -	\$	651,697.33
CREDIT CARDS PURCHASES -	\$	0.00
GRAND TOTAL -	\$	<b>1,377,768.83</b>

Check Date	Check	Vendor Name	Amount
<b>Bank AP AP</b>			
06/16/2017	175540	DTE ENERGY	15,797.84
06/19/2017	175541	AT & T	36.96
06/19/2017	175542	AT & T	101.22
06/19/2017	175543	COMCAST CABLE	178.89
06/19/2017	175544	COMCAST CABLE	105.78
06/19/2017	175545	COMCAST CABLE	31.63
06/19/2017	175546	COMCAST CABLE	234.85
06/19/2017	175547	COMCAST CABLE	104.85
06/19/2017	175548	COMCAST CABLE	144.85
06/19/2017	175549	COMCAST CABLE	104.85
06/19/2017	175550	DTE ENERGY**	73,590.47
06/19/2017	175551	PNC EQUIPMENT FINANCE, LLC	7,022.07
06/19/2017	175552	VERIZON WIRELESS	164.72
06/19/2017	175553	VERIZON WIRELESS	192.62
06/19/2017	175554	WASTE MANAGEMENT	130.66
06/19/2017	175555	WEX BANK	1,360.98
06/21/2017	175556	COMCAST CABLE	5,540.54
06/20/2017	175557	MARK HAMILTON	1,500.00
06/20/2017	175558	MCLAIN AND WINTERS	114,354.98
06/22/2017	175559	CLEAR RATE COMMUNICATIONS, INC	831.02
06/22/2017	175560	COMCAST BUSINESS	825.00
06/22/2017	175561	COMCAST CABLE	121.61
06/22/2017	175562	COMCAST CABLE	104.85
06/22/2017	175563	COMCAST CABLE	104.85
06/22/2017	175564	COMCAST CABLE	224.40
06/22/2017	175565	VERIZON WIRELESS	2,784.25
06/22/2017	175566	VERIZON WIRELESS	581.32
06/22/2017	175567	WASTE MANAGEMENT	1,250.00
06/22/2017	175568	WASTE MANAGEMENT	250.56
06/22/2017	175569	WINDSTREAM	423.35
06/22/2017	175570	MESSENGER PRINTING	854.43
06/22/2017	175571	WASHTENAW COUNTY TREASURER#	20,434.00
06/22/2017	175572	WASHTENAW COUNTY TREASURER#	12,645.00
06/22/2017	175573	WASHTENAW COUNTY TREASURER#	10,642.00
06/23/2017	175574	BLUE CROSS BLUE SHIELD OF MI	131,643.24
06/23/2017	175575	BLUE CROSS BLUE SHIELD OF MI	35,870.43
06/23/2017	175576	DELTA DENTAL PLAN OF MICHIGAN	14,366.72
06/23/2017	175577	STANDARD INSURANCE COMPANY	4,899.65
06/23/2017	175578	VISION SERVICE PLAN	2,751.57
06/23/2017	175579	WASTE MANAGEMENT	110,858.91
06/23/2017	175580	WASTE MANAGEMENT	30,673.57
06/23/2017	175581	WASTE MANAGEMENT	953.75
06/23/2017	175582	WASTE MANAGEMENT	29,709.05
06/23/2017	175583	WASTE MANAGEMENT	483.74
06/23/2017	175584	WASTE MANAGEMENT	229.56
06/23/2017	175585	WASTE MANAGEMENT	813.43
06/23/2017	175586	WASTE MANAGEMENT	5,194.16
06/23/2017	175587	YPSILANTI COMMUNITY	174.15
06/29/2017	175588	U.S. POSTAL SERVICE	10,000.00
06/29/2017	175589	YPSILANTI TWP. TAX COLLECTION	300.00

AP TOTALS:

Total of 50 Checks:	651,697.33
Less 0 Void Checks:	0.00
Total of 50 Disbursements:	651,697.33



A/P checks

Check Date	Check	Vendor Name	Amount
Bank AP AP			
07/05/2017	175590	A & R TOTAL CONSTRUCTION, INC.	110.28
07/05/2017	175591	ALLSHRED SERVICES	550.00
07/05/2017	175592	ANN ARBOR CLEANING SUPPLY	501.23
07/05/2017	175593	ANN ARBOR WELDING SUPPLY CO	208.32
07/05/2017	175594	APRIL SALLEY	87.63
07/05/2017	175595	ATCHINSON FORD	55.32
07/05/2017	175596	AUTO VALUE YPSILANTI	170.50
07/05/2017	175597	AUTOMATED CONFIRMATIONS, LLC	59.65
07/05/2017	175598	BARR ENGINEERING COMPANY	3,953.50
07/05/2017	175599	BASIL UDEH	180.00
07/05/2017	175600	BEST ASPHALT	1,297.65
07/05/2017	175601	BUTZEL LONG	84.00
07/05/2017	175602	CALEB DRUMMER	60.00
07/05/2017	175603	CALEB HALE	80.00
07/05/2017	175604	CARSON LEIDLEIN	63.00
07/05/2017	175605	CHARLES SCHERER	3,000.00
07/05/2017	175606	CHARTER TOWNSHIP OF SUPERIOR	50.76
07/05/2017	175607	CINCINNATI TIME SYSTEMS	781.80
07/05/2017	175608	COLMAN-WOLF SANITARY SUPPLY CO	171.05
07/05/2017	175609	COMPLETE BATTERY SOURCE	138.84
07/05/2017	175610	DAVID JORDON	435.49
07/05/2017	175611	DAWN FARM	2,878.40
07/05/2017	175612	DRIVERS LICENSE GUIDE COMPANY	29.95
07/05/2017	175613	DTE ENERGY COMPANY -	1,918.89
07/05/2017	175614	ED'S GARAGE	137.90
07/05/2017	175615	FIBER LINK	17.50
07/05/2017	175616	FONDRIEST ENVIRONMENTAL, INC	950.00
07/05/2017	175617	FRED ANSTEAD	254.38
07/05/2017	175618	FRED CROTHERS	293.85
07/05/2017	175619	GABRIELLA MAYREND	30.00
07/05/2017	175620	GORDON FOOD SERVICE INC.	546.20
07/05/2017	175621	GORNO FORD	27,083.00
07/05/2017	175622	GOVERNMENTAL BUSINESS SYSTEMS	472.60
07/05/2017	175623	GRAINGER	888.30
07/05/2017	175624	GRIFFIN PEST SOLUTIONS	93.00
07/05/2017	175625	HOME DEPOT	242.67
07/05/2017	175626	HOME OF NEW VISION	720.00
07/05/2017	175627	J & R TRACTOR, LLC	467.19
07/05/2017	175628	JAMES ROSEMAN	20.00
07/05/2017	175629	JEFFREY ROSEMAN	40.00
07/05/2017	175630	JEZRELL MESCADO	39.00
07/05/2017	175631	JOSEPH SMITH	60.00
07/05/2017	175632	JP MORGAN CHASE BANK, NA	1,600.00
07/05/2017	175633	JTW PIPES LLC	415.00
07/05/2017	175634	JUMP-A-RAMA	1,346.80
07/05/2017	175635	KAITLYN MOURGAS	39.00
07/05/2017	175636	KENNETH FERRELL	60.00
07/05/2017	175637	KEVIN LAWSON	20.00
07/05/2017	175638	LANSING SANITARY SUPPLY, INC	80.47
07/05/2017	175639	LARDNER ELEVATOR COMPANY	210.00
07/05/2017	175640	LONGS AUTOMOTIVE INC	295.35
07/05/2017	175641	LOOKING GOOD LAWN	3,823.00
07/05/2017	175642	LOWE'S	68.88
07/05/2017	175643	LUBRICATION ENGINEERS	213.93
07/05/2017	175644	MARK HAMILTON	1,500.00
07/05/2017	175645	MIA SORRELL	20.00
07/05/2017	175646	MICHAEL GATTI	432.00
07/05/2017	175647	MICHAEL MOURGAS	39.00
07/05/2017	175648	MICHIGAN LINEN SERVICE, INC.	1,019.32
07/05/2017	175649	MICHIGAN TOWNSHIP ASSOC.**	6,334.50
07/05/2017	175650	MY MOTIVATION	1,030.00
07/05/2017	175651	NETWORKFLEET, INC	587.45
07/05/2017	175652	NFPA	280.69
07/05/2017	175653	NICHOLAS BORNEO	24.00
07/05/2017	175654	O'BRYANS LOCK & KEY*	25.00
07/05/2017	175655	OFFICE EXPRESS	1,338.58
07/05/2017	175656	ORCHARD, HILTZ & MCCLIMENT INC	14,408.67
07/05/2017	175657	PAIGE HATFIELD	26.00
07/05/2017	175658	PARKER ALLEN	95.00
07/05/2017	175659	PARKWAY SERVICES, INC.	115.00
07/05/2017	175660	PEPSI BEVERAGES COMPANY	233.28
07/05/2017	175661	PHOEBE KINCH	10.00
07/05/2017	175662	PINTER'S FLOWERLAND, INC.	41.96
07/05/2017	175663	PM TECHNOLOGIES, LLC	350.00
07/05/2017	175664	PREFERRED TONER SOLUTIONS	79.95
07/05/2017	175665	PRESTON HATFIELD	40.00
07/05/2017	175666	PRINTING SYSTEMS	173.90
07/05/2017	175667	RAND ROBINSON	120.00

Check Date	Check	Vendor Name	Amount
07/05/2017	175668	REGINALD REEVES	108.00
07/05/2017	175669	RESIDEX, LLC	3,015.50
07/05/2017	175670	RKA PETROLEUM	2,965.88
07/05/2017	175671	ROCCO LEONE	40.00
07/05/2017	175672	ROYAL ROOFING	28,025.10
07/05/2017	175673	SAM'S CLUB DIRECT	672.94
07/05/2017	175674	SENSAPHONE	42.65
07/05/2017	175675	SETH SORRELL	20.00
07/05/2017	175676	SOUTHERN COMPUTER WAREHOUSE	2,262.14
07/05/2017	175677	STADIUM TROPHY	654.86
07/05/2017	175678	STANTEC	8,867.79
07/05/2017	175679	STATE OF MICHIGAN	10.00
07/05/2017	175680	STATE OF MICHIGAN*#	60.00
07/05/2017	175681	TARGET INFORMATION	77.93
07/05/2017	175682	TERMINIX PROCESSING CENTER	52.00
07/05/2017	175683	TERRY CONDIT	108.00
07/05/2017	175684	THOMSON REUTERS - WEST PAYMENT CTR	38.16
07/05/2017	175685	TODD BARBER	1,650.00
07/05/2017	175686	TRACTOR SUPPLY COMPANY	399.92
07/05/2017	175687	UNIMEASURE	151.58
07/05/2017	175688	USA TRAILERS	220.00
07/05/2017	175689	VICTORY LANE	151.32
07/05/2017	175690	W.J. O'NEIL COMPANY	1,278.37
07/05/2017	175691	WASHTENAW COUNTY HAZMAT AUTHORITY	1,000.00
07/05/2017	175692	WASHTENAW COUNTY ROAD COMMISSION	50,646.96
07/05/2017	175693	WASHTENAW COUNTY ROAD COMMISSION	437.67
07/05/2017	175694	WASHTENAW COUNTY SHERIFF'S OFFICE	2,348.00
07/05/2017	175695	WASHTENAW COUNTY TREASURER#	513,471.64
07/05/2017	175696	WASHTENAW URGENT CARE	930.00
07/05/2017	175697	WEINGARTZ	765.20
07/05/2017	175698	WHISPERING MEADOWS HOMES LLC	17,259.00
07/05/2017	175699	XAVIER KINCH	20.00
07/05/2017	175700	YPSILANTI COMMUNITY	2,602.31

AP TOTALS:

Total of 111 Checks:	726,071.50
Less 0 Void Checks:	0.00
Total of 111 Disbursements:	726,071.50

*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*

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**STATEMENTS AND CHECKS**

*JULY 18, 2017 BOARD MEETING*

ACCOUNTS PAYABLE CHECKS -	\$	182,265.38
HAND CHECKS -	\$	1,520.51
CREDIT CARD PURCHASES-	\$	<u>2,179.19</u>
GRAND TOTAL -	\$	<b>185,965.08</b>

Choice Health Care Deductible – JUNE 2017

ACH EFT -	\$	37,509.06
ADMIN FEE -	\$	1,215.00 (MAY)



Check Date	Check	Vendor Name	Amount	
Bank AP AP				
07/06/2017	175701	AT & T	33.97	V
07/06/2017	175702	AT & T	123.84	V
07/06/2017	175703	COMCAST CABLE	561.80	V
07/06/2017	175704	COMCAST CABLE	188.40	V
07/06/2017	175706	AT & T	33.97	
07/06/2017	175707	AT & T	123.84	
07/06/2017	175708	COMCAST CABLE	561.80	
07/06/2017	175709	COMCAST CABLE	188.40	
07/10/2017	175710	ABIGAIL ELLIS	14.00	
07/10/2017	175711	AHMAD SANDHU	14.00	
07/10/2017	175712	ALEXIS GRIFFIN	14.00	
07/10/2017	175713	ALICE SCHULTZ	14.00	
07/10/2017	175714	ALICIA J. BROWN	14.00	
07/10/2017	175715	ALLISON CROWLEY	14.00	
07/10/2017	175716	ANIKA HOWELL	35.50	
07/10/2017	175717	BRANDON MILLER	14.00	
07/10/2017	175718	BRANDON REIVE	14.00	
07/10/2017	175719	CHRISTOPHER MAXWELL	35.50	
07/10/2017	175720	DIANE ATWATER	14.00	
07/10/2017	175721	ERICA ISON	35.50	
07/10/2017	175722	GLEN FITZHUGH	14.00	
07/10/2017	175723	HAROLD PACE	14.00	
07/10/2017	175724	JACQUELINE JACKSON	35.50	
07/10/2017	175725	JENNIFER COLEMAN	35.50	
07/10/2017	175726	JUDITH YATES	14.00	
07/10/2017	175727	KATHRYNN JARVIS	14.00	
07/10/2017	175728	KYLE SWENSON	14.00	
07/10/2017	175729	LARRY HANKINS	14.00	
07/10/2017	175730	LISA NWABUDE	14.00	
07/10/2017	175731	MARY MCMAHON	35.50	
07/10/2017	175732	MELANIE ZIEMBA	14.00	
07/10/2017	175733	NASEERA AZAD	14.00	
07/10/2017	175734	RENEE PEACH	14.00	
07/10/2017	175735	RENEE SHAFER	14.00	
07/10/2017	175736	ROBERT ABRAHAM	14.00	
07/10/2017	175737	SARAH BROOKS	14.00	
07/10/2017	175738	SHARON FARR	35.50	
07/10/2017	175739	STEPHANIE TURNER	14.00	
07/10/2017	175740	TRACI BENDELE	14.00	
07/10/2017	175741	VERONICA FISHER-DUKES	14.00	
07/10/2017	175742	WILLIAM DAWSON	14.00	

AP TOTALS:	
Total of 41 Checks:	2,428.52
Less 4 Void Checks:	908.01
Total of 37 Disbursements:	1,520.51



Check Date	Check	Vendor Name	Amount
Bank AP AP			
07/18/2017	175743	ANN ARBOR CLEANING SUPPLY	524.22
07/18/2017	175744	ANN ARBOR WELDING SUPPLY CO	6.82
07/18/2017	175745	AUTO VALUE YPSILANTI	25.98
07/18/2017	175746	AUTOMATIC IRRIGATION SUPPLY	1,661.99
07/18/2017	175747	BANDIT INDUSTRIES	85.90
07/18/2017	175748	BARR ENGINEERING COMPANY	5,298.54
07/18/2017	175749	BEST BUY BUS. ADVANTAGE ACCT.	414.98
07/18/2017	175750	BRENDA STUMBO	167.09
07/18/2017	175751	CALEB DRUMMER	45.00
07/18/2017	175752	CALEB HALE	60.00
07/18/2017	175753	CARLA JONES-RICHMOND	100.00
07/18/2017	175754	CARSON LEIDLEIN	54.00
07/18/2017	175755	CMYK PRINTING	380.00
07/18/2017	175756	COLD CUT KRUISE	147.90
07/18/2017	175757	CRAIN HEATING & COOLING	56.25
07/18/2017	175758	CYNTHIA GATES	100.00
07/18/2017	175759	DEBORAH WALKER	100.00
07/18/2017	175760	DOWNRIVER ASSOC. OF CODE OFFICIALS	225.00
07/18/2017	175761	FONDRIEST ENVIRONMENTAL, INC	3,933.48
07/18/2017	175762	GORDON FOOD SERVICE INC.	388.04
07/18/2017	175763	GOVERNMENTAL CONSULTANT	2,850.00
07/18/2017	175764	GRAINGER	310.00
07/18/2017	175765	HARVEY PROPERTIES RENTAL MGMT LLC	1,051.62
07/18/2017	175766	HOME DEPOT	43.07
07/18/2017	175767	JANAYA BAKER	100.00
07/18/2017	175768	JEZRELL MESCADO	63.00
07/18/2017	175769	JOLYNETTE WATTS	200.00
07/18/2017	175770	JTW PIPES LLC	225.00
07/18/2017	175771	KENNETH FERRELL	60.00
07/18/2017	175772	KIMBERLY LEMASTER	100.00
07/18/2017	175773	LARRY KENYON	54.00
07/18/2017	175774	LONGS AUTOMOTIVE INC	413.46
07/18/2017	175775	LOOKING GOOD LAWNS	2,888.00
07/18/2017	175776	LOOPNET INC.	658.20
07/18/2017	175777	LOWE'S	441.13
07/18/2017	175778	MARIALANA BRANCH	54.00
07/18/2017	175779	MARK HAMILTON	1,500.00
07/18/2017	175780	MCLAIN AND WINTERS	106,130.34
07/18/2017	175781	MENARD, INC.	104.78
07/18/2017	175782	MESSENGER PRINTING	446.50
07/18/2017	175783	MICHIGAN LINEN SERVICE, INC.	597.61
07/18/2017	175784	MUNICIPAL CODE CORPORATION	450.00
07/18/2017	175785	NAPA AUTO PARTS	136.26
07/18/2017	175786	OFFICE EXPRESS	203.71
07/18/2017	175787	PARKWAY SERVICES, INC.	405.00
07/18/2017	175788	PEAR SPERLING EGGAN & DANIELS PC	3,462.25
07/18/2017	175789	PINTER'S FLOWERLAND, INC.	170.80
07/18/2017	175790	RAND ROBINSON	60.00
07/18/2017	175791	RESIDEX, LLC	2,826.96
07/18/2017	175792	RKA PETROLEUM	5,508.27
07/18/2017	175793	ROBERT THOMASON	60.00
07/18/2017	175794	SAM'S CLUB DIRECT	190.42
07/18/2017	175795	SIGNS BY TOMORROW	277.00
07/18/2017	175796	SPARTAN DISTRIBUTORS	16,458.61
07/18/2017	175797	SPARTAN DISTRIBUTORS	603.75
07/18/2017	175798	STADIUM TROPHY	396.11
07/18/2017	175799	STANDARD PRINTING	66.00
07/18/2017	175800	STANTEC	15,283.38
07/18/2017	175801	SUBURBAN CALCIUM CHLORIDE SALES	700.00
07/18/2017	175802	TAMMIE KEEN	59.92
07/18/2017	175803	TERRAFIRMA	237.00
07/18/2017	175804	TERRY CONDIT	108.00
07/18/2017	175805	TIGER SCORECARD	930.00
07/18/2017	175806	TRACTOR SUPPLY COMPANY	339.94
07/18/2017	175807	W.J. O'NEIL COMPANY	934.74
07/18/2017	175808	WASHTENAW COUNTY LEGAL NEWS	125.00
07/18/2017	175809	WM. F. SELL & SON, INC.	150.00
07/18/2017	175810	WOLVERINE TRUCK SALES, INC.	56.36

A/P Checks

AP TOTALS:

Total of 68 Checks:	182,265.38
Less 0 Void Checks:	0.00
Total of 68 Disbursements:	182,265.38

07/11/2017 02:29 PM  
User: mharris  
DB: Ypsilanti-Twp

CHECK REGISTER FOR CHARTER TOWNSHIP OF YPSILANTI  
CHECK NUMBERS 21 - 21

Check Date	Check	Vendor Name	Description	Amount
Bank CARDS COMERICA COMMERCIAL CARD				
07/11/2017	21(E)	COMERICA BANK	NEW SMALL ROW BOAT FOR MAINTENANCE ACTIV	1,297.00
			HP MINI-GBIC GIGABIT-SX-LC SFP (J4858C)	344.96
			S7 PHONE CASES	399.25
			MAIL AND STAMPS	84.23
			LUNCH FOR ASSESSMENT CENTER ASSESSORS	53.75
				<u>2,179.19</u>
CARDS TOTALS:				
Total of 1 Checks:				2,179.19
Less 0 Void Checks:				0.00
Total of 1 Disbursements:				<u>2,179.19</u>

OFFICE OF THE TREASURER  
LARRY J. DOE



MONTHLY TREASURER'S REPORT  
June 1, 2017 THROUGH June 30, 2017

<u>Account Name</u>	<u>Beginning Balance</u>	<u>Cash Receipts</u>	<u>Cash Disbursements</u>	<u>Ending Balance</u>
101 - General Fund	5,296,592.33	987,803.37	2,027,542.25	4,256,853.45
101 - Payroll	158,201.17	985,105.57	923,886.39	219,420.35
101 - Willow Run Escrow	142,756.84	23.47		142,780.31
206 - Fire Department	3,883,017.47	10,785.72	405,046.82	3,488,756.37
208 - Parks Fund	28,580.18	32.43	808.22	27,804.39
212 - Roads/Bike Path/Rec/General Fund	1,350,417.53	366,453.88	341,935.00	1,374,936.41
226 - Environmental Services	3,122,578.33	2,215.76	212,839.30	2,911,954.79
230 - Recreation	29,015.93	167,210.00	74,228.81	121,997.12
236 - 14-B District Court	388,522.78	159,470.12	136,919.95	411,072.95
244 - Economic Development	67,429.17	41.95		67,471.12
248 - Rental Inspections	192,124.06	14,114.89	28,930.43	177,308.52
249 - Building Department Fund	851,485.43	102,132.69	67,957.14	885,660.98
250 - LDFA Tax	19,307.54	11.95		19,319.49
252 - Hydro Station Fund	531,552.25	55,277.18	85,559.54	501,269.89
266 - Law Enforcement Fund	6,052,939.24	4,141.92	155,393.95	5,901,687.21
280 - State Grants	18,452.04	11.45		18,463.49
301 - General Obligation	5,185.83	3.24		5,189.07
397 - Series "B" Cap. Cost of Funds	31,084.65	19.29		31,103.94
398 - LDFA 2006 Bonds	30,480.60	18.92		30,499.52
498 - Capital Improvement 2006 Bond Fund	330,530.23	54.33		330,584.56
584 - Green Oaks Golf Course	392,642.28	197,405.09	311,588.68	278,458.69
590 - Compost Site	542,534.91	66,937.60	31,649.31	577,823.20
595 - Motor Pool	201,416.89	122.86	7,723.18	193,816.57
701 - General Tax Collection	95,093.50	5,661.24	5,798.99	94,955.75
703 - Current Tax Collections	53,143.14	7.06	189.74	52,960.46
707 - Bonds & Escrow/GreenTop	1,347,347.88	15,063.68	48,969.00	1,313,442.56
708 - Fire Withholding Bonds	124,020.96	20.39		124,041.35
893 - Nuisance Abatement Fund	80,892.57	2,708.55	5,172.26	78,428.86
ABN AMRO Series "B" Debt Red. Cap.Int.	3,754.58			3,754.58
<b>GRAND TOTAL</b>	<b>25,371,100.31</b>	<b>3,142,854.60</b>	<b>4,872,138.96</b>	<b>23,641,815.95</b>

# ATTORNEY REPORT

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GENERAL LEGAL UPDATE

# **NEW BUSINESS**

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**CHARTER TOWNSHIP OF YPSILANTI  
2017 BUDGET AMENDMENT #10**

July 18, 2017

**101 - GENERAL OPERATIONS FUND**

**Total Increase \$6,559.00**

Request to increase budget for PTO payout request over the budgeted 32 hours, an additional 40 hours to be paid at 75%. This will be funded by an Appropriation for Prior Year Fund Balance.

<b>Revenues:</b>	Prior Year Fund Balance	101-000-000-699.000	\$753.00
		<b>Net Revenues</b>	<u><u>\$753.00</u></u>
<b>Expenditures:</b>	Salaries pay out -PTO	101-201-000-708.004	\$700.00
	FICA	101-201-000-715.000	\$53.00
		<b>Net Expenditures</b>	<u><u>\$753.00</u></u>

Budget for DTE to install an 2 streetlights, one at the intersection of McCartney Avenue & State Street and one at the intersection of Cary Drive & Farm Lane. These streetlights will eventually be placed on the special assessment tax roll for reimbursement back to the general fund, but for now it will be fund by an Appropriation of Prior Year Fund Balance.

<b>Revenues:</b>	Prior Year Fund Balance	101-000-000-699.000	\$5,806.00
		<b>Net Revenues</b>	<u><u>\$5,806.00</u></u>
<b>Expenditures:</b>	Street Light - Construction/Conversion	101-956-000-926.050	\$5,806.00
		<b>Net Expenditures</b>	<u><u>\$5,806.00</u></u>

Motion to Amend the 2017 Budget (#10):

Move to increase the General Fund budget by \$6,559 to \$9,496,320 and approve the department line item changes as outlined.

# CHARTER TOWNSHIP OF YPSILANTI

## OFFICE OF COMMUNITY STANDARDS

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

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To: Karen Lovejoy Roe, Clerk  
From: Mike Radzik, OCS Director  
Re: **Request to approve the First Amendment to the Master Deed of the Manors at Creekside Village portion of Planned Development #25.**  
Copy: McLain & Winters  
Date: July 7, 2017

Lombardo Homes on behalf of S.E. Michigan Land Holdings, LLC has submitted the enclosed First Amendment to the Master Deed of the Manors at Creekside Village portion of Planned Development #25 with the associated Replat No. 1 of Washtenaw County Condominium Subdivision Plan No. 591. This master deed amendment has been reviewed by the township attorney and is in proper form for execution and recordation with the Washtenaw County Register of Deeds.

Here is a summary of changes contained in this amendment:

- Acknowledges the maintenance responsibility of the detention pond and open space areas within the condominium.
- Allows the Township to SAD the units within the condominium should these areas not be properly maintained.
- Changes fencing requirements in the bylaws.
- Changes shed requirements in the bylaws.
- Adds a monotony rule to the condominium (i.e. no similar front elevations both in style and color of any residence shall be duplicated on a unit on either side or directly across the street).
- Adjusts lot lines on units 3 through 6, 17 through 19, 44 and 45. As currently configured, no homes will fit on units 18, 19 44 or 45, and the adjustment will allow homes to fit on those lots.
- Corrects the dimensions of unit 32 previously in error.

Thank you for your consideration. Please contact me with questions or concerns.

Regards,

*Michael J. Radzik*

Director, Office of Community Standards

7200 S. Huron River Drive • Ypsilanti, MI 48197 • (734) 485-4393





**FIRST AMENDMENT TO MASTER DEED  
OF MANORS AT CREEKSIDE VILLAGE**

S.E. Michigan Land Holding LLC, a Michigan limited liability company, the address of which is 13001 23 Mile Road, Suite 200, Shelby Township, Michigan 48315, being (a) the Developer of Manors at Creekside Village, a residential condominium project located in Washtenaw County, Michigan (the “Condominium Project”), established pursuant to the Master Deed thereof recorded in Liber 4880, Page 66, Washtenaw County Records (the “Master Deed”), and designated as Washtenaw County Condominium Subdivision Plan No. 591, and (b) the Co-owner of Units 3 through 6, both inclusive, 17 through 19, both inclusive, 32, 44 and 45 of the Condominium Project, hereby amends the Master Deed pursuant to Article VIII thereof and Section 2.B. 41 of Article VI of the Bylaws for the purposes described below. Upon the recording of this First Amendment to Master Deed in the office of the Washtenaw County Register of Deeds, the Master Deed (including the Bylaws and Condominium Subdivision Plan attached thereto as Exhibits A and B, respectively) will be amended as follows:

1. Article VII of the Master Deed is hereby amended to add a new subparagraph (m) that reads as follows:

The Project is subject to a certain Planned Development Agreement entered into by the Developer and the Township. Pursuant to such Planned Development Agreement:

(i) No part of the storm water detention areas within the Project shall be allowed to remain unkempt, all grass and growth shall be maintained and cut in accordance with Township ordinances and the inlets and outlets shall be kept functioning.

(ii) Without abrogating or limiting Developer’s continuing responsibility to maintain the detention areas during the period of construction thereof, the Association, to the extent not the responsibility of the Office of the Washtenaw County Water Resources Commissioner, shall be responsible for preserving, retaining, maintaining and keeping operational any detention areas and inlet and outlet areas, whether arising under the Planned Development Agreement or any other open space maintenance agreements or other maintenance and/or easement agreements entered into with the Township or other governmental entities, from the date of certification by the Township engineer that he has inspected the required improvements and is reasonably satisfied they are proper and complete. Upon the completion of the storm water and detention

facilities within the Project (excluding leads that exclusively serve one Unit) and the approval of such storm drainage and detention facilities by the Washtenaw County Water Resources Commissioner, the Association, to the extent not the responsibility of the Office of the Washtenaw Water Resources Commissioner, shall be responsible for the maintenance of such storm drainage and detention facilities and Developer shall have no further maintenance obligations in connection therewith.

(iii) In the event Developer and/or the Association at any time fail to maintain or preserve the detention areas and the inlet and outlet areas in accordance with the Planned Development Agreement, the Township or the Washtenaw County Water Resources Commissioner's Office may serve written notice by certified mail upon Developer and the Association, as applicable, setting forth the deficiencies in Developer's or the Association's maintenance and/or preservation of the detention areas and inlet and outlet areas in accordance with the Planned Development Agreement. The written notice shall include a demand that deficiencies of maintenance and/or preservation be cured within thirty (30) days of the date of said notice. If the deficiencies set forth in the original notice or any subsequent notice are not cured within the thirty (30) day period, the Township, in order to prevent the detention areas and inlet and outlet areas from becoming a nuisance, may enter upon the detention areas and inlet and outlet areas and perform the required maintenance and/or preservation to cure the deficiencies. The Township's cost to perform any such maintenance and/or preservation, together with a ten (10%) percent surcharge for administrative costs, shall be assessed equally against each Unit within the Project, placed on the next Township roll as a special assessment and collected in the same manner as general property taxes.

2. Section 2.B.9 of Article VI of the Bylaws is hereby amended and restated in its entirety to read as follows:

9. No fencing of any type is allowed within any Unit, except for a fence which is (i) not more than four (4) feet in height, (ii) a picket-style design and comprised of wrought iron, aluminum or another material approved by Developer, (iii) black in color, (iv) approved by Developer in writing, and (v) in compliance with Ypsilanti Township's ordinance requirements. In no event may any fence be located nearer to any front Unit boundary line than the horizontal midpoints, each measured separately, of the exterior side walls of the Residence, provided, however, that notwithstanding the foregoing, if a Residence (excluding the portion thereof consisting of an attached garage) has an entry door on the side of the Residence, a fence on the side of the house that such entry door is located may extend from the rear of the Residence toward the front of the Residence to a point that is not more than five (5) feet past the point of such door which is closest to the front of the Residence. In addition, if a sidewalk is located within the side yard of a corner Unit, no fence installed within such corner Unit may be located closer than two (2) feet to such sidewalk. A Co-owner shall also obtain such permits and other approvals as may be required for such fencing by Ypsilanti Township. Nothing contained in the foregoing shall prohibit the installation of so-called "invisible" fencing which is installed underground provided the plans therefor are approved by Developer in writing.

3. Section 2.B.11 of Article VI of the Bylaws is hereby amended and restated in its entirety to read as follows:

11. No tent, shack, shed, barn, tree house or other similar outbuilding or structure shall, except as otherwise provided in this Article VI or except as otherwise approved in writing by Developer in its sole discretion, be placed in any Unit at any time, either temporarily or permanently, provided that a shed may be placed in a Unit provided that (i) the shed may be no larger than 120 square feet, (ii) the height of the shed may not exceed fourteen (14) feet as measured from the bottom of the shed to the top most element of the roof of the shed, (iii) the shed must be located within the rear of a Unit and not closer than five (5) feet to any boundary line of the Unit, (iv) the shed is used only as a storage facility, (v) all other aspects of the shed, including the materials comprising the same, are approved by the Developer in writing and (vi) the shed conforms to all Ypsilanti Township ordinances. No tools, equipment or other items of personal property shall be kept or stored immediately adjacent to the shed (e.g., no item leaning or propped against the exterior of the shed). Plans for swimming or bath houses must be specifically approved by Developer and Ypsilanti Township. Notwithstanding the foregoing, camping out in a tent that is erected in the rear yard of a Unit behind a fence installed pursuant to Section 2.B.9. above is permitted provided that such activity is on a temporary, infrequent basis and does not become or constitute a nuisance or unreasonable source of annoyance to the occupants of other Units.

4. Section 2.B.25 of Article VI of the Bylaws is hereby amended and restated in its entirety to read as follows:

25. No substantially similar front elevation both in style and color of any Residence shall be duplicated on the Unit on either side of the Unit within such Residence is located or the Unit directly across from the front yard of the Unit in question unless approved by Developer as provided in Parts E and F below.

5. Amended Sheets 1 through 8 of Replat No. 1 of the Condominium Subdivision Plan of Manors at Creekside Village, as attached hereto, shall replace and supersede Sheets 1 through 8 of the Condominium Subdivision Plan of Manors at Creekside Village as previously recorded, and Sheets 1 through 8 of the Condominium Subdivision Plan of Manors at Creekside Village as previously recorded shall be of no further force or effect.

6. In all other respects, other than as hereinabove indicated, the Master Deed of Manors at Creekside Village, including the Bylaws and Condominium Subdivision Plan respectively attached thereto as Exhibits A and B and recorded as aforesaid, is hereby ratified and confirmed.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

**S.E. MICHIGAN LAND HOLDING LLC**, a  
Michigan limited liability company

By: \_\_\_\_\_  
Anthony F. Lombardo, Manager

STATE OF MICHIGAN     )  
  ) ss.  
COUNTY OF \_\_\_\_\_ )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by Anthony F. Lombardo, the Manager of S.E. Michigan Land Holding LLC, a Michigan limited liability company, on behalf of the limited liability company.

\_\_\_\_\_  
Notary Public  
\_\_\_\_\_  
County, Michigan  
My commission expires: \_\_\_\_\_  
Acting in \_\_\_\_\_ County, Michigan

Prepared by and when recorded, return to:  
Timothy M. Koltun, Esq.  
Clark Hill PLC  
500 Woodward Avenue, Suite 3500  
Detroit, Michigan 48226

[Signature page to First Amendment to Master Deed of Manors at Creekside Village]

REPLAT NO. 1 OF  
WASHTENAW COUNTY CONDOMINIUM  
SUBDIVISION PLAN NO. 591

EXHIBIT B TO THE AMENDED  
MASTER DEED OF

# MANORS AT CREEKSIDE VILLAGE

A CONDOMINIUM IN THE  
TOWNSHIP OF YPSILANTI  
WASHTENAW COUNTY, MICHIGAN

### DEVELOPER

S.E. MICHIGAN LAND HOLDING LLC  
13001 23 MILE ROAD, SUITE 200  
SHELBY TOWNSHIP, MI 48315

### ENGINEER AND SURVEYOR

ATWELL, LLC  
TWO TOWNE SQUARE, SUITE 700  
SOUTHFIELD, MI 48076  
PHONE (248) 447-2000  
FAX (248) 447-2001

### LEGAL DESCRIPTION

Land situated in the Township of Ypsilanti, County of Washtenaw, State of Michigan, described as follows:

Commencing at the Northeast corner of Section 34, T3S, R7E, Ypsilanti Township, Washtenaw County, Michigan; thence S01°00'43"E 60.33 feet along the East line of said Section 34 and the centerline of Tuttle Hill Road (60-foot 1/2 width); thence N84°58'45"W 60.33 feet parallel with the North line of said Section 34 for a PLACE OF BEGINNING; thence S01°00'43"E 906.16 feet along the West Right-of-Way line of said Tuttle Hill Road; thence S85°33'57"W 604.36 feet; thence S02°45'18"W 209.58 feet; thence S86°08'43"W 645.50 feet; thence N00°53'25"W 1075.11 feet; thence S84°58'45"E 603.20 feet; thence N00°53'25"W 241.32 feet; thence S84°58'45"E 662.77 feet along the South Right-of-Way line of Merritt Road (60-foot 1/2 width) to the Place of Beginning, containing 28.97 acres of land, more or less, being a part of the Northeast 1/4 of said Section 34.

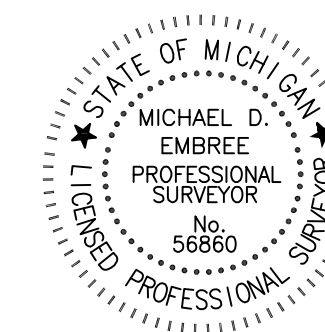
### SHEET INDEX

SHEET NO.	DESCRIPTION
* 1	TITLE AND DESCRIPTION
* 2	COMPOSITE SURVEY PLAN
* 3	SURVEY PLAN
* 4	SURVEY PLAN
* 5	SITE PLAN
* 6	SITE PLAN
* 7	UTILITY PLAN
* 8	UTILITY PLAN

NOTE:  
THE ASTERISKS(\*) SHOWN ABOVE INDICATE  
AMENDED/NEW SHEETS ON JUNE 15, 2017.  
THESE SHEETS WITH THE SUBMISSION ARE TO  
REPLACE THOSE SHEETS PREVIOUSLY RECORDED.

NOTE:  
"THIS CONDOMINIUM SUBDIVISION PLAT IS NOT REQUIRED TO CONTAIN  
DETAILED PROJECT DESIGN PLANS PREPARED BY THE APPROPRIATE  
LICENSED DESIGN PROFESSIONAL. SUCH PROJECT DESIGN PLANS ARE  
FILED, AS PART OF THE CONSTRUCTION PERMIT APPLICATION WITH THE  
ENFORCING AGENCY FOR THE STATE CONSTRUCTION CODE IN THE  
RELEVANT GOVERNMENTAL SUBDIVISION. THE ENFORCING AGENCY MAY BE A  
LOCAL BUILDING DEPARTMENT OR THE STATE DEPARTMENT OF LICENSING  
AND REGULATORY AFFAIRS."

PROPOSED DATED - JUNE 15, 2017



MICHAEL D. EMBREE  
LICENSED PROFESSIONAL SURVEYOR NO. 56860  
ATWELL, LLC  
TWO TOWNE SQUARE, SUITE 700  
SOUTHFIELD, MI 48076  
(248) 447-2000

TITLE AND DESCRIPTION  
MANORS AT CREEKSIDE VILLAGE

1



Know what's below.

Call before you dig.

THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE MANNER ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR ITS REPRESENTATIVE. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK, AND AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.

NOTICE:  
CONSTRUCTION SITE SAFETY IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR. NEITHER THE OWNER NOR THE ENGINEER SHALL BE EXPECTED TO ASSUME ANY RESPONSIBILITY FOR SAFETY OF THE WORK, OF PERSONS ENGAGED IN THE WORK, OF ANY NEARBY STRUCTURES, OR OF ANY OTHER PERSONS.

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ATWELL  
866.850.4200 www.atwell-group.com  
TWO TOWNE SQUARE, SUITE 700  
SOUTHFIELD, MI 48076  
248.447.2000



SECTION 34  
TOWN 3 SOUTH, RANGE 7 EAST  
YPSILANTI TOWNSHIP  
WASHTENAW COUNTY, MICHIGAN

CLIENT  
S.E. MICHIGAN LAND HOLDING LLC  
DATE  
06/15/2017  
TITLE AND DESCRIPTION  
MANORS AT  
CREEKSIDE VILLAGE

12/17/10 UPDATE  
04/10/14 UNIT 32 DIMS  
06/15/17 REPLAT NO. 1

REVISIONS

DR. DH | CH. ME

P.M. J. CECIL

BOOK 1099

JOB LV01514

SHEET NO.

1



Know what's below.

Call before you dig. THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE MANNER ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE CONTRACTOR...

NOTICE: CONSTRUCTION SITE SAFETY IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR. NEITHER THE OWNER NOR THE ENGINEER SHALL BE EXPECTED TO ASSUME ANY RESPONSIBILITY FOR SAFETY OF THE WORK...

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SECTION 34 TOWN 3 SOUTH, RANGE 7 EAST YPSILANTI TOWNSHIP WASHTENAW COUNTY, MICHIGAN

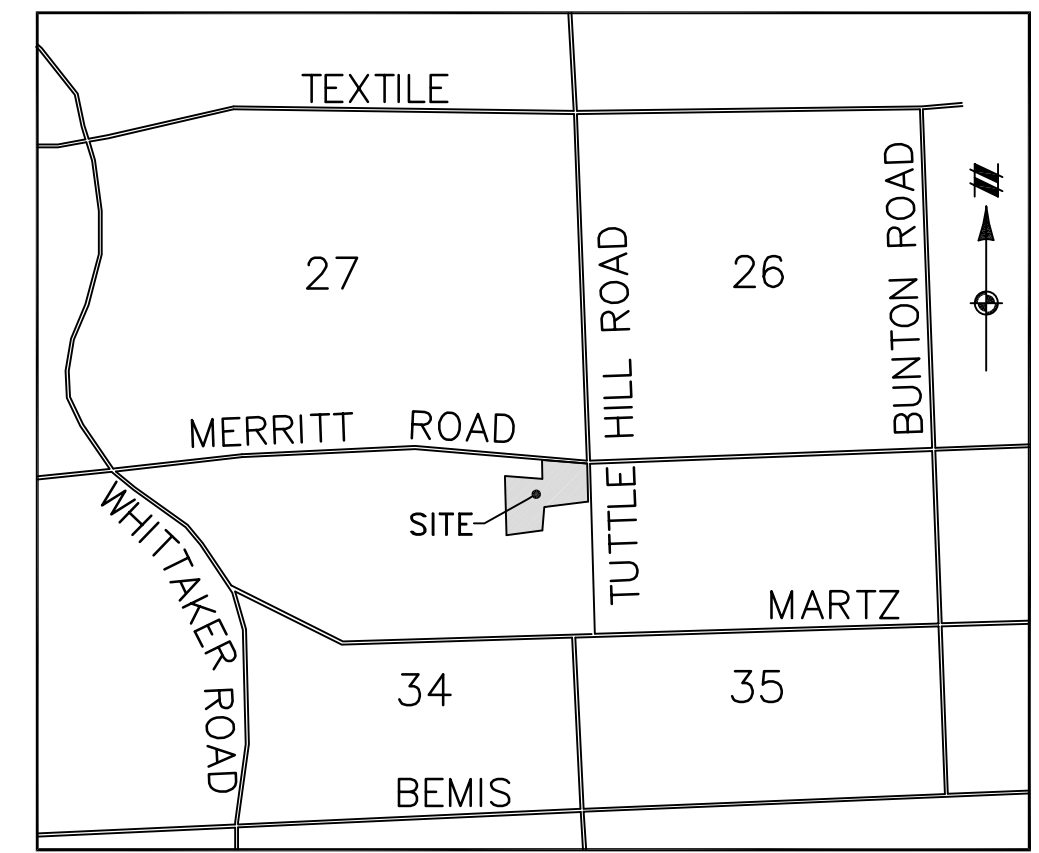
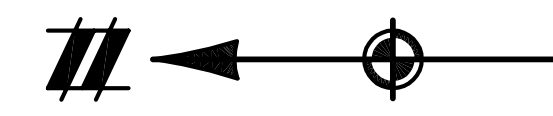
CLIENT S.E. MICHIGAN LAND HOLDING LLC COMPOSITE SURVEY PLAN MANORS AT CREEKSIDE VILLAGE

DATE 06/15/2017

12/17/10 UPDATE 04/10/14 UNIT 32 DIMS 06/15/17 REPLAT NO. 1

Table with 2 columns: REVISIONS, SCALE. Includes a graphic scale bar showing 0, 50, 100 feet.

DR. DH CH. ME P.M. J. CECIL BOOK 1099 JOB LV01514 SHEET NO. 2



VICINITY MAP NOT TO SCALE

SURVEYOR'S CERTIFICATE:

I, MICHAEL D. EMBREE, LICENSED PROFESSIONAL SURVEYOR OF THE STATE OF MICHIGAN, HEREBY CERTIFY:

THAT THE SUBDIVISION PLAN KNOWN AS WASHTENAW COUNTY CONDOMINIUM SUBDIVISION PLAN NO. 591, AS SHOWN ON THE ACCOMPANYING DRAWINGS, REPRESENTS A SURVEY ON THE GROUND MADE UNDER MY DIRECTION, THAT THERE ARE NO EXISTING ENCROACHMENTS UPON THE LANDS AND PROPERTY HEREIN DESCRIBED.

THAT THE REQUIRED MONUMENTS AND IRON MARKERS WILL BE LOCATED IN THE GROUND WITHIN 1 YEAR FROM THE RECORDATION OF THIS PLAN AS REQUIRED BY THE RULES PROMULGATED UNDER SECTION 142 OF ACT NO. 59 OF THE PUBLIC ACTS OF 1978, AS AMENDED.

THAT THE ACCURACY OF THIS SURVEY IS WITHIN THE LIMITS REQUIRED BY THE RULES PROMULGATED UNDER SECTION 142 OF ACT NO. 59 OF THE PUBLIC ACTS OF 1978, AS AMENDED.

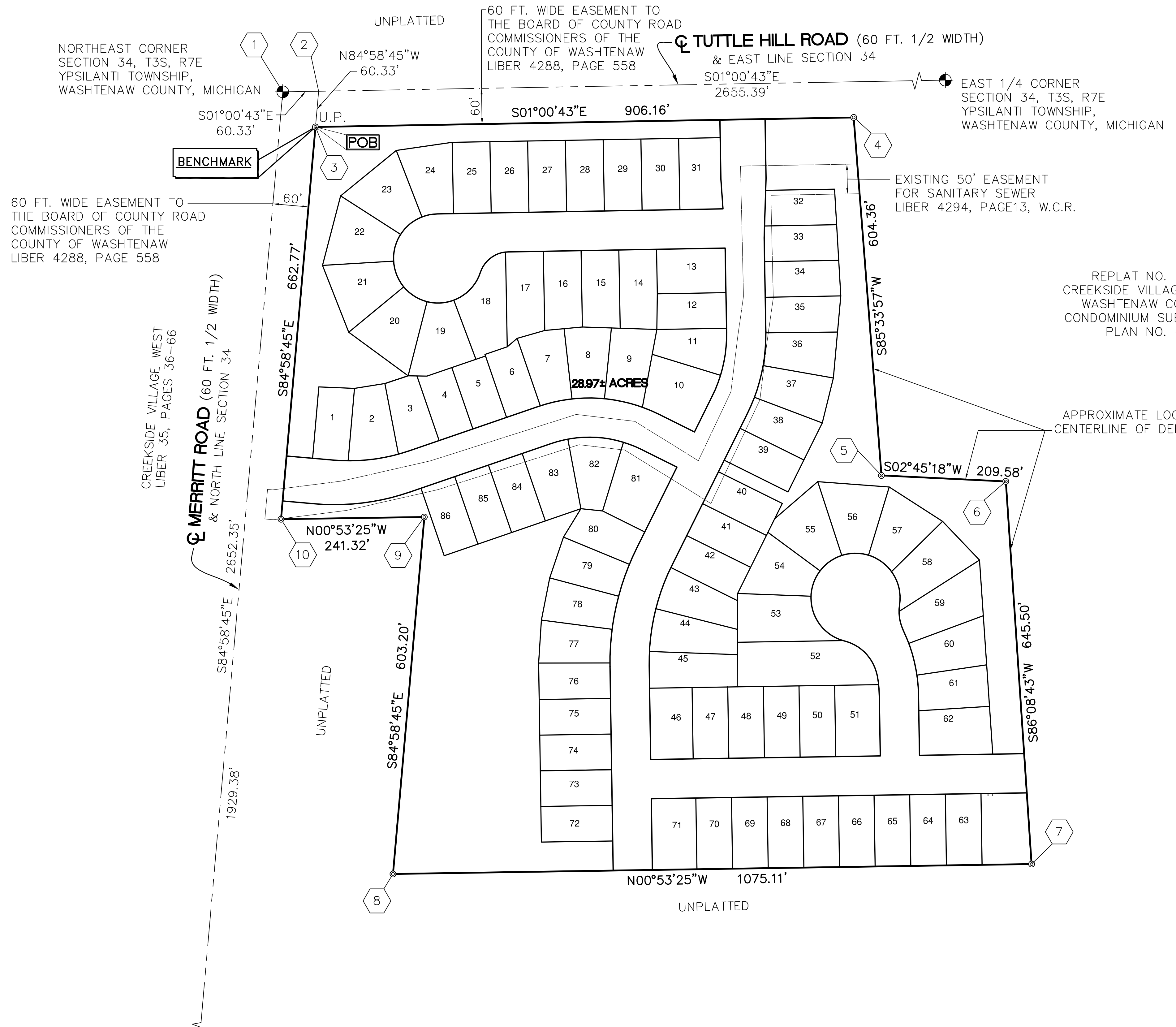
THAT THE BEARINGS, AS SHOWN, ARE NOTED ON THE SURVEY PLAN AS REQUIRED BY THE RULES PROMULGATED UNDER SECTION 142 OF ACT NO. 59 OF THE PUBLIC ACTS OF 1978, AS AMENDED.

PROPOSED DATED - JUNE 15, 2017

MICHAEL D. EMBREE LICENSED PROFESSIONAL SURVEYOR NO. 56860 ATWELL, LLC TWO TOWNE SQUARE, SUITE 700 SOUTHFIELD, MI 48076 (248) 447-2000



COMPOSITE SURVEY PLAN MANORS AT CREEKSIDE VILLAGE



NORTH 1/4 CORNER SECTION 34 T3S, R7E YPSILANTI TOWNSHIP, WASHTENAW COUNTY, MICHIGAN

COORDINATE TABLE with columns: COORD. NO., NORTHING, EASTING. Rows 1-10.

LEGEND with symbols for IRON PIPE, CONCRETE MONUMENT, U.P. UTILITY POLE, COORDINATE POINT, POB PLACE OF BEGINNING.

BENCHMARK:

RR SPIKE IN POWER POLE AT SW CORNER OF MERRITT ROAD & TUTTLE HILL ROAD. ELEV: 707.61 (NAVD 88)

BEARINGS ARE BASED ON:

CREEKSIDE VILLAGE WEST, LIBER 35, PAGES 66, WASHTENAW COUNTY RECORDS.



NORTH 1/4 CORNER  
SECTION 34  
T3S, R7E  
YPSILANTI TOWNSHIP,  
WASHTENAW COUNTY, MICHIGAN

- LEGEND**
- IRON PIPE
  - CONCRETE MONUMENT



KEY MAP  
NOT TO SCALE



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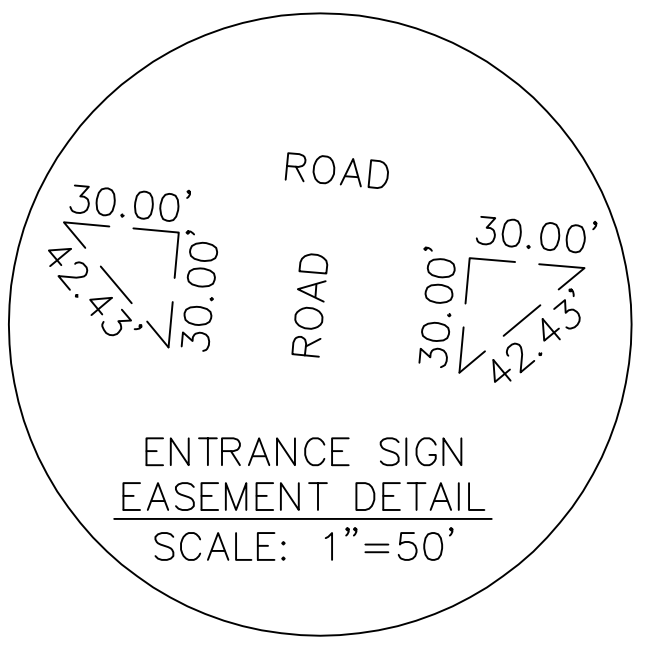
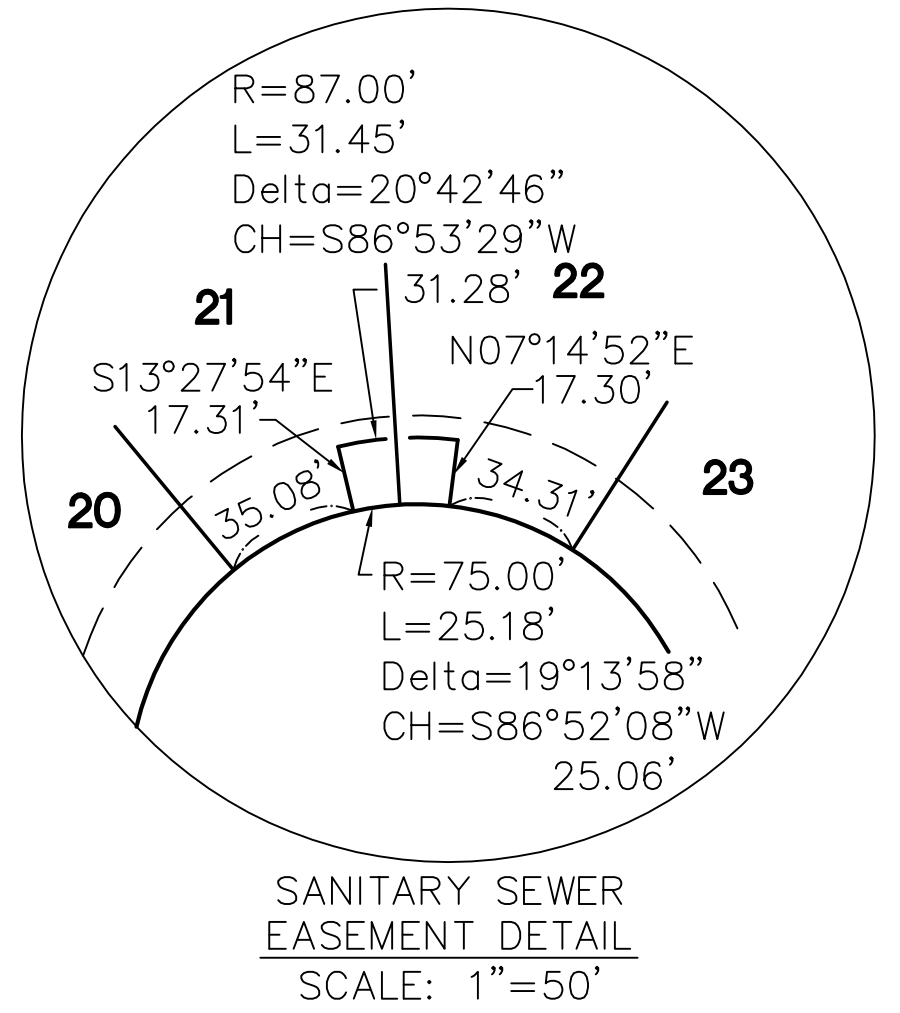
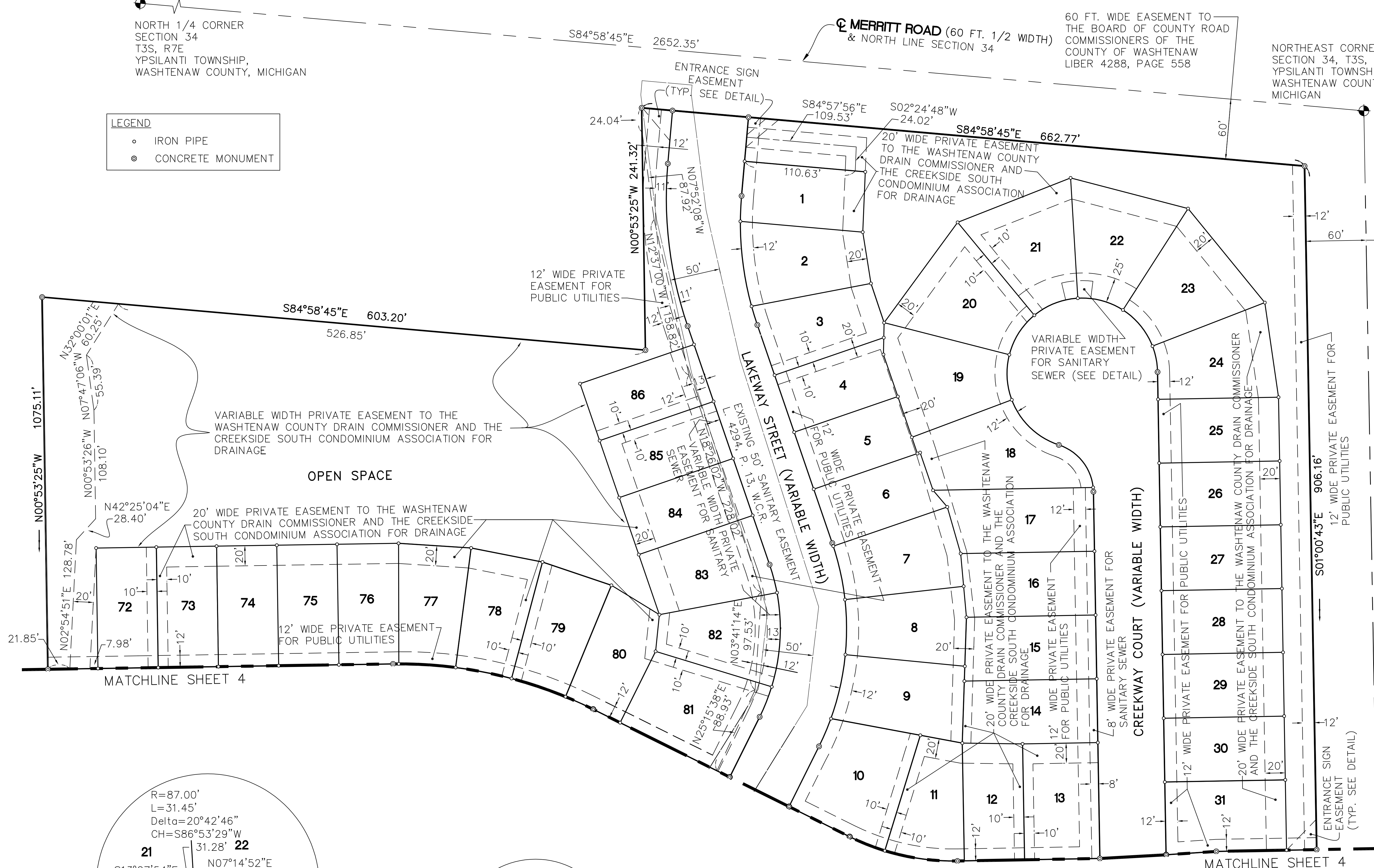
SECTION 34  
TOWN 3 SOUTH, RANGE 7 EAST  
YPSILANTI TOWNSHIP  
WASHTENAW COUNTY, MICHIGAN

CLIENT  
S.E. MICHIGAN LAND HOLDING LLC  
SURVEY PLAN  
MANORS AT  
CREEKSIDE VILLAGE

DATE  
06/15/2017

12/17/10 UPDATE  
04/10/14 UNIT 32 DIMS  
06/15/17 REPLAT NO. 1

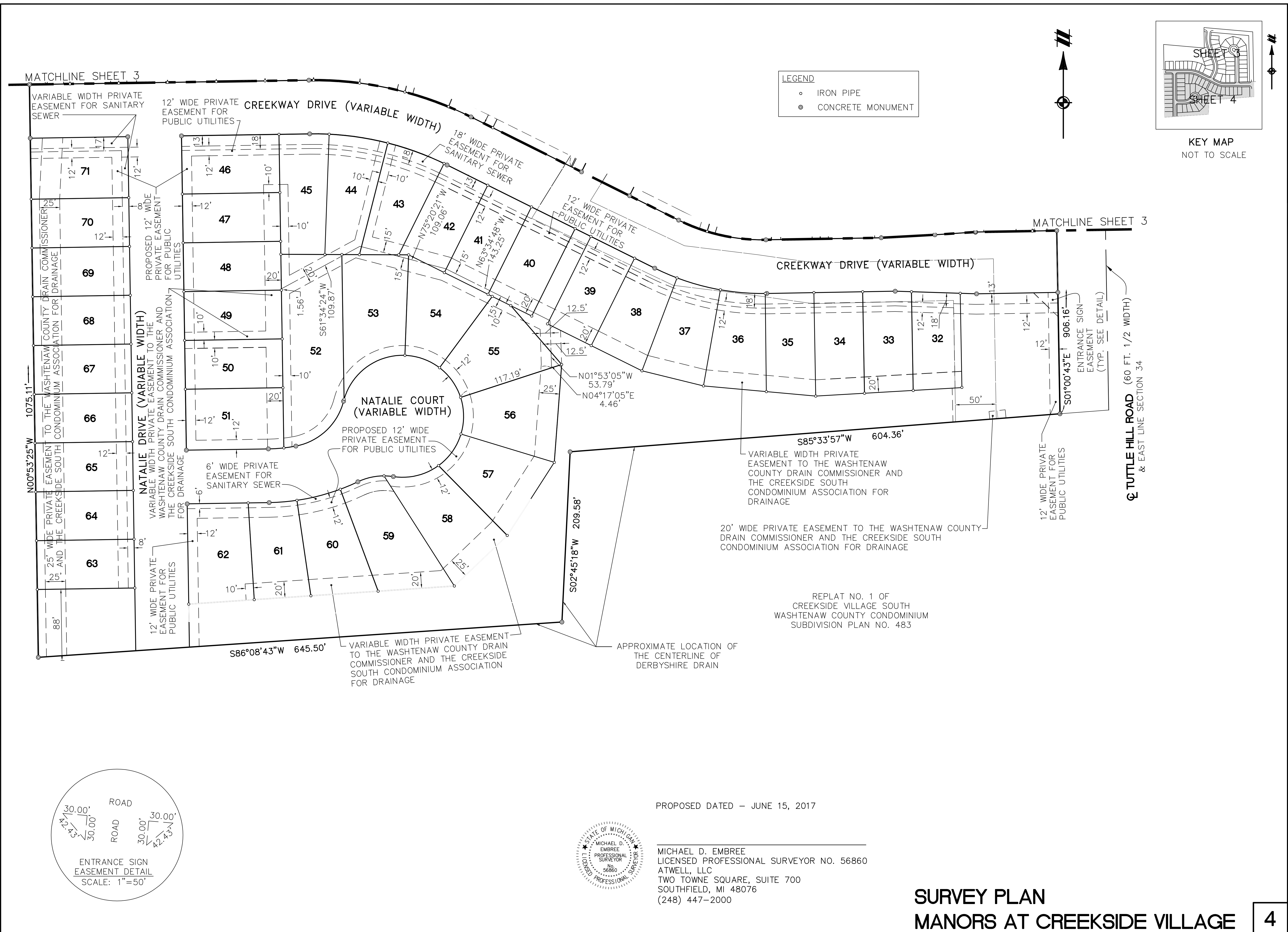
REVISIONS	
SCALE	0 25 50
1" = 50 FEET	
DR.	DH
CH.	ME
P.M.	J. CECIL
BOOK	1099
JOB	LV01514
SHEET NO.	3



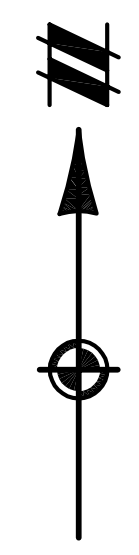
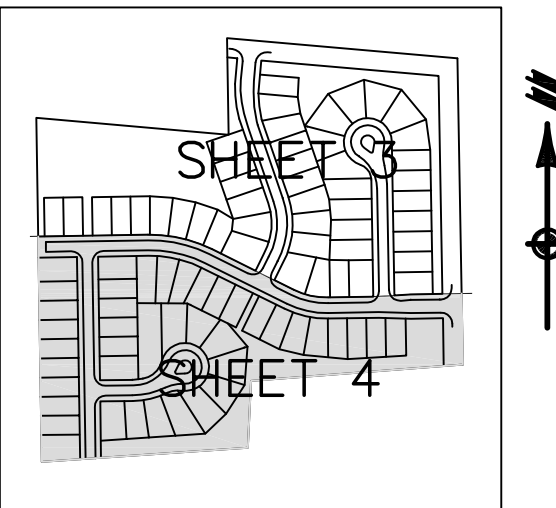
PROPOSED DATED - JUNE 15, 2017

MICHAEL D. EMBREE  
LICENSED PROFESSIONAL SURVEYOR NO. 56860  
ATWELL, LLC  
TWO TOWNE SQUARE, SUITE 700  
SOUTHFIELD, MI 48076  
(248) 447-2000

**SURVEY PLAN  
MANORS AT CREEKSIDE VILLAGE**



**LEGEND**  
 ○ IRON PIPE  
 ⊙ CONCRETE MONUMENT



**811**  
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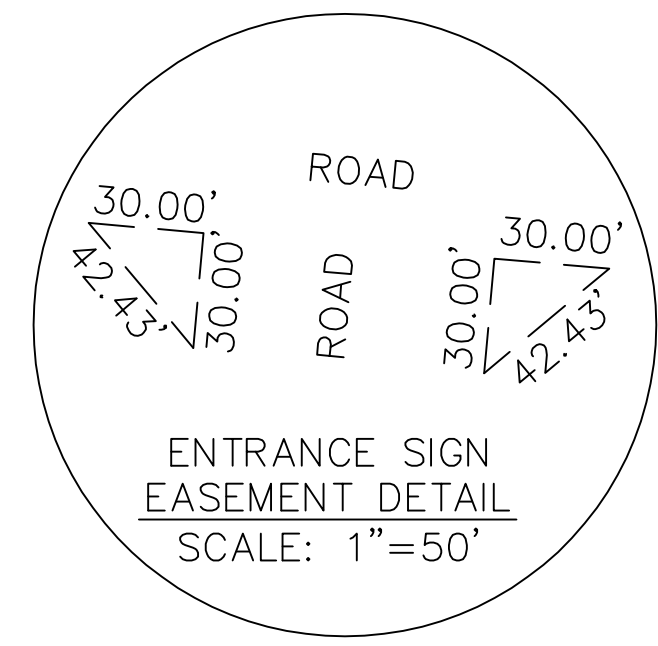
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SECTION 34  
 TOWN 3 SOUTH, RANGE 7 EAST  
 YPSILANTI TOWNSHIP  
 WASHTENAW COUNTY, MICHIGAN

CLIENT  
 S.E. MICHIGAN LAND HOLDING LLC

SURVEY PLAN  
 MANORS AT  
 CREEKSIDE VILLAGE

DATE	06/15/2017
REVISIONS	
SCALE	0 25 50 1" = 50 FEET
DR.	DH
CH.	ME
P.M.	J. CECIL
BOOK	1099
JOB	LV01514
SHEET NO.	4



PROPOSED DATED - JUNE 15, 2017

MICHAEL D. EMBREE  
 LICENSED PROFESSIONAL SURVEYOR NO. 56860  
 ATWELL, LLC  
 TWO TOWNE SQUARE, SUITE 700  
 SOUTHFIELD, MI 48076  
 (248) 447-2000

**SURVEY PLAN  
 MANORS AT CREEKSIDE VILLAGE**

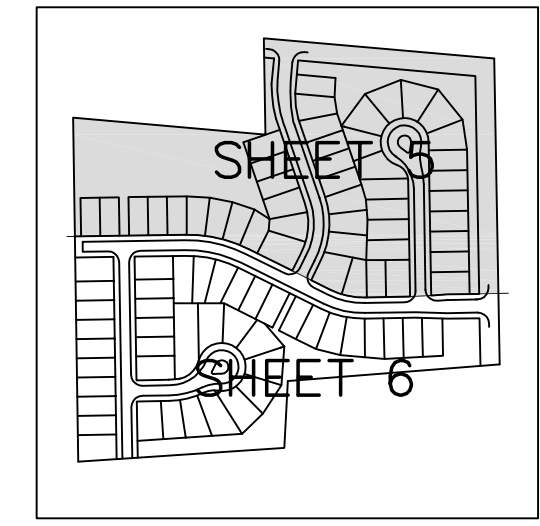


NORTH 1/4 CORNER  
SECTION 34  
T3S, R7E  
YPSILANTI TOWNSHIP,  
WASHTENAW COUNTY, MICHIGAN

S84°58'45"E 2652.35'

MERRITT ROAD (60 FT. 1/2 WIDTH)  
& NORTH LINE SECTION 34

NORTHEAST CORNER  
SECTION 34, T3S, R7E  
YPSILANTI TOWNSHIP,  
WASHTENAW COUNTY  
MICHIGAN

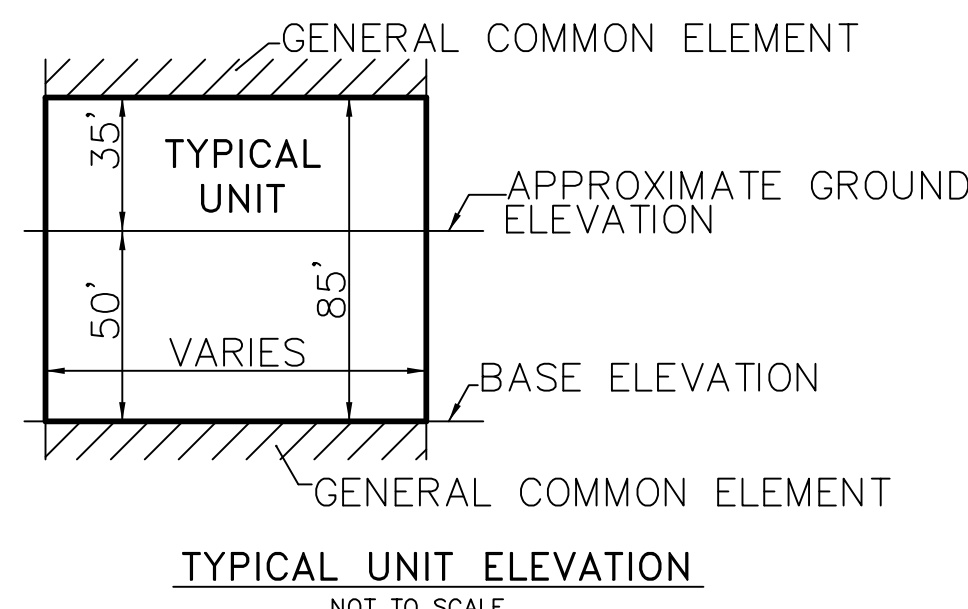
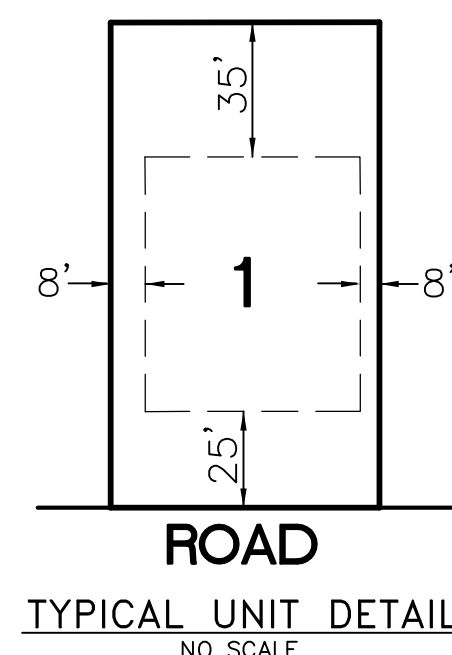


KEY MAP  
NOT TO SCALE

CURVE TABLE					
CURVE	LENGTH	RADIUS	CHD. BEARING	CHORD	DELTA
C1	130.41'	311.62'	S06°58'05"E	129.46'	23°58'40"
C2	208.29'	263.00'	N03°43'53"E	202.89'	45°22'38"
C3	111.08'	232.00'	S77°17'45"E	110.02'	27°25'55"
C4	61.83'	50.00'	N36°26'17"W	57.97'	70°51'09"
C5	328.37'	75.00'	S53°33'43"W	122.23'	250°51'09"
C13	206.39'	433.00'	N77°14'07"W	204.44'	27°18'38"
C14	156.02'	197.00'	N03°43'53"E	151.97'	45°22'38"
C15	164.16'	392.26'	S06°58'05"E	162.96'	23°58'40"



COORDINATE TABLE		
COORD. NO.	NORTHING	EASTING
11	9939.19	9503.45
12	9828.05	9509.09
13	9715.42	9535.90
14	9674.81	9549.85
15	9605.44	9585.10
16	9495.58	9604.24
17	9370.26	9600.06
18	9394.68	9469.17
19	9370.82	9735.07
20	9888.90	9595.42
21	9902.63	9824.90
22	9714.77	9915.02
23	9587.73	9917.27
24	9460.69	9919.51
25	9333.65	9921.75
26	9671.51	9238.86
27	9558.02	9277.84
28	9461.67	9294.58
29	9550.60	9181.98
30	9569.24	9038.60
31	9567.35	8917.34
32	9565.49	8797.36



LEGEND	
7	UNIT NUMBER
13	COORDINATE POINT
●	CONCRETE MONUMENT
○	IRON PIPE
[Hatched Box]	GENERAL COMMON ELEMENT
—	LIMITS OF OWNERSHIP

NOTES:  
1. DETENTION POND A AND ROAD IMPROVEMENTS SERVING UNIT 1 THROUGH UNIT 86 MUST BE BUILT. ALL OTHER IMPROVEMENTS SHOWN ON THIS PLAN NEED NOT BE BUILT.



MICHAEL D. EMBREE  
LICENSED PROFESSIONAL SURVEYOR NO. 56860  
ATWELL, LLC  
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# SITE PLAN MANORS AT CREEKSIDE VILLAGE

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248.447.2000

CLIENT	S.E. MICHIGAN LAND HOLDING LLC
SECTION	SECTION 34
TOWN	TOWN 3 SOUTH, RANGE 7 EAST
TOWNSHIP	YPSILANTI TOWNSHIP
COUNTY	WASHTENAW COUNTY, MICHIGAN
DATE	06/15/2017
REVISIONS	12/17/10 UPDATE 04/10/14 UNIT 32 DIMS 06/15/17 REPLAT NO. 1
SCALE	0 25 50 1" = 50 FEET
DR.	DH CH. ME
P.M.	J. CECIL
BOOK	1099
JOB	LV01514
SHEET NO.	5



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SECTION 34  
TOWN 3 SOUTH, RANGE 7 EAST  
YPSILANTI TOWNSHIP  
WASHTENAW COUNTY, MICHIGAN

CLIENT  
S.E. MICHIGAN LAND HOLDING LLC  
SITE PLAN  
MANORS AT  
CREEKSIDE VILLAGE

DATE  
06/15/2017

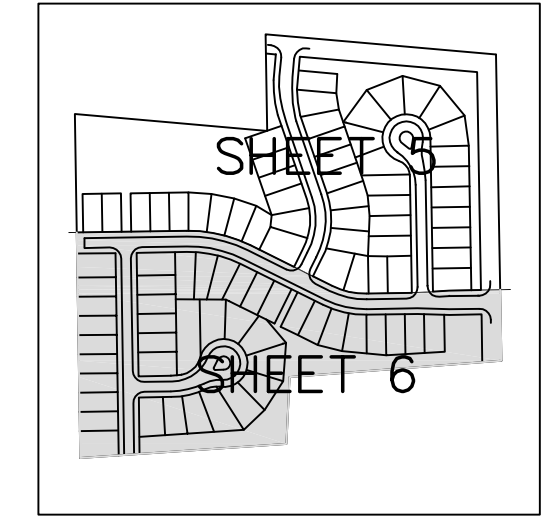
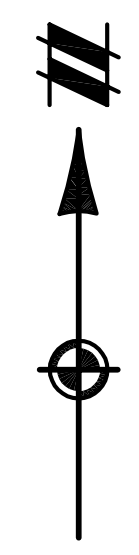
12/17/10 UPDATE  
04/10/14 UNIT 32 DIMS  
06/15/17 REPLAT NO. 1

REVISIONS  
SCALE 0 25 50  
1" = 50 FEET

DR. DH CH. ME  
P.M. J. CECIL  
BOOK 1099  
JOB LV01514  
SHEET NO. 6

LEGEND

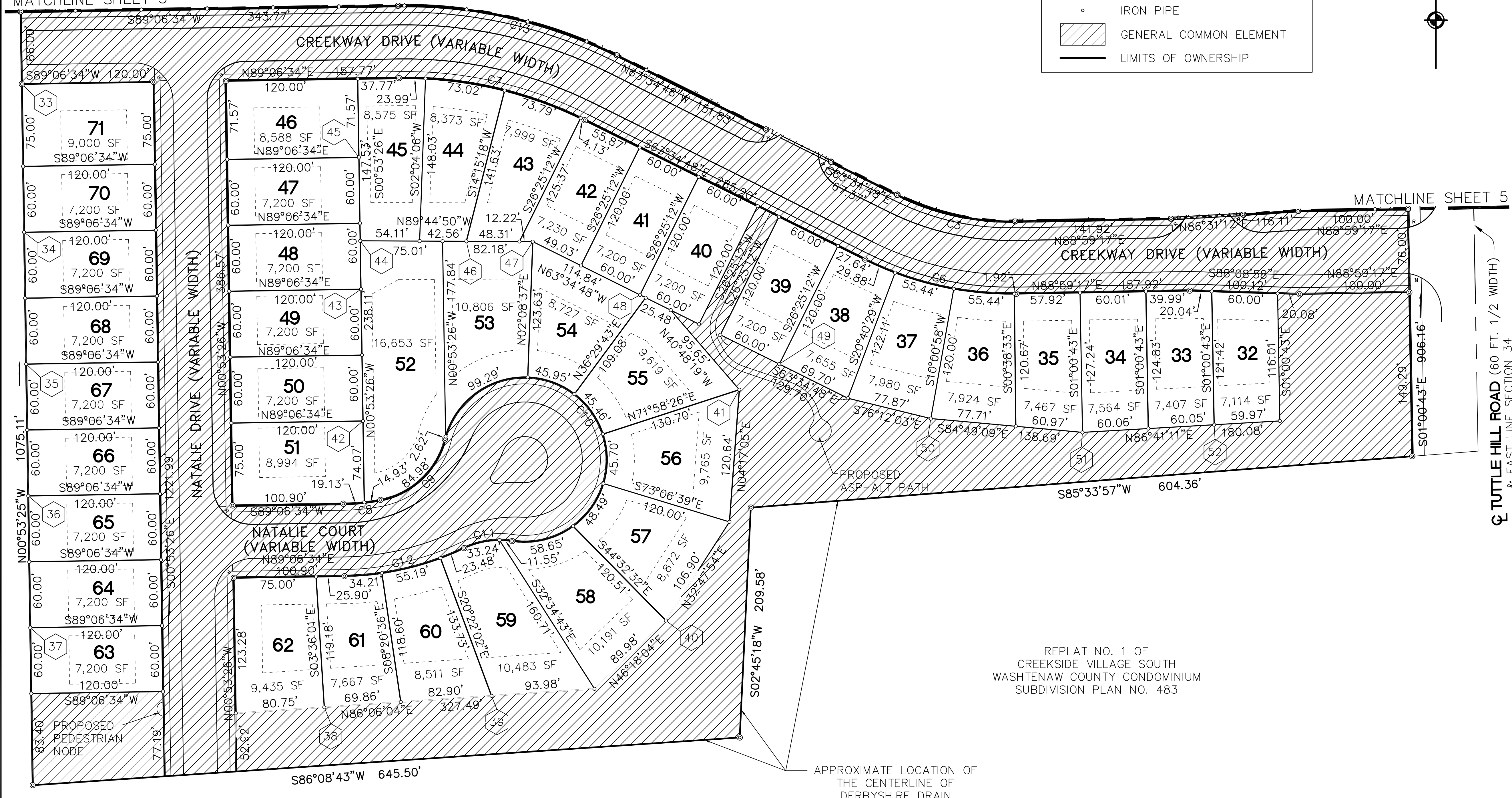
7	UNIT NUMBER
13	COORDINATE POINT
●	CONCRETE MONUMENT
○	IRON PIPE
▨	GENERAL COMMON ELEMENT
—	LIMITS OF OWNERSHIP



KEY MAP  
NOT TO SCALE

MATCHLINE SHEET 5

MATCHLINE SHEET 5



COORDINATE TABLE

COORD. NO.	NORTHING	EASTING
33	9377.80	8690.38
34	9242.82	8692.48
35	9122.83	8694.35
36	9002.85	8696.21
37	8882.86	8698.08
38	8810.40	8965.87
39	8820.79	9118.27
40	8889.35	9277.09
41	9099.51	9344.01
42	9071.03	9001.19
43	9191.02	8999.32
44	9235.04	8998.64
45	9311.00	8997.46
46	9234.62	9095.30
47	9234.35	9155.83
48	9185.84	9253.48
49	9122.79	9380.37
50	9073.21	9518.42
51	9060.68	9656.53
52	9067.62	9776.44

REPLAT NO. 1 OF  
CREEKSIDE VILLAGE SOUTH  
WASHTENAW COUNTY CONDOMINIUM  
SUBDIVISION PLAN NO. 483

APPROXIMATE LOCATION OF  
THE CENTERLINE OF  
DERBYSHIRE DRAIN

CURVE TABLE

CURVE	LENGTH	RADIUS	CHD. BEARING	CHORD	DELTA
C3	111.08'	232.00'	S77°17'45"E	110.02'	27°25'55"
C6	142.68'	298.00'	S77°17'45"E	141.32'	27°25'55"
C7	174.93'	367.00'	N77°14'07"W	173.28'	27°18'38"
C8	34.06'	197.00'	N84°09'25"E	34.01'	9°54'18"
C9	84.98'	75.00'	N46°44'46"E	80.50'	64°55'00"
C10	346.17'	75.00'	N33°29'11"W	111.08'	264°27'06"
C11	44.80'	75.00'	S81°37'42"W	44.13'	34°13'19"
C12	112.88'	263.00'	N76°48'48"E	112.02'	24°35'32"
C13	206.39'	433.00'	N77°14'07"W	204.44'	27°18'38"

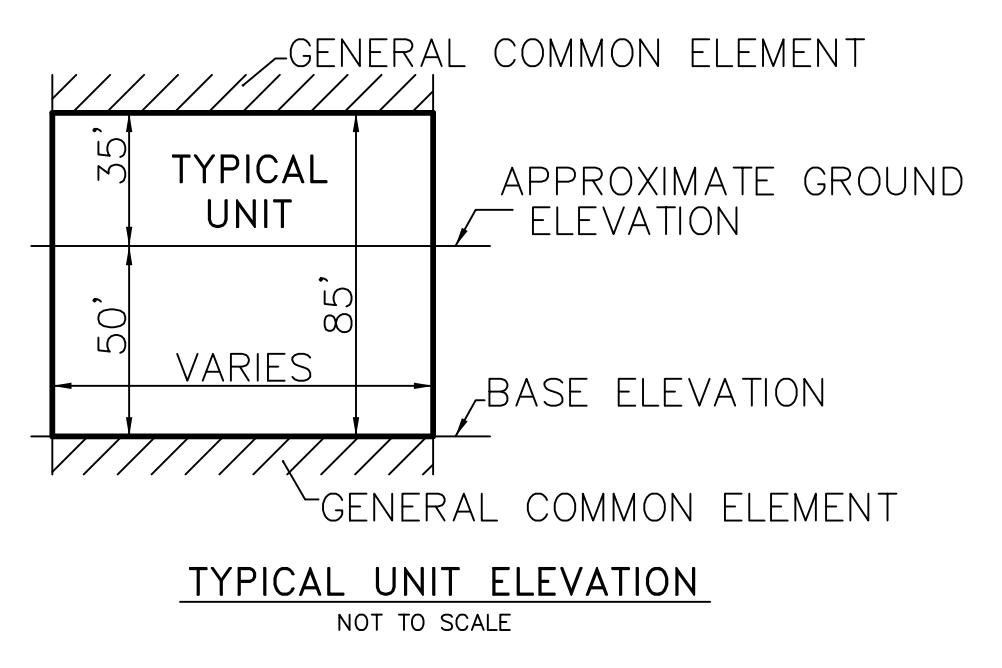
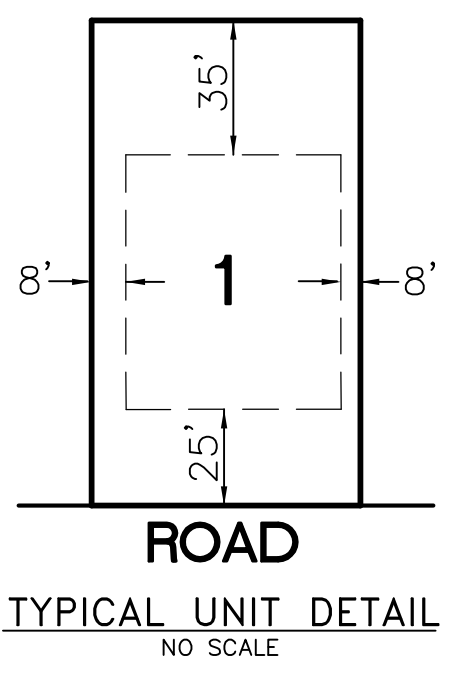
NOTES:

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PROPOSED DATED - JUNE 15, 2017

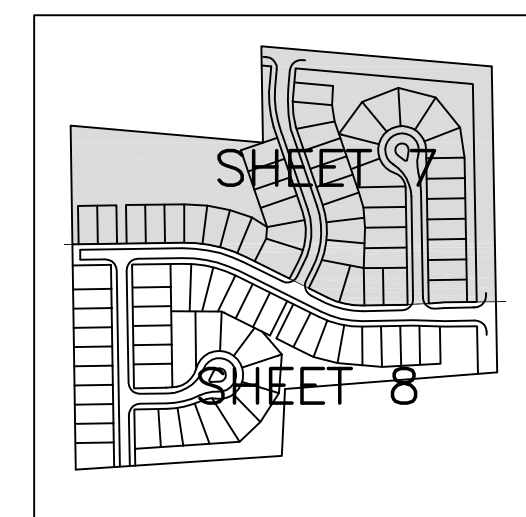
MICHAEL D. EMBREE  
LICENSED PROFESSIONAL SURVEYOR NO. 56860  
ATWELL, LLC  
TWO TOWNE SQUARE, SUITE 700  
SOUTHFIELD, MI 48076  
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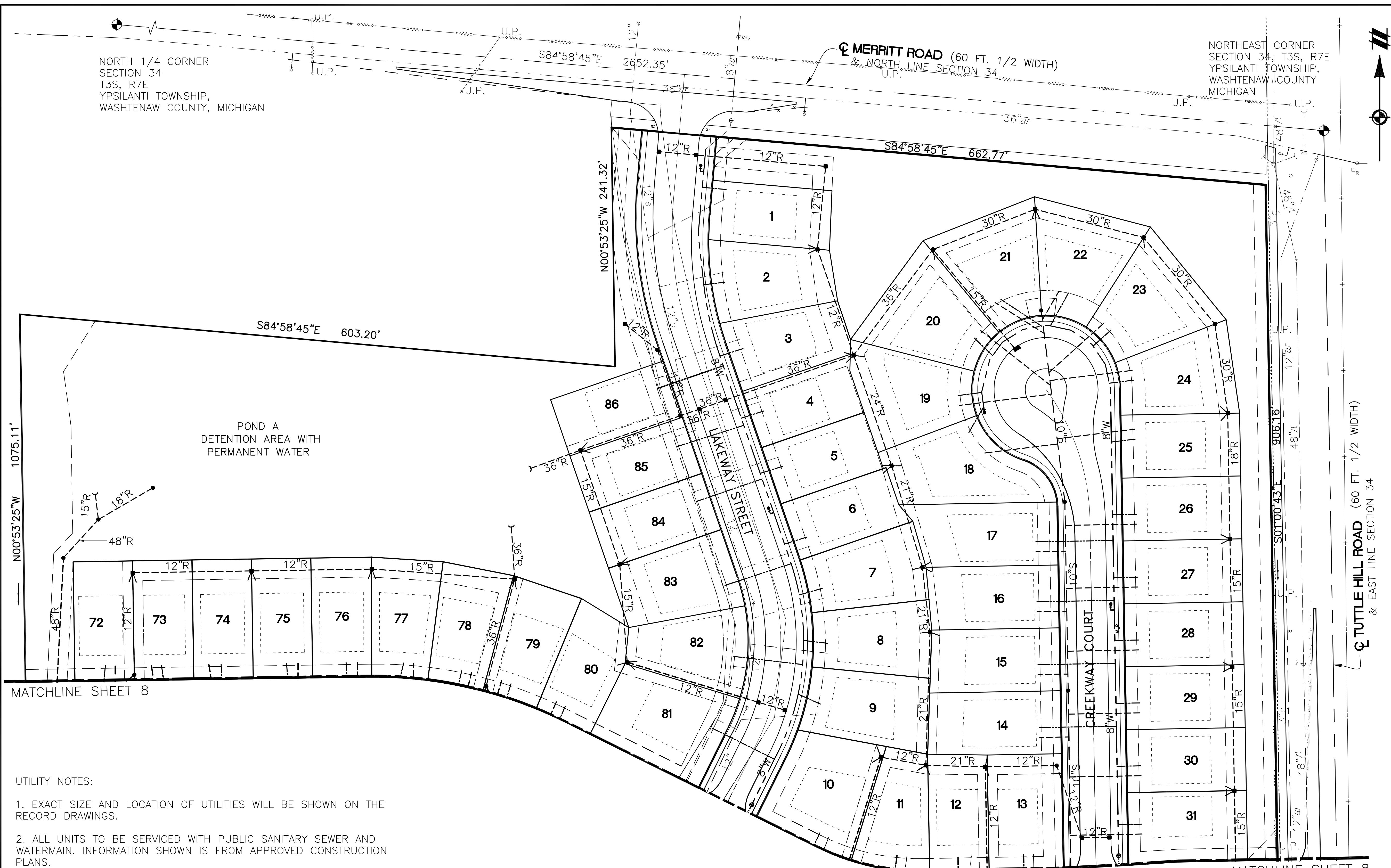
**SITE PLAN  
MANORS AT CREEKSIDE VILLAGE**

NORTH 1/4 CORNER  
SECTION 34  
T3S, R7E  
YPSILANTI TOWNSHIP,  
WASHTENAW COUNTY, MICHIGAN

NORTHEAST CORNER  
SECTION 34, T3S, R7E  
YPSILANTI TOWNSHIP,  
WASHTENAW COUNTY,  
MICHIGAN



KEY MAP  
NOT TO SCALE



MATCHLINE SHEET 8

MATCHLINE SHEET 8

- UTILITY NOTES:
1. EXACT SIZE AND LOCATION OF UTILITIES WILL BE SHOWN ON THE RECORD DRAWINGS.
  2. ALL UNITS TO BE SERVICED WITH PUBLIC SANITARY SEWER AND WATERMAIN. INFORMATION SHOWN IS FROM APPROVED CONSTRUCTION PLANS.
  3. STORM SEWER LOCATIONS OBTAINED FROM APPROVED CONSTRUCTION PLANS.
  4. FINAL UTILITY LOCATIONS FOR GAS, ELECTRIC, TELEPHONE AND CABLE TELEVISION ARE NOT SHOWN HEREIN. EXACT LOCATION TO BE SHOWN ON RECORD DRAWINGS.
  5. ROAD IMPROVEMENTS AND UTILITY MAINS SERVING UNIT 1 THROUGH UNIT 86 MUST BE BUILT. ALL OTHER IMPROVEMENTS SHOWN ON THIS PLAN, INCLUDING UTILITY LEADS, NEED NOT BE BUILT.
  6. ALL SANITARY SEWER LEADS ARE 6" IN DIAMETER.
  7. ALL WATERMAIN LEADS ARE 1" IN DIAMETER.
  8. ALL UTILITY METER LOCATIONS WILL BE ON THE STRUCTURE WHEN IT IS BUILT AND/OR WITHIN THE UNIT BOUNDARIES.

LEGEND		
EXISTING	DESCRIPTION	PROPOSED
	STORM	
	SANITARY	
	WATER	
	OVERHEAD ELECTRIC	
	UNDERGROUND ELECTRIC	
	GAS	
	OVERHEAD TELEPHONE	
	UNDERGROUND TELEPHONE	
	UNDERGROUND TELEPHONE, ELECTRIC, & CABLE T.V.	
	MANHOLE	
	CATCH BASIN	
	CLEANOUT	
	HYDRANT	
	UTILITY POLE	
	VALVE	

PROPOSED DATED - JUNE 15, 2017



MICHAEL D. EMBREE  
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SOUTHFIELD, MI 48076  
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UTILITY PLAN  
MANORS AT CREEKSIDE VILLAGE

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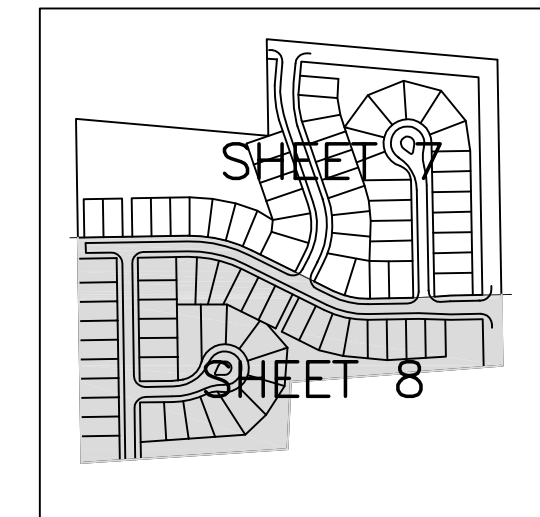
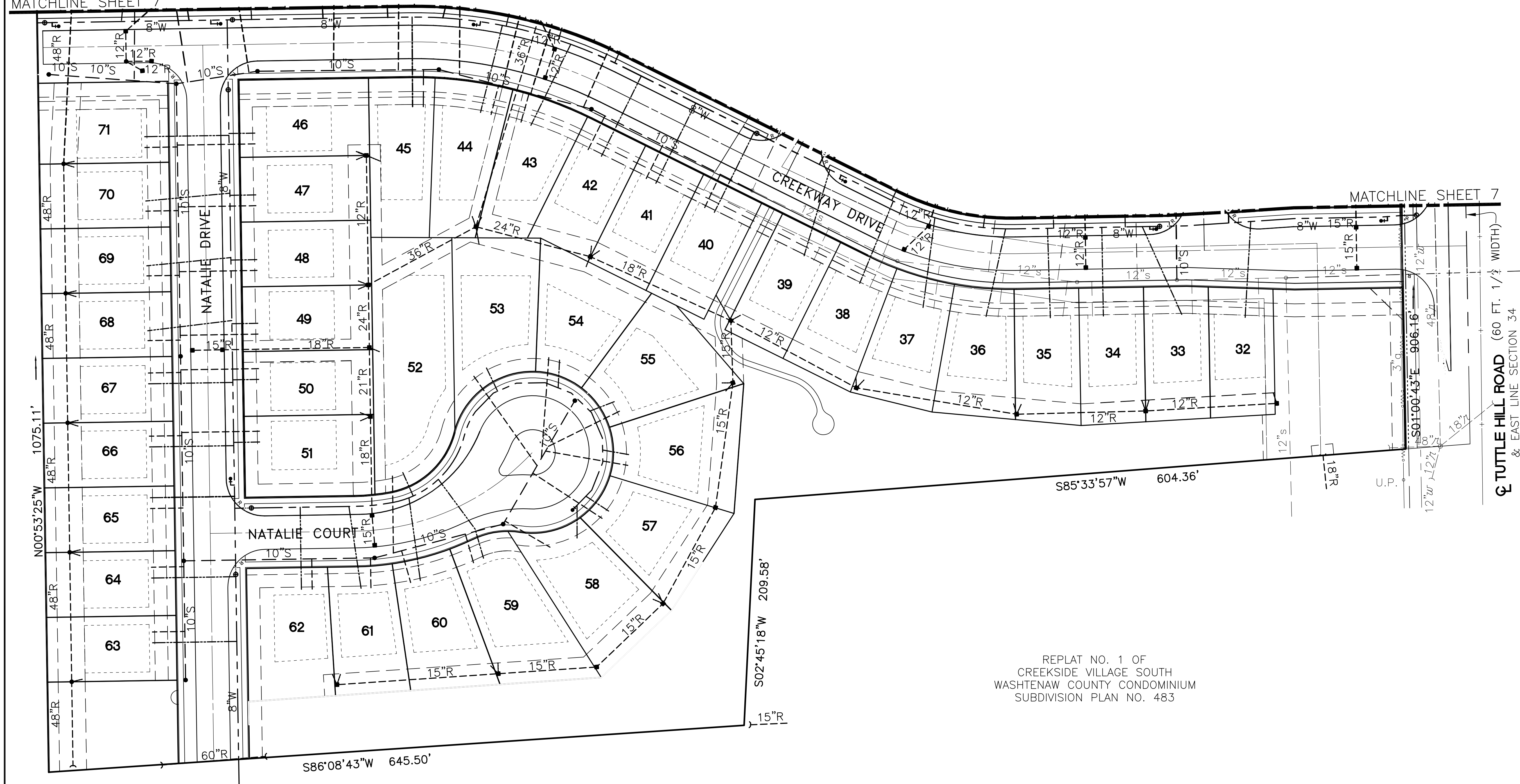
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248.447.2000

SECTION 34	TOWN 3 SOUTH, RANGE 7 EAST
CLIENT	S.E. MICHIGAN LAND HOLDING LLC
DATE	06/15/2017
REVISIONS	12/17/10 UPDATE 04/10/14 UNIT 32 DIMS 06/15/17 REPLAT NO. 1
SCALE	0 25 50 1" = 50 FEET
DR.	DR. DH CH. ME
BOOK	P.M. J. CECIL 1099
JOB	LV01514
SHEET NO.	7



MATCHLINE SHEET 7



KEY MAP  
NOT TO SCALE



**811**  
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SECTION 34  
TOWN 3 SOUTH, RANGE 7 EAST  
YPSILANTI TOWNSHIP  
WASHTENAW COUNTY, MICHIGAN

CLIENT  
S.E. MICHIGAN LAND HOLDING LLC  
UTILITY PLAN  
MANORS AT  
CREEKSIDE VILLAGE

DATE  
06/15/2017

12/17/10 UPDATE  
04/10/14 UNIT 32 DIMS  
06/15/17 REPLAT NO. 1

REVISIONS

NO.	DATE	DESCRIPTION

SCALE 0 25 50  
1" = 50 FEET  
DR. DH CH. ME  
P.M. J. CECIL  
BOOK 1099  
JOB LV01514  
SHEET NO. 8

UTILITY NOTES:

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LEGEND		
EXISTING	DESCRIPTION	PROPOSED
	STORM	
	SANITARY	
	WATER	
	OVERHEAD ELECTRIC	
	UNDERGROUND ELECTRIC	
	GAS	
	OVERHEAD TELEPHONE	
	UNDERGROUND TELEPHONE	
	ELECTRIC, & CABLE T.V.	
	MANHOLE	
	CATCH BASIN	
	CLEANOUT	
	HYDRANT	
	UTILITY POLE	
	UTILITY POLE VALVE	

UTILITY NOTES (CONT.):

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- ALL WATERMAIN LEADS ARE 1" IN DIAMETER.
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PROPOSED DATED - JUNE 15, 2017

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ATWELL, LLC  
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SOUTHFIELD, MI 48076  
(248) 447-2000

**UTILITY PLAN**  
**MANORS AT CREEKSIDE VILLAGE**

*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: Township Board

From: Karen Lovejoy Roe, Clerk *KJR*

Date: July 12, 2017

Subject: ***Request to Approve Proposed Rates for Fiscal Years 2017 to 2021 for Financial Auditing Performed by PSLZ, LLP***

Attached you will find a proposal from PSLZ, LLP to continue as our financial auditor. Ypsilanti Township has enjoyed a successful relationship with PSLZ, LLP for more than thirty years.

The proposal is for five (5) years, and includes fiscal years 2017-2021. The amount proposed for each year includes all expenses related to performing our required yearly fiscal audit. Any other consulting services would be billed at the indicated hourly rate within the proposal.

Should you have any questions, please contact my office.

Irg

cc: Brenda Stumbo, Supervisor  
Javonna Neel, Accounting Director  
File

# PSLZ LLP

*Certified Public Accountants*

## PLYMOUTH

1034 WEST ANN ARBOR TRAIL  
P.O. BOX 5520  
PLYMOUTH, MI 48170-1502  
Telephone (734) 453-8770

Dennis M. Siegner, C.P.A., C.V.A.  
David R. Williamson, C.P.A.  
Jane F. Wang, C.P.A.  
Rana M. Emmons, C.P.A.  
Jennifer A. Galofaro, C.P.A., C.V.A.  
Susan H. Bertram, C.P.A.

## BLOOMFIELD HILLS

3707 WEST MAPLE ROAD  
SUITE 101  
BLOOMFIELD HILLS, MI 48301-3212  
Telephone (248) 644-9125

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Deborah M. Cox, C.P.A.  
Jing Yang, C.P.A.

June 29, 2017

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

Dear Ms. Stumbo:

We have sincerely enjoyed working with you, your staff and the Township Board throughout the years and would like to continue as the Township's auditors. I would like to propose a five-year agreement to be able to keep the fees consistent and level, which would benefit the Township. The proposed fees are for our services for the Charter Township of Ypsilanti's fiscal years ending December 31, 2017 through 2021.

<u>Fiscal Year</u>	<u>Audit Fee</u>
2017	\$29,500
2018	\$30,000
2019	\$31,900
2020	\$32,500
2021	\$33,500

Our fees are all inclusive and we do not charge for travel time, mileage, or out of pocket fees. If any additional services are requested, they would be billed at our hourly rates. In addition, we do not charge for telephone calls that are necessary for management and staff to keep us informed of ongoing issues, and for them to obtain our professional expertise in these areas. All other financial consulting services would be billed at our hourly rates (partner discounted hourly rate \$165 per hour) and our billings for the additional services would be rendered on a monthly basis. If the Township were required to have a Single Audit performed, (a federal compliance audit if the Township expends \$750,000 or more of federal dollars in a fiscal year) we would negotiate the fee with you if that should occur.

Please let me know if I can provide you with any additional information. I look forward to your response.

Sincerely,



Rana M. Emmons, CPA  
Partner

**AMERICAN CENTER FOR MOBILITY**

801 Kirk Profit Drive  
Ypsilanti, MI 48198

July 13, 2017

Charter Township of Ypsilanti  
7200 S. Huron River Dr.  
Ypsilanti, MI 48197  
Attention: Township Supervisor

RE: Comprehensive Development Agreement dated November 4, 2016 (“CDA”), by and among the Charter Township of Ypsilanti (“Township”), American Center for Mobility (“ACM”), and Willow Run Arsenal of Democracy Landholdings Limited Partnership (“WRAD”); and

Memorandum of Understanding dated November 4, 2016 (the “MOU”), by and among WRAD, ACM and Washtenaw County Water Resources Commissioner

Ladies and Gentlemen:

As you know, the MOU requires storm water sampling and laboratory analysis of storm water discharge points in and around Tyler Pond as well as monitoring and related activities as provided therein (collectively, the “Testing”). As such, WRAD and ACM require access to Tyler Pond in order to perform the Testing. This letter will confirm our agreement regarding WRAD and ACM’s access to Tyler Pond for the Testing. In furtherance of the CDA, the Township is willing to grant, and hereby grants, to WRAD, ACM and each of their respective agents, employees, consultants and contractors the right to enter and access Tyler Pond for purposes of performing the Testing. Any such party entering and accessing Tyler Pond pursuant to this authorization (i) shall be responsible for any damage or injury that such party causes as a direct result of such entry and (ii) shall be required to carry customary commercial general liability insurance.

This letter shall be governed by the substantive laws of the State of Michigan. This letter shall benefit and bind the parties hereto and each of their respective successors and assigns. This letter may be executed and delivered in counterparts, and a copy of any party’s signature hereon will be considered the equivalent of its original signature.

Please confirm your agreement by signing this letter below. Thank you.

AMERICAN CENTER FOR MOBILITY,  
a Michigan non-profit corporation

By: \_\_\_\_\_  
John Maddox, President and CEO

WILLOW RUN ARSENAL OF DEMOCRACY  
LANDHOLDINGS LIMITED PARTNERSHIP,  
a Michigan limited partnership

By: Willow Run Land Management Services,  
Its General Partner

By: \_\_\_\_\_  
Charles A. Fiedler, President

Accepted and Agreed:

CHARTER TOWNSHIP OF YPSILANTI,  
a Michigan municipal corporation

By: \_\_\_\_\_  
Brenda L. Stumbo, Township Supervisor

And by: \_\_\_\_\_  
Karen Lovejoy Roe, Township Clerk

*Supervisor*  
BRENDA L. STUMBO  
*Clerk*  
KAREN LOVEJOY ROE  
*Treasurer*  
LARRY J. DOE  
*Trustees*  
STAN ELDRIDGE  
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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: Township Board

From: Brenda Stumbo, Supervisor  
Karen Lovejoy Roe, Clerk

Date: July 12, 2017

Subject: ***Request to Approve Memorandum of Understanding between the Regents of the University of Michigan on Behalf of its Economic Growth Institute Defense Manufacturing Assistance Program (DMAP) and Ypsilanti Township***

Approval is being requested for the Memorandum of Understanding (MOU) between the Regents of the University of Michigan on behalf of its Economic Growth Institute Defense Manufacturing Assistance Program (DMAP) and Ypsilanti Township.

Attached you will find the MOU and a draft of a request for proposal that has been created by the DMAP on behalf of Ypsilanti Township. This RFQ will be seeking a group to conduct an in depth analysis of Ypsilanti Township as a community including regional assets, strengths and weaknesses and industries that have a current presence in the Township. This information will be used to create a brand for Ypsilanti Township that will be used to attract economic growth to our area. Funding for this is provided by a grant through the University of Michigan, which they will administer. Ypsilanti Township was chosen as an area eligible to receive this funding based on our historical dependence on defense manufacturing.

Should you have any questions, please contact my office.

Irg

cc: Javonna Neel, Accounting Director  
File



**MEMORANDUM OF UNDERSTANDING  
BETWEEN THE  
Regents of the University of Michigan  
on behalf of its  
Economic Growth Institute  
Defense Manufacturing Assistance Program (DMAP)  
AND  
Ypsilanti Township**

This MEMORANDUM OF UNDERSTANDING (“MOU”) is hereby made and entered into by the Regents of the University of Michigan, on behalf of the Defense Manufacturing Assistance Program, hereinafter referred to as DMAP, and Ypsilanti Township, hereinafter referred to as Ypsilanti Township.

**A. PURPOSE:**

The purpose of this MOU is to establish a functional relationship and interaction between the parties as it relates to the identification, funding, implementation, monitoring, and completion of a qualified local defense adjustment project.

**B. STATEMENT OF BENEFIT AND INTERESTS:**

DMAP is interested in assisting communities that serve residents/constituents who have been adversely affected by defense industry downsizing and reductions.

DMAP will work with the aforementioned community to review the relevant plans, identify potential defense adjustment and/or economic development projects, conduct a focus group process if necessary, and assist project implementation, oversight and monitoring.

DMAP will work with the community to provide funds available to be used directly for the selected defense adjustment project(s).

**C. DMAP SHALL:**

1. Work with Brenda Stumbo, or designee from Ypsilanti Township to identify defense adjustment or economic development projects based on an introductory meeting/conference call.
2. Set a schedule with achievable milestones for project funding, implementation, reporting, and completion.
3. Provide assistance with Requests for Proposal (RFP) and other planning and support as it relates to selected project (selecting contractor / consultant with the community), as needed.

D. Ypsilanti Township SHALL:

1. Commit to an introductory meeting/conference call with the DMAP Project Manager.
2. Provide a list of organization management, board members, elected officials, key stakeholders and individual contact information as requested.
3. Provide information related to the project including but not limited to: strategic plans, relevant reports or studies, and other information as requested.
4. Commit to work with the DMAP Project Manager in the collection of information, and be available to the DMAP Project Manager as questions arise during the project process.
5. Complete required monthly progress reports and final project report.

E. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

1. TIMELINE. While this process should be complete within 8 months, it is incumbent upon Ypsilanti Township to participate fully in the project planning and implementation process, and be as responsive as possible to the DMAP Project Manager.
2. TERMINATION. Either party to this MOU may terminate this understanding by providing Thirty (30) days prior written notice to the other party.
3. PRINCIPAL CONTACTS. The principal contacts for this arrangement are:

***DMAP Principal Investigator***

Name: Lawrence A. Molnar

Phone: 734-998-6239

FAX: 734-998-6202

E-Mail: kallen@umich.edu

***Community Representative***

Name: Brenda Stumbo,  
Ypsilanti Township

Phone: 734-481-0617

FAX:

E-Mail: bstumbo@ytown.org

4. COMMENCEMENT/EXPIRATION DATE. This instrument is effective as of the date of the last signature through May 31, 2018 at which time it will expire unless extended.

SIGNED:

\_\_\_\_\_  
The Regents of the  
University of Michigan

\_\_\_\_\_  
(community representative)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

# DRAFT REQUEST FOR PROPOSAL

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## Placemaking Project

FOR



PREPARED BY



Defense Manufacturing  
Assistance Program

AT THE



**ECONOMIC GROWTH INSTITUTE**  
UNIVERSITY OF MICHIGAN

DRAFT 6.30.17

FUNDED BY



# DRAFT

## 1. BACKGROUND

Ypsilanti Township spans an area of 31.72 square miles on the eastern edge of Washtenaw County. The Township is part of the Ann Arbor metropolitan statistical area and the Southeast Michigan Council of Governments (SEMCOG). The City of Ypsilanti is located in the Township's northwest side. Ypsilanti Township is 15 minutes from Ann Arbor, 45 minutes from Detroit, 75 minutes from Lansing, and 60 minutes from Toledo. The Willow Run Airport is located on the east side of the Township, but the closest commercial airport is 30 minutes away in Romulus. I-94 is a major expressway that runs through the Township and provides easy access to surrounding cities. Currently, the closest Amtrak train stop is in Ann Arbor, but an Amtrak train stop was approved for the City of Ypsilanti in early 2016.

The Charter Township of Ypsilanti is located in Southeast Michigan in Washtenaw County. Ypsilanti Township was chosen as a DMAP community due to its historical dependence on defense manufacturing. The Township received approximately \$169 million in defense contracts between 2008 and 2016. Kalitta Charters and General Dynamics received the largest amount of those defense contract dollars with approximately \$65 million and \$63 million respectively. Additionally, a historical gem of defense manufacturing, the Willow Run Bomber Plant, was decommissioned as a manufacturing facility in 2010 and demolished in 2014.

## 2. OBJECTIVE

Ypsilanti Township is working with the Defense Manufacturing Assistance Program of the University of Michigan's Economic Growth Institute and seeks to develop a community place making process and implementation strategy. The ultimate goal is to promote the community assets and capabilities, including people, infrastructure, workforce, and services, which makes Ypsilanti Township an ideal location for community engagement and business attraction, development and growth. The placemaking process and implementation strategy should integrate existing research, analysis and any previous local feasibility studies with input from stakeholders and community members to develop a comprehensive strategic implementation plan and brand that is tailored to meet the needs of the community. To that end, the plan should maximize participation of region, its residents and businesses, and county, municipal, and private sector stakeholders in a shared approach to business attraction. The consultant will work directly with Ypsilanti Township leaders and stakeholders.

## 3. SCOPE OF WORK

The tasks and deliverables to be completed under this project are:

Tasks:

- Maintain regular contact with community to include but not limited to:
  - Kick-off meetings and regular ongoing engagement with local and regional stakeholders
  - Monthly progress reports
  - Final in-person presentation to Ypsilanti Township and local stakeholders
- Conduct research to include but not limited to:
  - Analysis of Ypsilanti Township regional profile including assets, strengths, weaknesses, capabilities and primary/secondary industries including, but not limited to, manufacturing, advanced manufacturing, technology commercialization, workforce development and educational opportunities, as they impact potential economic and

- business development. Analysis to also include tax incentives.
- Work with the community to hone in on target assets and industries that are a mix of current companies in addition to the markets it seeks to diversify into.
- Brand positioning statement based on marketing research
- Research and analysis on other Next Michigan Development Corporations
- Present analysis for potential future development
- Develop a implementation plan that Ypsilanti Township can implement in collaboration with local stakeholders and other nearby municipalities
- Develop a strong brand related to community engagement and placemaking, business attraction and economic development
- Development of collateral materials to be used for regional and national marketing

Deliverables:

- A comprehensive placemaking and business attraction strategy document and implementation plan for Ypsilanti Township, in digital and a print format (10 copies), leveraging and complementing existing assets for community development and placemaking, business attraction and economic development to include, but not limited to:
  - A summary of research
  - A tailored placemaking and branding strategy
  - A tailored business attraction marketing strategy
  - A detailed marketing budget
  - Identify real value proposition for Ypsilanti Township for in-state and out-of-state companies
  - Timeframe for marketing plan
  - Methods for ongoing evaluation of placemaking and marketing strategy
  - Clearly defined next steps for the Ypsilanti Township and its stakeholders

#### 4. REPORTS AND REPORTING

- a. An interim report of activity to date, coordinated to the schedule at implementation, shall be submitted with each progress billing submitted for payment, at a minimum of every 6 weeks
- b. At the conclusion of the work, the consultant shall submit a final report to both DMAP and Ypsilanti Township representatives, documenting deliverables

#### 5. PROPOSAL REQUIREMENTS

Proposals submitted in response to this Request for Proposal should be clear and concise, and address the components of the evaluation criteria listed below. The proposal should be submitted to the Defense Manufacturing Assistance Program. At a minimum, proposals should cover:

- a. Technical discussion of the approach for accomplishing each project listed in the Scope of Work
- b. A project plan outlining the tasks and sub-tasks to be performed together with a time schedule for accomplishing these tasks and sub-tasks
- c. Related project experience: Short descriptions of projects worked on by the individual to be

# DRAFT

assigned that are similar to or related to the tasks described

- d. Business and educational background of individual to be assigned
- e. Timeline and cost: a separate section indicating the cost of each task and the estimated time of completion for each task. Costs should be submitted in the same sequence as the Scope of Work and should indicate a total "not to exceed" cost for the project.

Your proposal to provide consulting services will be evaluated in accordance with five criteria:

<b>Criteria</b>	<b>Maximum Points</b>
Background and experience of the individual and the firm to be assigned, especially with respect to this type of project	30
Technical approach to and grasp of the project	25
Soundness and appropriateness of the project plan	20
Completion schedule	10
Price	15
<b>Total</b>	<b>100</b>

## 6. PAYMENT

The successful bidder will be paid by The University of Michigan. Payment of 20 percent of the total amount due will be withheld until approval of the Consultant's final report by the DMAP team and Ypsilanti Township. Invoicing may be monthly, but invoices must be accompanied by progress reports and will be paid out based on client satisfaction of benchmark deliverables.

## 7. VISIT TO COMMUNITY

Parties considering submitting proposals are strongly suggested to contact and/or visit the community and discuss the proposal with:

Brenda Stumbo, Township Supervisor  
 Ypsilanti Township  
 7200 S. Huron River Drive  
 Ypsilanti, MI 48197  
 734-481-0617

## 8. PROPOSAL DUE DATE

Proposals must be submitted to DMAP no later than **5:00 PM on Monday, July 24, 2017**. All proposals received by this date will be considered.

Carmen Wells Quigg  
 Defense Manufacturing Assistance Program  
 506 East Liberty, 3<sup>rd</sup> Floor

**DRAFT**

Ann Arbor, MI 48104

Email: [carmenw@umich.edu](mailto:carmenw@umich.edu)

Phone: 734-998-7016

Electronic copy or hard copy proposals will be accepted. No selection will be made until after all proposals have been evaluated.

# CHARTER TOWNSHIP OF YPSILANTI

## OFFICE OF COMMUNITY STANDARDS

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

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To: Karen Lovejoy Roe, Clerk  
From: Mike Radzik, OCS Director  
Re: **Request to approve Letter of Agreement to Police Services Contract to facilitate a Community Beautification Program that creates summer youth employment opportunities; program funding is budgeted in Account 266-301.000-831.005 in the amount of \$25,000.**  
Date: July 7, 2017

Attached please find a proposed Letter of Agreement to be attached as an exhibit to the Police Services Contract between the Township, Washtenaw County, and the Washtenaw County Sheriff's Office to facilitate a creative new program with dual community benefit.

Through this program, the Sheriff's Office will coordinate with MI Works to employ eight area youths to work in Ypsilanti Township for 20 hours a week for eleven weeks. The work will include picking up trash along designated public roadways and in Township parks, as well as gardening and other beautification activities. The Sheriff's Office will provide site supervision, equipment and supplies. Costs associated with the program will be paid by the Township.

The availability of local youth employment opportunities has been identified as an important factor in curbing the incidence of youth crime and violence. The Township and the Sheriff's Office are committed to addressing this issue through proactive means as part of a Total Policing philosophy. At the same time, the Township can enhance its ability to provide community beautification services to help improve the appearance of business districts and neighborhoods for economic development. To that end, this program meets both identified needs and provides dual community benefit.

I respectfully request approval of the Letter of Agreement and authorization to sign the agreement. Funding for this program is provided within the scope of the previously approved Law Enforcement budget. This is the second year for this program which was very successful in 2016.

Thank you for your support of this innovative community service program.





# WASHTENAW COUNTY OFFICE OF THE SHERIFF



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

**JERRY L. CLAYTON**  
SHERIFF

**MARK A. PTASZEK**  
UNDERSHERIFF

June 14, 2017

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

Dear Township Supervisor Stumbo:

Washtenaw County, the Washtenaw County Sheriff's Office and Ypsilanti Township mutually wish to enter into a Letter of Agreement for the purpose of facilitating a Community Beautification Program that employs area youth for the 2017 summer season. This Letter of Agreement will become attached as an exhibit to the existing Police Services contract which term currently runs through December 31, 2017. All other terms and conditions remain the same as in the original and amended contract.

If this Letter of Agreement is agreeable to you, please sign and return all copies of this letter. You will receive an executed copy of this letter upon completion.

Accordingly, this Letter of Agreement is attached as an exhibit to the Service Contract between Washtenaw County and the Charter Township of Ypsilanti dated January 1, 2012 as follows:

## **YPSILANTI TOWNSHIP COMMUNITY BEAUTIFICATION PROGRAM**

### **Purpose**

The Charter Township of Ypsilanti wishes to enhance its ability to provide community beautification services and, at the same time, participate in an organized youth employment effort in the greater Ypsilanti area. The availability of local youth employment opportunities has been identified as an important factor in curbing the incidence of youth crime and violence. The Township and the Sheriff's Office are committed to addressing this issue through proactive means as part of a Total Policing philosophy. To that end, this program meets an identified need to help reduce youth crime and violence while also providing services to improve the value and appearance of the Township and enhance its economic development efforts.

### **Scope of Services**

- A. The Sheriff agrees to hire eligible individuals to perform Community Beautification work within Township jurisdiction coordinated through the MI Works youth employment initiative. The parties prefer to employ Township youth to the extent possible.
- B. The Sheriff agrees to provide supervision, equipment and supplies necessary to deliver services safely and effectively.
- C. The Township agrees to reimburse the Sheriff for the cost of providing these services, including, but not limited to, wages paid to eligible youth, supervision, equipment and supplies as agreed upon by the parties.
- D. Community Beautification services shall include:

*Public Safety – Emergency Preparedness – Quality Service – Strong Communities*



# 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

- 1) Trash pickup on public roadways and other public property
  - i. high visibility primary and secondary roads
  - ii. neighborhood streets
  - iii. AAATA bus stops
  - iv. Township parks
  - v. Township buildings and grounds
- 2) Gardening type activities including but not limited to pulling weeds and planting flowers at Township owned parks and facilities
- 3) Painting and other general maintenance at Township owned parks and facilities
- 4) Any other activities mutually agreed upon by the parties

### Term of Agreement

The term of this agreement is 11 weeks to commence in June 2017. The term may be adjusted by mutual agreement of the Sheriff's Office and the Township.

### Estimated Operating Budget

• 1 Supervisor @ \$20/hour with 10% fringe	\$4,840
• 8 Youth Employees @ \$9/hour with 10% fringe	\$17,424
• 2 T-shirts/youth; 2 polo shirts for Supervisor	\$320
• 9 Reflective vests \$15 each	\$135
• Trash bags	\$2,000
• Roadside Signs & vehicle magnets	\$1,000

Total estimated cost: \$25,719

Additional expenses shall be mutually agreed upon in advance as necessary.

ATTEST:

WASHTENAW COUNTY

\_\_\_\_\_  
Lawrence Kestenbaum (DATE)  
County Clerk/Register

\_\_\_\_\_  
Gregory Dill (DATE)  
County Administrator

APPROVED FOR CONTENT:

Charter Township of Ypsilanti

\_\_\_\_\_  
Jerry L. Clayton (DATE)  
Sheriff

Accepted by \_\_\_\_\_  
Brenda L. Stumbo (DATE)  
Township Supervisor

Accepted by \_\_\_\_\_  
Karen Lovejoy Roe (DATE)  
Township Clerk

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

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# MEMORANDUM

TO: Ypsilanti Township Board of Trustees

FROM: Jeff Allen, Director – Residential Services Department

DATE: June 30, 2017

RE: Accept and authorize the signing of the enclosed agreement with Constellation as our distributor of natural gas.

Please read through the enclosed information on Constellation and the program they provide, and recognize the savings for both the Fire Station buildings as well as all the Township buildings.

Constellation is an Exelon company that was created years ago during the DTE electric and MichCon gas merger. They are the winning bidder on gas distribution through the DTE gas lines as outlined by the FTC during the 2001 merger. They provide an exclusive discount gas distribution contract in the Metro Detroit area.

In addition to a copy of the contract that lists all of the meter numbers that the Township controls, is a brochure outlining who Constellation is, as well as a Separate savings sheet for the Fire Dept & all other Township buildings. As you can see, combined we are saving almost \$15,000 over the amount we have been paying to DTE. Constellations discount ends up being over 35% from DTE rates.

I will be in attendance, should you have any questions.

**NATURAL GAS SUPPLY AGREEMENT  
(ANNUAL USAGE OF 30,000 DTH OR LESS)**

**Agreement is Not  
Valid Unless  
Executed by CNEG**

Charter Township of Ypsilanti (“**Customer**”) and Constellation NewEnergy – Gas Division, LLC (“**CNEG**”) enter into this Natural Gas Supply Agreement, including the attached General Terms and Conditions (the “**Natural Gas Agreement**”) effective June 27, 2017 (the “**Effective Date**”). Generally the words “you” and “your” refer to the Customer listed above and the words “we” and “us” refer to CNEG, unless the context clearly requires otherwise. This Natural Gas Agreement is intended to govern the purchase and sale of natural gas and related services (“**Gas**”) between us, each a “**Transaction**,” which may be memorialized in a transaction confirmation (“**TC**”) that is subject to this Natural Gas Agreement. Both of us may further agree to implement certain strategies or services which will be set forth in a Rider signed by both of us (each a “**Rider**”). If a conflict arises between (i) a TC, (ii) a Rider, or (iii) the Natural Gas Agreement, the terms shall govern in the priority listed in this sentence. All TCs and Riders together with this Natural Gas Agreement form a single integrated agreement and are sometimes herein collectively referred to as the “**Agreement**”.

**Purchase and Sale of Natural Gas.** You will purchase from us and we will supply, or cause to be supplied, the Contract Quantity for your Facilities as specified in a TC or Rider, subject to the terms and conditions of the Agreement. You authorize us to enroll the Facilities with the Utility so that we can supply those Facilities. You will take such actions as we request to allow us to enroll the Facilities in a timely manner. You authorize us to take such actions we deem necessary to enroll the Facilities with the Utility as Facilities to be served by us and otherwise meet our obligations under this Agreement, including executing on your behalf any documents necessary to effectuate any Facility enrollment or election, undertaking the management of any storage or transportation capacity allocated to you by the Utility or other transporter(s), disposing of storage balances, adding or deleting Facilities as necessary, and receiving Usage Nominations from the Utility relating to your Gas requirements. We shall deliver the Contract Quantity to the Delivery Point(s) where risk of loss and title shall transfer to you. You agree that we may select such sources and service levels of Gas as we deem appropriate to meet our obligations under the Agreement. Our delivery obligation and your receipt obligation under this Agreement shall be set forth on a TC or Rider as Firm, Secondary Firm, Interruptible, or otherwise as agreed in the Transaction.

**Term.** This Natural Gas Agreement will commence on the Effective Date and will continue until terminated by either of us upon thirty (30) days written notice; provided any TC or Rider will continue to be governed by this Natural Gas Agreement until the TC or Rider has been separately terminated or expired. CNEG shall not be liable for any failure to enroll or drop a Facility by any applicable start and end date(s) set forth in the TC or Rider due to circumstances beyond its control.

**Transaction Confirmation Procedure.** You may enter into Transactions with us at any time by written transmission, electronic transmission, facsimile or other written record, or verbally, in person or by telephone (which we both acknowledge may be on a recorded telephone line) with the offer by one party and acceptance by the other party constituting our legally binding agreement. Nothing in this Agreement shall obligate either of us to enter into a Transaction at any time and your mere request to purchase Gas from us hereunder shall not constitute acceptance until we have clearly accepted such offer. Any applicable requirement that a Transaction be “in writing” and “signed” shall be deemed to have been satisfied by this Natural Gas Agreement, by our signatures below and our express agreement to these procedures. You agree that CNEG shall have the exclusive right to confirm any Transaction by sending you a written TC, in the form attached hereto as Exhibit A or otherwise, by facsimile, electronic transmission or other means. Notwithstanding any provision to the contrary in this Agreement, failure to send a TC shall not invalidate a Transaction agreed to by both of us. All agreed upon Transactions shall be subject to the terms and conditions of this Natural Gas Agreement, and each TC is incorporated herein. **If we send a TC and you fail to object in writing to any term in the TC within two (2) business days, the TC shall constitute the definitive written expression of the Transaction.**

**Price.** You will pay the price for Gas (the “**Contract Price**”) as set forth in the applicable TC or Rider. To the extent (a) there are beginning of the month nominated volumes where the price is not fixed, (b) a Facility requires additional gas in excess of the nominated or fixed quantities set forth in a TC or Rider, or (c) a Facility continues to receive Gas from us beyond the term of the TC or Rider (where such Gas will be considered month to month), all such Gas will be priced at the Market Price. In addition to the Contract Price or Market Price, as applicable, you will be responsible to pay all such other amounts related to effectuating Transactions and the purchase and delivery of Gas, which will include, but not be limited to, amounts for (i) Taxes related in any way to the Contract Price, any services provided or the Gas at and after the Delivery Point, and (ii) transportation charges at and after the Delivery Point and related Taxes, which may be billed separately by the Utility.

**Your Invoice.** Your invoices will contain all CNEG charges applicable to Gas usage, including Taxes (which are passed through to you). If you are eligible for and have elected to receive a single bill from us (“**CNEG Consolidated Billing**”), we will invoice you for all Utility charges and related Taxes. Otherwise, the Utility will invoice you for all Utility Charges and related Taxes. All amounts charged are due in full on the twentieth (20th) day after the date of invoice or such other date set forth in a Rider. Invoices will be based on actual data provided by the Utility, provided that if we do not receive actual data in a timely manner, we shall have the right to invoice you based on estimated information. Once actual data is received, we will reconcile the estimated charges and adjust them as needed in subsequent invoices. If you fail to make payment by the due date, interest will accrue daily on outstanding amounts from the due date until the bill is paid in full at a rate of 1.5% per month, or the highest rate permitted by law, whichever is less; and we may withhold any payments due to the Utility until we receive such payments.

**CNEG Notice Information:** 9960  
Corporate Campus Drive, Suite 2000  
Louisville, KY 40223 Attention: Contracts  
Administration Phone: (502) 426-4500  
Facsimile: (502) 214-6381

**Customer Notice Information**

Legal Notice Information  
Attention: Jeff Allen Title:  
Residential Services Director  
Address: 7200 S HURON RIVER  
DR, YPSILANTI, MI 48197 Phone:  
(734) 484-7037 Facsimile: (734)  
484-7026 Email: jallen@ytown.org

For Invoices (if different from Notice Information) Attention: Title: Address: Phone:  
Facsimile: Email:

For Transaction Confirmations (if different from Notice Information) Attention: Title:  
Address: Phone: Facsimile: Email:

**{SIGNATURES FOLLOW AFTER GENERAL TERMS AND CONDITIONS}**

## GENERAL TERMS AND CONDITIONS

### 1. Definitions.

**"Contract Quantity"** means the quantity of Gas to be delivered and received as agreed in the applicable TC or Rider.

**"Delivery Point(s)"** means the city gate interconnection between the Utility and the upstream transporter or such other delivery point(s) as are agreed in a TC or Rider. However, to the extent that you own transportation capacity which is used to deliver Gas to you, the Delivery Point shall be the receipt point of such capacity.

**"Facility"** means your facility or Utility account to which CNEG is providing Gas under this Agreement (collectively, the **"Facilities"**). **"Firm"** means deliveries and receipts may not be interrupted without liability except for reasons of Force Majeure.

**"Interruptible"** means deliveries and receipts may be interrupted at any time for any reason except for Customer's obligation to take and pay for gas it nominates and CNEG's obligation to honor the price set forth in the TC.

**"Market Price"** means a price comprised of (i) the spot commodity cost of Gas as determined by us in our reasonable discretion, (ii) all related interstate and intrastate pipeline charges required to deliver Gas to the Delivery Point, and (iii) a reasonable market based margin.

**"Secondary Firm"** means deliveries and receipts will be on a best-efforts basis. We may interrupt its performance without liability to the extent that one or more of the following conditions are present: i) Force Majeure; ii) curtailment by your Utility; iii) curtailment of supply by a Gas supplier; iv) curtailment of storage by a storage provider; v) curtailment of transportation by a transporter, including, but not limited to, transportation between secondary firm points; vi) recall of transportation capacity release by its releasor; or vii) curtailment of Gas production behind a specific meter. If we interrupt for any other reason, your exclusive remedy shall be that you may recover damages as provided in Section 2.

**"Taxes"** means all taxes, duties, fees, levies, premiums or any other charges of any kind, whether direct or indirect, relating to the sale, purchase or delivery of Gas, together with all interest, penalties or other additional amounts imposed, including but not limited to gross receipts, sales, consumption, use, value added, commercial activity or other privilege tax, and any other tax (whether in effect as of the Effective Date of this Agreement or thereafter) imposed by any governmental entity.

**"Usage Nomination"** means your nomination of your forecasted Gas requirements, including without limitation (i) any such nomination by the Utility with respect to your Facilities, (ii) any such nomination permitted to be made by us as provided in this Agreement or any TC or Rider.

**"Utility"** means the local Gas distribution utility owning and/or controlling and maintaining the distribution system required for delivery of Gas to the Facilities.

**2. Failure to deliver or receive Gas.** The sole and exclusive remedy of the parties in the event of a breach of an obligation to deliver or receive Gas (other than Interruptible) shall be the following: If we fail to deliver Gas for a reason other than your breach, we shall pay you the **"Replacement Cost,"** which is the amount you actually pay to replace the undelivered Contract Quantity less the amount you would have paid under this Agreement for such Contract Quantity. (b) If you fail to receive Gas for a reason other than our breach, you shall pay us the **"Revenue Loss,"** which is the amount that we would have received for the sale of the unreceived Contract Quantity pursuant to this Agreement less (i) the amount we actually receive in an alternate sale, plus any incremental costs, or (ii) if no alternate sale takes place, the amount we would have received by reselling such Contract Quantity at spot market prices at or near the Delivery Point(s), as we determine in a commercially reasonable manner. Both of us shall exercise commercially reasonable efforts to mitigate any Revenue Loss or Replacement Cost, respectively. If the calculation of the Replacement Cost or Revenue Loss results in a negative number, then the amount shall be deemed to equal zero.

**3. Cash deposit and other security.** At any time, we may require that you provide information to us so that we may evaluate your creditworthiness. We reserve the right to require that you make a cash

deposit or provide other security acceptable to us in an amount acceptable to us immediately following our demand if your financial

obligations to us increase under this Agreement, or if, in our opinion, your credit, payment history, or ability to pay your bills as they come due becomes a concern. You will deliver any required cash deposit or other required security (or any increase therein) within three (3) business days of our request.

**4. Nomination and Imbalances.** (a) If you or the Utility fail to provide us with a Usage Nomination for any month in a timely manner, we may establish a nomination for such month in a commercially reasonable manner based upon your historical usage data available to us. We shall be entitled to rely on any Usage Nominations received from the Utility or that we establish in accordance with this paragraph. Usage Nominations may be made verbally, in writing, by facsimile, or by other electronic transmission. (b) We shall both use commercially reasonable efforts to avoid imposition of any fees, penalties, cash-outs, costs or charges assessed by a transporter for failure to satisfy the transporter's balancing and/or nomination requirements (**"Imbalance Charges"**). If Imbalance Charges are incurred as a result of your receipt of quantities of Gas greater than or less than the quantity of Gas confirmed by transporter(s), then you shall be responsible for such Imbalance Charges. If Imbalance Charges are incurred as a result of our delivery of quantities of Gas greater than or less than the quantity of Gas confirmed by transporter(s), then we shall be responsible for such Imbalance Charges.

**5. Default under this Agreement.** You will be in default under this Agreement if you fail to: pay your bills on time and in full; provide cash deposits or other security as required by Section 3 above; or perform all material obligations under this Agreement (other than a failure to receive gas) and you do not cure such default within five (5) days of written notice from us; or if you declare or file for bankruptcy or otherwise become insolvent or unable to pay your debts as they come due. We will be in default under this Agreement if we fail to perform all material obligations under this Agreement (other than a failure to deliver gas) and do not cure such default within five (5) days of written notice from you, or if we declare or file for bankruptcy or otherwise become insolvent or unable to pay our debts as they come due.

**6. Remedies upon default.** If you are in default under this Agreement, in addition to any other remedies available to us, we may terminate this Agreement entirely, or solely with respect to those Facilities affected by such default, and switch your Facilities back to Utility service (consistent with applicable regulations and Utility practices); and/or require that you compensate us for all losses we sustain due to your default, including: • payment of all amounts you owe us for natural gas provided to you; • when the Agreement is terminated early (entirely or as to certain Facilities), payment of an amount (that we will calculate using our reasonable judgment) equal to the positive difference between (A) the dollar amount you would have paid to us under this Agreement had it not been terminated early and (B) the dollar amount we could resell such natural gas for to a third party under then-current market conditions; and all costs (including attorneys' fees, expenses and court costs) we incur in collecting amounts you owe us under this Agreement. The parties agree that any early termination payment determined in accordance with this Section is a reasonable approximation of harm or loss, and is not a penalty or punitive in any respect, and that neither party is required to enter into a replacement transaction to determine or be entitled to a termination payment.

**7. Changes in law.** We may pass through or allocate, as the case may be, to you any increase or decrease in our costs related to the natural gas and related products and services sold to you that results from the implementation of new, or changes (including changes to formula rate calculations) to existing, Laws, or other requirements or changes in administration or interpretation of Laws or other requirements. "Law" means any law, rule, regulation, ordinance, statute, judicial decision, administrative order, Utility or transporter business practices or protocol, Utility or transporter tariff, rule of any commission or agency with jurisdiction in the state in which the Facilities are located. Such additional amounts will be included in your subsequent invoices. The changes described in this Section may change any or all of the charges described in this Agreement.

**8. Force Majeure and Transporter Restrictions.** “Force Majeure” means an event that is beyond either of our reasonable control that prevents either of us from performing our obligations under this Agreement. If a Force Majeure event occurs, then the affected party will be relieved from performance until the situation is resolved. Examples of Force Majeure events include: acts of God, fire, war, terrorism, flood, earthquake; declaration of emergency by a governmental entity or the Utility; curtailment, disruption or interruption of Gas transmission, distribution or supply (including without limitation as the result of an OFO, as defined below); regulatory, administrative, or legislative action, or action or restraint by court order or other governmental entity; actions taken by third parties not under either of our control, such as a Utility. Such events shall not excuse failure to make payments due in a timely manner for Gas we supply. Each of us will use commercially reasonable efforts to give notice (which may be by electronic means) to the other in a timely manner of any operational flow orders or other usage or flow restrictions (“OFO”) from the applicable pipelines or utilities and shall take all required steps to comply with such orders. Each of us will take all commercially reasonable actions required by the OFO within the time prescribed. If OFO penalties, charges, fees, costs or expenses result from the actions or inactions of one of us, then such party shall be solely responsible for any such penalties, charges, fees, costs or expenses. We both agree that OFOs may require one or both of us to buy or sell Gas quantities in the then-current market conditions, which may be appreciably higher or lower than the original pricing.

**9. Indemnification.** EACH PARTY (THE “INDEMNIFYING PARTY”) WILL DEFEND, INDEMNIFY AND HOLD THE OTHER PARTY HARMLESS FROM ANY AND ALL CLAIMS (INCLUDING CLAIMS FOR PERSONAL INJURY, DEATH, OR PROPERTY DAMAGE), LOSSES, EXPENSES (INCLUDING REASONABLE ATTORNEYS’ FEES), DAMAGES, SUITS, CAUSES OF ACTION AND JUDGMENTS OF ANY KIND ARISING HEREUNDER WHILE TITLE AND RISK OF LOSS ARE VESTED IN THE INDEMNIFYING PARTY.

**10. Limitations.** IN NO EVENT WILL EITHER PARTY OR ANY OF ITS AFFILIATES BE LIABLE FOR CONSEQUENTIAL, EXEMPLARY, SPECIAL, INCIDENTAL OR PUNITIVE DAMAGES, INCLUDING WITHOUT LIMITATION, LOST OPPORTUNITIES OR LOST PROFITS. Each party’s total liability related to the Agreement, whether arising under breach of contract, tort, strict liability or otherwise, is limited to direct, actual damages. Direct actual damages payable to us will reflect the early termination calculation in Section 5. Each party agrees to use commercially reasonable efforts to mitigate damages it may incur. NO WARRANTY, DUTY, OR REMEDY, WHETHER EXPRESSED, IMPLIED OR STATUTORY, ON CNEG’S PART IS GIVEN OR INTENDED TO ARISE OUT OF THIS AGREEMENT, INCLUDING ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OR USE. We will have no liability or responsibility for matters within the control of the Utility, which include maintenance of natural gas pipelines, service interruptions, loss or termination of service or meter readings.

**11. Dispute Resolution.** This Agreement will be governed by and interpreted in accordance with the laws of the State of New York without regard to any choice of law principles. BOTH PARTIES AGREE IRREVOCABLY AND UNCONDITIONALLY TO WAIVE ANY RIGHT TO A TRIAL BY JURY OR TO INITIATE OR BECOME A PARTY TO ANY CLASS ACTION CLAIMS WITH RESPECT TO ANY ACTION, SUIT OR PROCEEDING DIRECTLY OR INDIRECTLY ARISING OUT OF OR RELATING TO THIS AGREEMENT OR THE TRANSACTIONS CONTEMPLATED BY THIS AGREEMENT.

**12. Relationship of Parties.** We are an independent contractor and nothing in this Agreement establishes a joint venture, fiduciary relationship, partnership or other joint undertaking. You will not rely on us in evaluating the advantages or disadvantages of any specific product or service, predictions about future energy prices, or any other matter under this Agreement. Your decision to enter into this Agreement and any other decision or action you take is and will be based only upon your own analysis (or that of your advisors) and not on information or statements from us.

**13. Confidentiality.** Consistent with applicable regulatory requirements, we will keep confidential all information obtained by us from you related to the provision of services under this Agreement and which concern your energy characteristics and use patterns, except that we may disclose such information to our affiliates and such affiliates’ employees, agents, advisors, and independent contractors. Except as otherwise required by law, you will agree to keep confidential the terms of our Agreement, including price.

**14. Miscellaneous Provisions.** In the case of CNEG Consolidated Billing, you agree that (i) you remain exclusively liable to the Utility for all Utility charges, (ii) we have no obligation to review Utility charges for accuracy, and (iii) should you dispute Utility charges, that is a matter for you and the Utility to resolve without our involvement. If in any circumstance we do not provide notice of, or object to, any default on your part, such situation will not constitute a waiver of any future default of any kind. If any of this Agreement is held legally invalid, the remainder will not be affected and will be valid and enforced to the fullest extent permitted by law and equity, and there will be deemed substituted for the invalid provisions such provisions as will most nearly carry out our mutual intent as expressed in this Agreement. You may not assign or otherwise transfer any of your rights or obligations under this Agreement without our prior written consent. Any such attempted transfer will be void. We may assign our rights and obligations under this Agreement. This Agreement contains the entire agreement between us, supersedes any other agreements, discussions or understandings (whether written or oral) regarding the subject matter of this Agreement, and may not be contradicted by any prior or contemporaneous oral or written agreement. A facsimile or email copy of your signature will be considered an original for all purposes, and you will provide original signed copies upon request. Both of us acknowledge that any document generated with respect to this Agreement, including this Agreement, may be imaged and stored electronically and such imaged documents may be introduced as evidence in any proceeding as if such were original business records and neither of us shall contest their admissibility as evidence in any proceeding. Except as otherwise explicitly provided in this Agreement, no amendment (including in form of a purchase order you send us) to this Agreement will be valid or given any effect unless signed by both of us. Applicable provisions of this Agreement will continue in effect after termination or expiration of this Agreement to the extent necessary, including those for billing adjustments and payments, limitations of liability, indemnification and dispute resolution. We shall have the right to set-off and net any amounts owed to you against any amounts you owe us under this Agreement or any other agreement. This Agreement is a “forward contract” and we are a “forward contract merchant” under the U.S. Bankruptcy Code, as amended. Further, we are not providing advice regarding “commodity interests”, including futures contracts and commodity options or any other matter, which would cause us to be a commodity trading advisor under the U.S. Commodity Exchange Act, as amended (“CEA”). You agree that your purpose in entering into this Agreement is not speculation, but rather price volatility control and/or budget management for procurement of Gas for one or more of your Facilities and if any transaction hereunder gives you the right to adjust the Contract Quantity or to require CNEG to provide some other quantity of gas, your election to exercise such right is based on supply and demand factors related to your business. You represent that you qualify as an “eligible contract participant” as the same is defined under the CEA. We will send all notices, invoices and TCs to the address provided in this Agreement unless you direct otherwise. Your authorization of us to your Utility as a recipient of your gas billing and usage data will remain in effect during the term of this Agreement unless you rescind the authorization upon written notice to us. We reserve the right to cancel this Agreement in the event you rescind this authorization. To the extent you are represented by a broker, agent, association or other third party (collectively, “Broker”), you acknowledges and understand that (i) the broker is your representative and does not represent CNEG, (ii) we may be making a payment to Broker in connection with Broker’s facilitation of you and CNEG entering into a Transaction, and (iii) unless otherwise noted, the Contract Price reflects any fee paid to Broker.

**IN WITNESS WHEREOF, THE PARTIES HAVE EXECUTED THIS DOCUMENT THROUGH THEIR DULY AUTHORIZED REPRESENTATIVES.**

**CNEG**

Sign and Print Name: \_\_\_\_\_

Print Title: \_\_\_\_\_

**CUSTOMER**

Sign and Print Name: \_\_\_\_\_

Print Title: \_\_\_\_\_



**EXHIBIT A – FORM OF TRANSACTION CONFIRMATION\***

*\*The actual Transaction Confirmation entered into between Customer and CNEG may differ from this form to reflect state regulatory and other local requirements and terms applicable to the Facility. This Form of Transaction Confirmation is for illustrative purposes only and CNEG reserves the right to alter the form of this Transaction Confirmation at any time.*

This Transaction Confirmation is delivered pursuant to and in accordance with a Master Retail Natural Gas Supply Agreement effective \_\_, 20 (the "Master Agreement"), by and between Constellation NewEnergy – Gas Division, LLC ("CNEG") and ("Customer"), and is subject to and made part of the terms and conditions of such Master Agreement. Capitalized terms used herein but not defined will have the meanings ascribed to them in the Master Agreement.

Trade Date:

Buyer:

Seller:

Facility Name:

Delivery Period:

Nature of Parties' Obligation :

Deal Type:

Contract Quantity/Price:

Month/Yr	Contract Quantity (in MMBtu)	Contract Price

Incremental Pricing:

Delivery Point(s):

Utility:

Default Service: To the extent a Facility continues to receive gas from CNEG beyond the Delivery Period, all such gas will be considered month to month purchases and will be priced at the Market Price.

Special Provisions:

**This Transaction Confirmation documents an agreement previously reached by authorized representatives of the Parties. Unless disputed by Customer in writing within two (2) business days of Constellation’s execution date, or such time frame as specified in the Master Agreement, it is binding and shall be deemed accepted.**

**CONSTELLATION NEWENERGY – GAS DIVISION, LLC CUSTOMER**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

By: SAMPLE  
Name: NOT FOR EXECUTION  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

## DISTRIBUTION SERVICES RIDER (BILL ON USAGE)

This Distribution Services Rider is effective August 1, 2017 (“**Distribution Services Rider Effective Date**”), is made a part of that certain natural gas agreement entered into on June 27, 2017 (“**Master Natural Gas Agreement**”), by and between Constellation NewEnergy – Gas Division, LLC (“**CNEG**”) and Charter Township of Ypsilanti (“**Customer**”), and is subject to all of the provisions, terms and conditions of such Master Natural Gas Agreement. The purpose of this Distribution Services Rider is to set forth the specific terms and conditions related to the distribution services performed by CNEG for Customer’s facilities listed below (the “**Facilities**”). Capitalized terms used herein but not defined will have the meanings ascribed to them in the Master Natural Gas Agreement. In the event of a conflict between this Distribution Services Rider and the Master Natural Gas Agreement, the terms of this Distribution Services Rider shall govern with respect to the services described herein.

Facility Location	DTE Account Number	DTE Meter Number	CNEG Customer ID
2057 TYLER RD, YPSILANTI, MI	910021683032	400558503616	RG-225521
7200 S HURON RIVER DR, YPSILANTI, MI	910015209125	247148149214	RG-225522
7200 S HURON RIVER DR, YPSILANTI, MI	910012793576	240721451614	RG-225523
9075 S HURON RIVER DR, YPSILANTI, MI	910020454013	442143205115	RG-225524
1405 HOLMES RD, YPSILANTI, MI	930002794921	402003970418	RG-225525
1775 E CLARK RD APT B, YPSILANTI, MI	910021295315	423907050216	RG-225526
7200 S HURON RIVER DR BLDG GAR, YPSILANTI, MI	910021680384	402716987615	RG-225527
1405 HOLMES RD, YPSILANTI, MI	930002794921	404020409818	RG-225528
2727 BRIDGE RD, YPSILANTI, MI	910015208853	281144920014	RG-225529
9075 S HURON RIVER DR, YPSILANTI, MI	910020454013	402914462515	RG-225530
2776 E CLARK RD APT B, YPSILANTI, MI	910021682745	403981826916	RG-225531
222 South Ford Boulevard, YPSILANTI, MI	910021704036	404110448716	RG-225933
222 South Ford Boulevard, YPSILANTI, MI	910015208986	404140821316	RG-225934
2025 East Clark Road, YPSILANTI, MI	910021682463	247710884215	RG-225935
8869 Textile Road, YPSILANTI, MI	910015209257	243138521014	RG-225937
222 South Ford Boulevard, YPSILANTI, MI	910020681614	404110448716	RG-225938
1501 S Huron St, YPSILANTI, MI	910015208986	4041408213	RG-226657
20 South Hewitt Road, YPSILANTI, MI	910015208986	2820304322	RG-226658

**1. GENERAL.** Customer understands that CNEG offers the distribution services described herein (the “**Distribution Services**”) pursuant to an easement agreement (the “**Easement Agreement**”) between CNEG (as successor by merger to Exelon Energy Company) and DTE Gas Company (“**DTE**”). Customer acknowledges that CNEG is subject to all rules, regulations, operating procedures, conditions and constraints related to the DTE distribution system and, accordingly, CNEG is not liable to Customer for any claims, damages or penalties caused in any manner by any such rules, regulations, operating procedures, conditions or constraints. Customer also acknowledges that CNEG is not a public utility. CNEG will provide on an exclusive basis, and Customer will pay for, the Distribution Services for the specified Facilities.

**2. GAS SUPPLY AND DISTRIBUTION SERVICES.** CNEG will supply and distribute, and Customer will purchase, all of the natural gas requirements for the Facilities during the term of this Distribution Services Rider. CNEG will make all necessary arrangements on behalf of Customer for distribution of all natural gas requirements for the Facilities. Customer shall promptly notify CNEG of any circumstances that may cause a material change to the Facilities’ monthly usage. CNEG reserves the right to control any incremental load added under this Distribution Services Rider to insure that a certain portion of the additional volume meets certain electronic displacement load requirements. Customer acknowledges that the Distribution Price described below is in addition to the commodity price of the natural gas (the “**Commodity Cost**”), which will be agreed to by the Parties through a Transaction entered into pursuant to the terms of the Master Natural Gas Agreement. If, at any time during the term of this Distribution Services Rider, there has been no Transaction to set the Commodity Cost for any given month(s), the Commodity Cost for gas delivered during such month(s) will be Platt’s *Inside FERC* First of Month Upper Midwest-MichCon city-gate for the applicable delivery month plus \$0.70 per dekatherm.

**3. PRICE OF DISTRIBUTION SERVICES AND PAYMENT.** During the Initial Term, the price for the Distribution Services will be \$0.242 per Ccf (the “**Distribution Price**”) for all volumes consumed. In addition to the Distribution Price, Customer shall reimburse CNEG for fees charged to CNEG in connection with CNEG’s administration of the distribution program including, but not limited to, pooling and electronic bulletin board fees. CNEG shall provide Customer a consolidated bill incorporating (i) utility charges, (ii) charges related to the Distribution Services, (iii) the Commodity Cost, and (iv) applicable Taxes. Customer will pay CNEG invoices in accordance with the payment terms contained in the Master Natural Gas Agreement. CNEG reserves the right to adjust the Distribution Price if (i) there is an increase in DTE’s distribution or customer charges, in which case the change to the Distribution Price shall be proportionate to DTE’s rate increase, or (ii) there is a material decrease in the Facilities’ usage as compared to historical usage and other relevant information. Customer shall provide CNEG with any applicable state and/or local exemption certificate prior to the issue date of Customer’s first invoice.

**4. GAS IN STORAGE.** If Customer has gas in its DTE storage account when Customer’s storage information is received by CNEG from DTE,

Customer will receive a credit on its CNEG invoice for such storage balance. The amount of the credit will be based on Platt's *Inside FERC* First of Month Upper Midwest-MichCon city-gate for the first month CNEG delivers gas to Customer pursuant to this Distribution Services Rider.

**5. TERM, TERMINATION .** The initial term of this Distribution Services Rider will commence upon the Distribution Services Rider Effective Date; provided, however, that Distribution Services will not commence for a Facility until the beginning of the first utility billing cycle following notification from DTE that such Facility's enrollment file has been accepted. This Distribution Services Rider will continue for a period of thirty-six (36) months following the Distribution Services Rider Effective Date (the "**Initial Term**") and will be extended and renewed for additional twelve (12) month periods automatically, unless terminated by either party upon sixty (60) days written notice to the other party delivered to the party's notice address prior to the renewal date. For the avoidance of doubt, Customer acknowledges and agrees that CNEG is performing the Distribution Services as an adjunct to the provision of Gas under the Master Natural Gas Agreement, and as such if either party has the right to terminate all or a portion of the Master Natural Gas Agreement in regard to the provision of such Gas, that shall be a basis to terminate this Distribution Services Rider as well. CNEG shall have no obligation to continue to provide Distribution Services if CNEG is no longer supplying Gas to Customer under the Master Natural Gas Agreement. In addition, if there are changes to the Easement Agreement that adversely affect CNEG's ability to effectively or economically perform the Distribution Services, then CNEG reserves the right to terminate this Distribution Services Rider upon thirty (30) days written notice.

**6. USAGE INFORMATION.** If requested by CNEG, Customer agrees to provide usage information from Customer's natural gas utility meter to CNEG weekly in an electronic format to be agreed upon by the Parties. Customer also agrees to inform CNEG of any variance in usage that could not be reasonably predicted by forecasting from Customer's historical usage information. CNEG may pass through to Customer any penalties resulting from Customer's failure to inform CNEG of usage variations.

**7. AGENCY AUTHORIZATION.** Customer hereby authorizes CNEG to act as exclusive agent for the Facilities with respect to distribution of natural gas. CNEG is authorized to request, execute and administer such agreements as CNEG deems necessary for the acquisition and transportation of gas sold and transported pursuant to this Distribution Services Rider and the Master Natural Gas Agreement.

**8. SYSTEM REQUIREMENTS.** DTE is responsible for operation of its distribution system, meter installation, maintenance and readings, and all infrastructure maintenance and system-wide upgrades. If any upstream or downstream facilities are needed to interconnect with, or to meet the current or anticipated service needs of Customer (including but not limited to service line extensions, upstream expansions, mains, transfer mains and gate stations or meters), Customer shall coordinate with CNEG and DTE for construction of such facilities. Customer shall be responsible to pay costs charged by DTE, if any, for the construction of such facilities.

**9. INDEMNITY.** Customer agrees to defend, indemnify and hold harmless CNEG and all its affiliates, and all of their respective officers, directors, shareholders, associates, employees, agents, representatives, successors, members, managers and assigns (collectively including CNEG referred to as the "**CNEG Parties**") from and against all claims, losses, expenses (including attorneys' fees and court costs), damages, demands, judgments, causes of action or suits (collectively, "**Claims**") of any kind, including but not limited to, Claims for personal injury, death, or property damage arising from Customer's failure to comply with the terms of this Distribution Services Rider.

***This Distribution Services Rider shall not be binding or enforceable against CNEG unless and until signed by an authorized representative of CNEG.*** This Distribution Services Rider may be executed in multiple counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument.

**(SIGNATURES FOLLOW ON NEXT PAGE)**

**IN WITNESS WHEREOF, THE PARTIES HAVE EXECUTED THIS DOCUMENT THROUGH THEIR DULY AUTHORIZED REPRESENTATIVES.**

**CNEG**

Sign and Print Name: \_\_\_\_\_

Print Title: \_\_\_\_\_

**CUSTOMER**

Sign and Print Name: \_\_\_\_\_

Print Title: \_\_\_\_\_





Discover a smart alternative to the local utility.

# Utility Alternative Savings

A natural gas delivery savings program from Constellation.



America's energy choice.<sup>SM</sup>





# A smart alternative to the local utility.

There's only one company serving Monroe, Macomb, Oakland, Washtenaw and Wayne counties that can offer special savings on your natural gas delivery—it's Constellation.

## What is Utility Alternative Savings?

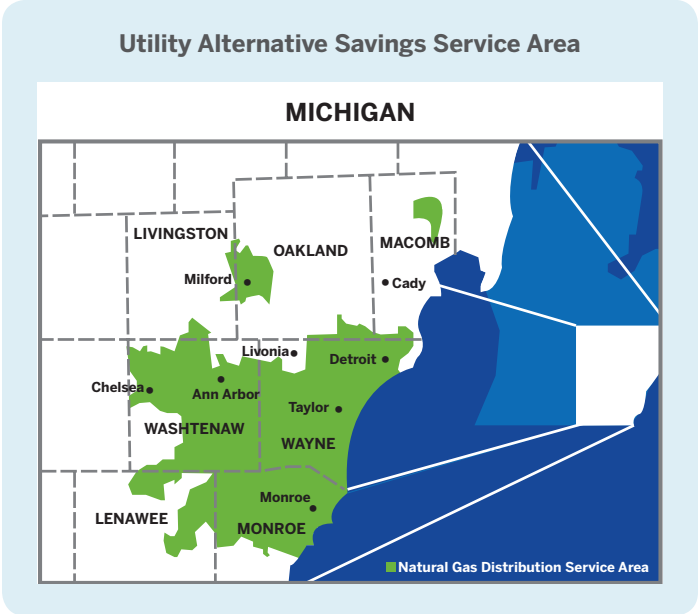
Most of the time when you spend your money, you can choose what you're buying. When it came to your natural gas delivery in Michigan, this wasn't always the case.

Through an exclusive agreement with DTE Energy Gas, Constellation has been able to bring Michigan businesses an alternative pricing model for their natural gas delivery needs. In order to give customers another choice and discounted pricing, we share delivery and capacity in the local utility's natural gas pipelines. As part of this exclusive agreement, we're able to offer discounts on the delivery of natural gas to businesses in select Metro Detroit counties. We call it Utility Alternative Savings.

### Now, with Utility Alternative Savings you have a choice.

You'll get your natural gas commodity and delivery together with a guaranteed savings on the delivery portion of your bill for as long as you're a Constellation customer.

As a leader in the energy industry, we pride ourselves on fostering competition in Michigan's energy marketplace. We're the only company in the state that can give you this pricing, but that's not the only thing we have to offer.



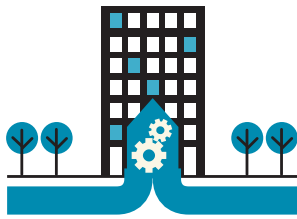
# Savings are just the beginning.

## Why choose Utility Alternative Savings from Constellation?



### It's simple.

Working with Constellation as your gas supplier is easy. Saving with Constellation is even easier. We manage the heavy lifting and the volatility of the marketplace so that you don't have to worry about your monthly budget.



### It's personal.

One-size-fits-all doesn't really fit everyone. That's why we'll develop a customized plan tailored to your business and help you get the most for your money.



### It's exclusive.

Utility Alternative Savings is unique to Michigan and only offered through Constellation. As a part of the state's competitive energy marketplace, Constellation gives businesses the opportunity to save big on their natural gas delivery.

## Reaping your exclusive savings is simple.



### See if you qualify.

Utility Alternative Savings is a unique program that's only available in select Michigan counties. To find out if you're eligible, talk to a Constellation representative.



### Find out how much you can save.

Our energy experts will look at your natural gas usage history and perform an in-depth analysis to estimate how much you would save when you get your commodity and delivery, together, from Constellation versus the local utility.



### Enroll with Constellation.

Signing up with Constellation is simple and hassle-free. It's a seamless switch. All it takes is a phone call to get started.

Contact your Constellation representative or visit [constellation.com/talkenergy](https://www.constellation.com/talkenergy) to find out how much you can lower your monthly bill with Utility Alternative Savings—exclusively from Constellation.



## Meet George Gazepis.

Chief Financial Officer, *International Extrusions, Inc.*  
Garden City, Michigan

*“Being a long-time customer, Constellation is more than a typical energy supplier ... they are truly one of our business allies. As a team, we either sink or swim, together.”*

### **About *International Extrusions*:**

Since 1965, International Extrusions has provided industry-leading aluminum extrusions to customers across America.





## Meet Bill Ackley.

Owner, *Abrasive Finishing, Inc.*  
Chelsea, Michigan

*“I would highly recommend Constellation and Utility Alternative Savings. As the program’s first Michigan customer, it’s been a great relationship from the start and continues to grow.”*

### **About Abrasive Finishing:**

With over forty years of experience, *Abrasive Finishing* is Michigan’s premier name for surface finishing and deburring.

# Program Specifics and Frequently Asked Questions

## How is Constellation able to provide exclusive savings to my business?

In 2001, when Detroit Edison and Michcon attempted to join forces, Michcon auctioned a portion of its natural gas distribution as a result of a mandate from the Federal Trade Commission. During this auction, Exelon/Constellation won the bid, allowing them to provide discounted delivery services to specific areas in Metro Detroit.

## Where is this program offered?

Exclusive savings are available for eligible businesses located in the majority of Wayne, Washtenaw and Monroe counties and parts of Livingston, Oakland, Macomb and Lenawee counties. A Constellation Business Development Manager can advise whether or not your business is located in an area where we can provide this exclusive savings opportunity.

## How does the program benefit my business?

Constellation will provide distribution charges at a lower rate than DTE's standard tariff rates. Only Constellation is able to offer these savings through the exclusive agreement with DTE Gas Company. Simply put, participating in this program will help to reduce the overall natural gas costs to your business.

## How do I determine if my business is eligible to participate in this program?

If you are in the territory map for exclusive savings and DTE is both your electric and gas provider, you are likely eligible to participate in this program. Please contact your Constellation Business Development Manager to confirm your eligibility.

## I am a small business and use a small amount of natural gas. Can I still participate in this program?

Yes, as long as your business is located within the eligible service territory, you are able to participate in this exclusive program and enjoy savings on your natural gas distribution. There are no minimum usage requirements.

## Will I still receive a bill from DTE Energy for my natural gas needs?

No. You will no longer receive a bill from DTE for your natural gas needs but will continue to receive a bill for your electricity needs.

## If I participate in this program, what changes should I expect to see on my bill?

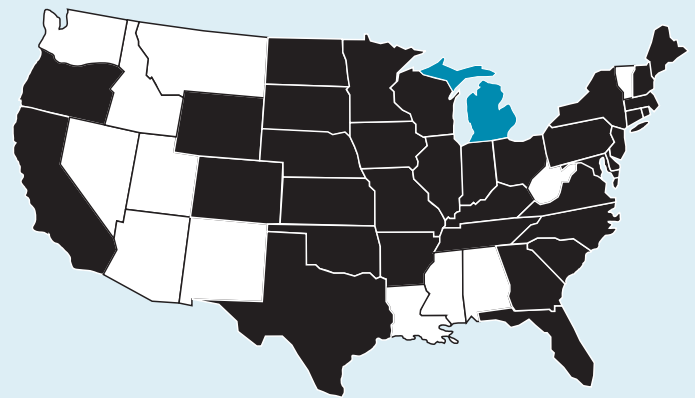
The bill you receive from Constellation will include your monthly natural gas supply costs along with your discounted distribution rate, plus any applicable taxes & fees. All businesses participating in our exclusive program will receive one single bill from Constellation for your natural gas needs. You will no longer receive a bill from DTE as it pertains to your natural gas.

## Constellation in Michigan and across America.

As one of the top five operating costs for most businesses, energy is an important part of your overall business strategy. Through a strategic approach to energy management, your business can make a direct impact on your bottom line.

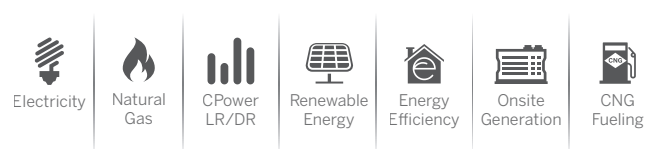
Constellation is a leading national energy solutions provider with the expertise and products to help you buy, manage and use your energy.

Services vary by state.



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In 2001, DTE Energy Gas and Detroit Edison merged, creating overlapping service territories in and around Detroit. As a result, the Federal Trade Commission mandated that a third-party supplier have access to distribution capacity in order to ensure competition. Constellation NewEnergy-Gas Division, LLC (as successor by merger to Exelon Energy Company) is the third-party supplier that has been awarded access to the distribution capacity.



[constellation.com/talkenergy](http://constellation.com/talkenergy)

CON5518 0416



## Charter Township of Ypsilanti

Natural Gas Accounts and Usage

Unit MMBtu


Address_Street	Supplier	Account #	Meter #	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
2057 TYLER RD	DTE	910021683032	400558503616	26	17	15	9	2	1	1	1	1	2	8	20	103
7200 S HURON RIVER DR	DTE	910015209125	247148149214	444	343	282	190	121	15	5	1	11	65	217	384	2,078
7200 S HURON RIVER DR	DTE	910012793576	240721451614	140	107	109	68	26	2	1	1	1	3	25	82	565
9075 S HURON RIVER DR	DTE	910020454013	442143205115	33	25	22	17	64	4	4	3	1	2	9	26	210
1775 E CLARK RD APT B	DTE	910021295315	423907050216	54	42	33	25	9	1	1	1	1	2	18	44	231
7200 S HURON RIVER DR BLDG GAR	DTE	910021680384	402716987615	66	59	44	28	6	-	-	-	-	1	18	60	282
1405 HOLMES RD	DTE	930002794921	404020409818	1	-	-	-	-	-	-	-	-	-	-	-	1
2727 BRIDGE RD	DTE	910015208853	281144920014	70	39	17	5	-	-	-	-	1	43	70	39	284
9075 S HURON RIVER DR	DTE	910020454013	402914462515	31	23	19	11	4	1	1	1	1	1	5	23	121
2776 E CLARK RD APT B	DTE	910021682745	403981826916	84	60	44	25	3	-	-	-	-	1	15	61	293
2025 East Clark Road	DTE	910021682463	247710884215	479	687	447	246	133	17	10	8	20	77	196	491	2,811
8869 Textile Road	DTE	910015209257	243138521014	66	59	42	33	12	2	2	3	2	3	17	60	301
1501 S Huron St	DTE	910015208986	4041408213	110	75	69	54	39	12	7	4	11	28	47	69	525
1405 HOLMES RD	PROVISION	930002794921	402003970418	38	37	39	18	6	1	1	1	1	1	1	16	160
222 South Ford Boulevard	PROVISION	910021704036	404110448716	2	1	1	1	1	1	1	2	1	1	2	1	15
222 South Ford Boulevard	PROVISION	910015208986	404140821316	191	128	120	62	27	5	5	5	5	11	58	177	794
222 South Ford Boulevard	PROVISION	910020681614	404110448716	2	1	1	1	1	1	1	2	1	1	2	1	15
20 South Hewitt Road	PROVISION	910015208986	2820304322	51	43	34	25	9	2	3	3	1	3	16	57	247
				<b>1,888</b>	<b>1,746</b>	<b>1,338</b>	<b>818</b>	<b>463</b>	<b>65</b>	<b>43</b>	<b>36</b>	<b>59</b>	<b>245</b>	<b>724</b>	<b>1,611</b>	<b>9,036</b>

PROVISION TOTAL USAGE  
DTE TOTAL USAGE

1,231 5 ACCOUNTS  
7,805 13 ACCOUNTS

## Distribution and Surcharge Savings Summary

DTE SUPPLIED ACCOUNTS		
Rate Class	# Accts	Annual Usage (Mcf)
GS-1	13	7,805
<b>Total</b>		<b>7,805</b>



**Constellation**  
An Exelon Company

*Date : June 29, 2017*  
**Sales Rep: Dennis Morgrige**

**Combined Savings:**

<b>Total Annual Estimated Savings</b>	<b>\$11,829.80</b>
<b>Total Constellation Discount</b>	<b>38.96%</b>
<b>Total Annual Estimated Savings / Mcf</b>	<b>\$1.52</b>
<b>Rate GS-1 Constellation Discounted Rate</b>	<b>\$2.420</b>

**Monthly Customer Service Charge and IRM Savings:**

Rate GS-1 : Customer Service Charge Savings	\$5,034.12
---	------------

\* Depending on your rate class, you will receive savings on some or all of these charges.

**Distribution Charge Savings:**

Rate GS-1 : Distribution Charge Savings, with 15% discount	\$3,333.48
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**Reservation Charge**

Rate GS-1 : Reservation Charge	\$2,427.26
Rate GS-1 : Reservation Charge Rate	\$0.3400

\* Reservation Charge was approved by the MPSC's April 15, 2014 Order in U-17131 and is implemented on a "bills rendered" basis beginning May 1, 2014

**Energy Optimization (EO) Surcharge Savings:**

Rate GS-1 : Energy Optimization Surcharge Savings	\$1,034.94
Rate GS-1 : EO Rate	\$0.1326


\* A surcharge that allows MichCon to develop and offer an Energy Optimization program that provides rebates, incentives and energy efficiency education to their customers. This surcharge is based on the amount of gas you use during the billing period.

*Distribution and Surcharge Savings Summary analysis provides information to customers to assist them in making informed energy decisions. Information presented in these cost savings computations reflect previous period valuation / prices and actual results may vary from these estimates / projections.*

-----  
*The information contained herein is confidential between Constellation and the intended recipient and may not be disclosed to a third party without the express written consent.*

## Distribution and Surcharge Savings Summary

PROVISION SUPPLIED ACCOUNTS		
Rate Class	# Accts	Annual Usage (Mcf)
GS-1	5	1,231
<b>Total</b>		<b>1,231</b>



**Constellation**  
An Exelon Company

*Date : June 29, 2017*  
*Sales Rep: Dennis Morgrige*

**Combined Savings:**

<b>Total Annual Estimated Savings</b>	<b>\$2,625.18</b>
<b>Total Constellation Discount</b>	<b>46.84%</b>
<b>Total Annual Estimated Savings / Mcf</b>	<b>\$2.13</b>
<b>Rate GS-1 Constellation Discounted Rate</b>	<b>\$2.420</b>

**Monthly Customer Service Charge and IRM Savings:**

Rate GS-1 : Customer Service Charge Savings	\$1,936.20
---	------------

\* Depending on your rate class, you will receive savings on some or all of these charges.

**Distribution Charge Savings:**

Rate GS-1 : Distribution Charge Savings, with 15% discount	\$525.75
--	----------

**Reservation Charge**

Rate GS-1 : Reservation Charge	\$0.00
Rate GS-1 : Reservation Charge Rate	\$0.0000

\* Reservation Charge was approved by the MPSC's April 15, 2014 Order in U-17131 and is implemented on a "bills rendered" basis beginning May 1, 2014

**Energy Optimization (EO) Surcharge Savings:**

Rate GS-1 : Energy Optimization Surcharge Savings	\$163.23
Rate GS-1 : EO Rate	\$0.1326

\* A surcharge that allows MichCon to develop and offer an Energy Optimization program that provides rebates, incentives and energy efficiency education to their customers. This surcharge is based on the amount of gas you use during the billing period.

*Distribution and Surcharge Savings Summary analysis provides information to customers to assist them in making informed energy decisions. Information presented in these cost savings computations reflect previous period valuation / prices and actual results may vary from these estimates / projections.*

-----  
*The information contained herein is confidential between Constellation and the intended recipient and may not be disclosed to a third party without the express written consent.*

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



**Assessor's Office**

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

*Charter Township of Ypsilanti*

Date: July 5, 2017

To: Ypsilanti Township Board

From: Brian McCleery,  
Assistant Assessor

Subject: Agenda Item to Authorize negotiations to sell Township owned property.

K-11-14-403-007 – Emerson Ave  
K-11-14-403-008 – Emerson Ave  
K-11-14-404-002 – State St

I am requesting approval to enter into negotiations to sell 8 subdivision lots that are combined into the 3 properties listed above and that are currently owned by Ypsilanti Township. The enclosed maps have the lots marked in red.

These parcels have been identified by our office as Lots to sell. Mr. Sanders, an adjacent property owner to one of the lots, has recently contacted my office indicating that he would like to purchase one of the lots (lot 1233) to add to his parcel in order to build a garage. The other lots will be offered to adjacent property owners with the stipulation that they will not become rental properties.

I am requesting permission to contact the property owners and negotiate the sale of these lots.

These properties have seven platted lots with an overall dimensions of 40' x 145' per lot and one platted lot with a dimension of 20' x 110'. If sold to the adjacent owners, the sales agreement would stipulate that the purchaser will combine the property with the parcel that they own and that the properties would not become rental.

Attached you will find aerial photograph maps and a record card of the parcels. If you have any questions or need any information, please contacting me.



# STATE

# EMERSON AVE

# I-94

OUTLOT  
"A"



866 -005  
867 -004  
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871 -003  
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1225 -007  
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1223 -008  
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1228 -015  
1229 -014  
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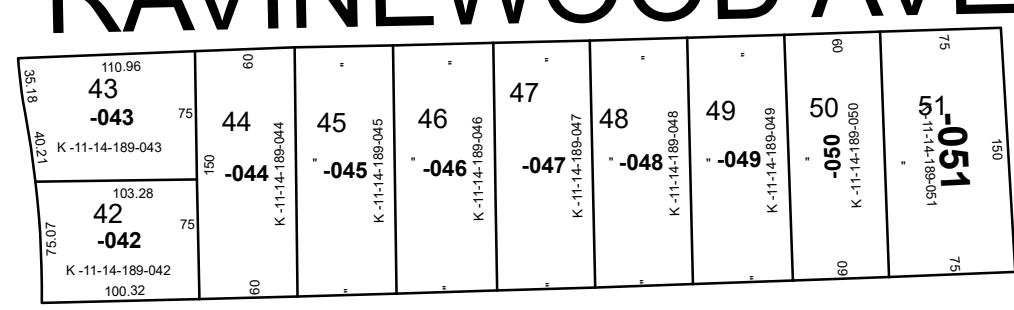
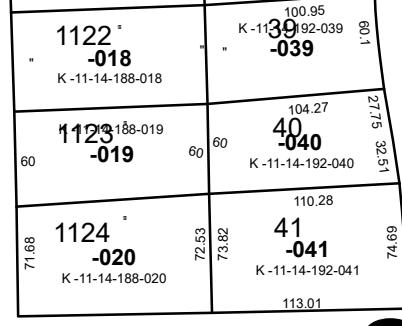
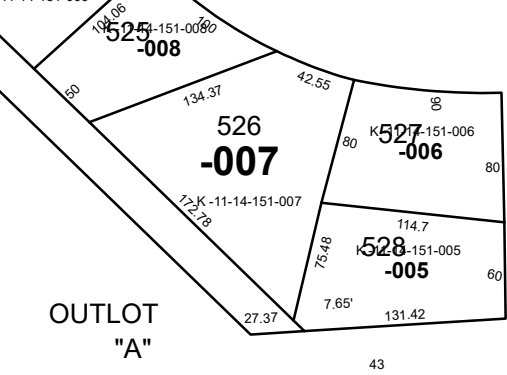
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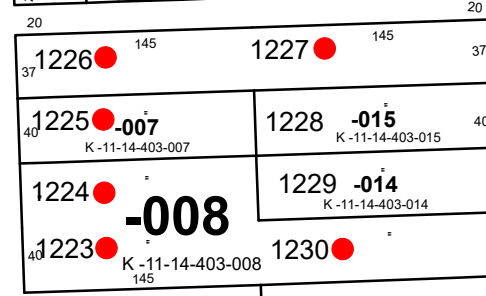
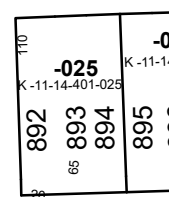
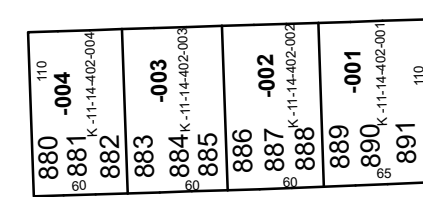
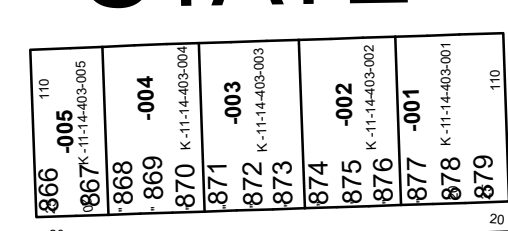
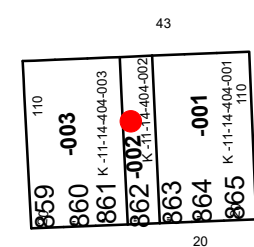
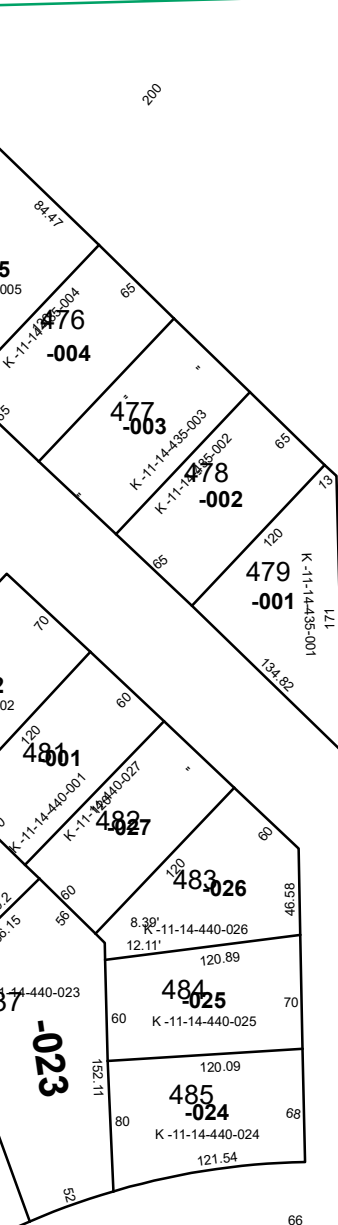
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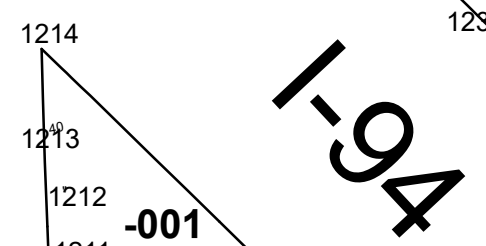
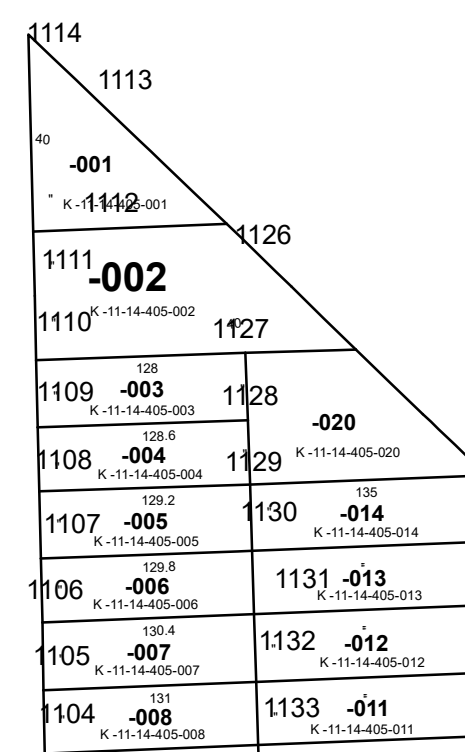
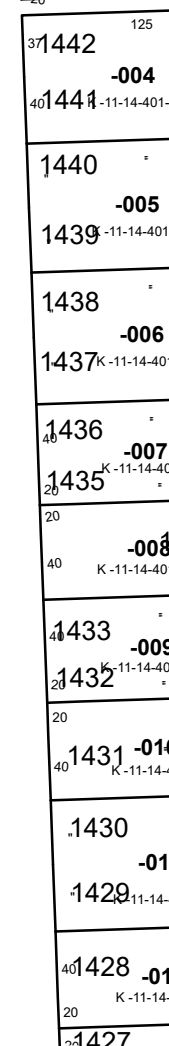
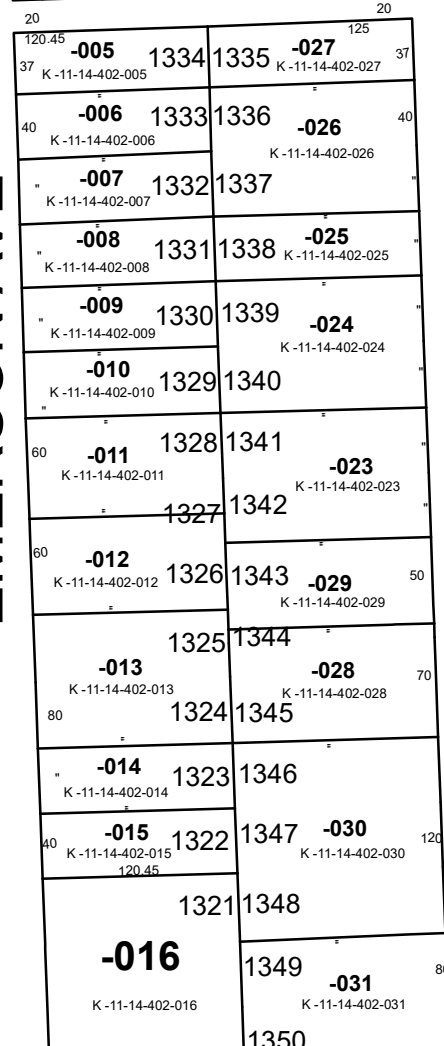




STATE



EMERSON AVE



1-94



Grantor	Grantee	Sale Price	Sale Date	Inst. Type	Terms of Sale	Liber & Page	Verified By	Prcnt. Trans.
DEPARTMENT OF NATURAL RES	CHARTER TOWNSHIP OF YPSIL	300	01/03/2000	QC	MUNICIPAL	3927/529	OTH	0.0

Property Address	Class: EXEMPT COUNTY, CI	Zoning: R5 SI	Building Permit(s)	Date	Number	Status
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1548 EMERSON AVE	School: VAN BUREN SCHOOL DISTRICT					
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	P.R.E. 0%					
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Owner's Name/Address	MAP #: R 585 438 00	2018 Est TCV 0				
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CHARTER TWP OF YPSILANTI 7200 S HURON RIVER DR YPSILANTI MI 48197	2018 Est TCV 0					
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	Improved	X	Vacant	Land Value Estimates for Land Table 00999.YPSILANTI TOWNSHIP PROPERTY		
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Public Improvements	Description	Frontage	Depth	Front	Depth	Rate	%Adj.	Reason	Value
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	Dirt Road	40.00	0.00	1.0000	1.0000	0	100		0
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	Gravel Road					0	100		0
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	X Paved Road	40 Actual Front Feet, 0.13 Total Acres				Total Est. Land Value =			0
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	X Storm Sewer								
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	X Sidewalk								
--	------------	--	--	--	--	--	--	--	--

	X Water								
--	---------	--	--	--	--	--	--	--	--

	X Sewer								
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	X Electric								
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	X Gas								
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	X Curb								
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	Street Lights								
--	---------------	--	--	--	--	--	--	--	--

	Standard Utilities								
--	--------------------	--	--	--	--	--	--	--	--

	Underground Utils.								
--	--------------------	--	--	--	--	--	--	--	--

Topography of Site	Year	Land Value	Building Value	Assessed Value	Board of Review	Tribunal/Other	Taxable Value
--------------------	------	------------	----------------	----------------	-----------------	----------------	---------------

X Level	2018	EXEMPT	EXEMPT	EXEMPT			EXEMPT
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Rolling	2017	EXEMPT	EXEMPT	EXEMPT			EXEMPT
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Low	2016	0	0	0			0
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High	2015	0	0	0			0
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Landscaped							
------------	--	--	--	--	--	--	--

Swamp							
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Wooded							
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Pond							
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Waterfront							
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Ravine							
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Wetland							
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Flood Plain							
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Who	When	What	Year	Land Value	Building Value	Assessed Value	Board of Review	Tribunal/Other	Taxable Value
-----	------	------	------	------------	----------------	----------------	-----------------	----------------	---------------

			2018	EXEMPT	EXEMPT	EXEMPT			EXEMPT
--	--	--	------	--------	--------	--------	--	--	--------

			2017	EXEMPT	EXEMPT	EXEMPT			EXEMPT
--	--	--	------	--------	--------	--------	--	--	--------

			2016	0	0	0			0
--	--	--	------	---	---	---	--	--	---

			2015	0	0	0			0
--	--	--	------	---	---	---	--	--	---

The Equalizer. Copyright (c) 1999 - 2009. Licensed To: Township of Ypsilanti, County of Washtenaw, Michigan

\*\*\* Information herein deemed reliable but not guaranteed\*\*\*

Grantor	Grantee	Sale Price	Sale Date	Inst. Type	Terms of Sale	Liber & Page	Verified By	Prcnt. Trans.

Property Address      Class: EXEMPT COUNTY, CI      Zoning: R5 SI      Building Permit(s)      Date      Number      Status

1501 EMERSON AVE      School: VAN BUREN SCHOOL DISTRICT

Owner's Name/Address      P.R.E. 0%      MAP #: R 585 436 00

CHARTER TWP OF YPSILANTI      2018 Est TCV 0

7200 S HURON RIVER DR      Land Value Estimates for Land Table 00999.YPSILANTI TOWNSHIP PROPERTY

YPSILANTI MI 48197      Improved    X    Vacant      Description      Frontage      Depth      Front      Depth      Rate %Adj.      Reason      Value

Tax Description      Public Improvements      \* Factors \*      0.80 Acres      0      100      3      NON CONTIGUIOUS LOTS

YP#104-903: LOTS 1223-1224, ALSO      0.80 Total Acres      Total Est. Land Value =      0

LOTS1226-1227, LOT 1230, AND LOT 1233      X      Dirt Road

WATSONIA PARK SUBDIVISION.      X      Gravel Road

Comments/Influences      X      Paved Road

2017 TEMPORARY ADDRESS ASSIGNED.      X      Storm Sewer

       X      Sidewalk

       X      Water

       X      Sewer

       X      Electric

       X      Gas

       X      Curb

       Street Lights

       Standard Utilities

       Underground Utils.

       Topography of Site

X      Level

       Rolling

       Low

       High

       Landscaped

       Swamp

       Wooded

       Pond

       Waterfront

       Ravine

       Wetland

       Flood Plain

Year	Land Value	Building Value	Assessed Value	Board of Review	Tribunal/Other	Taxable Value
2018	EXEMPT	EXEMPT	EXEMPT			EXEMPT
2017	EXEMPT	EXEMPT	EXEMPT			EXEMPT
2016	0	0	0			0
2015	0	0	0			0

Who      When      What

The Equalizer. Copyright (c) 1999 - 2009.

Licensed To: Township of Ypsilanti, County of Washtenaw, Michigan

\*\*\* Information herein deemed reliable but not guaranteed\*\*\*

Grantor	Grantee	Sale Price	Sale Date	Inst. Type	Terms of Sale	Liber & Page	Verified By	Prcnt. Trans.	
Property Address		Class: EXEMPT COUNTY, CI		Zoning: R5 SI	Building Permit(s)	Date	Number	Status	
2136 STATE ST		School: VAN BUREN SCHOOL DISTRICT							
Owner's Name/Address		P.R.E. 0%							
CHARTER TWP OF YPSILANTI 7200 S HURON RIVER DR YPSILANTI MI 48198		MAP #: R 585 195 00							
		2018 Est TCV 0							
		Improved	X	Vacant	Land Value Estimates for Land Table 00999.YPSILANTI TOWNSHIP PROPERTY				
Tax Description		Public Improvements		* Factors *		20 X 110			
YP#04-541 LOT #862 WATSONIA PARK SUBDIVISION.		Dirt Road		Description	Frontage	Depth	Front Depth	Rate %Adj. Reason	Value
Comments/Influences		Gravel Road		0.05 Acres		0 100		0	
2017 TEMPORARY ADDRESS ASSIGNED.		X Paved Road		0.05 Total Acres		Total Est. Land Value =		0	
		X Storm Sewer							
		X Sidewalk							
		X Water							
		X Sewer							
		X Electric							
		X Gas							
		X Curb							
		Street Lights							
		Standard Utilities							
		Underground Utils.							
		Topography of Site							
		X Level							
		Rolling							
		Low							
		High							
		Landscaped							
		Swamp							
		Wooded							
		Pond							
		Waterfront							
		Ravine							
		Wetland							
		Flood Plain							
		Year	Land Value	Building Value	Assessed Value	Board of Review	Tribunal/Other	Taxable Value	
		Who	When	What	2018	EXEMPT	EXEMPT	EXEMPT	EXEMPT
					2017	EXEMPT	EXEMPT	EXEMPT	EXEMPT
					2016	0	0	0	0
					2015	0	0	0	0

\*\*\* Information herein deemed reliable but not guaranteed\*\*\*

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



*Charter Township of Ypsilanti*

**Assessor's Office**

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

Date: June 20, 2017

To: Ypsilanti Township Board

From: Brian McCleery,  
Assistant Assessor

Re: Agenda Item to Authorize Property Sale to James Burns  
K-11-13-330-001 State St- vacant lot

**The Assessor's Office is requesting approval to finalize the sale of the above property to Mr. Burns for \$800 plus all closing costs.**

The above property is adjacent to Mr. **Burns'** business on State St. He has agreed to combine the above property with his existing property and has also agreed that the resulting parcel will continue to be utilized for his business purposes.

Attached you will find the letter of agreement, quit claim deed, aerial photographs and recent pictures of the property. **If you have any questions or need more information, please don't hesitate contacting me.**

*Supervisor*  
BRENDA L. STUMBO  
*Clerk*  
KAREN LOVEJOY ROE  
*Treasurer*  
LARRY J. DOE  
*Trustees*  
STAN ELDRIDGE  
HEATHER ROE  
MONICA WILLIAMS  
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*Charter Township of Ypsilanti*

**Assessor's Office**

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

## Letter of Agreement

June 20, 2017

James Burns  
2574 State St  
Ypsilanti, MI 48198

Dear Mr. Burns

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

The agreement is as follows:

### 1. Agreement

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

The property listed below will be purchased for the price of \$800 paid by certified check. The Property is to be combined with purchaser's adjacent commercial parcel on State St parcel id K-11-13-330-005 and will be used in conjunction with A-1 Auto Salvage for the operation of the business. Closing costs, including title search are the responsibility of the purchaser.

Parcel **K-11-13-330-001** described as:  
State St - Vacant  
Lots 1443 Watsonia Park Subdivision

### 2. Term

The term of this Agreement ("Term") will commence as of June 22, 2017 and will continue to be in effect for 6 months or until December 22, 2017, at which point it shall terminate, unless the Term is extended or terminated earlier in a written document signed by both parties.

---

**QUIT CLAIM DEED**

KNOW ALL MEN BY THESE PRESENTS, that the **Charter Township of Ypsilanti, a Michigan Municipal Corporation**, whose address is 7200 S. Huron River Drive, Ypsilanti, Michigan 48197, quitclaims to **A-1 Auto Salvage & Scrap LLC**, a Michigan Limited Liability Corporation, whose address is 2574 State St, Ypsilanti, Michigan 48198, the following property located in the Township of Ypsilanti, County of Washtenaw, and State of Michigan and described as:

Lot 1443  
Watsonia Park Subdivision

Parcel Id: K-11-13-330-001 (State St- vacant)

For the full consideration of Eight Hundred Dollars (\$800).

Property to be combined with purchaser's adjacent commercial property.

Dated this \_\_\_\_ day of \_\_\_\_\_ 2017

Charter Township of Ypsilanti, a Michigan  
Municipal Corporation

By: \_\_\_\_\_  
Brenda L. Stumbo, Supervisor

By: \_\_\_\_\_  
Karen Lovejoy Roe, Clerk

Acknowledged before me in Washtenaw County, Michigan, on this \_\_\_\_ day of \_\_\_\_\_ 2017, by Brenda L. Stumbo, Supervisor, and Karen Lovejoy Roe, Clerk of Charter Township of Ypsilanti, a Michigan municipal corporation, on behalf of the corporation.

My Commission Expires:

\_\_\_\_\_

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
County, Michigan

Drafted By:      Brian McCleery, Ypsilanti Township  
7200 S. Huron River Dr., Ypsilanti, MI 48197

3. Closing

For the agreed upon sum of **\$800** plus all closing costs, paid in full by certified check, Ypsilanti Township agrees to sell the above described properties to you via the recording of a Quit Claim Deed in the name of A-1 Auto Salvage & Scrap LLC.

4. Termination

This agreement shall terminate upon the closing of the sale of the above property or the expiration of the Term after December 22, 2017.

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

Accepted and agreed to on \_\_\_\_\_, 20\_\_ by

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

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

\_\_\_\_\_  
Notary Public, \_\_\_\_\_ County  
My Commission Expires on \_\_\_\_\_

Accepted and agreed to on \_\_\_\_\_, 20\_\_ by

\_\_\_\_\_  
James Burns

\_\_\_\_\_  
Notary Public, \_\_\_\_\_ County  
My Commission Expires on \_\_\_\_\_



001

K-11-13-331-001

1701

-019

K-11-13-331-019

1703

-018

K-11-13-331-018

1704

-017

K-11-13-331-017

1706

-016

K-11-13-331-016

1709

1710

-015

K-11-13-331-015

1711

-014

K-11-13-331-014

1712

-013

K-11-13-331-013

1713

-012

K-11-13-331-012

1714

-011

K-11-13-331-011

1717



53 55 56 57

-014

K-11-13-306-014

8



-006

K-11-13-306-006



COOLIDGE









hereto

In Witness Whereof, the parties /have hereunto set their hands and seals the day and year first above written.

Executed by Karl Nawroth  
in presence of Harold D. Golds  
Harold D. Golds

Karl Nawroth (SEAL)  
KARL NAWROTH

Fred C. Hirsch  
Fred C. Hirsch

Arthur E. Grippen (SEAL)  
ARTHUR E. CRIPPEN

Executed by Arthur E. Grippen &  
Bernice B. Grippen  
in Presence of Harold D. Golds  
Harold D. Golds

Bernice B. Grippen (SEAL)  
BERNICE B. CRIPPEN

Fred C. Hirsch  
Fred C. Hirsch

STATE OF MICHIGAN, )  
County of Washtenaw )ss

On this Seventh day of February in the year one thousand nine hundred Forty -one before me, the subscriber, a Notary Public in and for said County, personally appeared Karl Nawroth to me known to be the same person described in and who executed the within instrument, who acknowledged the same to be his free act and deed.

Harold D. Golds Notary Public  
Harold D. Golds  
Washtenaw County, Michigan.

My commission expires Sept. 1, 1942

The payments of Principal and Interest receipted for below by the said first party or by authorized agent, apply on the consideration contained in the within Contract.  
One Thousand & no/100 Dollars Paid On Delivery.

DATE OF PAYMENT	TOTAL AMOUNT PAID	AMOUNT OF INTEREST	INTEREST PAID TO	AMOUNT PAID ON	BALANCE OF PRINCIPAL	SIGNATURE (Or Initials)
Month Day Year			Month Day Year			
					5300 00	

D E E D

State of Michigan  
By State Land Office Board  
to  
Ypsilanti Township

Register's Office  
Washtenaw County ss

Received for record the 20th day of February, A. D. 1941 at 11:00 o'clock A. M. and recorded in Liber 349 of Deeds on Page 372.

Katherine W. Skau, Register of Deeds

*Rudh Otto* Clerk

State Land Office Board

56598

This Indenture, made this Third day of December in the year of our Lord one thousand nine hundred and forty, between the State of Michigan, through the State Land Office Board, a public corporation created and existing under and by virtue of Act No. 155 of the Public Acts of 1937, as amended, its duly authorized agency, by Vernon J. Brown and Fred M. Greenstreet, chairman and a member thereof, respectively, party of the first part, and Ypsilanti Township party of the second part.

WHEREAS, the title to the land hereinafter described became vested in the party of the first part by virtue of non-redemption from a tax sale held after the effective date of Act No. 155 of the Public Acts of 1937 pursuant to a decree of the circuit court for the county next below mentioned; and

WHEREAS, the said party of the first part offered said land for sale at a public auction sale which commenced on the second Tuesday of February next ensuing the vesting of title in the said party of the first part, as aforesaid, pursuant to and in accordance with the provisions of Section 7 of the above mentioned act, as amended; and,

WHEREAS, the said land was not sold at said public auction sale for want of bidders willing to make a lawful bid therefor; and

WHEREAS, the said party of the second part has by resolution of its governing body made request to the State Land Office Board for a conveyance of said land, which is located within its limits, under and in accordance with the provisions of Section 8 of the above mentioned act, as amended, and has shown to the satisfaction of said State Land Office Board that said land is needed by it for public purposes and not for resale; now therefore

THIS INDENTURE WITNESSETH: That the said party of the first part, for and in consideration of the premises and the covenant hereinafter set forth by the said party of the second part to be kept and performed, does by these presents grant, bargain, sell, remise, release and QUIT CLAIM unto the said party of the second part all those certain pieces or parcels of land situate and being in the Township of Ypsilanti, County of Washtenaw, and State of Michigan, known and described as follows, to-wit: The land described in the schedule attached hereto and made a part thereof

## STATE LAND OFFICE BOARD

This schedule is a part of Deed 5659G (F244)

Certain Lots in Textile Subdivision, according to recorded plat thereof

Lot 1;	Lot 111;	Lot 171;	Lot 231;	Lot 293;
Lot 2;	Lot 112;	Lot 172;	Lot 232;	Lot 294;
Lot 3;	Lot 113;	Lot 173;	Lot 233;	Lot 295;
Lot 4;	Lot 114;	Lot 174;	Lot 234;	Lot 296;
Lot 5;	Lot 115;	Lot 175;	Lot 235;	Lot 297;
Lot 6;	Lot 116;	Lot 176;	Lot 236;	Lot 298;
Lot 7;	Lot 117;	Lot 177;	Lot 237;	Lot 299;
Lot 8;	Lot 118;	Lot 178;	Lot 238;	Lot 300;
Lot 9;	Lot 119;	Lot 179;	Lot 239;	Lot 301;
Lot 10;	Lot 120;	Lot 180;	Lot 240;	Lot 305;
Lot 11;	Lot 121;	Lot 181;	Lot 241;	Lot 307;
Lot 12;	Lot 122;	Lot 184;	Lot 242;	Lot 308;
Lot 13;	Lot 123;	Lot 185;	Lot 243;	Lot 309;
Lot 14;	Lot 124;	Lot 186;	Lot 244;	Lot 310;
Lot 15;	Lot 125;	Lot 187;	Lot 245;	Lot 311;
Lot 16;	Lot 126;	Lot 188;	Lot 246;	Lot 312;
Lot 17;	Lot 127;	Lot 189;	Lot 247;	Lot 313;
Lot 18;	Lot 128;	Lot 190;	Lot 248;	Lot 314;
Lot 19;	Lot 129;	Lot 191;	Lot 249;	Lot 315;
Lot 20;	Lot 130;	Lot 192;	Lot 250;	Lot 316;
Lot 21;	Lot 131;	Lot 193;	Lot 252;	Lot 317;
Lot 22;	Lot 132;	Lot 194;	Lot 253;	Lot 318;
Lot 23;	Lot 133;	Lot 195;	Lot 254;	Lot 319;
Lot 24;	Lot 134;	Lot 196;	Lot 255;	Lot 320;
Lot 25;	Lot 135;	Lot 197;	Lot 257;	Lot 321;
Lot 26;	Lot 136;	Lot 198;	Lot 258;	Lot 322;
Lot 27;	Lot 137;	Lot 199;	Lot 259;	Lot 323;
Lot 28;	Lot 138;	Lot 200;	Lot 260;	Lot 324;
Lot 29;	Lot 139;	Lot 201;	Lot 261;	Lot 325;
Lot 30;	Lot 140;	Lot 202;	Lot 262;	Lot 326;
Lot 31;	Lot 141;	Lot 203;	Lot 263;	Lot 327;
Lot 32;	Lot 142;	Lot 204;	Lot 264;	Lot 329;
Lot 33;	Lot 143;	Lot 205;	Lot 265;	Lot 330;
Lot 34;	Lot 144;	Lot 206;	Lot 266;	Lot 331;
Lot 37;	Lot 145;	Lot 207;	Lot 267;	Lot 332;
Lot 90;	Lot 146;	Lot 208;	Lot 268;	Lot 333;
Lot 91;	Lot 147;	Lot 209;	Lot 269;	Lot 334;
Lot 92;	Lot 148;	Lot 210;	Lot 272;	Lot 335;
Lot 93;	Lot 149;	Lot 211;	Lot 273;	Lot 336;
Lot 94;	Lot 150;	Lot 212;	Lot 274;	Lot 337;
Lot 95;	Lot 153;	Lot 213;	Lot 275;	Lot 338;
Lot 96;	Lot 154;	Lot 214;	Lot 276;	Lot 339;
Lot 97;	Lot 155;	Lot 215;	Lot 277;	Lot 340;
Lot 98;	Lot 156;	Lot 216;	Lot 278;	Lot 341;
Lot 99;	Lot 157;	Lot 217;	Lot 279;	Lot 342;
Lot 100;	Lot 158;	Lot 218;	Lot 280;	Lot 343;
Lot 101;	Lot 159;	Lot 219;	Lot 281;	Lot 344;
Lot 102;	Lot 160;	Lot 220;	Lot 282;	Lot 347;
Lot 103;	Lot 161;	Lot 221;	Lot 283;	Lot 348;
Lot 104;	Lot 162;	Lot 222;	Lot 284;	Lot 349;
Lot 105;	Lot 163;	Lot 223;	Lot 285;	Lot 350;
Lot 106;	Lot 164;	Lot 224;	Lot 286;	Lot 351;
Lot 107;	Lot 165;	Lot 225;	Lot 287;	Lot 352;
Lot 108;	Lot 166;	Lot 226;	Lot 288;	Lot 355;
Lot 109;	Lot 167;	Lot 227;	Lot 289;	Lot 356;
Lot 110;	Lot 168;	Lot 228;	Lot 290;	Lot 357;
Lot 35;	Lot 169;	Lot 229;	Lot 291;	Lot 358;
Lot 36;	Lot 170;	Lot 230;	Lot 292;	Lot 359;

No. 2

## STATE LAND OFFICE BOARD

This schedule is a part of Deed 5659G (F244)

Certain Lots in Textile Subdivision, according to recorded plat thereof

Lot 360;	Lot 420;	Lot 469;	Lot 538;	Lot 857;
Lot 361;	Lot 421;	Lot 470;	Lot 539;	Lot 858;
Lot 362;	Lot 422;	Lot 471;	Lot 540;	Lot 859;
Lot 363;	Lot 423;	Lot 472;	Lot 541;	
Lot 364;	Lot 424;	Lot 473;	Lot 544;	
Lot 365;	Lot 425;	Lot 474;	Lot 545;	
Lot 366;	Lot 426;	Lot 475;	Lot 546;	
Lot 369;	Lot 427;	Lot 476;	Lot 547;	
Lot 370;	Lot 428;	Lot 477;	Lot 548;	
Lot 371;	Lot 429;	Lot 478;	Lot 549;	
Lot 372;	Lot 430;	Lot 479;	Lot 550;	
Lot 373;	Lot 431;	Lot 480;	Lot 551;	
Lot 374;	Lot 432;	Lot 481;	Lot 552;	
Lot 375;	Lot 433;	Lot 482;	Lot 553;	
Lot 376;	Lot 434;	Lot 484;	Lot 554;	
Lot 377;	Lot 435;	Lot 485;	Lot 555;	
Lot 378;	Lot 436;	Lot 486;	Lot 556;	
Lot 379;	Lot 437;	Lot 487;	Lot 557;	
Lot 380;	Lot 438;	Lot 488;	Lot 558;	
Lot 381;	Lot 439;	Lot 489;	Lot 559;	
Lot 382;	Lot 440;	Lot 490;	Lot 560;	
Lot 383;	Lot 441;	Lot 492;	Lot 561;	

Lot 384;	Lot 442;	Lot 493;	Lot 562;
Lot 385;	Lot 443;	Lot 494;	Lot 563;
Lot 388;	Lot 444;	Lot 495;	Lot 564;
Lot 389;	Lot 445;	Lot 496;	Lot 733;
Lot 390;	Lot 446;	Lot 497;	Lot 768;
Lot 391;	Lot 447;	Lot 498;	Lot 822;
Lot 392;	Lot 448;	Lot 499;	Lot 823;
Lot 393;	Lot 449;	Lot 500;	Lot 824;
Lot 395;	Lot 450;	Lot 501;	Lot 825;
Lot 396;	Lot 451;	Lot 502;	Lot 827;
Lot 397;	Lot 452;	Lot 503;	Lot 830;
Lot 398;	Lot 453;	Lot 504;	Lot 831;
Lot 399;	Lot 454;	Lot 505;	Lot 834;
Lot 400;	Lot 455;	Lot 506;	Lot 842;
Lot 403;	Lot 456;	Lot 507;	Lot 843;
Lot 404;	Lot 457;	Lot 508;	Lot 844;
Lot 405;	Lot 458;	Lot 509;	Lot 845;
Lot 406;	Lot 459;	Lot 510;	Lot 846;
Lot 407;	Lot 460;	Lot 511;	Lot 848;
Lot 408;	Lot 461;	Lot 512;	Lot 849;
Lot 410;	Lot 462;	Lot 513;	Lot 850;
Lot 411;	Lot 463;	Lot 514;	Lot 851;
Lot 412;	Lot 464;	Lot 516;	Lot 852;
Lot 413;	Lot 465;	Lot 517;	Lot 853;
Lot 414;	Lot 466;	Lot 522;	Lot 854;
Lot 415;	Lot 467;	Lot 536;	Lot 855;
Lot 416;	Lot 468;	Lot 537;	Lot 856;

No. 3

## STATE LAND OFFICE BOARD

This schedule is a part of Deed 5659G (F244)

Certain Lots in Watsonia Park Subdivision, according to recorded plat thereof

Lot 56;	Lot 111;	Lot 166;	Lot 221;	Lot 285;
Lot 57;	Lot 112;	Lot 167;	Lot 222;	Lot 286;
Lot 58;	Lot 113;	Lot 168;	Lot 223;	Lot 287;
Lot 59;	Lot 114;	Lot 169;	Lot 224;	Lot 290;
Lot 60;	Lot 115;	Lot 170;	Lot 225;	Lot 291;
Lot 61;	Lot 116;	Lot 171;	Lot 226;	Lot 292;
Lot 62;	Lot 117;	Lot 172;	Lot 227;	Lot 295;
Lot 63;	Lot 118;	Lot 173;	Lot 228;	Lot 296;
Lot 64;	Lot 119;	Lot 174;	Lot 229;	Lot 297;
Lot 65;	Lot 120;	Lot 175;	Lot 230;	Lot 298;
Lot 66;	Lot 121;	Lot 176;	Lot 231;	Lot 302;
Lot 67;	Lot 122;	Lot 177;	Lot 232;	Lot 303;
Lot 68;	Lot 123;	Lot 178;	Lot 233;	Lot 304;
Lot 69;	Lot 124;	Lot 179;	Lot 234;	Lot 305;
Lot 70;	Lot 125;	Lot 180;	Lot 235;	Lot 306;
Lot 71;	Lot 126;	Lot 181;	Lot 236;	Lot 307;
Lot 72;	Lot 127;	Lot 182;	Lot 237;	Lot 308;
Lot 73;	Lot 128;	Lot 183;	Lot 238;	Lot 309;
Lot 74;	Lot 129;	Lot 184;	Lot 240;	Lot 310;
Lot 75;	Lot 130;	Lot 185;	Lot 241;	Lot 311;
Lot 76;	Lot 131;	Lot 186;	Lot 242;	Lot 312;
Lot 77;	Lot 132;	Lot 187;	Lot 243;	Lot 313;
Lot 78;	Lot 133;	Lot 188;	Lot 244;	Lot 314;
Lot 79;	Lot 134;	Lot 189;	Lot 245;	Lot 315;
Lot 80;	Lot 135;	Lot 190;	Lot 246;	Lot 319;
Lot 81;	Lot 136;	Lot 191;	Lot 247;	Lot 320;
Lot 82;	Lot 137;	Lot 192;	Lot 248;	Lot 321;
Lot 83;	Lot 138;	Lot 193;	Lot 249;	Lot 322;
Lot 84;	Lot 139;	Lot 194;	Lot 250;	Lot 323;
Lot 85;	Lot 140;	Lot 195;	Lot 251;	Lot 324;
Lot 86;	Lot 141;	Lot 196;	Lot 252;	Lot 325;
Lot 87;	Lot 142;	Lot 197;	Lot 253;	Lot 326;
Lot 88;	Lot 143;	Lot 198;	Lot 254;	Lot 327;
Lot 89;	Lot 144;	Lot 199;	Lot 255;	Lot 328;
Lot 90;	Lot 145;	Lot 200;	Lot 256;	Lot 329;
Lot 91;	Lot 146;	Lot 201;	Lot 257;	Lot 330;
Lot 92;	Lot 147;	Lot 202;	Lot 258;	Lot 331;
Lot 93;	Lot 148;	Lot 203;	Lot 259;	Lot 332;
Lot 94;	Lot 149;	Lot 204;	Lot 260;	Lot 333;
Lot 95;	Lot 150;	Lot 205;	Lot 262;	Lot 334;
Lot 96;	Lot 151;	Lot 206;	Lot 268;	Lot 335;
Lot 97;	Lot 152;	Lot 207;	Lot 269;	Lot 336;
Lot 98;	Lot 153;	Lot 208;	Lot 270;	Lot 339;
Lot 99;	Lot 154;	Lot 209;	Lot 271;	Lot 340;
Lot 100;	Lot 155;	Lot 210;	Lot 272;	Lot 341;
Lot 101;	Lot 156;	Lot 211;	Lot 273;	Lot 342;
Lot 102;	Lot 157;	Lot 212;	Lot 274;	Lot 343;
Lot 103;	Lot 158;	Lot 213;	Lot 275;	Lot 346;
Lot 104;	Lot 159;	Lot 214;	Lot 276;	Lot 347;
Lot 105;	Lot 160;	Lot 215;	Lot 280;	Lot 348;
Lot 106;	Lot 161;	Lot 216;	Lot 281;	Lot 349;
Lot 107;	Lot 162;	Lot 217;	Lot 282;	Lot 350;
Lot 108;	Lot 163;	Lot 218;	Lot 283;	Lot 351;
Lot 109;	Lot 164;	Lot 219;	Lot 284;	Lot 352;
Lot 110;	Lot 165;	Lot 220;	Lot 261;	Lot 353;

No. 4

## STATE LAND OFFICE BOARD

This schedule is a part of Deed 56596 (F244)

Certain Lots in Watsonia Park Subdivision, according to recorded plat thereof

Lot 354;	Lot 421;	Lot 493;	Lot 1460;
Lot 355;	Lot 422;	Lot 497;	Lot 1461;
Lot 356;	Lot 423;	Lot 498;	Lot 1462;
Lot 357;	Lot 424;	Lot 499;	Lot 1463;
Lot 359;	Lot 425;	Lot 500;	Lot 1464;
Lot 360;	Lot 426;	Lot 501;	Lot 1465;
Lot 361;	Lot 427;	Lot 502;	Lot 1466;
Lot 362;	Lot 428;	Lot 503;	Lot 1467;
Lot 363;	Lot 429;	Lot 504;	Lot 1468;
Lot 364;	Lot 430;	Lot 505;	Lot 1469;
Lot 377;	Lot 431;	Lot 506;	Lot 1470;
Lot 378;	Lot 432;	Lot 507;	Lot 1471;
Lot 379;	Lot 433;	Lot 508;	Lot 1472;
Lot 380;	Lot 434;	Lot 509;	Lot 1473;
Lot 381;	Lot 435;	Lot 510;	Lot 1474;
Lot 382;	Lot 436;	Lot 511;	Lot 1475;
Lot 383;	Lot 437;	Lot 512;	Lot 1476;
Lot 384;	Lot 438;	Lot 513;	Lot 1477;
Lot 385;	Lot 439;	Lot 514;	Lot 1690;
Lot 386;	Lot 440;	Lot 516;	Lot 1691;
Lot 387;	Lot 441;	Lot 517;	Lot 1692;
Lot 388;	Lot 442;	Lot 518;	Lot 1693;
Lot 389;	Lot 443;	Lot 519;	Lot 1694;
Lot 390;	Lot 444;	Lot 520;	Lot 1695;
Lot 391;	Lot 445;	Lot 521;	Lot 1696;
Lot 392;	Lot 446;	Lot 522;	Lot 1697;
Lot 394;	Lot 452;	Lot 523;	Lot 1698;
Lot 395;	Lot 453;	Lot 524;	Lot 1699;
Lot 396;	Lot 454;	Lot 525;	Lot 1700;
Lot 397;	Lot 455;	Lot 526;	Lot 1706;
Lot 398;	Lot 456;	Lot 527;	Lot 1707;
Lot 399;	Lot 457;	Lot 528;	Lot 1708;
Lot 400;	Lot 459;	Lot 529;	Lot 1709;
Lot 401;	Lot 460;	Lot 530;	Lot 1711;
Lot 402;	Lot 461;	Lot 531;	
Lot 403;	Lot 462;	Lot 532;	
Lot 404;	Lot 463;	Lot 1443;	
Lot 405;	Lot 464;	Lot 1444;	
Lot 406;	Lot 465;	Lot 1445;	
Lot 407;	Lot 466;	Lot 1446;	
Lot 408;	Lot 467;	Lot 1447;	
Lot 409;	Lot 468;	Lot 1448;	
Lot 410;	Lot 469;	Lot 1449;	
Lot 411;	Lot 470;	Lot 1450;	
Lot 412;	Lot 471;	Lot 1451;	
Lot 413;	Lot 472;	Lot 1452;	
Lot 414;	Lot 485;	Lot 1453;	
Lot 415;	Lot 486;	Lot 1454;	
Lot 416;	Lot 488;	Lot 1455;	
Lot 417;	Lot 489;	Lot 1456;	
Lot 418;	Lot 490;	Lot 1457;	
Lot 419;	Lot 491;	Lot 1458;	
Lot 420;	Lot 492;	Lot 1459;	

Together with all and singular the hereditaments and appurtenances thereunto belonging or in anywise appertaining; To Have and To Hold the said premises unto the said party of the second part for so long as the same shall be used by said party of the second part for public purposes, and no longer, provided, however, that should the said premises be used by the said party of the second part for public purposes for a period of ten years or more from and after the date hereof, then, and in that event, unto the said party of the second part, its successors and assigns, Forever.

And the said party of the second part does hereby covenant, grant, bargain, and agree to and with the said party of the first part, its successors and assigns, that if at any time during a period of ten years from and after the date hereof it shall cease to use the said premises for public purposes it will cause a good and sufficient reconveyance thereof to be duly executed and delivered unto the said party of the first part, its successors and assigns.

IN WITNESS WHEREOF, the said party of the first part has caused these presents to be signed, executed, acknowledged and delivered in its name and on its behalf by the State Land Office Board, its duly authorized agency, and has caused the seal of said board to be affixed hereto on the day and year first above written, at the Capitol in the City of Lansing.

Signed, Sealed and Delivered  
In Presence of

Ida Schoenmaker  
Ida Schoenmaker

Leila Bentley  
Leila Bentley

State of Michigan, )  
County of Ingham, ) ss



STATE OF MICHIGAN  
By the STATE LAND OFFICE BOARD  
By Vernon J. Brown  
Vernon J. Brown, Chairman

Fred M. Greenstreet  
Fred M. Greenstreet, Member

On this Third day of December, A. D. 1940, before me, the undersigned, a notary public in and for said county, personally appeared Vernon J. Brown and Fred M. Greenstreet, to me known to be the persons who executed the foregoing Quit Claim Deed, who, being by me duly sworn, did say that they are the chairman and a member, respectively, of the State Land Office Board, a public corporation,

and that the seal affixed to said instrument is the corporate seal of said board, and that said instrument was signed and sealed by the authority of said board in behalf of said board acting for and on behalf of the State of Michigan, and the said Vernon J. Brown and Fred M. Greenstreet acknowledged said instrument to be the free act and deed of said board acting for and on behalf of the State of Michigan, and the free act and deed of the State of Michigan.

Rosemary R. Wallace  
Rosemary R. Wallaoe

Notary Public, Ingham County, Michigan

My commission expires April 4, 1944.

D E E D

State of Michigan  
By State Land Office Board  
to  
Ypsilanti Township

Register's Office  
Washtenaw County ss

Received for record the 20th day of  
February, A. D. 1941 at 11:00  
o'clock A. M. and recorded in  
Liber 349 of Deeds on Page 376.

Katherine W. Skau, Register of Deeds

*Ruth Otto* Clerk

State Land Office Board

56966

This Indenture, made this Seventeenth day of December in the year of our Lord one thousand nine hundred and forty, between the State of Michigan, through the State Land Office Board, a public corporation created and existing under and by virtue of Act No. 155 of the Public Acts of 1937, as amended, its duly authorized agency, by Vernon J. Brown and Fred M. Greenstreet, chairman and a member thereof, respectively, party of the first part, and Ypsilanti Township party of the second part.

WHEREAS, the title to the land hereinafter described became vested in the party of the first part by virtue of non-redemption from a tax sale held after the effective date of Act No. 155 of the Public Acts of 1937 pursuant to a decree of the circuit court for the county next below mentioned; and

WHEREAS, the said party of the first part offered said land for sale at a public auction sale which commenced on the second Tuesday of February next ensuing the vesting of title in the said party of the first part, as aforesaid, pursuant to and in accordance with the provisions of Section 7 of the above mentioned act, as amended; and,

WHEREAS, the said land was not sold at said public auction sale for want of bidders willing to make a lawful bid therefor; and

WHEREAS, the said party of the second part has by resolution of its governing body made request to the State Land Office Board for a conveyance of said land, which is located within its limits, under and in accordance with the provisions of Section 8 of the above mentioned act, as amended, and has shown to the satisfaction of said State Land Office Board that said land is needed by it for public purposes, and not for resale; now therefore

THIS INDENTURE WITNESSETH: That the said party of the first part, for and in consideration of the premises and the covenant hereinafter set forth by the said party of the second part to be kept and performed, does by these presents grant, bargain, sell, remise, release and QUIT CLAIM unto the said party of the second part all those certain pieces or parcels of land situate and being in the - of - County of Washtenaw, and State of Michigan, known and described as follows, to-wit: Lots in Textile Subdivision, according to recorded plat thereof

- |         |          |          |          |          |
|---------|----------|----------|----------|----------|
| Lot 38; | Lot 65;  | Lot 568; | Lot 594; | Lot 620; |
| Lot 39; | Lot 66;  | Lot 569; | Lot 595; | Lot 621; |
| Lot 40; | Lot 67;  | Lot 570; | Lot 596; | Lot 622; |
| Lot 41; | Lot 68;  | Lot 571; | Lot 597; | Lot 623; |
| Lot 42; | Lot 69;  | Lot 572; | Lot 598; | Lot 624; |
| Lot 43; | Lot 70;  | Lot 573; | Lot 599; | Lot 625; |
| Lot 44; | Lot 71;  | Lot 574; | Lot 600; | Lot 626; |
| Lot 45; | Lot 72;  | Lot 575; | Lot 601; | Lot 627; |
| Lot 46; | Lot 73;  | Lot 576; | Lot 602; | Lot 628; |
| Lot 47; | Lot 74;  | Lot 577; | Lot 603; | Lot 629; |
| Lot 48; | Lot 75;  | Lot 578; | Lot 604; | Lot 630; |
| Lot 49; | Lot 76;  | Lot 579; | Lot 605; | Lot 631; |
| Lot 50; | Lot 77;  | Lot 580; | Lot 606; | Lot 632; |
| Lot 51; | Lot 78;  | Lot 581; | Lot 607; | Lot 633; |
| Lot 52; | Lot 79;  | Lot 582; | Lot 608; | Lot 634; |
| Lot 53; | Lot 80;  | Lot 583; | Lot 609; | Lot 635; |
| Lot 54; | Lot 81;  | Lot 584; | Lot 610; | Lot 636; |
| Lot 55; | Lot 82;  | Lot 585; | Lot 611; | Lot 637; |
| Lot 56; | Lot 83;  | Lot 586; | Lot 612; | Lot 638; |
| Lot 57; | Lot 84;  | Lot 587; | Lot 613; | Lot 639; |
| Lot 58; | Lot 85;  | Lot 588; | Lot 614; | Lot 640; |
| Lot 59; | Lot 87;  | Lot 589; | Lot 615; | Lot 641; |
| Lot 60; | Lot 85;  | Lot 590; | Lot 616; | Lot 642; |
| Lot 61; | Lot 565; | Lot 591; | Lot 617; | Lot 643; |
| Lot 62; | Lot 566; | Lot 592; | Lot 618; | Lot 644; |
| Lot 64; | Lot 567; | Lot 593; | Lot 619; |          |
|         | Lot 86;  |          |          |          |

Together with all and singular the hereditaments and appurtenances thereunto belonging or in anywise appertaining; To Have and To Hold the said premises unto the said party of the second part for so long as the same shall be used by said party of the second part for public purposes, and no longer, provided, however, that should the said premises be used by the said party of the second part for public pur-

# CHARTER TOWNSHIP OF YPSILANTI

## INFORMATION SERVICES

Computer Support • Web Content Management • Communications Services

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To: Ypsilanti Township Board  
From: Travis McDugald, IS Manager  
Re: Request approval for Township Supervisor and Clerk to sign the NASPO ValuePoint Participation Addendum for Verizon Wireless Service.  
Date: April 10, 2017

There is no cost to the Township to participate in NASPO ValuePoint Purchasing Program.

Verizon Wireless provides different plans and services under different purchasing programs. Currently the Township is utilizing pricing under both MI-Deal and GSA purchasing programs.

After discussing options with Verizon for service on a new project we have started with the Township Fire Department we concluded the best pricing would come from NASPO ValuePoint (formerly known as WSCA)

To utilize this purchasing program for Verizon Services there is a participation addendum.

Important information regarding Naspo ValuePoint. Take from <http://www.naspovaluepoint.org>

### **What are the NASPO ValuePoint membership fees?**

NASPO ValuePoint charges no membership fees.

### **Are NASPO ValuePoint contracts competitively procured?**

Yes. Every NASPO ValuePoint contracts is the result of a formal competitive solicitation conducted by trained, professional procurement officials of a lead state's central procurement office under direction of a lead state's State Procurement Official in accordance with that state's procurement statutes, regulations, and policies.

### **Who can use NASPO ValuePoint contracts?**

Every public agency, institute of higher education, and political subdivision. Each state determines, in accordance with its own state statutes, whether it will use each NASPO ValuePoint contract and which entities within their state may use each NASPO ValuePoint contract, including state agencies, higher education institutions, political subdivisions, and in some states, non-profit organizations.



**What is the Participating Addendum (PA)?**

A Participating Addendum is a bilateral agreement executed by a Contractor and a Participating Entity incorporating the terms and conditions included in the original solicitation and any other additional Participating Entity specific language or other requirements, e.g. ordering procedures, or other terms and conditions unique to the participating entity. The purpose of a Participating Addendum is to afford each party using a NASPO ValuePoint contract the protection of the solicitation's terms and conditions.

Typically, a Participating Addendum is signed by the Procurement Official of the State authorizing participation by all eligible entities of that state. In some cases, where the state has not signed the Participating Addendum, political subdivisions may execute their own Participating Addendum with the approval of the state's State Procurement Official.

I respectfully request approval for Township Supervisor and Clerk to sign the NASPO ValuePoint Participation Addendum for Verizon Wireless Service.

Thank you for your consideration

Travis McDugald, IS Manager

**PARTICIPATING ADDENDUM**  
**NASPO ValuePoint (formerly known as WSCA)**  
**WIRELESS SERVICES 2012-2019**  
**Administered by the State of Nevada (hereinafter “Lead State”)**

MASTER PRICE AGREEMENT  
Cellco Partnership d/b/a Verizon Wireless  
Contract Number: 1907  
(hereinafter “Contractor”)

And

Participating Entity Name: **CHARTER TOWNSHIP OF YPSILANTI**  
(hereinafter “Participating Entity”)

1. Scope: Verizon Wireless (“Contractor”) and the State of Nevada, for itself and on behalf of the NASPO ValuePoint (“NASPO ValuePoint, also formerly known as “WSCA” and/or “Customer”), have entered into a Master Service Agreement #1907 (“Contract”) with an effective date beginning on April 10, 2012. This addendum covers the WIRELESS SERVICES for use by state agencies and other eligible entities authorized by that state’s statutes to utilize **state/entity** contracts.

2. Participation: Use of specific **NASPO ValuePoint** cooperative contracts by agencies, political subdivisions and other entities (including cooperatives and non-profits) authorized by an individual state’s statutes to use **state/entity** contracts are subject to the acknowledgement of the respective State Chief Procurement Official. Issues of interpretation and eligibility for participation are solely within the authority of the State Chief Procurement Official. Pursuant to NASPO ValuePoint rules and policies, entities in those states without a State PA to the Master Contract are eligible to participate in this contract, to the extent permitted by their state and local procurement laws and regulations.

**INDIVIDUAL CUSTOMER:** Each State agency, political subdivision or other entity acting as a Participating Entity, that purchases products/services will be treated as if it was an Individual Customer. Except to the extent modified by this Participating Addendum, each agency, political subdivision or other entity will be responsible for compliance with the terms and conditions of the Master Agreement; and they will have the same rights and responsibilities for their purchases as the Lead State has in the Master Agreement. Each agency, political subdivision or other entity will be responsible for its own charges, fees, and liabilities. Each agency, political subdivision or other entity will have the same rights to any indemnity or to recover any costs allowed in the contract for its purchases. The Contractor will apply the charges to each Participating Entity individually.

The Individual Customer agrees to the terms and conditions of the Contract including the disclosure of limited account information as part of the contractual reporting requirements to NASPO ValuePoint and/or the Participating Entity for purposes of monitoring the contract and calculating the administrative fees. .

3. Intentionally Omitted.

4. Lease Agreements: NONE

5. Primary Contacts: The primary contact individual for this participating addendum are as follows (or their named successors):

**Lead State**

Lead State Name	State of Nevada
Contact	Teri Becker, Purchasing Officer
Street Address	515 E. Musser St, Suite 300
City, State, & Zip	Carson City, NV 89701
Telephone	775-684-0178
E-mail	<a href="mailto:tbecker@admin.nv.gov">tbecker@admin.nv.gov</a>

**Contractor**

Contractor Name	Cellco Partnership d/b/a Verizon Wireless
Contact	Doug Robertson, Senior Manager- Contract Management
Street Address	15505 Sand Canyon Ave, Attn: Doug Robertson
City, State, & Zip	Irvine, CA 92618
Telephone	(949) 246-8700
E-mail	<a href="mailto:Doug.Robertson@vzw.com">Doug.Robertson@vzw.com</a>

**Participating Entity**

Participating Entity Name	CHARTER TOWNSHIP OF YPSILANTI
Contact	Click here to enter text.
Street Address	Click here to enter text.
City, State, & Zip	Click here to enter text.
Telephone	Click here to enter text.
E-mail	Click here to enter text.

6. Subcontractors: NONE

7. Purchase Order Instructions:

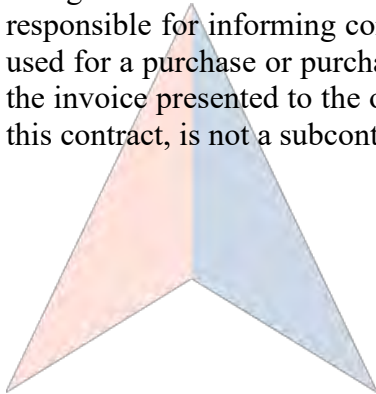
All Purchasing Entities issuing valid Purchase Orders will be bound by the terms and conditions of the NASPO ValuePoint Master Agreement including, without limitation, the obligation to pay Contractor for Service and Equipment provided. The parties acknowledge and agree that orders submitted to Contractor from a Purchasing Entity through the Purchasing Entity's Business Procurement Card are authorized Purchase Orders under the NASPO ValuePoint Master Agreement.

8. Price Agreement Number:

All purchase orders issued by purchasing entities within the jurisdiction of this participating addendum shall include the Participating State contract number: [N/A] and the Lead State price agreement number: 1907

This Participating Addendum and the Master Price Agreement number 1907 (administered by the State of Nevada) together with its exhibits, set forth the entire agreement between the parties with respect to the subject matter of all previous communications, representations or agreements, whether oral or written, with respect to the subject matter hereof. Terms and conditions inconsistent with, contrary or in addition to the terms and conditions of this Addendum and the Price Agreement, together with its exhibits, shall not be added to or incorporated into this Addendum or the Price Agreement and its exhibits, by any subsequent purchase order or otherwise, and any such attempts to add or incorporate such terms and conditions are hereby rejected. The terms and conditions of this Addendum and the Price Agreement and its exhibits shall prevail and govern in the case of any such inconsistent or additional terms within the Participating State.

9. Compliance with reporting requirements of the “American Recovery and Reinvestment Act of 2009” (“ARRA”): If or when contractor is notified by ordering entity that a specific purchase or purchases are being made with ARRA funds, contractor agrees to comply with the data element and reporting requirements as currently defined in Federal Register Vol. 74 #61, Pages 14824-14829 (or subsequent changes or modifications to these requirements as published by the Federal OMB). Ordering entity is responsible for informing contractor as soon as the ordering entity is aware that ARRA funds are being used for a purchase or purchases. Contractor will provide the required report to the ordering entity with the invoice presented to the ordering entity for payment. The contractor, as it relates to purchases under this contract, is not a subcontractor or subgrantee, but simply a provider of goods and related services.



NASPO  
ValuePoint  
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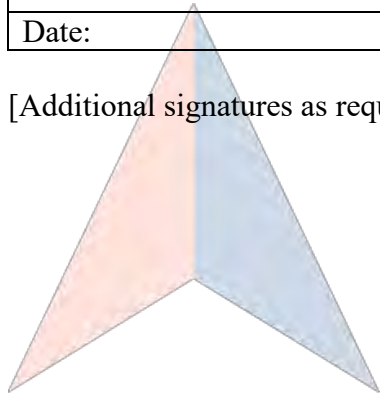
formerly WSCA-NASPO

The undersigned represents and warrants that he/she has the power and authority to execute this PA, bind the respective Participating Entity, and that the execution and performance of this PA has been duly authorized by all necessary parties

IN WITNESS WHEREOF, the parties have executed this Addendum as of the date of execution by both parties below.

Participating Entity: CHARTER TOWNSHIP OF YPSILANTI	Contractor: Cellco Partnership d/b/a Verizon Wireless
Authorized Signature:	Authorized Signature:
Name:	Name: Todd Loccisano
Title:	Title: Executive Director, Enterprise and Government Contracts
Date:	Date:

[Additional signatures as required by Participating State]



NASPO

ValuePoint

formerly WSCA-NASPO

# CHARTER TOWNSHIP OF YPSILANTI

## INFORMATION SERVICES

Computer Support • Web Content Management • Communications Services

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To: Ypsilanti Township Board  
From: Travis McDugald, IS Manager  
Re: Request approval for Township Supervisor and Clerk to sign the MS-ISAC Membership agreement upon attorney review.  
Date: June 29, 2017

There is no cost to the Township to become a member of MS-ISAC.

The Multi-State Information Sharing and Analysis Center (MS-ISAC) is a voluntary and collaborative effort designated by the Department of Homeland Security as the key resource for cyber threat prevention, protection, response and recovery for the nation's State, Local, Tribal and Territorial governments.

Given the current Cyber-Security landscape with large outbreaks of malware and ransomware I believe it is important for the Township keep informed on such attacks. MS-ISAC would provide the Township with information regarding Cyber-security threats, along with basic assistance in case of an incident. Much of the information provided by MS-ISAC is detailed and can help us build solutions to protect the Township.

---

### *Who can join the MS-ISAC?*

*Membership is open to all U.S. SLTT government entities.*

### *Who are the members?*

*The MS-ISAC currently includes representatives from all 56 states and territories, all 50 state capitals, all 78 Fusion Centers, over 1,000 local governments, many tribal governments. The MS-ISAC member organizations are a diverse group of public sectors that includes government, education, utilities, transportation, law enforcement and more.*

### *What does it cost to join the MS-ISAC?*

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*There is no cost to join the MS-ISAC. It is primarily supported by the DHS to serve as the central cybersecurity resource for the nation's SLTT governments.*

*Can the MS-ISAC help me with a cyber incident?*

*Yes. The MS-ISAC Computer Emergency Response Team (MS-ISAC CERT) comprises highly trained staff who are able to assist you with a cybersecurity incident. MS-ISAC CERT can provide malware analysis, reverse engineering, log analysis, forensics analysis and vulnerability assessments. The Incident Response service is available to all SLTT entities – MS-ISAC membership is not required.*

---

MS-ISAC offers advanced services in addition to what comes free with membership. Currently I am not looking at advanced services. If necessary, MS-ISAC membership incident response can offer assistance in the following:

- Forensic analysis
- Log analysis
- Mitigation recommendations
- Reverse engineering
- Verbal report 24 hours following the reported incident
- Written report 1 week following the close of the incident

By joining MS-ISAC to Township is encouraged to report incidents, even if they are not requesting direct assistance, to improve situational awareness to benefit all members. Shared information is sanitized or kept confidential with MS-ISAC.

I respectfully request approval for the Request approval for Township Supervisor and Clerk to sign the MS-ISAC Membership agreement upon attorney review.

Thank you for your consideration

Travis McDugald, IS Manager



# **MULTI-STATE** Information Sharing & Analysis Center™

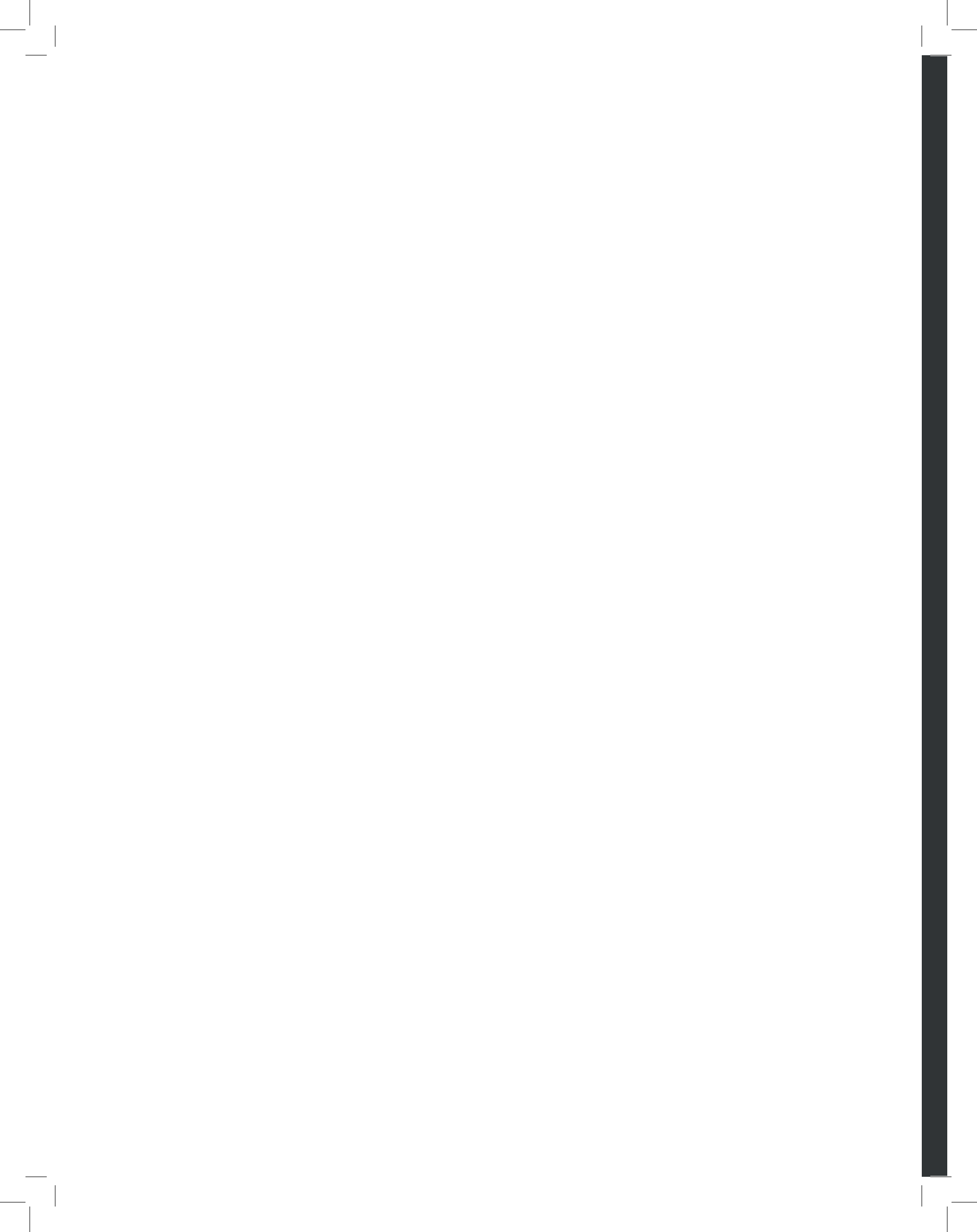
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*The Multi-State Information Sharing and Analysis Center (MS-ISAC) is a voluntary and collaborative effort designated by the Department of Homeland Security as the key resource for cyber threat prevention, protection, response and recovery for the nation's State, Local, Tribal and Territorial governments.*

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**Multi-State Information Sharing and Analysis Center  
31 Tech Valley Drive  
East Greenbush, NY 12061  
info@msisac.org  
soc@msisac.org  
518-266-3460**





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# The Multi-State Information Sharing and Analysis Center (MS-ISAC)

## What We Offer

The MS-ISAC provides **real-time network monitoring**, threat analysis, and early warning notifications through our 24x7 cybersecurity operations center.

The U.S. Department of Homeland Security has designated the MS-ISAC as its **key cybersecurity resource** for State, Local, Tribal and Territorial governments, including chief information security officers, homeland security advisors and fusion centers.

We perform **incident response and remediation** through our team of security experts.

The MS-ISAC conducts **training sessions and webinars** across a broad array of cybersecurity related topics.

We continually develop and distribute **strategic, tactical and operational intelligence** to provide timely, actionable information to our members.

We provide **cybersecurity resources** for the public, including daily tips, monthly newsletters, guides and more.

## Who We Serve

CISOs, CIOs, and other security professionals from:

- U.S. State, Local, Tribal and Territorial Governments
- U.S. State/Territory Homeland Security Advisors
- State and Local Government Fusion Centers and Local Law Enforcement Entities

## How We Do Business

- We cultivate a **collaborative environment** for information sharing.
- We focus on **readiness and response**, especially where the cyber and physical domains meet.
- We facilitate **partnerships** between the public and private sectors.
- We focus on **excellence** to develop industry-leading, cost-effective cybersecurity resources.
- **Collectively we achieve much more** than we can individually.

**“All services performed by the MS-ISAC were not only prompt, but professional and efficient. Communication was handled very well, and the report was fantastic.”**  
- MS-ISAC Member

# MS-ISAC Membership Overview

The Multi-State Information Sharing and Analysis Center (MS-ISAC), is part of the nonprofit Center for Internet Security (CIS). The MS-ISAC is a voluntary community focused on improving cybersecurity for State, Local, Tribal and Territorial (SLTT) governments. The MS-ISAC started in 2004. Since then, we have built and nurtured an environment of collaboration and information sharing. The U.S. Department of Homeland Security (DHS) has designated the MS-ISAC as its key cybersecurity resource for State, Local Tribal and Territorial governments, including chief information security officers, homeland security advisors and fusion centers.

There is **no cost to join the MS-ISAC**, and **membership is open to all SLTT government entities**. The only requirement is the completion of a membership agreement, which outlines member's responsibilities to protect information that is shared.

## MS-ISAC Member Responsibilities

In order to maintain the MS-ISAC's trusted, collaborative environment, each member understands that the following principles of conduct will guide their actions. Each member agrees to:

- share appropriate information between and among the members to the greatest extent possible;
- recognize the sensitivity and confidentiality of the information shared and received;
- take all necessary steps to protect confidential information;
- transmit sensitive data to other members only through the use of agreed-upon secure methods; and
- take all appropriate steps to help protect our critical infrastructure.

Members are also asked to share their **public-facing IP ranges** and **domain space** with the MS-ISAC to facilitate efficient and effective discovery and notification of system compromises.

**“We so appreciate all that you have done to help! I can't tell you how much it helped to know that you were with us through this (incident).”**

**- MS-ISAC Member**

**“I can honestly say that your organization has made an immediate impact in our overall security readiness. Thank you.” - MS-ISAC Member**

# The MS-ISAC Security Operations Center

## What is the MS-ISAC SOC?

The MS-ISAC operates the Security Operations Center (SOC), a 24x7 joint security operations and analytical unit that monitors, analyzes and responds to cyber incidents targeting U.S. State, Local, Tribal, and Territorial (SLTT) government entities.

## Core Services of the MS-ISAC SOC:

The SOC provides real-time network monitoring, early cyber threat warnings and advisories, and vulnerability identification and mitigation.

The MS-ISAC SOC Core Services:

- **Cyber Vulnerability & Threat Research:** Analysts monitor federal government, third party, and open sources to identify, analyze and then distribute pertinent information.
- **Compromised System Notifications:** Provided to members in the event of a potential compromise identified based on the MS-ISAC's unique awareness of the threat landscape.
- **Cyber Security Exercises:** The MS-ISAC participates in federally sponsored cyber security exercises and acts as a voice for SLTT governments in planning meetings.
- **Monitoring Services:** We currently provide monitoring services for 60+ SLTT government entities through a variety of security devices. (See pages 8 & 17)
- **Soltra Edge:** Soltra Edge is a platform that utilizes STIX and TAXII in order to automate cybersecurity threat intelligence sharing. Leveraging these standards enables users to send and receive threat information from machine to machine. We currently maintain an Internet facing instance of Soltra Edge available to our MS-ISAC members.
- **Fee Based Services:** The MS-ISAC offers a variety of fee based services for SLTT government entities to take advantage of. (See pages 17-19)

## Additional Services Include:

The Computer Emergency Response Team (**CERT**) provides malware analysis, computer and network forensics, malicious code analysis, and mitigation recommendations.

The **Intel** Analysis unit takes known information about situations and entities and makes forward-leaning assessments regarding the cyber trends, actors, tactics, techniques, and procedures (TTPs).

The **Partner Liaison** group includes MS-ISAC employees located at the National Cybersecurity and Communications Integration Center (NCCIC) in Arlington, V.A. The NCCIC is a 24x7 cyber situational awareness, incident response, and management center that is a national nexus of cyber and communications integration for the Federal Government, intelligence community, and law enforcement.

**“We appreciated the time the MS-ISAC CERT provided to us to validate our findings and provide valuable insight on opportunities for future improvement. The states are very blessed to have access to the talents of the MS-ISAC CERT in times of crisis.” - MS-ISAC Member**

# Reporting an Incident and Requesting Assistance

Members are encouraged to report incidents, even if they are not requesting direct assistance, to improve situational awareness to benefit all members. Types of incidents to report include the following:

- Changes to system hardware, firmware, or software characteristics without the owner's knowledge, instruction, or consent
- Compromised password(s)
- Execution of malware, such as viruses, trojans, worms or botnet activity
- Defacement of a government web page
- Disruption or attempted denial of service (DoS)
- Unauthorized access to information
- Unauthorized use of a system for transmitting, processing or storing data
- Unauthorized use of system privileges

To report an incident, please contact the MS-ISAC SOC for 24x7 assistance:

**Phone: 1-866-787-4722**

**Email: [soc@msisac.org](mailto:soc@msisac.org)**

If the incident you are reporting requires direct assistance, the Computer Emergency Response Team (CERT), a unit comprised of highly trained staff, are able to assist you with a cybersecurity incident at no cost.

Our incident response experts can assist with the following:

- Emergency conference calls
- Forensic analysis
- Log analysis
- Mitigation recommendations
- Reverse engineering
- Verbal report 24 hours following the reported incident
- Written report 1 week following the close of the incident

**“I will continue to leverage this expert and valuable service as long as it exists. The MS-ISAC CERT was once again very efficient and provided a robust root cause analysis in a timely fashion.” - MS-ISAC Member**

**“Thank you for providing this invaluable service!”  
- MS-ISAC Member**

# Network Monitoring and Analysis Services

The MS-ISAC offers a network monitoring service known as Albert. The Albert service consists of an IDS sensor placed on an organization's network—typically inside the perimeter firewall and Internet connection—that collects network data and sends it to the MS-ISAC for analysis. Based on the MS-ISAC's vast repository of indicators of compromise, we are able to identify malicious activity and alert the organization.

This service is committed to building and maintaining the most comprehensive set of detection rules and signatures impacting SLTT entities.

## Why is the Albert Service Unique?

- Government-specific focus and tailoring to SLTT governments' cybersecurity needs
- Correlation of data from multiple public and private partners;
  - Historical log analysis performed on all logs collected for specific threats reported by partners and/or trusted third parties.
  - When a major new threat is identified, the MS-ISAC will search logs for prior activity. (Traditional monitoring services only alert going forward, from the date a signature is in place. There is no "look behind" to assess what activity may have already occurred.)
- Statistical analysis of traffic patterns to areas of the world known for being major cyber threats. If abnormal traffic patterns are detected, analysts review the traffic to determine the cause, looking for malicious traffic that is not detected by signatures.
- Signatures from forensic analysis of hundreds of SLTT cyber incidents are added to the signature repository.
- Integration of research on threats specific to SLTTs, including nation-state attacks.
- MS-ISAC staff are deployed at the National Cybersecurity and Communications Integration Center (NCCIC) in Arlington, V.A. This staffing structure facilitates valuable real-time information sharing with federal partners and critical infrastructure sectors.
- Experienced cybersecurity analysts review each cybersecurity event, which results in minimizing the number of false-positive notifications. This system allows first responders to focus on actionable events.
- Availability of an Incident Response Team for forensic and malware analysis which is part of the no cost MS-ISAC membership.
- Cost effective solution that is significantly less expensive than the purchase and maintenance of a typical commercial IDS/IPS solution. (See Page 17)

In addition to the Albert monitoring service, we also have the ability to monitor traditional network security devices such as firewalls, IDS/IPS, web proxies, and host based intrusion detection devices. This monitoring is accomplished with our Managed Security Services (MSS) offering in partnership with a third party provider. All events generated by MSS are evaluated by our SOC analysts and escalated to the affected entity. (See Page 17)

# Malicious Code Analysis Platform

The Malicious Code Analysis Platform (MCAP) is a web-based service that enables members to submit suspicious files, including executables, dlls, documents, quarantine files and archives for analysis in a controlled and non-public fashion. Additionally, the platform enables users to perform threat analysis based on domain, IP address, URL, HASH, and various IOCs.

This platform allows users to obtain the results from analysis, behavioral characteristics and additional detailed information that enables them to remediate the incident in a timely manner. This communication with our members provides the MS-ISAC with the situational awareness needed to assess the malware threat characteristics facing our SLTT government entities on a national level.

This platform is available to all members free of charge. To register for an account, send an email to [mcap@msisac.org](mailto:mcap@msisac.org) using the following format:

Subject Line: "MCAP - Account Request"

Body for the Email:

- First Name
- Last Name
- Name of State, Local, Tribal or Territorial government entity
- Email Address (must be affiliated with an MS-ISAC member)

# Vulnerability Management Program

The Vulnerability Management Program alerts our membership on a monthly basis about out of date software that could potentially be a threat to your assets. A scripted GET request is sent to each of the over 24,000 SLTT domains we maintain to pull data on versioning information related to each domain.

What Data Are We Collecting?

- Server Type and Version (IIS, Apache, Nginx, etc.)
- Web Programming Language and Version (PHP, ASP, etc.)
- Content Management System and Version (WordPress, Joomla, Drupal, etc.)

Following the analysis and review of the information returned, data will be broken out into two categories: vulnerable and not vulnerable systems. If the system is located in the 'vulnerable' file, an associated portion of that system is not up to date. Conversely, if the system is located in the 'not vulnerable' file, the system's patch level is up to date. Systems identified as vulnerable include the CVE score and a link to the CVE.

Members should use this monthly notification to conduct further internal analysis to ensure that Internet facing systems are patched and running the most up to date software.

**For questions regarding the domains that the MS-ISAC has on file for your organization, please contact [info@msisac.org](mailto:info@msisac.org). Domain listings can be edited at any point in time during your membership.**



# Cyber Threat Informational & Analytical Products

- **Cyber Advisories:** Cyber Advisories are short and timely emails containing technical information regarding vulnerabilities in software.
- **Cyber Alerts:** Cyber Alerts are extremely short and timely non-technical emails containing information on a specific cyber incident or threat.
- **Cyber Intel Advisories:** Cyber Intel Advisories provide detailed information and warning notices with limited analysis. Recipients are invited to attach their own seals/shields and republish the document as a joint shield paper.
- **Cyber Threat Briefings:** The MS-ISAC SOC provides cyber threat briefings based on our expertise of the cyber threat landscape and incidents targeting SLTT governments.
- **Desk References:** Desk references provide in-depth information and intelligence analysis on specific topics, such as active hacktivist groups and the most common malware, frauds and scams.
- **Intel Bytes:** Intel Bytes are brief analytical summaries on timely local or world events or significant threats, and provide analytical intelligence.
- **Intel Papers:** Intel Papers provide in-depth analysis and detailed information regarding the background, history, tools, techniques, and/or procedures on a particular topic. They provide our members with a deeper level of understanding.
- **Joint Papers:** The MS-ISAC coordinates with federal and SLTT governments, fusion centers and other agencies to produce joint analytical papers on a variety of topics.
- **HSA Update:** A newsletter produced for the National Governors Association Governors Homeland Security Advisory Council that summarizes and provides analysis on recent news articles. Members may attach their own seals/shields and redistribute the newsletter as a joint shield paper.
- **Security Primers:** Security Primers are a one-page summary that recommend the best response to a specific scenario. The Primers increase security awareness and encourage secure behavior.
- **Seminars:** MS-ISAC Seminars are monthly meetings that provide training on a variety of topics. Continuing Professional Education (CPE) credit is available upon request.
- **Monthly Situational Awareness Report (SAR):** This highlights the MS-ISAC's previous month's activities and statistics related to incident response, network monitoring and general information gathering.
- **White Papers:** The SOC produces white papers to explain technical topics of interest to members and partners.
- **Weekly Attacking IPs and Domains:** Weekly reports are provided highlighting malicious IPs and domains attacking SLTT networks over the past seven days.

**“It was very helpful to have the MS-ISAC to turn to at this difficult time. They were extremely helpful every step of the project.” - MS-ISAC Member**

# MS-ISAC Member Initiatives & Collaborative Resources

MS-ISAC membership enables entities to participate with their peers across the country, sharing knowledge, building relationships, and improving cybersecurity readiness and response.

- **Annual In-Person Meeting:** Each year, the MS-ISAC hosts an annual multi-day event bringing all members together, along with the federal government and other partners. We focus on action-oriented deliverables that are most important to the members. The meeting is open to all MS-ISAC members interested in attending. There is no registration fee for this event.
- **Emergency Conference Calls:** Members have access to conference calls to brief all members on major incidents or emerging events.
- **ESP Tool:** The CIS Enumeration and Scanning Program (CIS-ESP) is an application built to be deployed in an enterprise Windows environment to assist in the collection of data to determine if a compromise has occurred. The information collected will enhance understanding the scope of an incident and identify active host-based threats on a computer network. The application works by enumerating and polling systems within an Active Directory environment by way of Windows Management Instruction (VMI) queries. This process is used entirely for data collection and no modifications are made to the systems being scanned.
- **Members-Only Secure Portal:** The MS-ISAC has a compartment on the US-CERT portal which allows our membership a secure and confidential platform for sharing information. The portal includes the MS-ISAC cyber alert level map—a visual representation of current cyber status of each state, updated on a monthly basis; and a library of policies, guides, recorded webcasts, and many additional member resources.
- **Monthly Threat Briefing:** One-hour webcast briefings that provide members with updates on the threat landscape, status of national initiatives impacting them, and relevant news from members; DHS has a standing agenda item on each call.
- **Monthly Vendor Patch Release Calls:** Technical discussions regarding patches and updates.
- **Security Benchmarks:** Consensus-based security configuration PDF guides that help to improve your cyber security posture.
- **Workgroups:** focused working committees to share ideas, generate recommendations and produce deliverables to support the MS-ISAC and member-related programs. (See pages 12-13)
- **Membership Discounts**
  - **Security Benchmarks Membership:** MS-ISAC members can receive discounts off of a Security Benchmarks Membership, leveraging over 100 configuration benchmarks covering more than 14 technology groups, and can use CIS-CAT to assess an unlimited number of assets for a single upfront cost.
    - **CIS-CAT:** MS-ISAC members have access to a free trial of CIS-CAT, a Configuration Assessment Tool, containing 60+ CIS Benchmarks. (See Pages 18 & 19)
  - **Trusted Purchasing Alliance (TPA):** The TPA works with organizations in the public and private sectors to provide cost-effective, high-quality cybersecurity solutions for our nation's SLTT governments and non-profit entities.

# MS-ISAC Workgroups

These workgroups are voluntary committees focused on specific initiatives and deliverables in support of the MS-ISAC mission.

## Who can participate in a workgroup?

Any member from any State, Local, Tribal or Territorial (SLTT) government.

## What do the workgroups do?

They serve a significant role in the creation and implementation of MS-ISAC initiatives. These workgroups are also a tremendous opportunity to collaborate with your peers across the country. They identify current issues facing SLTT governments and help determine the future course of addressing cybersecurity challenges. They have been responsible for:

- authoring the *Nationwide Cyber Security Review* question set and analyzing the results;
- participating in the development and execution of cyber security exercises;
- increasing participation in National Cyber Security Awareness Month activities; and
- creating important membership materials.

## How much time will I need to commit?

- Level of commitment varies by group.
- Groups generally meet by phone monthly and in person annually.
- Extent of involvement is completely your choice.

## How do I join a workgroup?

Send an email to [info@msisac.org](mailto:info@msisac.org) with “Workgroup Request” in the subject line, and include the following:

- Name
- Workgroup of interest
- Entity/Agency Name
- Email and telephone number

**Share your expertise by joining a Workgroup today!**

## **Current Workgroups:**

### **Business Continuity, Recovery, and Cyber Exercise**

Focuses on the processes, tools, and best practices related to public sector business continuity and recovery—not only of technology assets, but also recovery of the entire organization, including people, locations, and communications.

### **Cyber Security Metrics**

Focuses on recommending and implementing methodologies to help SLTT entities with cyber security metrics and compliance inventory, assessment, and audit of their cyber security assets. This workgroup works jointly with DHS, NASCIO and NACo to support the DHS Nationwide Cyber Security Review.

### **Education and Awareness**

Focuses on implementing innovative strategies, improving existing programs, and promoting successful localized initiatives for national cybersecurity education, awareness, and training content to support the overall mission of the MS-ISAC.

### **Intel and Analysis**

Focuses on promoting the development, understanding, and awareness of actionable intelligence and analysis.

### **Mentoring Program**

Focuses on pairing new security leaders in management positions (such as Chief Information Security Officers and Chief Security Officers) with more experienced security leaders to enhance their skillsets and foster personal and professional growth.

# Nationwide Cyber Security Review

The Nationwide Cyber Security Review (NCSR) is a voluntary self-assessment survey to evaluate cybersecurity management.

The Senate Appropriations Committee has requested an ongoing effort to chart nationwide progress in cybersecurity and identify emerging areas of concern. In response, the U.S. Department of Homeland Security (DHS) has partnered with the MS-ISAC, the National Association of State Chief Information Officers (NASCIO), and the National Association of Counties (NACo) to develop and conduct the NCSR.

## Who can participate?

All States (and agencies), Local governments (and departments), and Tribal and Territorial governments.

## Advantages of Participation:

- Free and voluntary self-assessment to evaluate your cybersecurity posture;
- Customized reports to help you understand your cybersecurity maturity, including:
  - \* a detailed report of your responses along with recommendations to improve your organization's cybersecurity posture;
  - \* additional summary reports that gauge your cybersecurity measures against peers (using anonymized data); and
  - \* insight to help prioritize your effort to develop security controls.
- Benchmark to gauge your own year-to-year progress;
- Metrics to assist in cybersecurity investment justifications; and
- Contribute to the nation's cyber risk assessment process.

## How does the Nationwide Cyber Security Review work?

- Hosted on a secure portal
- Based on the NIST Framework
- Based on key milestone activities for information risk management
- Closely aligned with security governance processes and maturity indexes embodied in accepted standards and best practices
- Covers the core components of cybersecurity and privacy programs
- Designed to be completed in about an hour

## When does the survey take place?

The survey will be available from November to December each year.

**For more information and to register, visit:**  
<http://msisac.cisecurity.org/resources/ncsr>

## **Survey**

The NCSR provides survey participants with instructions and guidance. Additional support is available, including supplemental documentation and the ability to contact the NCSR helpdesk directly from the survey.

Once the NCSR is complete, participants will have immediate access to an individualized report measuring the level of adoption of security controls within their organization. This report includes recommendations on how to raise your organization's risk awareness. The MS-ISAC and DHS will aggregate all review data and share a high level summary with all participants. The names of participants and their organizations will not be identified in this report. This report is provided to Congress in alternate years (odd numbered years) to highlight cyber security gaps and capabilities among our State, Local, Territorial and Tribal Governments.

## **Partners**

**DHS** is responsible for safeguarding our nation's critical infrastructure from physical and cyber threats that can affect national security, public safety, and economic prosperity. National Protection & Programs Directorate leads DHS's efforts to secure cyberspace and cyber infrastructure. For additional information, please visit [www.dhs.gov/cyber](http://www.dhs.gov/cyber).

**NASCIO's** mission is to foster government excellence through quality business practices, information management, and technology policy. Founded in 1969, the National Association of State Chief Information Officers (NASCIO) is a nonprofit, 501(c)3 association representing state chief information officers and information technology executives and managers from the states, territories, and the District of Columbia. The primary state members are senior officials from state government who have executive-level and statewide responsibility for information technology leadership. State officials who are involved in agency level information technology management may participate as associate members. Representatives from federal, municipal, international government and non-profit organizations may also participate as members. Private-sector firms may join as corporate members and participate in the Corporate Leadership Council.

The **National Association of Counties (NACo)** is the only national organization that represents county governments in the United States. Founded in 1935, NACo provides essential services to the nation's 3,069 counties. NACo advances issues with a unified voice before the federal government, improves the public's understanding of county government, assists counties in finding and sharing innovative solutions through education and research, and provides value-added services to save counties and taxpayers money. For more information about NACo, visit [www.naco.org](http://www.naco.org).



# Cybersecurity Education

We promote proactive education of cybersecurity. The MS-ISAC produces numerous communications to engage our members and help national efforts for better cybersecurity.

## Education and Awareness Materials

- **Daily Cyber Tips**
- **Monthly Newsletters:** These newsletters use non-technical language, and they can be rebranded to suit individual member needs. Newsletter topics include details on the most current threats and suggested best cybersecurity practices.
- **Bi-Monthly National Webcasts:** These feature timely topics and experts from the public and private sector sharing insight on addressing cyber challenges.

## Cybersecurity Awareness Toolkit

This Cyber Security Toolkit features educational materials designed to raise cybersecurity awareness. Digital and hard copy materials are distributed to members. Members are encouraged to brand these materials for their own organizations.

## Best of the Web Contest

The MS-ISAC conducts an annual Best of the Web contest to recognize state and local governments who use their websites to promote cybersecurity. We review these cybersecurity websites for all 50 state governments and the many local governments that decide to participate. The judging is based upon several criteria including cybersecurity content, usability, accessibility, and appearance.

The contest recognizes outstanding websites and highlights them as examples for others to consider when they are developing or redesigning their own sites. One overall winning website will be chosen in the state/territory category and one will be chosen in the local government category.

The Best of the Web Contest kicks off in the beginning of October, which is National Cyber Security Awareness Month. The winners are announced at the end of the month.

## Poster Contest

The MS-ISAC conducts an annual National K-12 Computer Safety Poster Contest to encourage young people to use the Internet safely. The contest encourages young people to create cybersecurity messages other kids will appreciate and apply to their own lives.

The contest is open to all public, private or home-schooled students in kindergarten through twelfth grade. Winning entries of the National Poster Contest are what make up the next year's MS-ISAC Calendar, which is distributed to every MS-ISAC member as part of the cybersecurity toolkit.

The MS-ISAC Poster Contest is launched at the beginning of Cyber Security Awareness Month, and submissions are due the following January.

## FedVTE

The Federal Virtual Training Environment (FedVTE) is the Department of Homeland Security's online, on-demand training center. FedVTE provides government IT professionals with hands-on labs and training courses.

**For questions regarding education and awareness materials or participation in any of the items listed above, please contact [info@msisac.org](mailto:info@msisac.org).**

# Fee Based Services for SLTT Entities

**Network Monitoring and Analysis Service (Albert)** is a near real-time, 24x7 network monitoring and analysis service that identifies and alerts on traditional and advanced threats within an enterprise network. Pricing is based on Average Internet Utilization Size. A one-time initiation fee of \$900 applies.

- Up to 100 Mbps - \$620/Month
- >100 Mbps - 1 Gbps - \$940/Month
- >1 Gbps - \$1,460/Month

**Managed Security Services (MSS)** is comprised of monitoring and/or management of security devices:

- Security Event Analysis & Notifications 24x7
- Monitoring and Management services are available for the following security devices.
  - Firewall monitoring
  - Host-based Intrusion Detection System monitoring
  - IDS/IPS monitoring and management
  - Proxy monitoring

**Vulnerability Assessment Services** can identify, prioritize and report critical vulnerabilities within the MS-ISAC network and web application assessments.

- Network Assessment
- Web Application Assessment, including manual analysis of reported vulnerabilities
- Prioritization of vulnerability remediation
- Customized reporting & vulnerability remediation support included
- Payment Card Industry (PCI) compliance scanning available
- Scheduled (Monthly, Quarterly, Yearly) services

<b>Web Application Assessment</b>	Annual Cost per Web App Scanned		
	One Time Assessment	Quarterly Assessments	Monthly Assessments
1 <sup>st</sup> Web App per Entity	\$1,025	\$1,322	\$1,918
Additional Web App per Entity	\$569	\$867	\$1,463

<b>Network Assessment</b>	Annual Cost per <i>Live</i> IP Scanned		
	One Time Assessment	Quarterly Assessments	Monthly Assessments
Service Level Based on the Number of Live IPs Scanned per period per Reporting Entity			
10	\$88	\$120	\$189
16-25	\$67	\$92	\$151
26-50	\$55	\$75	\$128
51-100	\$44	\$59	\$105
101-200	\$26	\$38	\$77
201-500	\$22	\$32	\$65
501-2,000	\$19	\$27	\$53



### **MS-ISAC Consulting Services (Statement of Work Required):**

- Social Engineering (Phishing Exercises)
- External Network Penetration Testing
- Web Application Penetration Testing
- Comprehensive Security Review

## **Membership Discounts**

**Trusted Purchasing Alliance (TPA)** The TPA serves SLTT governments and nonprofit entities in achieving a greater cybersecurity posture through trusted expert guidance and cost-effective procurement. The TPA builds public and private partnerships and works to enhance collaboration that improves the nation's cybersecurity posture. The TPA makes cybersecurity purchasing effective, easy and economical.

### **Security Benchmarks Membership**

CIS is a leader in the development and distribution of consensus-based, internationally recognized best practices for assessing and improving cybersecurity for private industry, government and academia. CIS secure configuration benchmarks and automated assessment tools are used by hundreds of organizations worldwide and are accepted for compliance with many industry standards, including FISMA, PCI, and HIPAA.

CIS Security Benchmarks members can leverage more than 100 CIS configuration benchmarks covering over 14 technology groups. These members can also use CIS-CAT to assess an unlimited number of assets for a single, upfront, fixed cost.

### **How can CIS Benchmarks Membership and the member only resources benefit my organization?**

CIS offers affordable, industry-recognized solutions to help your organization save time and money by providing resources that:

- Rapidly identify security vulnerabilities
- Measure security performance against industry best practices
- Satisfy compliance obligations <http://benchmarks.cisecurity.org/compliance>
- Improve internal security policies and procedures by leveraging best-practice guidance
- Assess system compliance with security requirements by using the CIS Configuration Assessment Tool (CIS-CAT)
- Quickly implement benchmark guidance by using CIS remediation resources
- Measure and report compliance over time per device, technology, or overall

### **What are the benefits of Security Benchmarks membership?**

- The right to distribute the Security Benchmarks resources within your organization
- Access to CIS-CAT ( See Page 19)
- Access to the member only resources on the CIS Community Website, including:
  - Benchmarks in XML/XCCDF/OVAL format which facilitates automated configuration assessment
  - Automated remediation content (i.e., Group Policy Objects)
  - Tutorials and webcasts
  - Word/Excel versions of Benchmarks
  - Member only discussion areas

- Timely electronic notification of new and updated resources
- Enhanced support from staff and developers
- Visibility of your organization's commitment to Internet security through its inclusion on the CIS member list <http://benchmarks.cisecurity.org/members>
- Use of the CIS Security Benchmarks Membership Mark on your organization's website and documents

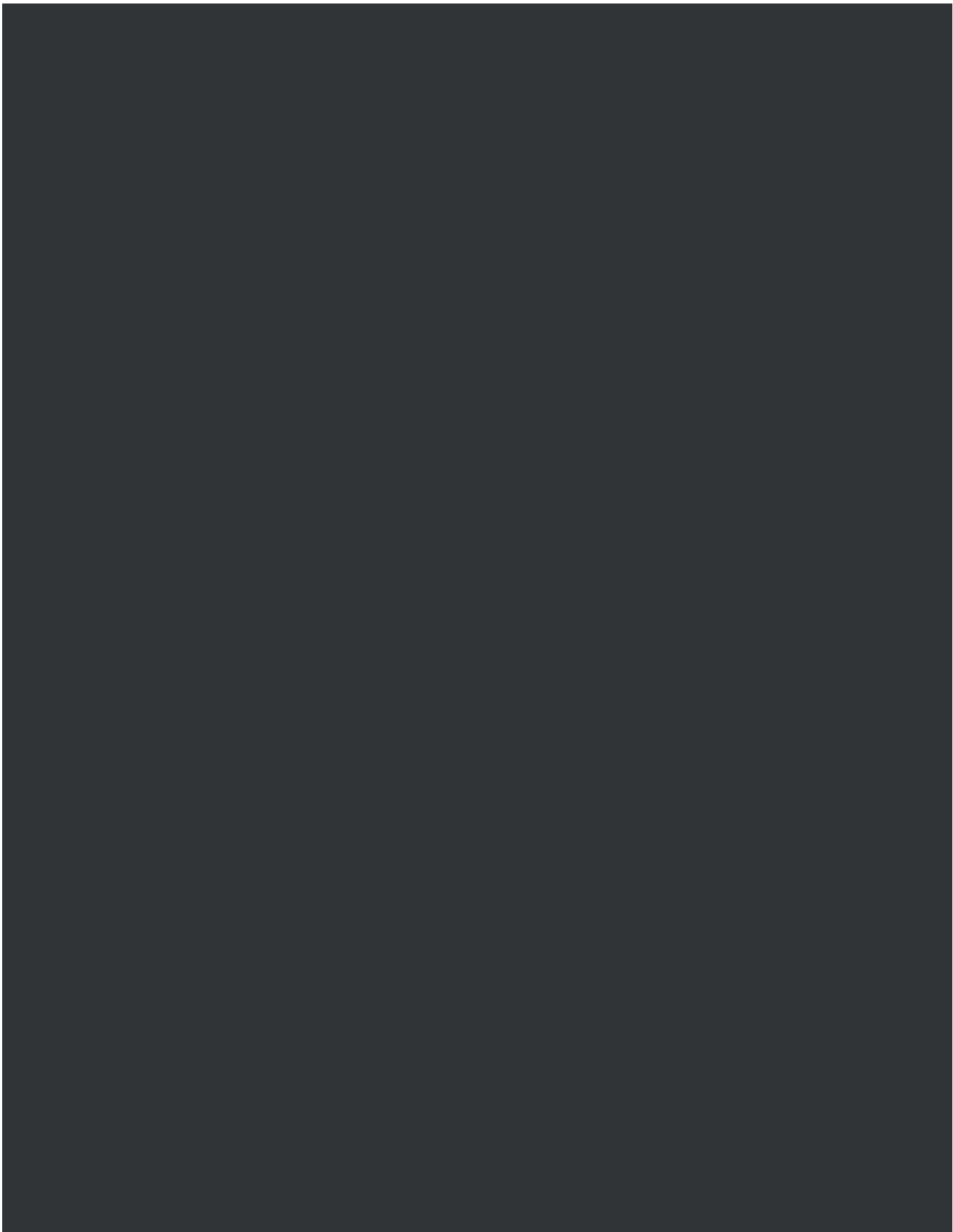
For a complete list of benefits, see <http://benchmarks.cisecurity.org/membership>

### Free trial of CIS-CAT

A 14-day trial of CIS-CAT is available to companies considering membership. To start your trial today, visit <https://benchmarks.cisecurity.org/freetrial>

**Security Benchmarks Membership** allows the government entity the right to use and distribute the Security Benchmarks resources throughout their organizations to secure *internal* systems only. Membership fees are based on the total number of people employed at an organization. A detailed agency list is required at time of membership quote and/or enrollment. The annual fee and multi-year discount option schedule for SLTT governments is below. Contact us at [info@msisac.org](mailto:info@msisac.org) for more information.

<b>Security Benchmarks Membership</b>			
<b>Organization Employee Range</b>	<b>1-Year Membership Cost (30% Savings)</b>	<b>2-Year Membership Cost (30% Savings)</b>	<b>3-Year Membership Cost (30% Savings)</b>
<b>250,000 or more</b>	<b>\$9,926</b>	<b>\$ 19,852</b>	<b>\$ 29,778</b>
<b>100,000 to 249,999</b>	<b>\$9,191</b>	<b>\$ 18,382</b>	<b>\$ 27,573</b>
<b>50,000 to 99,999</b>	<b>\$8,456</b>	<b>\$ 16,912</b>	<b>\$ 25,368</b>
<b>25,000 to 49,999</b>	<b>\$7,721</b>	<b>\$ 15,442</b>	<b>\$ 23,163</b>
<b>10,000 to 24,999</b>	<b>\$7,350</b>	<b>\$ 14,700</b>	<b>\$22,050</b>
<b>5,000 to 9,999</b>	<b>\$6,986</b>	<b>\$13,972</b>	<b>\$20,958</b>
<b>1,000 to 4,999</b>	<b>\$6,615</b>	<b>\$13,230</b>	<b>\$19,845</b>
<b>500 to 999</b>	<b>\$4,781</b>	<b>\$9,562</b>	<b>\$14,343</b>
<b>250 to 499</b>	<b>\$3,311</b>	<b>\$6,622</b>	<b>\$9,933</b>
<b>100 to 249</b>	<b>\$2,394</b>	<b>\$4,788</b>	<b>\$7,182</b>
<b>50 to 99</b>	<b>\$1,470</b>	<b>\$2,940</b>	<b>\$4,410</b>
<b>Up to 49</b>	<b>\$924</b>	<b>\$1,848</b>	<b>\$2,772</b>



**CENTER FOR INTERNET SECURITY**  
**MULTI-STATE ISAC**  
Member Agreement

This Agreement ("Agreement") is made between the Charter Township of Ypsilanti, MI and the Multi-State Information Sharing and Analysis Center of the United States (MS-ISAC), a division of the Center for Internet Security.

The MS-ISAC will enable information sharing, analysis, gathering and distribution in a secure manner using facilities and methods designed to permit individual Members to submit information about security threats, vulnerabilities, incidents, and solutions securely. Only MS-ISAC members have access to review and retrieve this information. When submitting information to the MS-ISAC, Primary Custodians will identify information to the MS-ISAC in the following categories:

**Category A:** information that is provided only to the MS-ISAC and will not be shared with the MS-ISAC members or others except as authorized by the Primary Custodian. Category A information also consists of any non-categorized information provided to the MS-ISAC and/or pre-cleansed category B information.

**Category B:** information which is shared with the MS-ISAC and in consultation with the Primary Custodian is cleansed by the MS-ISAC of all identifying information and then, consistent with applicable laws, will be shared only with MS-ISAC members, or the Department of Homeland Security consistent with paragraph six (6).

**Category C:** information which is shared with the MS-ISAC and does not need to be cleansed and may be shared within the MS-ISAC and outside the MS-ISAC as appropriate.

MS-ISAC members acknowledge that Primary Custodian has certain cyber and/or critical infrastructure information and material that is exempt from disclosure to the public or other unauthorized persons under federal or state laws including the Homeland Security Act of 2002 (6 U.S.C. § 133). MS-ISAC members may provide access to this information and material in order to facilitate interstate communication regarding cyber and/or critical infrastructure readiness and response efforts. These efforts include, but are not limited to, disseminating early warnings of physical and cyber system threats, sharing security incident information between U.S. states, territories, the District of Columbia, tribal

nations and local governments, providing trends and other analysis for security planning, and distributing current proven security practices and suggestions. As a participating member of the MS-ISAC, Primary Custodian agrees that when sharing this information with MS-ISAC members it will do so through the MS-ISAC in accordance with the categories established in this document. MS-ISAC members agree to the terms and conditions contained in this Agreement.

NOW THEREFORE, in consideration of the above promises recited herein, the parties agree to the following:

**Definitions:**

1. Primary Custodian – the entity that developed or owns the Data. Each collection of Data (database, file, etc.) shall have a single Primary Custodian.
2. MS-ISAC members – the members (U.S. states, territories, the District of Columbia, tribal nations and local governments) who may be in possession or use of Data acquired from the Primary Custodian or from the MS-ISAC.

**Purpose:**

3. MS-ISAC members acknowledge that the protection of Category A information is essential to the security of Primary Custodian and the mission of the MS-ISAC. The purpose of this Agreement is to enable Primary Custodian to make disclosures of Category A information to MS-ISAC while still maintaining rights in, and control over, Category A information. The purpose is also to preserve confidentiality of the Category A information and to prevent its unauthorized disclosure. It is understood that this Agreement does not grant MS-ISAC or members an express or implied license or an option on a license, or any other rights to or interests in the Category A information, or otherwise. If Primary Custodian retracts any information it sent to the MS-ISAC, then, upon notification by the Primary Custodian, the MS-ISAC will destroy such information and all copies thereof, and notify MS-ISAC members to destroy the information. If an MS-ISAC member is unable to destroy the information based on applicable law, then the member will continue to maintain the confidentiality of the information consistent with

this agreement. Upon receiving such notification, MS ISAC members will destroy such information and all copies thereof.

**MS-ISAC and Member Duties:**

4. MS-ISAC and members who are authorized by the Primary Custodian to receive Category A information shall, and shall cause their contractors, subcontractors, agents or any other entities acting on their behalf (hereinafter referred to as the "Affiliates") to:
  - (a) copy, reproduce or use Category A information only for the purposes of the MS-ISAC mission and not for any other purpose unless specifically authorized to do so in writing by Primary Custodian; and
  - (b) not permit any person to use or disclose the Category A information for any purpose other than those expressly authorized by this Agreement; and
  - (c) implement physical, electronic and managerial safeguards to prevent unauthorized access to or use of Category A information.

Such restrictions will be at least as stringent as those applied by the MS-ISAC and/or members to their own most valuable and confidential information.

MS-ISAC agrees to promptly notify Primary Custodian of any unauthorized release of Category A information.

5. MS-ISAC and members will not remove, obscure or alter any notice of patent, copyright, trade secret or other proprietary right from any Category A information without the prior written authorization of Primary Custodian.

**Multi-State ISAC Duties:**

6. The MS-ISAC and members may share with the Department of Homeland Security (DHS) pursuant to 6 U.S.C. § 133, Category A, B, and C information, unless the Primary Custodian has designated in writing that the information in question cannot be shared with our federal partners. All other information is voluntarily submitted and may be shared with the Federal Government with expectation of protection from disclosure as provided by the provisions of the Critical Infrastructure Information Act of 2002.

7. If any third party makes a demand for any Category A or B information, the MS-ISAC or member shall immediately forward such request to the Primary Custodian and consult and cooperate with the Primary Custodian and will make reasonable efforts, consistent with applicable law to protect the confidentiality of the information. Primary Custodian will, as needed, have the opportunity to seek judicial or other appropriate avenues of redress to prevent any release.
8. In non-emergency situations, as part of its multi-state communication sharing efforts, the MS-ISAC may prepare written reports. For such reports, the Primary Custodian shall be provided a period of time to review such reports, papers, or other writings and has the right to edit out its Category A information, correct factual inaccuracies, make recommendations and comments to the content of the report, and append comments to the final version of the report. The MS-ISAC members and Primary Custodian agree to work together in good faith to reach mutually agreed upon language for the report. If the parties are unable to reach agreement on an issue, Primary Custodian has the right to edit out its Category A information.

**General Terms:**

9. Should any court of competent jurisdiction consider any provision of this Agreement to be invalid, illegal, or unenforceable, such provisions shall be considered severed from this Agreement. All other provisions, rights, and obligations shall continue without regard to the severed provision(s).
10. The term of the Agreement shall continue so long as Primary Custodian remains a member of the MS-ISAC, and paragraph 3 the obligations of confidentiality as provided herein shall survive the expiration of this Agreement.
11. This Agreement will be construed and enforced in all respects in accordance with United States (U.S.) federal law or other applicable laws as addressed herein.
12. This Agreement contains the entire understanding between the parties with respect to the proprietary information described herein and supersedes all prior understandings whether written or oral. Any modification, amendment, assignment or waiver of the terms of this Agreement shall require the written approval of the authorized representative of each party.

The foregoing has been agreed to and accepted by the authorized representatives of each party whose signatures appear below:

AGREED BY:

**Primary Custodian:**

**Center for Internet Security  
Multi-State ISAC Division**

---

*Signature*

*Date*

*Signature*

*Date*

---

*Print or Type Name/Title*

**MS-ISAC Chair**

# CHARTER TOWNSHIP OF YPSILANTI

## INFORMATION SERVICES

Computer Support • Web Content Management • Communications Services

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To: Ypsilanti Township Board of Trustees  
From: Travis McDugald, IS Manager  
Re: Permission to publicly sell previously replaced copiers and if not sold to dispose of said unit to a locally owned e-waste recycler.  
Date: July 10, 2017

We currently have 5 old copiers that were replaced in August of 2016 sitting in storage. I am looking to sell the old equipment to free up space.

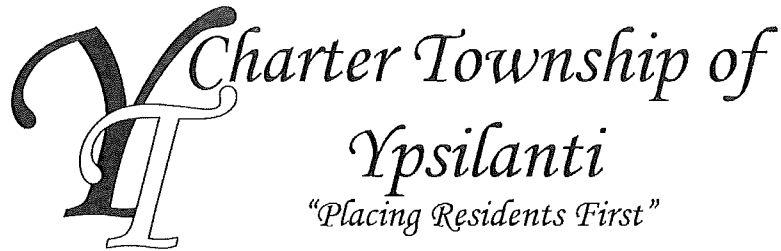
Equipment will be sold as non-functional (we have to remove the hard drives to prevent data leakage) and as-is.

The intended sale platform will be MITN.

I respectfully ask permission to sell the 5 copiers.

Thanks  
Travis McDugald  
IS Manager, Charter Township of Ypsilanti

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



Supervisor's Office

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

TO: Karen Lovejoy Roe, Clerk

FROM: Brenda L. Stumbo, Supervisor

DATE: July 13, 2017

RE: Request to approve Accounts Receivable Agreement with DTE Energy, in the amount of \$12,985.00 to remove electrical equipment from the Liberty Square property, budgeted in line item 101-956-000-926-050

*Brenda L. Stumbo*

Please find attached an agreement with DTE Energy, in the amount of \$12,985.00 to remove electrical equipment from the Liberty Square property.

This property, located on Grove Road, just off I-94 and Rawsonville is a gateway to our community. By removing these electrical boxes, it will greatly improve the appearance of the property as well as make it more efficient to mow.

Please place this item on the July 18, 2017 agenda for the Board's consideration.

If you have any questions, please let me know.

tk

Attachment



8001 Haggerty Rd  
Belleville, MI 48111



Wednesday, March 22, 2017

JANE BILES / Ypsilanti TWP  
Tammie Keen  
7200 S. Huron River dr  
ypsilanti, MI 48197

**Regarding: 2106 Margery - Liberty Square / Ypsilanti, ypsilanti Township**

Enclosed are two (2) copies of the Accounts Receivable Agreement for your signature. The payment for this work is \$12,985.00 based on:

Remove unwanted transformers, abandoning of pedestals and cable, and re-feeding of the streetlights. - 4hr of removal time per transformer x 10 transformers x hourly rate CIN 312(247.50) = \$9900.00. - 2hr of removal time per cable pole x 3 cable poles x hourly rate CIN 312(247.50) = \$1485.00. - 160 secondary to re-feed streetlights x CIN 9(10.00/ft) = \$1600.00. TOTAL = \$12,985.00

Please return the signed agreement to me with a check made payable to DTE Energy. Keep the "Customer Copy" document for your records. To ensure proper credit, the Agreement number should be indicated on your remitted check. When we receive the signed agreement and your check, we will proceed to schedule the work.

If you have any questions regarding this job, please feel free to contact me at the phone number or e-mail address indicated below.

Sincerely,

Jacob Geiger  
Planner  
734.397.4146  
jacob.geiger@dteenergy.com

enclosures:  
Two copies of the Accounts Receivable Agreement

Accounts Receivable Agreement  
No. 473355616



"DTE Energy" and "Customer" make this agreement for consideration of the promises in the Agreement.

**"DTE Energy" is:**

The DTE Energy Company  
8001 Haggerty Rd  
Belleville, MI 48111

**"Customer" is:**

JANE BILES / Ypsilanti TWP  
Tammie Keen  
7200 S. Huron River dr  
ypsilanti, MI 48197

**Background Statement:** Customer requests DTE Energy to perform the work indicated below in the vicinity of 2106 Margery - Liberty Square / Ypsilanti. To do this, DTE Energy requires that payment be made in the amount indicated below. Under Michigan Public Service Commission rules, DTE Energy is permitted to require payment before performing this work.

---

**DTE Energy and Customer agree to the following terms:  
See details of this contract under the Terms and Conditions section**

Payment for the requested work is \$12,985.00.

The type of work to be performed:

Remove unwanted transformers, abandoning of pedestals and cable, and re-feeding of the streetlights. - 4hr of removal time per transformer x 10 transformers x hourly rate CIN 312(247.50) = \$9900.00. - 2hr of removal time per cable pole x 3 cable poles x hourly rate CIN 312(247.50) = \$1485.00. - 160' secondary to re-feed streetlights x CIN 9(10.00/ft) = \$1600.00. TOTAL = \$12,985.00

In return for the above payment, The DTE Energy Company agrees to perform the requested work, providing all necessary permits and rights-of-way can be secured. This job will not be scheduled until DTE Energy receives payment for the above work.

Notwithstanding anything herein to the contrary, the installation, ownership, and maintenance of electric services and the rates, fees, and charges to be made shall be subject to and in accordance with the orders and rules and regulations adopted and approved from time to time by the Michigan Public Service Commission.

DTE Energy:(sign) \_\_\_\_\_ Title: Supervisor Date: 3-22-2017  
Lorne Cook

Customer:(sign) \_\_\_\_\_ (print) \_\_\_\_\_ Date: \_\_\_\_\_  
(sign) \_\_\_\_\_ (print) \_\_\_\_\_ Date: \_\_\_\_\_

**Terms and Conditions**  
**Accounts Receivable Agreement**

1. **MPSC Rules** - This Agreement is subject to the Michigan Public Services Commission ("MPSC") Rules, including but not limited to, Rule C6.1, "Extension of Service", Rule C6.2, "Overhead Extension Policy", Rule C6.3, "Underground Distribution Systems"; and Rule C6.5 "Miscellaneous Customer Requests", which are incorporated herein by reference.
2. **Description of Work** - DTE Energy or one of its contractors shall install or remove the underground or overhead conductors and any associated overhead or underground equipment required for the request, (collectively, the "Work"). DTE Energy will only install electric service and is not responsible for any other utility service including, but not limited to, cable television, or other communication services. Customer shall contact those companies responsible for the installation of services other than electrical service.
3. **Customer Staking Requirements**
  - a. Prior to commencement of the Work, Customer shall visually identify, by either exposing or clearly staking through the use of flags or other appropriate identification device, all private underground property, including but not limited to:
    - a. private electrical lines
    - b. sprinkler systems
    - c. invisible fences
    - d. swimming pool hardware
    - e. septic tanks and fields
    - f. fiber optic lines
    - g. security systems
    - h. heated sidewalk and driveway equipment
    - i. burial sites of pets
    - j. geothermal systems
    - k. private water mains and lines
    - l. solar power equipment
    - m. privately owned gas
    - n. propane and petroleum lines
    - o. any other underground equipment not previously listed.
  - b. If Customer refuses the route suggested by DTE Energy for the Work and requests an alternative route, which is mutually agreed to by Customer and DTE Energy, Customer shall stake the alternative route as provided in paragraph 3(a) above.
  - c. If Customer fails to clearly stake all private underground property, then Customer releases DTE Energy from any and all liability for property damage related to the installation, operation or maintenance of the Work, including, but not limited to, loss of trees, shrubs or other landscape.
4. **Total Payment** - By executing this Agreement, Customer agrees to pay DTE Energy the "Total Payment" calculated on page 1 of this agreement.
5. **Termination prior to Commencement of Work** - If Customer fails to complete any obligations under this Agreement within six (6) months from the date DTE Energy receives full payment or the Total payment, then, upon written notice, DTE Energy may cancel this Agreement and a refund may be issued to Customer, less all reasonable costs incurred by DTE Energy.
6. **Failure to Execute Agreement; Changes to Agreement:** If the Customer fails to execute this Agreement and pay the Total payment due to DTE Energy within six (6) months of the date of this Agreement, then this Agreement shall become null and void. Further, Customer shall not make any changes to this Agreement, including but not limited to handwritten changes or striking any language. In the event Customer makes any changes to this Agreement without the specific written consent of DTE Energy, then this Agreement shall become null and void.
7. **Damages and Limitation on Liability** - If Customer, its contractors, agents, and/or employees cause damage to the Work, then Customer shall reimburse DTE Energy for all costs related to that damage. DTE Energy reserves the right to retain portions of the Refundable Construction Advance to offset such damages.

DTE Energy's sole liability to Customer, its employees, agents, subcontractors and to all other persons arising out of or related to the performance of the Work, whether in contract, under any claims warranty, in tort, or otherwise shall be limited to either DTE Energy repairing or replacing the Work at its own expense or, at DTE Energy's option, refund the money paid for the Work. The foregoing shall be Customer's sole remedy. In no event will DTE Energy or its contractors be liable under this Agreement or under any cause of action relating to the subject matter of this Agreement, whether based on contract, warranty, tort (including negligence), strict liability, indemnity or otherwise, for any incidental or consequential damages including but not limited to loss of use, interest charges, inability to operate full capacity, lost profits or other similar claims of Customer.
8. **Set Off** - DTE Energy shall be entitled at any time to set off any sums owing by Customer or any of Customer's affiliated companies with common ownership, to DTE Energy or any of DTE Energy's affiliated companies, against sums payable by DTE Energy.
9. **Assignment and Notices** - Customer shall not assign this Agreement without DTE Energy's prior written consent. All notices required by this Agreement must be in writing and sent by U.S. mail or delivered in person to the addresses listed on page 1 of this Agreement.
10. **Saving Clause** - Each term and condition of this Agreement is deemed to have an independent effect and the invalidity of any partial or whole paragraph or section shall not invalidate the remaining paragraphs or sections. The obligation to perform all of the terms and conditions shall remain in effect regardless of the performance of any invalid term by the other party.

**11. Governing Law and Jurisdiction** - This Agreement shall be construed in accordance with the law of the State of Michigan, without regard to conflict of law principals. The parties agree that any action with respect to this Agreement shall be brought in a court of competent jurisdiction located in the State of Michigan and the parties hereby submit themselves to the exclusive jurisdiction and venue of such court for the purpose of such action.

**12. Entire Agreement** - This Agreement together with the DTE Energy Rate Book on file with the MPSC, the Electrical Service Installation Guide, which is available at:

[www.dteenergy.com/businessCustomers/buildersContractors/electricService/standards.html](http://www.dteenergy.com/businessCustomers/buildersContractors/electricService/standards.html)

and, if applicable, the Certificate of Grade (referred to herein collectively, as the "Contract Documents") constitutes the entire Agreement between the parties regarding this transaction. Any agreements, negotiations or understanding of the parties prior to or contemporaneous to the date of the Agreement, whether written or oral, are superseded hereby. In the event of a conflict between the Contract Documents, then the Contract Document shall control in the order stated above.



"DTE Energy" and "Customer" make this agreement for consideration of the promises in the Agreement.

**"DTE Energy" is:**

The DTE Energy Company  
8001 Haggerty Rd  
Belleville, MI 48111

**"Customer" is:**

JANE BILES / Ypsilanti TWP  
Tammie Keen  
7200 S. Huron River dr  
ypsilanti, MI 48197

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**DTE Energy and Customer agree to the following terms:  
See details of this contract under the Terms and Conditions section**

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DTE Energy:(sign) \_\_\_\_\_ Title: Supervisor Date: 3-22-2017  
Lorne Cook

Customer:(sign) \_\_\_\_\_ (print) \_\_\_\_\_ Date: \_\_\_\_\_  
(sign) \_\_\_\_\_ (print) \_\_\_\_\_ Date: \_\_\_\_\_

CUSTOMER COPY

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**Accounts Receivable Agreement**

1. **MPSC Rules** - This Agreement is subject to the Michigan Public Services Commission ("MPSC") Rules, including but not limited to, Rule C6.1, "Extension of Service", Rule C6.2, "Overhead Extension Policy", Rule C6.3, "Underground Distribution Systems"; and Rule C6.5 "Miscellaneous Customer Requests", which are incorporated herein by reference.
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    - b. sprinkler systems
    - c. invisible fences
    - d. swimming pool hardware
    - e. septic tanks and fields
    - f. fiber optic lines
    - g. security systems
    - h. heated sidewalk and driveway equipment
    - i. burial sites of pets
    - j. geothermal systems
    - k. private water mains and lines
    - l. solar power equipment
    - m. privately owned gas
    - n. propane and petroleum lines
    - o. any other underground equipment not previously listed.
  - b. If Customer refuses the route suggested by DTE Energy for the Work and requests an alternative route, which is mutually agreed to by Customer and DTE Energy, Customer shall stake the alternative route as provided in paragraph 3(a) above.
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DTE Energy's sole liability to Customer, its employees, agents, subcontractors and to all other persons arising out of or related to the performance of the Work, whether in contract, under any claims warranty, in tort, or otherwise shall be limited to either DTE Energy repairing or replacing the Work at its own expense or, at DTE Energy's option, refund the money paid for the Work. The foregoing shall be Customer's sole remedy. In no event will DTE Energy or its contractors be liable under this Agreement or under any cause of action relating to the subject matter of this Agreement, whether based on contract, warranty, tort (including negligence), strict liability, indemnity or otherwise, for any incidental or consequential damages including but not limited to loss of use, interest charges, inability to operate full capacity, lost profits or other similar claims of Customer.
8. **Set Off** - DTE Energy shall be entitled at any time to set off any sums owing by Customer or any of Customer's affiliated companies with common ownership, to DTE Energy or any of DTE Energy's affiliated companies, against sums payable by DTE Energy.
9. **Assignment and Notices** - Customer shall not assign this Agreement without DTE Energy's prior written consent. All notices required by this Agreement must be in writing and sent by U.S. mail or delivered in person to the addresses listed on page 1 of this Agreement.
10. **Saving Clause** - Each term and condition of this Agreement is deemed to have an independent effect and the invalidity of any partial or whole paragraph or section shall not invalidate the remaining paragraphs or sections. The obligation to perform all of the terms and conditions shall remain in effect regardless of the performance of any invalid term by the other party.

- 11. Governing Law and Jurisdiction** - This Agreement shall be construed in accordance with the law of the State of Michigan, without regard to conflict of law principals. The parties agree that any action with respect to this Agreement shall be brought in a court of competent jurisdiction located in the State of Michigan and the parties hereby submit themselves to the exclusive jurisdiction and venue of such court for the purpose of such action.
- 12. Entire Agreement** - This Agreement together with the DTE Energy Rate Book on file with the MPSC, the Electrical Service Installation Guide, which is available at:

[www.dteenergy.com/businessCustomers/buildersContractors/electricService/standards.html](http://www.dteenergy.com/businessCustomers/buildersContractors/electricService/standards.html)

and, if applicable, the Certificate of Grade (referred to herein collectively, as the "Contract Documents") constitutes the entire Agreement between the parties regarding this transaction. Any agreements, negotiations or understanding of the parties prior to or contemporaneous to the date of the Agreement, whether written or oral, are superseded hereby. In the event of a conflict between the Contract Documents, then the Contract Document shall control in the order stated above.

CUSTOMER COPY


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



**Supervisor's Office**

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

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TO: Township Board  
FROM: Brenda L. Stumbo, Supervisor   
DATE: June 29, 2017  
RE: 2017 Tax Rate Request – L-4029

Please find attached the L-4029 - 2017 Tax Rate Request. Each year, the Township Board approves the L-4029, which sets our tax rates for the next budget year. It begins our budget process.

We are requesting this item be placed on the July 18, 2017 agenda for the Board's consideration. The deadline for approval is September 30, 2017.

If you have any questions, please contact my office or the Accounting Director.

tk

Attachment

cc: Javonna Neel, Accounting Director  
Linda Gosselin, Assessor



**2017 Tax Rate Request** (This form must be completed and submitted on or before September 30, 2017)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

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

County(ies) Where the Local Government Unit Levies Taxes <b>Washtenaw</b>	2017 Taxable Value of ALL Properties in the Unit as of 5-22-17 <b>1,202,096,039</b>
Local Government Unit Requesting Millage Levy <b>Charter Township of Ypsilanti</b>	For LOCAL School Districts: 2017 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2017 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2016 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2017 Current Year "Headlee" Millage Reduction Fraction	(7) 2017 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Allocated	Gen Op	N/A	1.1160	1.0262	.9908	1.0167	1.0000	1.0167		1.0167	N/A
Voted	Fire Prot	11/8/16	3.1250	3.1250	.9908	3.0962	1.0000	3.0962		3.0962	2020
Voted	Sld Waste	11/8/16	2.1550	2.1550	.9908	2.1351	1.0000	2.1351		2.1351	2020
Voted	Police	11/8/16	5.9500	5.9500	.9908	5.8952	1.0000	5.8952		5.8952	2020
Voted	Rec/BP	11/8/16	1.0059	1.0059	.9908	.9966	1.0000	.9966		.9966	2020
PA 235	FPen/HC	N/A						1.2000		1.2000	2020

Prepared by <b>Javonna Neel</b>	Telephone Number <b>(734) 484-3702</b>	Title of Preparer <b>Accounting Director</b>	Date <b>7/18/17</b>
------------------------------------	---	---	------------------------

**CERTIFICATION:** As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input checked="" type="checkbox"/> Clerk	Signature	Print Name	Date
<input type="checkbox"/> Secretary		<b>Karen Lovejoy Roe</b>	<b>7/18/17</b>
<input type="checkbox"/> Chairperson	Signature	Print Name	Date
<input checked="" type="checkbox"/> President		<b>Brenda L. Stumbo</b>	<b>7/18/17</b>

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

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

**Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 3 of 2017 for instructions on completing this section.**

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

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



**Human Resource  
Department**

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## MEMORANDUM

**TO:** Charter Township of Ypsilanti Board of Trustees

**FROM:** Karen Wallin, HR Department

**DATE:** July 18, 2017

**RE: Request approval to create and post an “Election Specialist” (Classification #19) position within the AFSCME Bargaining Union**

Over the last 2 years, a number of changes have taken place within the Clerk’s Department staffing. These changes have resulted in the need for a lead staff member to focus on just Election duties.

Recently one of the Floater II/Clerk III employees from the Clerk’s Department signed a lateral posting and moved into the Treasurer’s Department leaving a vacant position within the Clerk’s Department. After reevaluating the staffing needs of her department, Clerk Roe approached the Human Resource Department requesting a new position entitled “Election Specialist”. As there is a vacant position within the Clerk’s Department at this time, it is felt that this may be the opportune time to approach the Board of Trustees with the request to create and fill a new position of “Election Specialist” (Classification #19) within the AFSCME Bargaining Union.

We anticipate a Floater II/Clerk III from the Clerk’s Department posting for the “Election Specialist” and that Floater II/Clerk III position would not be back filled. The Floater II/Clerk III position left vacant from the earlier posting; would be filled internally.

We are requesting authorization to create and fill the “Election Specialist” position (Classification #19) at a salary of \$25.15 an increase of \$2.54 from the Floater II/Clerk III position.

I have had discussion with the AFSCME Bargaining Union Chief Steward and he is in support of the creation, posting and filling of the “Election Specialist” position.

Your consideration in this matter is appreciated.

# Charter Township of Ypsilanti

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## *Election Specialist*

### **Summary**

Under the Direction of the Township Clerk, perform all administrative and functional tasks related to the conduct of Elections. Provides Township Clerk and Deputy Clerk with direction and requirements for election deadlines and legal requirements and works cooperatively with Township Clerk and Deputy Clerk on all decisions regarding election preparation and implementation assuring successful operation of Elections. The Election Specialist assigns election tasks and directs election workflow for Floater II/Clerk III staff within the Clerk's Department, under the direction of the Township Clerk. The Election Specialist performs other Floater II/Clerk III duties in the Clerk's office not related to elections as assigned.

### **Supervision Received**

Performs functions of election administration and other Clerk Department duties independently on a daily basis under the overall direction of the Township Clerk.

### **Responsibilities and Essential Duties**

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

The following job functions are the responsibility of the Election Specialist who is responsible for the effective operation of all Township elections. Analyze election workflow and requirements and delegate and assign election related duties to Floater II/Clerk III staff in the Clerk's department under Supervision and consultation with the Clerk during the preparation and follow up to elections, including staffing requirements and assignments on election day.

1. Update Voter Master Card Files, voter registration documents and maintenance of same, Maintain QVF System and updates as required.
2. Process and Record Absentee Ballots Including: Processing Requests and the Preparation of Absentee Ballot Applications for mailing, Record Absentee Ballot Application Information in QVF system, Prepare and Mail all Absentee Ballots and preparation for Absentee Count Board.
3. Recruit and Assign Election Set-Up Crew and Preparation Meetings. Arrange polling locations and equipment delivery set-up/pick-up dates and times.
4. Recruit, Train and Assign Election Inspectors for Elections. Confirm all Election Inspectors are current with necessary certifications and process Pay for Election Inspectors following elections.
5. Schedules and Prepares Election Commission Meetings as Required by Law. Assures Publishing/Posting/Website Postings of Election Notices as Required by Law.

6. Responsible for accurate testing of all Election Equipment and ensuring proper operation of equipment. Identify and resolve problems as needed.
7. Order supplies for voter registration and Elections. Prepare all supplies required at Precincts for Election Inspectors including Ballots.
8. Respond to questions of a Technical and Legal Nature regarding Election Procedures.
9. Update street indexes and precinct maps including precinct locations and boundaries. Design Communications and coordinate notifications of precinct consolidations.
10. Under the direction of the Township Clerk, responsible for training and assigning election tasks to Floater II/Clerk III and temporary staff within the Clerk's Department.
11. Assist in Interpretation and Implementation of related Laws, Rules and Regulations, seeking County Clerk and Bureau of Elections direction as needed. Update Township Clerk and Deputy Clerk on Election related updates, changes and problems along with providing solutions and implementation.
12. Prepare for Election Audits and all Election follow up requirements.
13. Perform all essential duties of the Floater II/Clerk III classification as needed.

#### **Essential Functions, Qualifications and KSA's for Employment**

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

- Knowledge of legal requirements, practices and principles of elections, equipment and supplies utilized for elections.
- Associates Degree or higher educational level or related equivalent employment experience in Municipal Elections that match the election responsibilities, duties and functions required.
- Ten years Election experience is preferred.
- Ability to analyze necessary workflow and deadlines and assign co-workers required assignments.
- Ability to train co-workers in essential functions, duties and responsibilities as needed.
- Ability to communicate effectively and recommend to Township Clerk and Deputy Clerk requirements and staff assignments for Election preparation and follow up.
- Knowledge of office practices and procedures, business English, spelling, punctuation and math.
- Skill in operation of office and Election equipment.
- Ability to communicate effectively in writing and verbally in person and on the telephone.
- Interpersonal skills to develop and maintain effective working relationships with the public, co-workers, officials and election inspectors.
- Must be able to become a Notary.
- Skill in the use of Microsoft Office including Word and Excel.
- Good vision, hearing and speech to perform Essential Responsibilities, Duties and Functions Required.

# OTHER BUSINESS

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