

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE APRIL 3, 2018 REGULAR BOARD MEETING**

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

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

Members Absent: none

Legal Counsel: Wm. Douglas Winters

PUBLIC COMMENTS

Ms. Kaiser, Township Resident stated she would encourage everyone to vote for the millage for the Fire Department.

Mr. Hodak, Township Resident stated it appeared to him that almost everyone he has spoken to in the Township, lawmaking body and residents are in agreement with him that the Township needs to adopt a snow ordinance. Mr. Hodak gave examples on how this ordinance would work.

Ms. Kaiser, Township Resident stated she was against the snow ordinance in neighborhoods.

CONSENT AGENDA

A. MINUTES OF THE MARCH 20, 2018 WORK SESSION AND REGULAR MEETING

B. STATEMENTS AND CHECKS

1. STATEMENTS AND CHECKS FOR APRIL 3, 2018 IN THE AMOUNT OF \$507,802.62

A motion was made by Treasurer Doe, supported by Trustee Eldridge to Approve the Consent Agenda.

The motion carried unanimously.

ATTORNEY REPORT

A. GENERAL LEGAL UPDATE – given at the work session

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OLD BUSINESS

- 1. RESOLUTION 2018-06, APPROVAL OF THE WASHTENAW COUNTY SOLID WASTE MANAGEMENT PLAN 2017 AMENDMENT (TABLED AT THE MARCH 6, 2018 REGULAR MEETING)**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to remove from Table.

The motion carried unanimously.

A motion was made by Clerk Lovejoy Roe, supported by Trustee Jarrell Roe to Approve Resolution 2018-06, Approval of the Washtenaw County Solid Waste Management Plan 2017 Amendment (see attached).

The motion carried unanimously.

NEW BUSINESS

- 1. BUDGET AMENDMENT #7**

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve Budget Amendment #7 (see attached).

The motion carried unanimously.

- 2. REQUEST APPROVAL OF PROFESSIONAL SERVICES AGREEMENT WITH OHM FOR PROPOSAL FOR PLAYSCAPE LAYOUT AND BID PACKAGE PREPARATION AND LANDSCAPE ARCHITECTURE SERVICES FOR FORD LAKE PARK, NORTH BAY PARK, AND LOONFEATHER POINT PARK IN A NOT TO EXCEED AMOUNT OF \$16,740.00 BUDGETED IN LINE ITEM #212-212-000-931-775**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Ross-Williams to Approve the Professional Services Agreement with OHM for Proposal for Playscape Layout and Bid Package Preparation and Landscape Architecture Services for Ford Lake Park, North Bay Park, and Loonfeather Point Park in a Not to Exceed Amount of \$16,740.00 Budgeted in Line Item #212-212-000-931-775 (see attached).

The motion carried unanimously.

- 3. REQUEST APPROVAL OF PROPOSAL FROM CARLISLE WORTMAN ASSOCIATES, INC. FOR UPDATE OF PARKS AND RECREATION MASTER PLAN**

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**IN AN AMOUNT NOT TO EXCEED \$19,795.00 BUDGETED IN LINE ITEM
#212-212-000-801-000**

A motion was made by Trustee Eldridge, supported by Trustee Ross-Williams to Approve the Proposal From Carlisle Wortman Associates, Inc. for the Update of Parks and Recreation Master Plan in an Amount Not to Exceed \$19,795.00 Budgeted in Line Item #212-212-000-801-000 (see attached).

The motion carried unanimously.

- 4. REQUEST OF BRIAN MCCLEERY, ASSISTANT ASSESSOR FOR AUTHORIZATION TO ENTER INTO NEGOTIATIONS TO SELL YPSILANTI TOWNSHIP OWNED PROPERTY LOCATED AT 138 S. HARRIS ROAD PARCEL ID K#11-10-180-007**

A motion was made by Treasurer Doe, supported by Clerk Lovejoy Roe to Table this request until next meeting.

The motion carried unanimously.

- 5. REQUEST OF MICHAEL SARANEN, HYDRO OPERATIONS FOR APPROVAL OF SERVICE CONTRACT WITH US ECOLOGY FOR INDUSTRIAL CLEANING AND CONFINED SPACE SERVICES AT THE HYDRO STATION IN AMOUNTS DETAILED IN THE QUOTES BUDGETED IN LINE ITEM #252-252-000-818-013(see Attached)**

A motion was made by Trustee Wilson, supported by Trustee Jarrell Roe to Approve Request of Michael Saranen, Hydro Operations for Approval of Service Contract with US Ecology for Industrial Cleaning and Confined Space Services at the Hydro Station in Amounts Detailed in the Quotes Budgeted in Line Item #252-252-000-818-013.

The motion carried unanimously.

- 6. REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR AUTHORIZATION TO SEEK LEGAL ACTION IF NECESSARY TO ABATE PUBLIC NUISANCE FOR PROPERTY LOCATED AT 167 N. FORD BLVD IN THE AMOUNT OF \$10,000.00 BUDGETED IN LINE ITEM #101-950-000-801-023**

A motion was made by Treasurer Doe, supported by Trustee Jarrell Roe to Approve Request of Mike Radzik, OCS Director for Authorization to Seek Legal Action if Necessary to Abate Public Nuisance for Property Located at 167 N. Ford Blvd in the Amount of \$10,000.00 Budgeted in Line Item #101-950-000-801-023.

The motion carried unanimously.

- 7. RESOLUTION 2018-08, TEMPORARY ROAD CLOSURE REQUEST FOR OBERUN 5K ON JULY 20, 2018**

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A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to Approve Resolution 2018-08, Temporary Road Closure Request for Oberun 5k on July 20, 2018 (see attached).

The motion carried unanimously.

8. RESOLUTION 2018-09, TEMPORARY ROAD CLOSURE REQUEST FOR RUNNING FIT "RUN SCREAM RUN" 5K, 10K, AND KID'S MILE RUN ON OCTOBER 13, 2018

A motion was made by Trustee Jarrell Roe, supported by Trustee Eldridge to Approve Resolution 2018-09, Temporary Road Closure Request for Running Fit "Run Scream Run" 5K, 10K, and Kid's Mile Run on October 13, 2018 (see attached).

The motion carried unanimously.

9. REQUEST AUTHORIZATION TO APPLY AND ACCEPT THE COMMUNITY TOURISM ACTION PLAN (CTAP) GRANT FROM THE WASHTENAW COUNTY VISITORS AND CONVENTION BUREAU IN THE AMOUNT OF \$10,000.00 WITH A CONTRIBUTING MATCH FROM YPSILANTI TOWNSHIP IN THE AMOUNT OF \$2,000.00 FOR WAYFINDING SIGNAGE BUDGETED IN LINE ITEM #212-970-000-975-170

A motion was made by Treasurer Doe, supported by Trustee Wilson to Approve the Request for Authorization to Apply and Accept the Community Tourism Action Plan (CTAP) Grant From the Washtenaw County Visitors and Convention Bureau in the Amount of \$10,000.00 with a contributing Match From Ypsilanti Township in the Amount of \$2,000.00 for Wayfinding Signage Budgeted in Line Item #212-970-000-975-170 (see attached).

The motion carried unanimously.

OTHER BUSINESS

A motion was made by Trustee Eldridge, supported by Trustee Ross-Williams to take Legal Action if Necessary to Abate the Public Nuisance for the Properties located at 1633 Knowles, also Known as Kettering School and 181 Oregon, also Known as Thurston School.

The motion carried unanimously.

A motion was made by Treasurer Doe, supported by Trustee Eldridge to Adjourn.

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The meeting was adjourned at 7:18 p.m.

Respectfully Submitted,

Brenda L. Stumbo, Supervisor
Charter Township of Ypsilanti

Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

Charter Township of Ypsilanti

RESOLUTION NO. 2018-06

A Resolution to Approve the Washtenaw County Solid Waste Management Plan 2017 Amendment

WHEREAS, Part 115 of the Natural Resources and Environmental Protection Act, 194 PA 451, as enforced by the Michigan Department of Environmental Quality (MDEQ), requires each Michigan County to have a Solid Waste Management Plan to assure that solid waste generated in the county is collected and recovered, processed or disposed of for a ten-year period at facilities that comply with state laws and rules; and

Whereas, in furtherance of the statutory requirements, the Washtenaw County Board of Commissioners appointed a 14-member Solid Waste Planning Committee in August 2015 to amend Washtenaw County's 1999 Solid Waste Management Plan; and

Whereas, pursuant to Michigan statute, the draft Solid Waste Management Plan amendment was opened to a lengthy and robust public comment period, held from April through October 2017; and

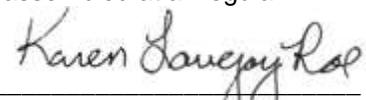
Whereas, the Plan language promotes municipal and residential coordination and collaboration with Washtenaw County to provide integrated solid waste management programs and policies that emphasize waste prevention, reduction, recycling and composting; and

Whereas, on December 6, 2017, the Washtenaw County Solid Waste Management Plan 2017Amemdneemt was formally approved by the Washtenaw County Board of Commissioners and will next be presented to the twenty-eight jurisdictions within Washtenaw County for their consideration and action for approval prior to submittal to the Michigan Department of Environmental Quality for final approval.

Now, Therefore, Be It Resolved, that the Charter Township of Ypsilanti supports the Washtenaw County Solid Waste Management Plan 2017 Amendment; and

Be It Further Resolved, that the Charter Township of Ypsilanti approves the Washtenaw County Solid Waste management Plan 2017 Amendment, and supports the Plan being submitted to the submitted to the Michigan Department of Environmental Quality for final approval.

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. 2018-06 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on April 3, 2018.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

**CHARTER TOWNSHIP OF YPSILANTI
2018 BUDGET AMENDMENT #7**

April 3, 2018

AMOUNTS ROUNDED TO THE NEAREST DOLLAR

212 - BIKE, SIDEWALK, REC, ROADS GENERAL FUND (BSRII)	Total Increase	<u><u>\$12,000.00</u></u>
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Request to set up two new budget lines to track the Washtenaw County Convention and Visitor's Bureau - Community Tourism Action Plan (CTAP) Wayfinding Project grant. The total project will be \$12,000 for signs in the community with a grant reimbursement for \$10,000. The Township's \$2,000 portion will be funded by an Appropriation of Prior Year Fund Balance with \$10,000 funded by the grant.

Revenues:	Prior Year Fund Balance	212-000-000-699.000	\$2,000.00
	WCCVB-CTAP WAYFINDING PROJECT	212-000-000-575.000	<u>\$10,000.00</u>
		Net Revenues	<u><u>\$12,000.00</u></u>

Expenditures:	WCCVB-CTAP WAYFINDING GRANT	212-970-000-975.170	\$12,000.00
		Net Expenditures	<u><u>\$12,000.00</u></u>

Motion to Amend the 2018 Budget (#7):

Move to increase the Bike, Sidewalk, Rec, Roads, General (BSRII) Fund budget by \$12,000 to \$1,779,163 and approve the department line item changes as outlined.



March 20, 2018

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

RE: Proposal for Playscape Layout and Bid Package Preparation
Professional Engineering and Landscape Architecture Services

Dear Ms. Stumbo:

Thank you for the opportunity to submit this proposal to provide Professional Engineering and Landscape Architecture Services for Ford Lake Park, North Bay Park, and Loon Feather Point Park. These improvements are being performed at several different parks to replace and/or upgrade the current play structures for overall structure functionality improvements and safety.

This proposal provides key personnel and project manager contact information as well as project understanding, deliverables, schedule, and fee estimation.

PROJECT UNDERSTANDING

The project consists of laying out different variations of play structures at three (3) different Township Parks – Ford Lake Park, North Bay Park and Loon Feather Point Park (off Grove Road). The Township also collected quotes from three (3) different vendors and received quotes that ranged significantly. The Township has requested OHM Advisors' assistance to prepare a combined bid package for consistency with bids and optimize efficiency as well as gain an economy of scale with all three areas being bid together. Overall, there will be a total of five (5) new structures, three of which are smaller structures proposed for Ford Lake Park.

OHM Advisors has been asked to review the documentation provided by the Township, meet with Township staff, and outline the details needed for bidding to prepare a package to bid publicly. It is understood that the Township staff will be taking on some of the tasks such as field layout, site preparation and clearing, the majority of field observation as well as contract administration during the construction phase. OHM will provide services as needed during the construction phase.

We offer the scopes of services for the completion of this project. This proposal outlines information for project scope, deliverables, and schedule, as well as any assumptions that were made.

SCOPE

As described below this scope is limited to the following areas:

- Ford Lake Park – Three (3) Playscapes (smaller variety) located near the Beach, Shelter #2, and Shelter #3. Miscellaneous earth balancing may be required.



- Loon Feather Point Park – Replace one (1) existing structure with a larger Playscape structure. Remove swings down the hill (performed by Township). There is potential for minor tree removal.
- North Bay Park – Replace one (1) existing structure with a larger Playscape structure in the same location.

Task 1 - Kickoff meeting and review of Township materials

A kickoff meeting will be scheduled once we have reviewed materials. The external meeting will require a site visit follow-up to review details and program elements requested by the Township. Estimated hours are outlined below:

- Internal kick off (held on 3/15/18) – 1 hour
- Site meeting/Kickoff with Township staff – 4 hours
- Review information provided and identify program elements for each site - 4 hours

Task 2 – Field data collection and layout

Upon completion of the onsite meeting with Township staff, our staff will measure and identify key elements on a map to include in the specifications. This may include measuring by hand or use of a GPS device. We anticipate 8 hours of effort for this task.

Task 3 – Preliminary and Final Specifications and Final Bid Package Assembly

In order to develop the necessary specifications, OHM will follow the Charter Township of Ypsilanti Engineering Standards and Design Specifications. These specifications will pertain to specific items relevant to this project as well as the special instructions to bidders, supplemental specifications, and a method of payment for the contractor's use. The bid package will require the necessary bonding, prevailing wage information, and insurance requirements as well as a bid form that will allow the Township to compare bids on an “apples to apples” basis. After completion of the design, the Township will be provided with two (2) 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 based on Township comments prior to advertising and bidding. Specific task items and estimated hours are outlined below:

- PDF/Technical section preparation to identify play structure locations – 8 Hours
- Identify play structure elements and prelim surface details – 10 hours
- Meet with Township to verify layout and assumptions – 2 hours
- Finalize PDF graphics & organize layout – 12 hours
- Finalize specs & details – 12 hours

Task 4 – Bidding

The final bid package will be provided to the Township to be posted on the Michigan Inter-governmental Trade Network (MITN). OHM will conduct the bid process and conduct a bid opening. 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 Requests for Information (RFI's) received by the bidding contractors during the bid phase. OHM will hold a bid opening at the Township on the date specified in the bid documents. Bids will be received, read aloud, collected, tabulated, and reviewed. A letter recommending which contractor would best be suited to construct the project will then be provided to the Township for their use. We have assumed 24 hours for this task. Overall project management of the tasks above are also included in this time.

Task 5 – Construction Oversight Assistance – As-needed

While we anticipate the Township to take the lead on administering the contract and providing project oversight, we also foresee that OHM will be needed on a limited basis to assist with interpreting contract documents, assisting with layout, answering RFI's and/or reviewing shop drawings, and attending progress or preconstruction meetings. We have set this up as an hourly budget to assist when requested by the Township staff assigned to this project and



feel that we can assist within the budget provided. This task would also allow us to assist with the final execution of the contract and verification of proper closeout.

DELIVERABLES

Task	Deliverable
Task 3	Bidding and Design Package
Task 4	Final Bidding Package (Reviewed by Township Attorney)
Task 4	Recommendation of Award Letter

KEY PERSONNEL

This project team has been specifically selected to best meet the technical aspects of the design and facilitate coordination with the Township. G2 Consulting Group will offer geotechnical services if needed. Below is a list of key personnel and their role on this project.

Project Team Members	Role on Project	Specific Duties
Matthew Parks, PE	Project Manager	Client Contract
Ben Weaver, RLA, ASLA	Landscape Architect	Project Manager and Lead design
Sarah Huddas	Urban Designer	Project design

ASSUMPTIONS/CLARIFICATIONS

- ▶ Construction oversight assistance would be hourly and only as requested by Township staff. The proposed budget will be monitored and if additional assistance is needed beyond the budget outlined, OHM will formerly request a budget amendment through the Township Board.
- ▶ Design beyond the Playscape layout is not included. Additional design to address drainage issues, parking lot modifications, pedestrian walkways, landscaping, etc. is not included in the scope of services.
- ▶ Survey staking and topographic survey is not included
- ▶ Any additional tasks outside of the above scope of services 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 but can be attended upon request. Time spent for these meetings will be charged on an hourly basis.

FEE

OHM Advisors will invoice the Charter Township of Ypsilanti for the above stated services on an hourly not-to-exceed basis, in accordance with our 2015 Rate Schedule. Invoices will be sent monthly as work is performed.

Design Tasks	Design Fee
Task 1	\$1,180.00
Task 2	\$1,000.00
Task 3	\$5,360.00
Task 4	\$3,200.00
<u>Task 5 (as needed)</u>	<u>\$6,000.00</u>
Total	\$16,740.00 (Hourly – NTE)

The total fee is estimated to be \$16,740.00. Additional services can be provided on a time and material basis, as requested.

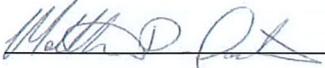


ACCEPTANCE

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.

Sincerely,
OHM Advisors



Matthew D. Parks, P.E.

OHM ADVISORS
CONSULTANT

Charter Township of Ypsilanti
CLIENT

(Signature)



Matthew D. Parks, P.E.

(Name)

Ms. Brenda Stumbo

Principal in Charge

(Title)

Township Supervisor

(Date)

April 4, 2018

(Signature)



(Name)

Ms. Karen Lovejoy Roe

(Title)

Township Clerk

(Date)

April 4, 2018



Carlisle | Wortman
ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

March 26, 2018

Brenda Stumbo
Township Supervisor
Ypsilanti Township
Tilden R. Stumbo Civic Center
7200 South Huron River Drive
Ypsilanti, Michigan 48197

RE: Proposal of Services for Recreation Plan Update

Dear Ms. Stumbo:

Carlisle/Wortman Associates is pleased to submit a proposal of services to update your Recreation Plan. Our previous work with the Township and our recreation planning experience makes us well-qualified to assist you in the development of this plan. In addition, we are well-acquainted with the current Michigan Department of Natural Resources (MDNR) requirements for recreation plan and grant application submittals. We propose for the Ypsilanti Township Park Commission to have an active role by serving as the advisory committee in the planning process.

We are enclosing a work plan, timeline, and fees for your review. While the deadline for submission of Recreation Master Plans is March 1, 2019, the MDNR accepts plans throughout the year. We are proposing to complete the plan well before March 1, 2019, which affords plenty of time to coordinate and submit for next year's round of grant applications.

If the Township prefers to have CWA present at additional meetings, the time will be billed at our standard hourly rates.

We appreciate the opportunity to submit this proposal.

Sincerely,

CARLISLE/WORTMAN ASSOCIATES, INC.

CARLISLE/WORTMAN ASSOC., INC.
Benjamin R. Carlisle, AICP, LEED AP
Principal

CARLISLE/WORTMAN ASSOC., INC.
Chris Nordstrom, PLA, ASLA
Landscape Architect

The Charter Township of Ypsilanti Parks and Recreation Master Plan Work Plan, Timeline, and Fees

The object of this project is to update the Ypsilanti Township Parks and Recreation Master Plan and prepare a document that will both act as a useful tool for the Township and meet the requirements set forth by the Michigan Department of Natural Resources (MDNR). The primary goal of the Master Plan is to provide a clear direction for the Parks and Recreation over the next five years and to articulate a vision for long-term development of recreation in the community.

Project Highlights

The main tasks of the Master Plan include:

- An updated community profile,
- The formulation of recreation goals and objectives for the community as well as a specific capital improvement schedule including costs, and
- Implementation strategies addressing priority and funding.

The following work plan details the tasks described above. In addition, a timeline with fees further describes when each task would be completed.

W o r k P l a n

1. Community Profile

- Update the demographic, physical, and land use characteristics of the community using US Census and other available information.
- Update the description of the current administrative structure of the Township and the role of recreation in the community. This will include a description of the volunteers and any partnerships with other organizations such as schools or private recreation providers.
- Acquire current GIS data and aerial imagery and prepare updated local and regional inventory maps.

2. Recreation Inventory

- Update the description of the Township's recreation and trail facilities, as well as the recreation facilities of nearby communities, the county, and schools. Input from Township staff and Park Commission will be used.
- Analyze the inventory data along with the community description and formulate conclusions regarding opportunities and needs for the community's recreation system. The analysis will also provide a comparison to national recreation standards.
- Assist Township staff with ADA assessment of recreation facilities.

3. Public Participation and Needs Assessment

The MDNR requires all communities receive input from their constituents as part of the planning process. With this in mind, we suggest the following:

- Work with the Ypsilanti Township Park Commission, who will serve as the advisory committee for the planning process.
- Conduct an Open House to receive input from residents on desired Township recreation improvements and invite community interest groups such as sports organizations, seniors, and other community stakeholders. The open house will serve to define the goals and objectives of the plan and establish priorities for future direction. Township staff will be responsible for advertising the open house; CWA will help facilitate the meeting.
- Create and monitor an online survey to be hosted on Survey Monkey. CWA will set up the survey and analyze the results and provide it to Township staff to help further inform the decision making process.

4. Master Plan

- Develop draft plan using MDNR guidelines.
- Submit draft plan to the Park Commission for review and comments. Revise draft accordingly.
- Submit draft plan for the 30-day public review.
- Receive comments, discuss revisions, and submit for approval to the Park Commission.
- Public hearing at a Township Board of Trustees meeting followed by Plan adoption.
- Assemble adoption papers and prepare certification checklist.
- Submit plan to regional and county agencies.
- Submit final plan to MDNR.

This last task will be done with assistance from Township staff for preparing and publishing notices in local newspaper, the Township website, social media, and other locations.

T i m e l i n e

The proposed timeline below can be adjusted to best meet the needs of Township staff and other stakeholders, although leaving ample time for public commentary is strongly encouraged.

April 2018	KO	<ul style="list-style-type: none">• Kick Off On-site kick-off meeting with Park Commission and staff to discuss plan, tour/photograph facilities, and complete ADA assessment. Complete community profile and recreation inventory using information from staff. Create and begin collecting data via online survey.• Mailing CWA will assist the Township in the creation of a mailing to be sent describing Recreation Plan update and announcing upcoming open house and meeting dates.
May 2018 (To be determined)	OH	<ul style="list-style-type: none">• Open House CWA to facilitate Open House to receive input from residents, community interest groups, and other community stakeholders. Assist staff with preparation of advertising for Open House.
June 2018		<ul style="list-style-type: none">• Prepare complete draft report and submit to Park Commission for review; revise accordingly.
July 2018 (To be determined)	PC	<ul style="list-style-type: none">• Park Commission Meeting Review draft document and discuss any changes. Action requested: Approve draft plan for public review.• 30-day public review of draft plan The draft master plan is made available for public review at several locations in the community. A notice of the availability of draft plan for public review and comment must be published in local newspaper and incorporated in the Plan.

September 2018
(To be determined)

PC

- **Park Commission Meeting**

Receive comments and discuss any needed revisions.

Action requested: Formal approval and recommendation for Township Board adoption. *Note that formal approval must be granted **after** the completion of the 30-day community review process.*

September 2018

PH

- **Township Board of Trustees Meeting**

Public Hearing. The public hearing must be published in accordance with the Open Meetings Act, at least fifteen days prior to the meeting in at least one newspaper with a general circulation. The notice and minutes of the public hearing need to be incorporated in the plan.

Township Board of Trustees Meeting. Adoption of the plan.

Action Requested: Adoption of the Master Plan after the public hearing conditional upon any potential changes resulting from the public hearing.

October 2018

- **Submit Plan to MDNR.** Upload final document to MDNR system prior to March 1, 2019 deadline.

PC: Parks Commission Meeting

PH: Public Hearing – Township Board Adoption

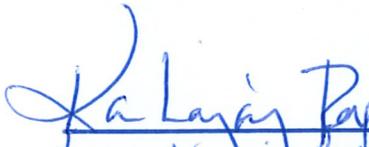
KO: Kick-off Meeting

OH: Open House

Proposal accepted by:


Signature _____ Date April 4, 2018
Brenda Stumbo
Township Supervisor
Ypsilanti Charter Township

Signature _____ Date _____
Ben Carlisle, AICP
Principal
Carlisle/Wortman Associates, Inc.


Signature _____ Date April 4, 2018
Karen Lougheed
Township Clerk
Charter Twp. of Ypsilanti

CHARTER TOWNSHIP OF YPSILANTI

RESOLUTION NO. 2018-08

RESOLUTION REGARDING TEMPORARY ROAD CLOSURE

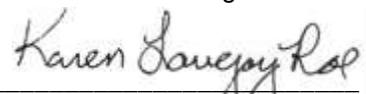
Resolution authorizing the temporary road closure of Merritt Road between Munger and Stoney Creek for runners to cross Merritt Road at Wiard's Orchard to enter Rolling Hills on Friday, July 20, 2018 from 6:30 p.m. to 7:15 p.m. for the Oberun 5K to benefit Karen's Trail/Friends of the Border to Border Trail.

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

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

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

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify the above resolution is a true and exact copy of Resolution No. 2018-08 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on April 3, 2018.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

CHARTER TOWNSHIP OF YPSILANTI

RESOLUTION NO. 2018-09

RESOLUTION REGARDING TEMPORARY ROAD CLOSURE

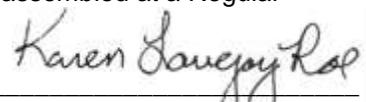
Resolution authorizing the temporary road closure of Merritt Road between Munger and Stoney Creek for runners to cross Merritt Road at Wiard's Orchard on Saturday, October 13, 2018 from 8:30 a.m. to 11:00 a.m. for the Run Scream Run 5K, 10K and Kid's Mile to benefit the March of Dimes of Southeastern Michigan.

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

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

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

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify the above resolution is a true and exact copy of Resolution No. 2018-09 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on April 3, 2018.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti