

CHARTER TOWNSHIP OF YPSILANTI BOARD OF TRUSTEES

Supervisor

BRENDA L. STUMBO

Clerk

KAREN LOVEJOY ROE

Treasurer

LARRY J. DOE

Trustees

STAN ELDRIDGE

HEATHER JARRELL ROE

MONICA ROSS WILLIAMS

JIMMIE WILSON, JR.

September 18, 2018 *Rev. 9-18-18*

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

YPSILANTI TOWNSHIP FIRE DEPARTMENT
MONTHLY REPORT

JULY 2018

Fire Department staffing levels are as follows:

1 Fire Chief	3 Shift Captains	18 Fire Fighters
1 Fire Marshal	3 Shift Lieutenants	1 Probationary Fire Fighter
	1 Clerk III / Staff Support	

All fire department response personnel are licensed as Emergency Medical Technicians by the State of Michigan Public Health. During the month, the fire department responded to 387 requests for assistance. Of those requests, 230 were medical emergency service calls, with the remaining 157 incidents classified as non-medical and/or fire related.

Department activities for the month of July, 2018:

- 1) The Public Education Department participated in the following events:
 - a) Truck Demonstration at West Willow Community Resource Center
 - b) Truck Demonstration at Grace Fellowship Church
 - c) Truck Demonstration at Adventure Day Care Center
 - d) Truck Demonstration at Hewitt Road NHW Picnic
 - e) Truck Demonstration at Creekside South Picnic
 - f) Truck Demonstration at North Bay Park / Rosie Craft Show
 - g) Smoke Alarms: 2892 Appleridge (1), 889 Cliffs Dr #305A (1), 660 Gill (2), & 2530 Southlawn (2)
 - h) Car Seat fittings for U of M Buckle Up program
- 2) Fire fighters attended 12 neighborhood watch meetings
- 3) Fire fighters received training in the following areas:
 - a) Washtenaw County HazMat Team

The Fire Marshal had these activities / events for the month of July, 2018:

- 1) Site Inspections: 8
- 2) Plan Reviews: 4
- 3) Truck Committee meetings: 2
- 4) Hydro Tests: 2
- 5) Meetings: 7
- 6) Fire Investigations: 1 – Oaklawn

The Fire Chief attended these meetings / events for the month of July, 2018:

- 1) 4TH of July Parade
- 2) Pre-app meeting for State Street project
- 3) Bid Opening for Fire Station #3 (Hewitt) Roof
- 4) Meeting with Accounting Director – 2019 Budget
- 5) Pre-budget meetings (3)
- 6) Submitted 2019 Budget
- 7) EMS Committee meeting
- 8) Oaklawn Fire Investigation with Fire Marshal
- 9) Truck Committee meetings (2)
- 10) Meeting with Kent / LB Office – HQ training room set up
- 11) Completed Image Trend contract
- 12) Meeting – HQ Parking Lot lights
- 13) Stuff the Bus Campaign

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

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

This month the total fire loss, including vehicle fires, is estimated at **\$159,000.00**. All occurred at the following locations:

DATE OF LOSS	ADDRESS	ESTIMATED LOSS
1) 07/01/2018	2934 Northlawn	\$ 2,000.00 (building)
2) 07/05/2018	1207 Russell	\$ 0.00 (dumpster)
3) 07/09/2018	5050 Schooner Cove	\$ 0.00 (outside rubbish)
4) 07/10/2018	1689 Sheffield	\$ 0.00 (Mutual Aid – Superior Township)
5) 07/13/2018	S Huron @ James Hart	\$ 26,000.00 (vehicle)
6) 07/13/2018	1771 E Michigan	\$ 0.00 (natural vegetation)
7) 07/18/2018	2931 Montrose	\$ 10,000.00 (building)
8) 07/19/2018	6275 Tuttle Hill	\$ 2,000.00 (vehicle)
9) 07/20/2018	509 Villa	\$ 0.00 (cooking)
10) 07/20/2018	640 Dubie	\$ 0.00 (cooking)
11) 07/22/2018	1240 Leforge #P3	\$ 47,000.00 (building)
12) 07/23/2018	2581 Int'l Drive #1222C	\$ 0.00 (cooking)
13) 07/26/2018	96 Russell	\$ 0.00 (dumpster)
14) 07/26/2018	9134 MacArthur	\$ 0.00 (Mutual Aid – Superior Township)
15) 07/26/2018	1733 Monterey	\$ 0.00 (Mutual Aid – Pittsfield Township)
16) 07/26/2018	2171 Lakeview	\$ 2,000.00 (cooking)
17) 07/27/2018	193 N Hewitt	\$ 0.00 (outside equipment)
18) 07/29/2018	545 Oaklawn	\$ 70,000.00 (building)

Respectfully submitted,

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

Attachment: Fire House Incident Type Report (Summary) 07/01/2018 – 07/31/2018

Ypsilanti Township Fire Department

Incident Type Report (Summary)

Alarm Date Between {07/01/18} And {07/31/18}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
111 Building fire	6	1.55%	\$129,000	81.13%
113 Cooking fire, confined to container	4	1.03%	\$2,000	1.25%
131 Passenger vehicle fire	2	0.52%	\$28,000	17.61%
140 Natural vegetation fire, Other	1	0.26%	\$0	0.00%
151 Outside rubbish, trash or waste fire	2	0.52%	\$0	0.00%
154 Dumpster or other outside trash receptacle fire	2	0.52%	\$0	0.00%
162 Outside equipment fire	1	0.26%	\$0	0.00%
	18	4.65%	\$159,000	100.00%
2 Overpressure Rupture, Explosion, Overheat(no fire)				
200 Overpressure rupture, explosion, overheat other	1	0.26%	\$0	0.00%
251 Excessive heat, scorch burns with no ignition	1	0.26%	\$0	0.00%
	2	0.52%	\$0	0.00%
3 Rescue & Emergency Medical Service Incident				
300 Rescue, EMS incident, other	20	5.17%	\$0	0.00%
311 Medical assist, assist EMS crew	30	7.75%	\$0	0.00%
320 Emergency medical service, other	7	1.81%	\$0	0.00%
321 EMS call, excluding vehicle accident with injuries	56	40.31%	\$0	0.00%
322 Motor vehicle accident with injuries	5	1.29%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	12	3.10%	\$0	0.00%
	230	59.43%	\$0	0.00%
4 Hazardous Condition (No Fire)				
400 Hazardous condition, Other	1	0.26%	\$0	0.00%
424 Carbon monoxide incident	3	0.78%	\$0	0.00%
440 Electrical wiring/equipment problem, Other	5	1.29%	\$0	0.00%
443 Breakdown of light ballast	1	0.26%	\$0	0.00%
444 Power line down	9	2.33%	\$0	0.00%
445 Arcing, shorted electrical equipment	11	2.84%	\$0	0.00%
460 Accident, potential accident, Other	1	0.26%	\$0	0.00%
463 Vehicle accident, general cleanup	1	0.26%	\$0	0.00%
	32	8.27%	\$0	0.00%
5 Service Call				
500 Service Call, other	1	0.26%	\$0	0.00%
510 Person in distress, Other	1	0.26%	\$0	0.00%
511 Lock-out	1	0.26%	\$0	0.00%

Ypsilanti Township Fire Department

Incident Type Report (Summary)

Alarm Date Between {07/01/18} And {07/31/18}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
5 Service Call				
5111 Lock-in	1	0.26%	\$0	0.00%
520 Water problem, Other	1	0.26%	\$0	0.00%
531 Smoke or odor removal	5	1.29%	\$0	0.00%
550 Public service assistance, Other	2	0.52%	\$0	0.00%
5501 Neighborhood Watch	4	1.03%	\$0	0.00%
5503 Fire safety talk & truck demo	1	0.26%	\$0	0.00%
554 Assist invalid	1	0.26%	\$0	0.00%
561 Unauthorized burning	4	1.03%	\$0	0.00%
	22	5.68%	\$0	0.00%
6 Good Intent Call				
600 Good intent call, Other	5	1.29%	\$0	0.00%
611 Dispatched & cancelled en route	28	7.24%	\$0	0.00%
6111 Canceled on Arrival	20	5.17%	\$0	0.00%
622 No Incident found on arrival at dispatch address	7	1.81%	\$0	0.00%
	60	15.50%	\$0	0.00%
7 False Alarm & False Call				
700 False alarm or false call, Other	4	1.03%	\$0	0.00%
730 System malfunction, Other	1	0.26%	\$0	0.00%
733 Smoke detector activation due to malfunction	3	0.78%	\$0	0.00%
735 Alarm system sounded due to malfunction	3	0.78%	\$0	0.00%
736 CO detector activation due to malfunction	1	0.26%	\$0	0.00%
743 Smoke detector activation, no fire - unintentional	3	0.78%	\$0	0.00%
744 Detector activation, no fire - unintentional	3	0.78%	\$0	0.00%
745 Alarm system activation, no fire - unintentional	2	0.52%	\$0	0.00%
746 Carbon monoxide detector activation, no CO	2	0.52%	\$0	0.00%
	22	5.68%	\$0	0.00%
8 Severe Weather & Natural Disaster				
814 Lightning strike (no fire)	1	0.26%	\$0	0.00%
	1	0.26%	\$0	0.00%

Total Incident Count: 387

Total Est Loss:

\$159,000

YPSILANTI TOWNSHIP FIRE DEPARTMENT
MONTHLY REPORT

AUGUST 2018

Fire Department staffing levels are as follows:

1 Fire Chief	3 Shift Captains	18 Fire Fighters
1 Fire Marshal	3 Shift Lieutenants	1 Probationary Fire Fighter
	1 Clerk III / Staff Support	

All fire department response personnel are licensed as Emergency Medical Technicians by the State of Michigan Public Health. During the month, the fire department responded to 405 requests for assistance. Of those requests, 243 were medical emergency service calls, with the remaining 162 incidents classified as non-medical and/or fire related.

Department activities for the month of August, 2018:

- 1) The Public Education Department participated in the following events:
 - a) Stuff the Bus campaign
 - b) Truck Demonstration at Christian Faith Community Picnic
 - c) Truck Demonstration at Arbor Circle Community Picnic
 - d) Truck Demonstration at Ypsi Heritage Festival
 - e) Truck Demonstration at Creekside South Picnic
 - f) Truck Demonstration at Sugarbrook Park Youth Day
 - g) Truck Demonstration at Erickson Back to School Event
 - h) Smoke Alarms: 1190 Levona (2)
 - i) Car Seat fittings for U of M Buckle Up program
- 2) Fire fighters attended 13 neighborhood watch meetings
- 3) Fire fighters received training in the following areas:
 - a) Washtenaw County HazMat Team
 - b) Washtenaw County Tech Rescue Team
 - c) Water Rescue
 - d) Basic Ropes

The Fire Marshal had these activities / events for the month of August, 2018:

- 1) Fire Investigations: 1
- 2) Plan Reviews: 2
- 3) Fire Alarm Tests: 3
- 4) Suppression Tests: 2

The Fire Chief attended these meetings / events for the month of August, 2018:

- 1) Fire Rescue International Conference
- 2) Ropes & Knots training
- 3) Fire Investigations: 2 - Oaklawn & Davis
- 4) Fire Suppression set-up – Huron Street
- 5) Fire Suppression Test / Inspections: 3 – Ellsworth, Penske, Nautica Pointe
- 6) Inspection @ YMCA Child Development building on Wallace
- 7) Image Trend meeting
- 8) Pre-application meeting – Electric Vehicle Charging Station
- 9) Development Team meetings: 2
- 10) 2019 Budget meeting with Township Supervisor & Accounting Director
- 11) Heritage Festival Parade
- 12) Contract for Fire Station #3 roof (Hewitt Road)
- 13) Auto Aid meeting with Superior Township Fire Chief Chevrette

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

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

This month the total fire loss, including vehicle fires, is estimated at **\$192,000.00**. All occurred at the following locations:

DATE OF LOSS	ADDRESS	ESTIMATED LOSS
1) 08/02/2018	2300 Draper	\$ 8,000.00 (vehicle)
2) 08/06/2018	118 Whispering Way	\$ 0.00 (outside equipment)
3) 08/10/2018	EB I-94 @ Michigan	\$ 0.00 (vehicle)
4) 08/14/2018	1155 Davis	\$ 165,000.00 (building)
5) 08/15/2018	7995 Stony Creek	\$ 0.00 (outside rubbish)
6) 08/17/2018	1190 Lester	\$ 4,000.00 (building)
7) 08/21/2018	108 Washtenaw #12	\$ 0.00 (Mutual Aid – City of Ypsilanti)
8) 08/22/2018	1512 Foley	\$ 0.00 (brush)
9) 08/28/2018	1457 Wingate	\$ 0.00 (dumpster)
10) 08/29/2018	1246 Leforge #6	\$ 15,000.00 (building)
11) 08/29/2018	112 Martin	\$ 0.00 (Mutual Aid – City of Ypsilanti)
12) 08/29/2018	WB I-94 @ E Michigan	\$ 0.00 (vehicle)
13) 08/31/2018	208 Prospect	\$ 0.00 (Mutual Aid – City of Ypsilanti)

Respectfully submitted,

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

Attachment: Fire House Incident Type Report (Summary) 08/01/2018 – 08/31/2018

Ypsilanti Township Fire Department

Incident Type Report (Summary)

Alarm Date Between {08/01/18} And {08/31/18}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
1 Fire				
111 Building fire	6	1.48%	\$184,000	95.83%
131 Passenger vehicle fire	3	0.74%	\$8,000	4.16%
142 Brush or brush-and-grass mixture fire	1	0.25%	\$0	0.00%
150 Outside rubbish fire, Other	1	0.25%	\$0	0.00%
154 Dumpster or other outside trash receptacle fire	1	0.25%	\$0	0.00%
162 Outside equipment fire	1	0.25%	\$0	0.00%
	13	3.21%	\$192,000	100.00%
3 Rescue & Emergency Medical Service Incident				
300 Rescue, EMS incident, other	9	2.22%	\$0	0.00%
311 Medical assist, assist EMS crew	21	5.19%	\$0	0.00%
320 Emergency medical service, other	13	3.21%	\$0	0.00%
321 EMS call, excluding vehicle accident with injury	82	44.94%	\$0	0.00%
322 Motor vehicle accident with injuries	13	3.21%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	4	0.99%	\$0	0.00%
352 Extrication of victim(s) from vehicle	1	0.25%	\$0	0.00%
	243	60.00%	\$0	0.00%
4 Hazardous Condition (No Fire)				
400 Hazardous condition, Other	2	0.49%	\$0	0.00%
412 Gas leak (natural gas or LPG)	1	0.25%	\$0	0.00%
413 Oil or other combustible liquid spill	1	0.25%	\$0	0.00%
424 Carbon monoxide incident	2	0.49%	\$0	0.00%
440 Electrical wiring/equipment problem, Other	5	1.23%	\$0	0.00%
444 Power line down	8	1.98%	\$0	0.00%
445 Arcing, shorted electrical equipment	4	0.99%	\$0	0.00%
	23	5.68%	\$0	0.00%
5 Service Call				
510 Person in distress, Other	1	0.25%	\$0	0.00%
522 Water or steam leak	1	0.25%	\$0	0.00%
531 Smoke or odor removal	2	0.49%	\$0	0.00%
550 Public service assistance, Other	1	0.25%	\$0	0.00%
5501 Neighborhood Watch	4	0.99%	\$0	0.00%
5503 Fire safety talk & truck demo	1	0.25%	\$0	0.00%
551 Assist police or other governmental agency	1	0.25%	\$0	0.00%
554 Assist invalid	2	0.49%	\$0	0.00%
561 Unauthorized burning	4	0.99%	\$0	0.00%

Ypsilanti Township Fire Department

Incident Type Report (Summary)

Alarm Date Between {08/01/18} And {08/31/18}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
5 Service Call				
	17	4.20%	\$0	0.00%
6 Good Intent Call				
600 Good intent call, Other	3	0.74%	\$0	0.00%
611 Dispatched & cancelled en route	36	8.89%	\$0	0.00%
6111 Canceled on Arrival	32	7.90%	\$0	0.00%
622 No Incident found on arrival at dispatch address	3	0.74%	\$0	0.00%
651 Smoke scare, odor of smoke	1	0.25%	\$0	0.00%
671 HazMat release investigation w/no HazMat	1	0.25%	\$0	0.00%
	76	18.77%	\$0	0.00%
7 False Alarm & False Call				
700 False alarm or false call, Other	9	2.22%	\$0	0.00%
730 System malfunction, Other	1	0.25%	\$0	0.00%
733 Smoke detector activation due to malfunction	3	0.74%	\$0	0.00%
735 Alarm system sounded due to malfunction	2	0.49%	\$0	0.00%
736 CO detector activation due to malfunction	3	0.74%	\$0	0.00%
743 Smoke detector activation, no fire - unintentional	4	0.99%	\$0	0.00%
744 Detector activation, no fire - unintentional	1	0.25%	\$0	0.00%
745 Alarm system activation, no fire - unintentional	9	2.22%	\$0	0.00%
	32	7.90%	\$0	0.00%
9 Special Incident Type				
900 Special type of incident, Other	1	0.25%	\$0	0.00%
	1	0.25%	\$0	0.00%

Total Incident Count: 405

Total Est Loss:

\$192,000

14-B District Court

Revenue Report for August 2018

General Account

Account Number
Due to Washtenaw County
(101-000-000-214.222) **\$5,100.10**

Due to State Treasurer

Civil Filing Fee Fund (MCL 600.171): \$16,912.00
State Court Fund (MCL 600.8371): \$1,530.00
Justice System Fund (MCL 600.181): \$24,341.00
Juror Compensation Reimbursement Fund:
 Civil Jury Demand Fee (MCL 600.8371): \$0.00
 Drivers License Clearance Fees (MCL 257.321a): \$1,980.00
Crime Victims Rights Fund (MCL 780.905): \$6,115.04
Judgment Fee (Dept. of Natural Resources): \$0.00
E-File Fee (228.56): \$5,135.00
Due to Secretary of State
(101-000-000-206.136) \$1,985.19

Total: **\$57,998.23**

Due to Ypsilanti Township

Court Costs (101-000-000-602.136): \$44,778.41
Civil Fees (101-000-000-603.136): \$41,673.00
Probation Fees (101-000-000-604.000): \$9,613.24
Ordinance Fines (101-000-000-605.001): \$52,939.24
Bond Forfeitures (101-000-000-605.003): \$2,650.00
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): (\$776.15)

Total: **\$150,877.74**

Total to General Account - (101.000.000.004.136): \$213,976.07

Escrow Account

(101-000-000-205.136)

Court Ordered Escrow: \$7,098.00
Bonds: \$24,810.25
Restitution: \$3,871.00

Total to Escrow Account - (101.000.000.205.136): \$35,779.25

14-B District Court

Monthly Disbursements

August 2018

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.

August 2018 Disbursements:

Washtenaw County:	\$ 5,100.10
State of Michigan:	\$ 57,998.23
Ypsilanti Township Treasurer:	\$150,877.74

TOTAL: \$213,976.07

		Year to Date	
	Prior Year Comparison		
Month	Revenue	Revenue	
	2017	2018	
January	\$ 120,611.62	\$ 109,316.31	
February	\$ 155,669.56	\$ 137,035.89	
March	\$ 182,041.34	\$ 143,323.89	
April	\$ 148,443.25	\$ 140,038.80	
May	\$ 162,945.87	\$ 128,857.87	
June	\$ 139,612.07	\$ 116,482.03	
July	\$ 140,495.57	\$ 119,323.91	
August	\$ 161,593.12	\$ 150,877.74	
September	\$ 145,006.23		
October	\$ 149,269.12		
November	\$ 126,239.85		
December	\$ 111,592.86		
Grant:	\$ 117,000.00		
Standardization			
Payment:	\$ 45,724.00	\$ 45,724.00	
Year-to Date			
Totals:	\$ 1,906,244.46	\$ 1,090,980.44	
Expenditure			
Budget:	\$ 1,486,200.32	\$ 1,680,537.00	
Difference:	\$ 420,044.14	\$ (589,556.56)	

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
Hydro Station**

**7200 S. Huron River Drive
Ypsilanti, MI 48197
Phone: (734) 544.3690
Fax: (734) 544.3626**

www.ytown.org

Date: September 7, 2018
To: Clerk's Office
CC: Brenda Stumbo, Supervisor
From: Michael Saranen, Hydro Operation Manager

Subject: Monthly Report (activities in August 2018)

Activities:

Ford Lake Dam

General Operation Summary:

The Hydro Station continues to operate safely and continues to get routine safety inspections and preventive maintenance. Operators had 3 after hour call-ins for the month.

Average precipitation for the month of August is around 3.1", this year it was about 1.7" and production for the month was above average. Some water was released from the gates to maintain Run of River.

Regulatory:

For 2018-

- update DSSMP
- A DSSMR- complete
- Owners Dam Safety Program Review (complete)
- EAP Training (completed)
- Part 12- recommendation plan (almost finished)
- WQ Report (collecting data)
- Nuisance Plant Plan Report (Draft Report complete)
- Wildlife Plan Report
- Historical Activity Report
- Gate Certification
- Security Review (almost done)
- FERC Annual Safety inspection (completed – no new actions)
- EAP annual update and test
- Spillway Assessment (Addressing comments, Barr Engineering assisting)
- Annual DEQ lake Operation Monitoring Report (complete)

For 2019-

- EAP Table & Functional Exercise

Projects:

Concrete Maintenance (On Hold until 2019)

Repair small areas concrete damaged from exposure to ice and road salt. Repair exterior stairs and hand railing.

Generator #2 Turbine Bearing

In January 2018, the Board approved staff to gather quotes to replace the turbine bearing. Project has approval from the Board. James Luffel & Company has approved for the project. The project started in July as scheduled. During disassemble we found the unit needed additional work. The unit needs all the bearings replaced. Re-assembly has started, it is a slow process to ensure alignment and clearances are correct. I am hopeful that it unit will be ready early October.

River Coordination

Van Buren Twp. and French Landing Dam are considering lowering Belleville Lake in the fall of 2019. It will be important to look at the possible effects to the Hydro Station and the operations if Belleville Lake is to be lowered. No new info.

Operation Summary

2018	August	YTD	5 yr. Ave.
Precipitation ¹	1.73"	19.40"	31.47"
Days Online	31	242.8	353.3
Gross generation MWH (estimated)	329.136	7,644.319	9,201.715
Generation lost MWH (estimated)*	34.2	242.895	403.286
After Hour Call In			
Water levels	3	21	35
Mechanical/Electrical	0	1	4
Other	0	0	4
Totals	3	22	43

Recent History	2013	2014	2015	2016	2017
Precipitation total	40.87"	34.31"	25.27"	29.61"	27.30"
Days Online	345	355	345	359.5	362
Generation MWH (estimated)	8,991.285	9,745.999	7,723.040	8,803.436	10,744.816
Generation lost MWH (estimated)*	454.824*	643.164*	419.050*	229.798*	269.595*
After Hour Call In					
Water levels	44	43	32	31	26
Mechanical/Electrical	1	7	1	4	5
Other	0	15	1	2	3
Totals	45	67	34	37	34

¹Totals from Weather Underground – Ypsilanti Willow Run

*losses related to scheduled & unscheduled maintenance and water quality discharges.

Spilling Summary:

Releasing water from the sluice gates is primary to maintain lake level when flow exceeds the powerhouse. At certain times, we can use the gates to help keep the lake mixing to maintain oxygen levels (effectiveness depends on a number of factors) at the bottom of the lake.

The water quality monitoring begins on June 1st and will end on September 30th; operators monitor the water quality conditions and take readings as outline in the WQ Plan. The hydro discharges from the bottom gates to maintain run of river and/or help with water quality in Ford Lake. The Federal License requires we pass water with a minimum of 5mg/l of dissolved oxygen all the time. Therefore, spilling from the bottom gates in the summer for improving the lake is not always possible.

Sluice Gate Usage Summary:

2018	Current Year Days Spilled	Current Year Lost KWh*	Current Year Lost \$*	Prior Year Lost \$*
January	1.8	0	0	0
February	8.8	0	0	0
March	17.5	0	0	0
April	13.1	0	0	0
May	28	0	0	0
June	11.5	121,630	6,466	8,129
July	6.3	60,000	3,461	862
August	1.7	0	0	0
September				0
October				0
November				0
December				0
Totals	88.7	181,630	\$ 9,927	\$ 8,991

*estimated losses from diverting water away from generators for the purpose improving WQ.

Sargent Charles Dam

This dam continues to get routine safety inspections and appropriate maintenance.

The Sargent Charles Dam is due for the 5 year inspection in 2018. It has been requested that the State perform inspection and complete the report on the Twp. behalf. This is at no cost to the Twp.

Other

Discuss confine space rescue with Fire Dept.

Discuss a Twp. Energy Plan



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 sheriffinfo@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: September 4, 2018
Re: August 2018 Police Services Monthly Report

In August of 2018, there were 3552 calls for service in Ypsilanti Township, which is a 8.4% decrease in calls for service as compared to August of 2017. Year to date, calls for service are down by 5.3% compared to last year.

When traffic stops conducted and non-terminal medical responses are removed from the above indicated year to date totals, there is a .48% decrease in calls for service within the Township.

OPERATIONS

During August of 2018, Patrol Operations has been efficient in handling calls for service, traffic enforcement and community engagement duties in pursuit of our total policy philosophy. We continue to focus on root cause issues and build on the success we have experienced within the community. From a year to date perspective, comparing 2018 to the same period in 2017, we have several positive comparisons:

Robberies are down 52%
Motor Vehicle Theft is down 32.5%
Larcenies (all categories) are down 15%
Home Invasion / Burglaries are down 1%

That same period showed that Identity theft (Fraud) increased by 23%. The geography, expertise and time necessary to investigate this type of crime places significant pressure on resources.

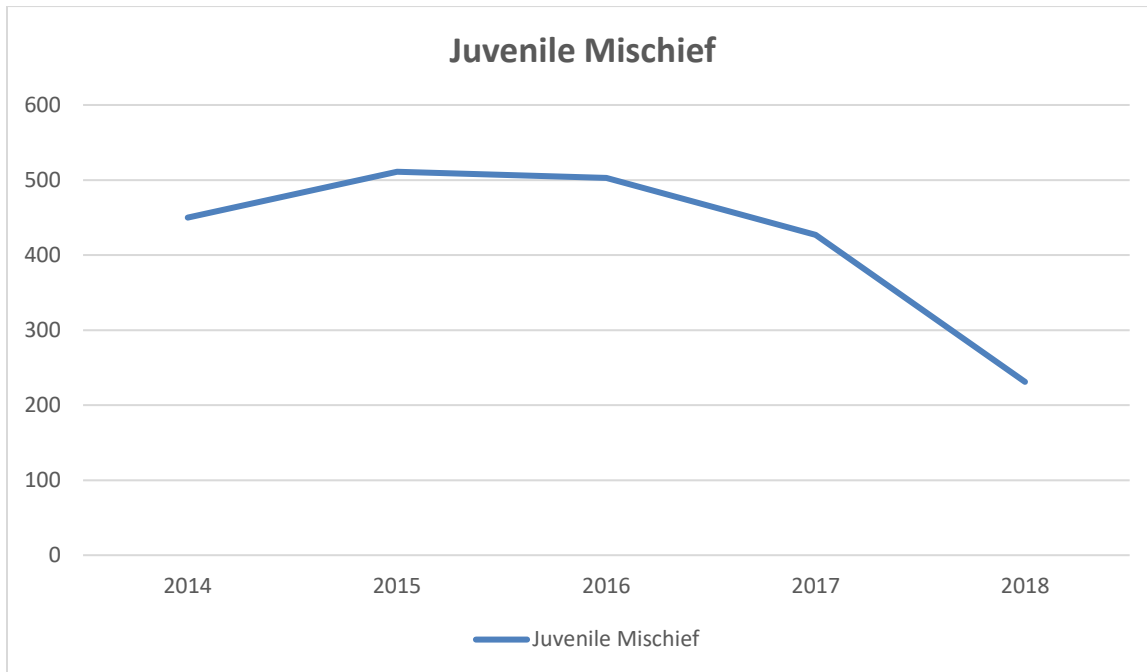
Larceny From Auto crimes continue to plague our neighborhoods with 192 reported so far this year. Less than 5% of the people victimized had locked their vehicle overnight. These are crimes of opportunity where the perpetrator simply tries the vehicle door handle to see if it is unlocked and then steals whatever is inside when it is found to be unlocked. We have had multiple instances of loaded firearms being stolen from these unlocked vehicle. Lock your vehicles!!!

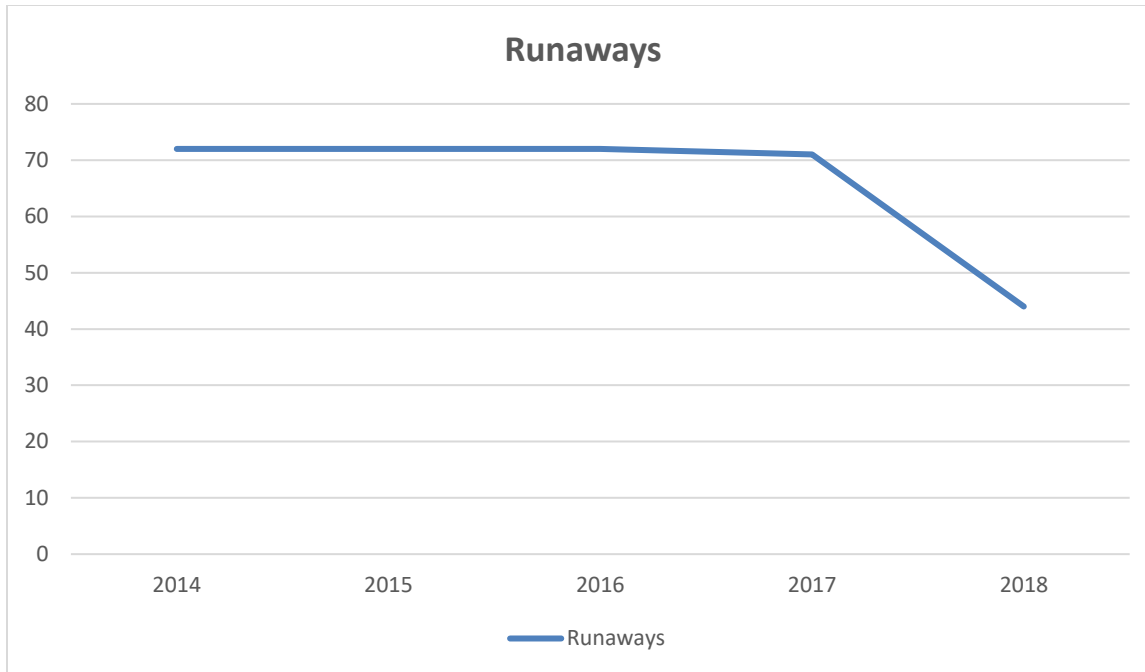
YOUTH INITIATIVE

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 year to date 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. In addition, the Calls for Service directly related to Juvenile disorder indicate that WCSO efforts in this arena are having significant effect. From a year to date perspective, comparing 2018 to the same period in 2017, we have several positive comparisons:

Juvenile Runaways are down 38%
Juvenile Offenses and Complaints are down 45.9%

The Summer of 2018 C.A.R.E project that focused on Juveniles and Neighborhoods during the busy summer months came to a close on 8/31/18. This initiative was an extension of our ongoing effort to engage with the young people in our community in pursuit of our mission to build strong and sustainable communities. A tangible indicator of the success of this juvenile focus can be seen in the below charts. The charted crimes are specific to juveniles.





COMMUNITY ACTION TEAM

During the month of August, the Sheriff's Office executed narcotics related search warrants within Ypsilanti Township which resulted in seizures of narcotics, weapons 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.

CLR-008 Monthly Summary Of Offenses (WD)

City: Ypsilanti Twp-YPT



Month:	August
Year:	2018
Print Option:	Print Both Monthly and YTD
Include Unfounded:	No
Report Offenses:	Include All (1,2,3,4)
Attempted/Completed/NA:	Includes Attempted, Completed
City:	Ypsilanti Twp-YPT

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

For The Month Of August

Classification	Aug/2017	Aug/2018	%Change
09001 MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	0	0	0%
10001 KIDNAPPING/ABDUCTION	1	0	-100%
10002 PARENTAL KIDNAPPING	1	1	0%
11001 SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	1	2	100%
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	1	0%
11005 SEXUAL PENETRATION OBJECT -CSC 1ST DEGREE	0	0	0%
11006 SEXUAL PENETRATION OBJECT -CSC 3RD DEGREE	0	1	0%
11007 SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	3	2	-33.3%
11008 SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	3	0	-100%
12000 ROBBERY	7	0	-100%
13001 NONAGGRAVATED ASSAULT	45	36	-20%
13002 AGGRAVATED/FELONIOUS ASSAULT	31	19	-38.7%
13003 INTIMIDATION/STALKING	6	8	33.33%
20000 ARSON	1	2	100%
21000 EXTORTION	2	1	-50%
22001 BURGLARY -FORCED ENTRY	12	13	8.333%
22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	4	3	-25%
23001 LARCENY -POCKETPICKING	0	0	0%
23002 LARCENY -PURSESNAATCHING	1	0	-100%
23003 LARCENY -THEFT FROM BUILDING	13	5	-61.5%
23005 LARCENY -THEFT FROM MOTOR VEHICLE	39	34	-12.8%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	4	1	-75%
23007 LARCENY -OTHER	9	7	-22.2%
24001 MOTOR VEHICLE THEFT	11	14	27.27%
24002 MOTOR VEHICLE, AS STOLEN PROPERTY	3	1	-66.6%
24003 MOTOR VEHICLE FRAUD	1	0	-100%
25000 FORGERY/COUNTERFEITING	2	0	-100%
26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	2	7	250%
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	12	5	-58.3%
26005 FRAUD -WIRE FRAUD	1	0	-100%
26007 FRAUD - IDENTITY THEFT	7	9	28.57%
26008 FRAUD - HACKING/COMPUTER INVASION	0	0	0%
27000 EMBEZZLEMENT	1	3	200%
28000 STOLEN PROPERTY	0	1	0%
29000 DAMAGE TO PROPERTY	42	27	-35.7%
30001 RETAIL FRAUD -MISREPRESENTATION	0	0	0%
30002 RETAIL FRAUD -THEFT	7	8	14.28%
30003 RETAIL FRAUD -REFUND/EXCHANGE	0	0	0%
35001 VIOLATION OF CONTROLLED SUBSTANCE ACT	18	7	-61.1%
35002 NARCOTIC EQUIPMENT VIOLATIONS	7	1	-85.7%
36002 SEXUAL PENETRATION NONFORCIBLE -OTHER	0	0	0%

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

For The Month Of August

Classification	Aug/2017	Aug/2018	%Change
37000 OBSCENITY	0	0	0%
40001 COMMERCIALIZED SEX -PROSTITUTION	1	0	-100%
40002 COMMERCIALIZED SEX -ASSISTING/PROMOTING PROSTITUTION	0	0	0%
52001 WEAPONS OFFENSE- CONCEALED	2	3	50%
52002 WEAPONS OFFENSE -EXPLOSIVES	0	0	0%
52003 WEAPONS OFFENSE -OTHER	3	2	-33.3%
72000 ANIMAL CRUELTY	0	1	0%
Group A Totals	305	225	-26.2%
22003 BURGLARY - UNLAWFUL ENTRY (NO INTENT)	0	0	0%
26006 FRAUD -BAD CHECKS	1	1	0%
36004 SEX OFFENSE -OTHER	0	0	0%
38001 FAMILY -ABUSE/NEGLECT NONVIOLENT	2	2	0%
38003 FAMILY -OTHER	0	0	0%
41002 LIQUOR VIOLATIONS -OTHER	3	3	0%
48000 OBSTRUCTING POLICE	10	5	-50%
49000 ESCAPE/FLIGHT	1	0	-100%
50000 OBSTRUCTING JUSTICE	13	14	7.692%
53001 DISORDERLY CONDUCT	4	3	-25%
53002 PUBLIC PEACE -OTHER	1	0	-100%
54001 HIT and RUN MOTOR VEHICLE ACCIDENT	3	2	-33.3%
54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	25	15	-40%
55000 HEALTH AND SAFETY	5	1	-80%
57001 TRESPASS	1	1	0%
57002 INVASION OF PRIVACY -OTHER	0	0	0%
59000 ELECTION LAWS	0	0	0%
62000 CONSERVATION	0	0	0%
63000 VAGRANCY	1	0	-100%
70000 JUVENILE RUNAWAY	7	5	-28.5%
73000 MISCELLANEOUS CRIMINAL OFFENSE	3	5	66.66%
77000 CONSPIRACY (ALL CRIMES)	0	0	0%
Group B Totals	80	57	-28.7%
2800 JUVENILE OFFENSES AND COMPLAINTS	74	33	-55.4%
2900 TRAFFIC OFFENSES	34	17	-50%
3000 WARRANTS	68	42	-38.2%
3100 TRAFFIC CRASHES	105	85	-19.0%
3200 SICK / INJURY COMPLAINT	163	153	-6.13%
3300 MISCELLANEOUS COMPLAINTS	739	688	-6.90%
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	2	0	-100%
3500 NON-CRIMINAL COMPLAINTS	982	798	-18.7%
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	816	988	21.07%
3800 ANIMAL COMPLAINTS	66	76	15.15%
3900 ALARMS	173	184	6.358%
Group C Totals	3222	3064	-4.90%

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

For The Month Of August

Classification	Aug/2017	Aug/2018	%Change
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	23	0%
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	0	0%
4200 PARKING CITATIONS	7	2	-71.4%
4300 LICENSE / TITLE / REGISTRATION CITATIONS	0	0	0%
4500 MISCELLANEOUS A THROUGH UUUU	8	2	-75%
Group D Totals	15	27	80%
5000 FIRE CLASSIFICATIONS	1	0	-100%
5100 18A STATE CODE FIRE CLASSIFICATIONS	0	0	0%
Group E Totals	1	0	-100%
6000 MISCELLANEOUS ACTIVITIES (6000)	46	36	-21.7%
6100 MISCELLANEOUS ACTIVITIES (6100)	154	117	-24.0%
6300 CANINE ACTIVITIES	11	4	-63.6%
6500 CRIME PREVENTION ACTIVITIES	26	12	-53.8%
6600 COURT / WARRANT ACTIVITIES	1	1	0%
6700 INVESTIGATIVE ACTIVITIES	18	9	-50%
Group F Totals	256	179	-30.0%
City : Ypsilanti Twp Totals	3879	3552	-8.43%

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

Year To Date Through August

Classification	2017	2018	%Change
Group F Totals	0	0	0%
09001 MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	3	2	-33.3%
10001 KIDNAPPING/ABDUCTION	5	3	-40%
10002 PARENTAL KIDNAPPING	1	1	0%
11001 SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	23	20	-13.0%
11002 SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	4	3	-25%
11003 SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	4	2	-50%
11004 SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	2	1	-50%
11005 SEXUAL PENETRATION OBJECT -CSC 1ST DEGREE	1	1	0%
11006 SEXUAL PENETRATION OBJECT -CSC 3RD DEGREE	0	2	0%
11007 SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	7	8	14.28%
11008 SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	17	9	-47.0%
12000 ROBBERY	44	21	-52.2%
13001 NONAGGRAVATED ASSAULT	373	313	-16.0%
13002 AGGRAVATED/FELONIOUS ASSAULT	176	167	-5.11%
13003 INTIMIDATION/STALKING	35	35	0%
20000 ARSON	4	5	25%
21000 EXTORTION	2	2	0%
22001 BURGLARY -FORCED ENTRY	93	97	4.301%
22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	24	21	-12.5%
23001 LARCENY -POCKETPICKING	2	0	-100%
23002 LARCENY -PURSESNAATCHING	1	1	0%
23003 LARCENY -THEFT FROM BUILDING	129	83	-35.6%
23005 LARCENY -THEFT FROM MOTOR VEHICLE	180	193	7.222%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	31	15	-51.6%
23007 LARCENY -OTHER	60	49	-18.3%
24001 MOTOR VEHICLE THEFT	91	64	-29.6%
24002 MOTOR VEHICLE, AS STOLEN PROPERTY	14	7	-50%
24003 MOTOR VEHICLE FRAUD	2	0	-100%
25000 FORGERY/COUNTERFEITING	13	21	61.53%
26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	64	73	14.06%
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	78	62	-20.5%
26005 FRAUD -WIRE FRAUD	5	5	0%
26007 FRAUD - IDENTITY THEFT	69	85	23.18%
26008 FRAUD - HACKING/COMPUTER INVASION	1	0	-100%
27000 EMBEZZLEMENT	7	11	57.14%
28000 STOLEN PROPERTY	12	13	8.333%
29000 DAMAGE TO PROPERTY	244	185	-24.1%
30001 RETAIL FRAUD -MISREPRESENTATION	5	8	60%
30002 RETAIL FRAUD -THEFT	79	101	27.84%
30003 RETAIL FRAUD -REFUND/EXCHANGE	1	1	0%
35001 VIOLATION OF CONTROLLED SUBSTANCE ACT	124	96	-22.5%
35002 NARCOTIC EQUIPMENT VIOLATIONS	66	39	-40.9%

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

Year To Date Through August

Classification	2017	2018	%Change
36002 SEXUAL PENETRATION NONFORCIBLE -OTHER	0	1	0%
37000 OBSCENITY	3	2	-33.3%
40001 COMMERCIALIZED SEX -PROSTITUTION	1	0	-100%
40002 COMMERCIALIZED SEX -ASSISTING/PROMOTING PROSTITUTION	1	1	0%
52001 WEAPONS OFFENSE- CONCEALED	24	28	16.66%
52002 WEAPONS OFFENSE -EXPLOSIVES	1	0	-100%
52003 WEAPONS OFFENSE -OTHER	12	6	-50%
72000 ANIMAL CRUELTY	0	4	0%
Group A Totals	2138	1867	-12.6%
22003 BURGLARY - UNLAWFUL ENTRY (NO INTENT)	8	6	-25%
26006 FRAUD -BAD CHECKS	11	8	-27.2%
36004 SEX OFFENSE -OTHER	0	3	0%
38001 FAMILY -ABUSE/NEGLECT NONVIOLENT	36	26	-27.7%
38003 FAMILY -OTHER	3	1	-66.6%
41002 LIQUOR VIOLATIONS -OTHER	18	21	16.66%
48000 OBSTRUCTING POLICE	69	71	2.898%
49000 ESCAPE/FLIGHT	6	1	-83.3%
50000 OBSTRUCTING JUSTICE	91	113	24.17%
53001 DISORDERLY CONDUCT	27	16	-40.7%
53002 PUBLIC PEACE -OTHER	4	1	-75%
54001 HIT and RUN MOTOR VEHICLE ACCIDENT	33	36	9.090%
54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	167	146	-12.5%
55000 HEALTH AND SAFETY	21	15	-28.5%
57001 TRESPASS	2	24	1100%
57002 INVASION OF PRIVACY -OTHER	1	1	0%
59000 ELECTION LAWS	1	0	-100%
62000 CONSERVATION	1	0	-100%
63000 VAGRANCY	7	1	-85.7%
70000 JUVENILE RUNAWAY	71	44	-38.0%
73000 MISCELLANEOUS CRIMINAL OFFENSE	12	21	75%
77000 CONSPIRACY (ALL CRIMES)	1	0	-100%
Group B Totals	590	555	-5.93%
2800 JUVENILE OFFENSES AND COMPLAINTS	427	231	-45.9%
2900 TRAFFIC OFFENSES	241	192	-20.3%
3000 WARRANTS	444	385	-13.2%
3100 TRAFFIC CRASHES	866	926	6.928%
3200 SICK / INJURY COMPLAINT	1050	1129	7.523%
3300 MISCELLANEOUS COMPLAINTS	5554	5892	6.085%
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	11	3	-72.7%
3500 NON-CRIMINAL COMPLAINTS	8875	6706	-24.4%
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	7035	7642	8.628%
3800 ANIMAL COMPLAINTS	573	554	-3.31%
3900 ALARMS	1414	1353	-4.31%

CLR-008 Monthly Summary Of Offenses (WD)

City:Ypsilanti Twp-YPT

Group C Totals		26490	25013	-5.57%
4000	HAZARDOUS TRAFFIC CITATIONS / WARNINGS	3	153	5000%
4100	NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	1	2	100%
4200	PARKING CITATIONS	16	39	143.7%
4300	LICENSE / TITLE / REGISTRATION CITATIONS	8	8	0%
4500	MISCELLANEOUS A THROUGH UUUU	27	29	7.407%
Group D Totals		55	231	320%
5000	FIRE CLASSIFICATIONS	3	1	-66.6%
5100	18A STATE CODE FIRE CLASSIFICATIONS	0	1	0%
Group E Totals		3	2	-33.3%
6000	MISCELLANEOUS ACTIVITIES (6000)	303	348	14.85%
6100	MISCELLANEOUS ACTIVITIES (6100)	1049	1031	-1.71%
6300	CANINE ACTIVITIES	61	41	-32.7%
6500	CRIME PREVENTION ACTIVITIES	201	138	-31.3%
6600	COURT / WARRANT ACTIVITIES	5	4	-20%
6700	INVESTIGATIVE ACTIVITIES	81	77	-4.93%
Group F Totals		1700	1639	-3.58%
City : Ypsilanti Twp Totals		30976	29307	-5.38%



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, SEPTEMBER 18, 2018

5:00pm

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

1. MUNETRIX PRESENTATION.....BOB KITTLE, MUNETRIX
2. DISCUSSION ON RECYCLING AGREEMENT WITH THE
CITY OF YPSILANTI.....TOWNSHIP BOARD
3. SNOW REMOVAL ORDINANCE.....SUPERVISOR STUMBO
4. AGENDA REVIEW..... SUPERVISOR STUMBO
5. OTHER DISCUSSION BOARD MEMBERS

MUNETRIX PRESENTATION

Discussion on Recycling Agreement with the City of Ypsilanti

Discussion on Snow Ordinance

REVIEW AGENDA

- A. SUPERVISOR STUMBO WILL REVIEW BOARD MEETING AGENDA

OTHER DISCUSSION

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



Charter Township of Ypsilanti

7200 S. HURON RIVER DRIVE • YPSILANTI, MI 48197

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

REGULAR MEETING AGENDA

TUESDAY, SEPTEMBER 18, 2018

7:00 P.M.

Revised 9-18-18

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE AND INVOCATION
3. PUBLIC HEARING
 - A. 7:00PM – 2018 SPECIAL ASSESSMENT LEVY – RESOLUTION NO. 2018-24
(PUBLIC HEARING SET AT THE AUGUST 21, 2018 REGULAR MEETING)
 1. RESOLUTION 2018-25 – CONFIRMING SPECIAL ASSESSMENT DISTRICT #69 FOR THE CREEKSIDE VILLAGE SOUTH NEIGHBORHOOD SECURITY CAMERAS
 2. RESOLUTION 2018-26 – CONFIRMING SPECIAL ASSESSMENT DISTRICT #213 FOR CREEKSIDE VILLAGE SOUTH STREETLIGHTS
 3. RESOLUTION 2018-27 – CONFIRMING SPECIAL ASSESSMENT DISTRICT #70 FOR MANORS AT CREEKSIDE VILLAGE NEIGHBORHOOD SECURITY CAMERAS
 4. RESOLUTION 2018-28 – CONFIRMING SPECIAL ASSESSMENT DISTRICT #212 FOR MANORS AT CREEKSIDE VILLAGE STREETLIGHTS
 5. RESOLUTION 2018-29 – CONFIRMING SPECIAL ASSESSMENT DISTRICT #211 FOR CREEKSIDE VILLAGE WEST STREETLIGHTS
3. PUBLIC COMMENTS
4. CONSENT AGENDA
 - A. MINUTES OF THE AUGUST 21, 2018 WORK SESSION AND REGULAR MEETING AND THE AUGUST 24, 2018 SPECIAL MEETING AND CLOSED SESSION
 - B. STATEMENTS AND CHECKS
 1. STATEMENTS AND CHECKS FOR SEPTEMBER 4, 2018 IN THE AMOUNT OF \$705,128.67
 2. STATEMENTS AND CHECKS FOR SEPTEMBER 18, 2018 IN THE AMOUNT OF \$331,131.38
 - C. AUGUST 2018 TREASURER'S REPORT
5. ATTORNEY REPORT
 - A. GENERAL LEGAL UPDATE

OLD BUSINESS

1. 2nd READING OF ORDINANCE 2018-480, AN ORDINANCE TO AMEND CHAPTER 62, ARTICLE IV, SECTION 62-76 OF THE CODE OF ORDINANCES, CHARTER TOWNSHIP OF YPSILANTI, TO ADJUST WATER SERVICE RATES
(1ST READING HELD AT THE AUGUST 21, 2018 REGULAR MEETING)
2. 2nd READING OF ORDINANCE 2018-481, AN ORDINANCE TO AMEND CHAPTER 62, ARTICLE IV, SECTION 62-77 OF THE CODE OF ORDINANCES, CHARTER TOWNSHIP OF YPSILANTI, TO ADJUST SEWAGE DISPOSAL RATES
(1ST READING HELD AT THE AUGUST 21, 2018 REGULAR MEETING)
3. 2nd READING OF ORDINANCE 2018-482, AN ORDINANCE TO REPEAL CHAPTER 62, ARTICLE IV, SECTION 62-79(K) OF THE CHARTER TOWNSHIP OF YPSILANTI CODE OF ORDINANCES
(1ST READING HELD AT THE AUGUST 21, 2018 REGULAR MEETING)

NEW BUSINESS

1. BUDGET AMENDMENT #13
2. REQUEST OF THE WASHTENAW INTERNATIONAL MUSIC BOOSTERS FOR A LOCAL GOVERNING BODY RESOLUTION FOR A CHARITABLE GAMING LICENSE
3. REQUEST OF THE WASHTENAW INTERNATIONAL HIGH SCHOOL PARENT TEACHER ORGANIZATION FOR A LOCAL GOVERNING BODY RESOLUTION FOR A CHARITABLE GAMING LICENSE
4. REQUEST OF AT&T FOR A METRO ACT RIGHT OF WAY PERMIT EXTENSION FOR TERM ENDING DECEMBER 31, 2023
5. REQUEST OF TRAVIS MCDUGALD, IS MANAGER TO AUTHORIZE THE IT DEPARTMENT TO RECYCLE EXISTING AND FUTURE RETIRED MOBILE DEVICES THROUGH THE VERIZON RECYCLE PROGRAM IN EXCHANGE FOR CREDIT TO BE APPLIED TO VERIZON INVOICES
6. REQUEST OF MIKE RADZIK, OCS DIRECTOR TO APPROVE LETTER OF AGREEMENT TO POLICE SERVICES CONTRACT THAT CREATES SUMMER YOUTH EMPLOYMENT OPPORTUNITIES IN THE AMOUNT OF \$27,000.00 BUDGETED IN LINE ITEM #266-301-000-831-005
7. REQUEST OF JAVONNA NEEL, ACCOUNTING DIRECTOR FOR APPROVAL OF THE MUNETRIX ANNUAL SUBSCRIPTION NOTICE IN THE AMOUNT OF \$4,995.00 BUDGETED IN LINE ITEM # 101-201-000-958-000
8. REQUEST TO APPROVE CHANGE ORDER NOTICE #1 TO THE CURRENT AGREEMENT WITH GRAPHIC SCIENCES FOR IMAGING AND MICROFILM SERVICES EFFECTIVE JUNE 1, 2018 TO JUNE 1, 2023

AUTHORIZATIONS AND BIDS

1. REQUEST OF TRAVIS MCDUGALD, IS MANAGER TO AWARD THE LOW BID FOR THE INSTALLATION OF A CELLULAR REPEATER SYSTEM TO TRENDSET COMMUNICATIONS GROUP IN THE AMOUNT OF \$46,634.00 BUDGETED IN LINE ITEM #101-267-000-977-000
2. REQUEST OF KAREN LOVEJOY ROE, CLERK FOR AUTHORIZATION TO WAIVE THE FINANCIAL POLICY AND AWARD THE LOW QUOTE FOR A MAILING TO YPSILANTI TOWNSHIP VOTERS TO MESSENGER PRINTING IN THE AMOUNT OF \$9090.50 BUDGETED IN LINE ITEM #101-267-000-730-000

OTHER BUSINESS

PUBLIC HEARING

A. 7:00PM –2018 SPECIAL ASSESSMENT LEVY – RESOLUTION NO. 2018-24
(PUBLIC HEARING SET AT THE AUGUST 21, 2018 REGULAR MEETING)

1. RESOLUTION 2018-25 – CONFIRMING SPECIAL ASSESSMENT DISTRICT #69
FOR THE CREEKSIDE VILLAGE SOUTH NEIGHBORHOOD SECURITY
CAMERAS
2. RESOLUTION 2018-26 – CONFIRMING SPECIAL ASSESSMENT DISTRICT #213
FOR CREEKSIDE VILLAGE SOUTH STREETLIGHTS
3. RESOLUTION 2018-27 – CONFIRMING SPECIAL ASSESSMENT DISTRICT #70
FOR MANORS AT CREEKSIDE VILLAGE NEIGHBORHOOD SECURITY
CAMERAS
4. RESOLUTION 2018-28 – CONFIRMING SPECIAL ASSESSMENT DISTRICT #212
FOR MANORS AT CREEKSIDE VILLAGE STREETLIGHTS
5. RESOLUTION 2018-29 - CONFIRMING SPECIAL ASSESSMENT DISTRICT #211
FOR CREEKSIDE VILLAGE WEST STREETLIGHTS

CHARTER TOWNSHIP OF YPSILANTI

RESOLUTION NO. 2018-24

SPECIAL ASSESSMENT LEVY

WHEREAS, the Charter Township of Ypsilanti Board of Trustees, on September 19, 2018 held a public hearing on the proposed special assessment roll prepared by the Deputy Assessor, a copy of which is on file in the Clerk's Office, after advertising the same in a newspaper of record in the Township, and;

WHEREAS, on September 19, 2018 the Ypsilanti Township Board heard comments on said proposed special assessment roll prepared by the Deputy Assessor.

NOW THEREFORE, BE IT RESOLVED that the proposed special assessment roll prepared by the Assistant Assessor for the Charter Township of Ypsilanti be adopted and the amounts set forth on the special assessment roll be levied on the 2018 Winter Tax Roll.

**PUBLIC ACT 188 OF 1954 PROCEEDINGS
CHARTER TOWNSHIP OF YPSILANTI
WASHTENAW COUNTY, MICHIGAN
NOTICE OF PUBLIC HEARING
ON SPECIAL ASSESSMENT ROLL**

PLEASE TAKE NOTICE that the Supervisor and Assessing Officer of the Township has reported to the Township Board and filed in the Office of the Township Clerk for public examination a special assessment roll prepared by the Assessor covering all properties within the Special Assessment Districts benefited by the districts listed below.

PLEASE TAKE FURTHER NOTICE that the Assessing Officer has further reported that the assessment against each parcel of land within said district is such relative portion of the whole sum levied against all parcels of land in said district as the benefit to such parcels bears to the total benefit to all parcels of land in said district.

PLEASE TAKE FURTHER NOTICE that the Township Board will hold a public hearing at the Ypsilanti Township Civic Center, 7200 S. Huron River Drive, Ypsilanti, MI on September 18, 2018, for the purpose of reviewing said special assessment roll and hearing any objections thereto. Said roll may be examined at the office of the Township Clerk during regular business hours of regular business days until the time of said hearing and may further be examined at said hearing. Appearance and protest at the hearing held to confirm the special assessment roll is required in order to appeal the amount of the special assessment to the Michigan Tax Tribunal.

An owner, or partner in interest, or his or her agent may appear in person at the hearing to protest the special assessment, or shall be permitted to file his or her appearance or protest by letter and his or her personal appearance should not be required. (The owner or any person having an interest in the real property who protests in person or in writing at the hearing may file a written appeal of the special assessment with the Michigan Tax Tribunal within 30 days after the confirmation of the special assessment roll.

THE FOLLOWING ARE THE PROPOSED SPECIAL ASSESSMENT ROLLS TO BE LEVIED ON THE 2018 WINTER TAX ROLL

<u>SPECIAL ASSESSMENT</u>	<u>CODE</u>
Sherman Oaks Water	051

SECURITY CAMERA SPECIAL ASSESSMENTS

<u>DISTRICT</u>	<u>CODE</u>	<u>DISTRICT</u>	<u>CODE</u>
Sugarbrook	060	West Willow	061
Thurston Area	062	Apple Ridge Area	063
Bud- Blossom Area	064	Holmes Rd Area	066
Huron Heights/ Huron Ridge	068	Creekside Village South	069
Manors at Creekside Village	070		

STREET LIGHT SPECIAL ASSESSMENTS

<u>DISTRICT</u>	<u>CODE</u>	<u>DISTRICT</u>	<u>CODE</u>	<u>DISTRICT</u>	<u>CODE</u>
Shady Knoll 1-6	101	Nancy Park 1-3	102	Nancy Park 5-6	103
West Willow #1	104	Ypsi Twp Area	105	West Willow #2	106
Hickory Hill	107	Washtenaw Orchard	108	Washtenaw Ridge	109
Nancy Park #7	111	Rambling Road	112	Hickory Hill #1	113
Onandaga Street	114	West Willow Dist 3	115	S. Devonshire	116
Washtenaw Concourse	117	Delaware Street	118	Washtenaw CC #4	119
Ivanhoe Area	120	Oswego/Cayuga	121	Hawthorne Street	122
Hunt/Hollis	123	Turtle Creek	124	Turtle Creek 2	125
Debby Court	126	Lynne Street	127	West Willow 10&11	129
Johnson Place	130	Huron Hearthside	131	Oakland Estates	132
Washtenaw Clubview	133	Oakland Estates #3	134	Brookside Street	135
Huron Commercial	136	Crestwood Sub	137	Kansas St	138
Hayes Street	139	Ford Lake Village	140	Ford Lake Village #2	141
Streamwood 1-7	142	Deauville Parrish	146	Spruce Falls	147
Bagley Street	148	Partridge Creek #1	149	Georgetown Condos	150
Streamwood #8	151	Smokler Textile	152	Greene Farms #1 & #2	153
Golf Estates	154	Ohio St 2000	155	N. Kansas	156
Russell St	157	Dakota	158	Paint Creek Farms	159
Whispering Meadows #1	160	Amberly Grove	162	Greenfields #1	163
Partridge Creek 2&3	164	Partridge Creek North	165	Campbell St	166
Preserves	167	S Ivanhoe St	168	Clubview Sub	169
Wash Clubview	170	Taft Ave	171	Devonshire & Oregon	172
Greene Farms #3	173	Greene Farms #4	174	Raymond Meadows	175
Tyler Rd	176	Washtenaw Bus Park	177	Whittaker Village	178
Tremont Park #1	179	Tremont Park #2	180	Kirk St	181
Greene Farm 5	182	Greene Farm 6	183	Woodlawn St	184
Greenfields 2 & 3	185	Greene Farms #7	186	Whispering Meadows	187
Huron Meadows	188	Rivergrove	189	Aspen Ridge	191
Gates Ave	193	Fairway Hills	194	Washtenaw Clubview	196
Bradley Ave	197	Creekside West	198	Creekside South	199
Creekside East	201	Lakeview Area	202	Majestic Lake	203
Firwood Area	204	Bradley St	205	136- 177 Conversion	206
Lakeview #2	207	Tremont Park Sub	208	Turtle Creek #2	209
Creekside Village West #2	211	Manors of Creekside Village	212	Creekside Village South #2	213

KAREN LOVEJOY ROE, CLERK
Charter Township of Ypsilanti

Published Date: Thursday, August 30, 2018

The Ypsilanti Township Board will provide necessary reasonable auxiliary aids and services to individuals with disabilities requiring auxiliary aids or services. Individuals should contact the Ypsilanti Township Board by writing or calling the following: KAREN LOVEJOY ROE, CLERK, 7200 S. Huron River Drive, Ypsilanti, MI 48197, PHONE: (734) 484-5156 or E-MAIL: klovejoyroe@ytown.org

CHARTER TOWNSHIP OF YPSILANTI

RESOLUTION 2018-25

Resolution Confirming Special Assessment District #69 for the Creekside Village South Neighborhood Security Cameras

Whereas, the Township has given notice of the public hearing to consider the assessment roll prepared by the Assessor as required by law; and

Whereas, after hearing all persons interested therein and after carefully reviewing said special assessment roll, the Township Board deems said special assessment roll to be fair, just, and equitable and that each of the assessments contained thereon results in the special assessment being in accordance with the benefits to be derived by the parcel of land assessed.

Now Therefore, be it resolved, that

1. The special assessment roll as prepared by the assessor in the annual amount of \$46.70 per parcel is hereby confirmed and shall be added to and also known as Creekside Village South Neighborhood Security Cameras Special Assessment District #69.
2. The assessments made in said special assessment roll are hereby ordered and directed to be collected by the Township Treasurer, and the Township Clerk shall deliver said special assessment roll to said Treasurer with his/her warrant attached, commanding the Treasurer to collect such assessments in accordance with state law.
3. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

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

September 7, 2018

Owner
Owner Address
City, State Zip

Re: Notice of Special Assessment Public Hearing

Dear Property Owner:

This is your second notice of a public hearing in regard to the Creekside Village South Neighborhood Camera Special Assessment District #69 that was created by the Ypsilanti Township Board of Trustees at a Regular Meeting held on October 17, 2017. **A second public hearing will be held on Tuesday, September 18, 2018, at approximately 7:00 pm in the Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township.** The Creekside Village South Neighborhood Camera Special Assessment Roll for District #69 was prepared by the Township Assessor. It includes all properties within the Special Assessment District and is available for public examination at the Ypsilanti Township Clerk's Office during regular business hours and during the public hearing. The purpose of the public hearing is for the Township Board to review the special assessment roll, hear any objections to the roll, and to confirm the roll as submitted or revised.

Your property located at Property Address, Parcel ID, is included in the Special Assessment District. The layout for the cameras is on the back of this Notice. The yearly assessment for each parcel in the Special Assessment District is estimated to be \$46.70 yearly per parcel for three years. After the third year, the costs will reflect the current rates set by Conti Corporation and Comcast.

Appearance and protest at the hearing is required in order to appeal the amount of the special assessment to the Michigan Tax Tribunal.

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 is not 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 Michigan Tax Tribunal within 30 days after the special assessment roll is confirmed.

You are welcome to attend the public hearing or 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 or lstanfield@ytown.org.

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 as legally required.

If you have questions or need additional information, please feel free to contact my office at 734-484-4700.

Sincerely,

A handwritten signature in black ink that reads 'Karen Lovejoy Roe'.

Karen Lovejoy Roe, Clerk
klovejoyroe@ytown.org

A handwritten signature in black ink that reads 'Lisa R. Stanfield'.

Lisa Stanfield, Deputy Clerk
lstanfield@ytown.org

lrs
cc: File

WL 1:
IN: DET 605D

WL 2:
IN: DET 605C

WL 3:
IN: DET 605A

WL 4: 203723-250185
IN: 45 4 PINE
IN: DET 605D
IN: MULTIPLE LED 135 LLT COBRA - 7 PIN - GRAY
IN: OH CODE S48
IN: PCLL
L 135 AFW649 -- 9000 YPSIL -- A230 -- 701

WL 5: 203743-249623
IN: 45 4 PINE
IN: DET 605D
IN: MULTIPLE LED 135 LLT COBRA - 7 PIN - GRAY
IN: OH CODE S48
IN: PCLL
L 135 AFW650 -- 9000 YPSIL -- A230 -- 701

WL 6:
IN: DET 605D

WL 7:
IN: DET 605A

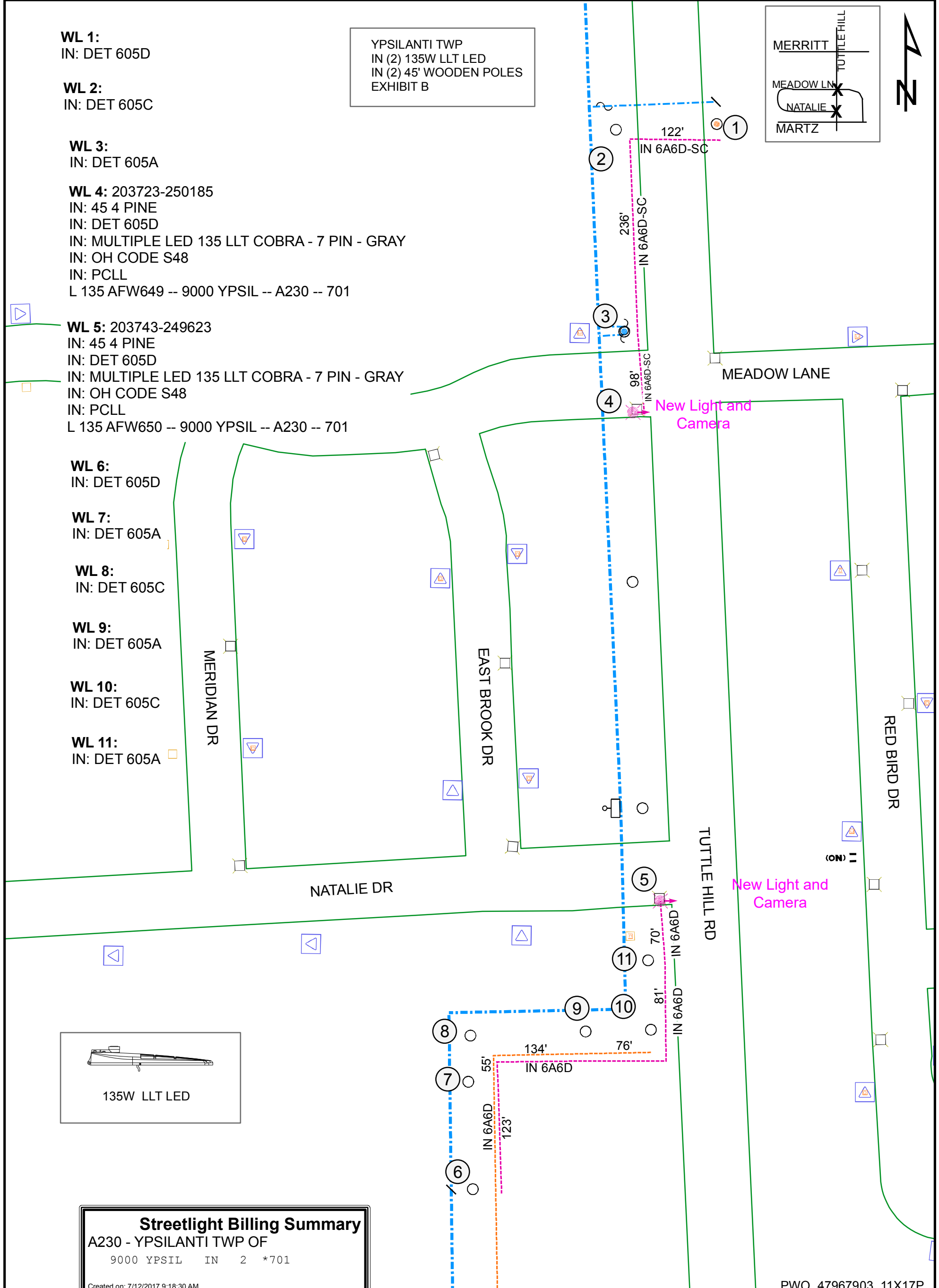
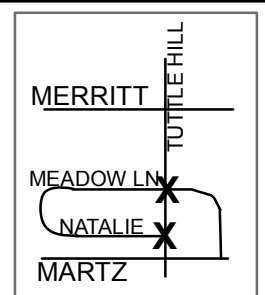
WL 8:
IN: DET 605C

WL 9:
IN: DET 605A

WL 10:
IN: DET 605C

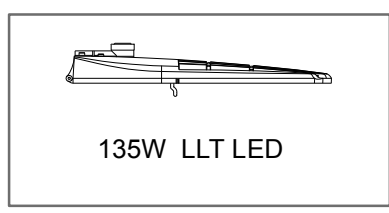
WL 11:
IN: DET 605A

YPSILANTI TWP
IN (2) 135W LLT LED
IN (2) 45' WOODEN POLES
EXHIBIT B



New Light and Camera

New Light and Camera



Streetlight Billing Summary
A230 - YPSILANTI TWP OF
9000 YPSIL IN 2 *701
Created on: 7/12/2017 9:18:30 AM

PWO 47967903 11X17P

LEGEND

- EXISTING DECO POLE
- PROPOSED POLE
- FOREIGN POLE
- EXISTING ANCHOR
- PROPOSED ANCHOR
- TREE
- 120/240 V LINE
- 4.8 KV LINE
- 13.2 KV LINE
- 40 KV LINE



DTE Energy									
DTE Electric - Distribution Engineering and Planning									
Service Planner		Work Order Description							
Lee, Linda K		SL - NBUS - 2 OH - Tuttlehill & Meadow Ln / Natalie Dr - Ypsilanti Twp							
Phone		Work Order #		GIS-DSN		COH		CUL	
734.397.4169		47991404		47991408		47991417		CUG	
Supervisor		Circuit #1		Circuit #2		PH		PLC	
Brian R Kinnick		ARIZA9823						SCMAT	
Phone		Service Center		Worksite City		Worksite Twp		County	
734.397.4024		ANN		YPSILANTI		YPSILANTI		Washtenaw	
Planning Engineer		JU Work to be Performed		JU		RSD			
Phone		JU Company		Contact		Email		Phone	
		JU Company		Contact		Email		Phone	
		CUE Number		Ver		Plot Date		Scale	
		730990		1		7/12/2017		NTS	
		Town		Range		Section		Qtr	
		03S		07E		34			

CHARTER TOWNSHIP OF YPSILANTI

RESOLUTION 2018-26

Resolution Confirming Special Assessment District #213 for the Creekside Village South Streetlights

Whereas, the Township has given notice of the public hearing to consider the assessment roll prepared by the Assessor as required by law; and

Whereas, after hearing all persons interested therein and after carefully reviewing said special assessment roll, the Township Board deems said special assessment roll to be fair, just, and equitable and that each of the assessments contained thereon results in the special assessment being in accordance with the benefits to be derived by the parcel of land assessed.

Now Therefore, be it resolved, that

1. The special assessment roll as prepared by the assessor in the annual amount of \$3.59 per parcel is hereby confirmed and shall be added to and also known as Creekside Village South Streetlight Special Assessment District #213.
2. The assessments made in said special assessment roll are hereby ordered and directed to be collected by the Township Treasurer, and the Township Clerk shall deliver said special assessment roll to said Treasurer with his/her warrant attached, commanding the Treasurer to collect such assessments in accordance with state law.
3. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

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

September 7, 2018

Owner
Owner Address
City, State Zip

Re: Notice of Special Assessment Public Hearing

Dear Property Owner:

This is your second notice of a public hearing in regard to the Creekside Village South Streetlight Special Assessment District-2 #213 that was created by the Ypsilanti Township Board of Trustees at a Regular Meeting held on October 17, 2017. **A second public hearing will be held on Tuesday, September 18, 2018, at approximately 7:00 pm in the Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township.** The Creekside Village South Streetlight Special Assessment Roll for District-2 #213 was prepared by the Township Assessor. It includes all properties within the Special Assessment District and is available for public examination at the Ypsilanti Township Clerk's Office during regular business hours and during the public hearing. The purpose of the public hearing is for the Township Board to review the special assessment roll, hear any objections to the roll, and to confirm the roll as submitted or revised.

Your property located at: Property Address, Parcel ID is included in the Special Assessment District. The layout for the lights is on the back of this Notice. The yearly assessment for each parcel in the Special Assessment District is estimated to be \$3.59 per parcel for three years. After the third year, the costs will reflect the current rates set by DTE, as well as current electrical usage over the year.

Appearance and protest at the hearing is required in order to appeal the amount of the special assessment to the Michigan Tax Tribunal.

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 is not 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 Michigan Tax Tribunal within 30 days after the special assessment roll is confirmed.

You are welcome to attend the public hearing or 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 or lstanfield@ytown.org.

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 as legally required.

If you have questions or need additional information, please feel free to contact my office at 734-484-4700.

Sincerely,

Karen Lovejoy Roe, Clerk
klovejoyroe@ytown.org

Lisa Stanfield, Deputy Clerk
lstanfield@ytown.org

lrs
cc: File

WL 1:
IN: DET 605D

WL 2:
IN: DET 605C

WL 3:
IN: DET 605A

WL 4: 203723-250185
IN: 45 4 PINE
IN: DET 605D
IN: MULTIPLE LED 135 LLT COBRA - 7 PIN - GRAY
IN: OH CODE S48
IN: PCLL
L 135 AFW649 -- 9000 YPSIL -- A230 -- 701

WL 5: 203743-249623
IN: 45 4 PINE
IN: DET 605D
IN: MULTIPLE LED 135 LLT COBRA - 7 PIN - GRAY
IN: OH CODE S48
IN: PCLL
L 135 AFW650 -- 9000 YPSIL -- A230 -- 701

WL 6:
IN: DET 605D

WL 7:
IN: DET 605A

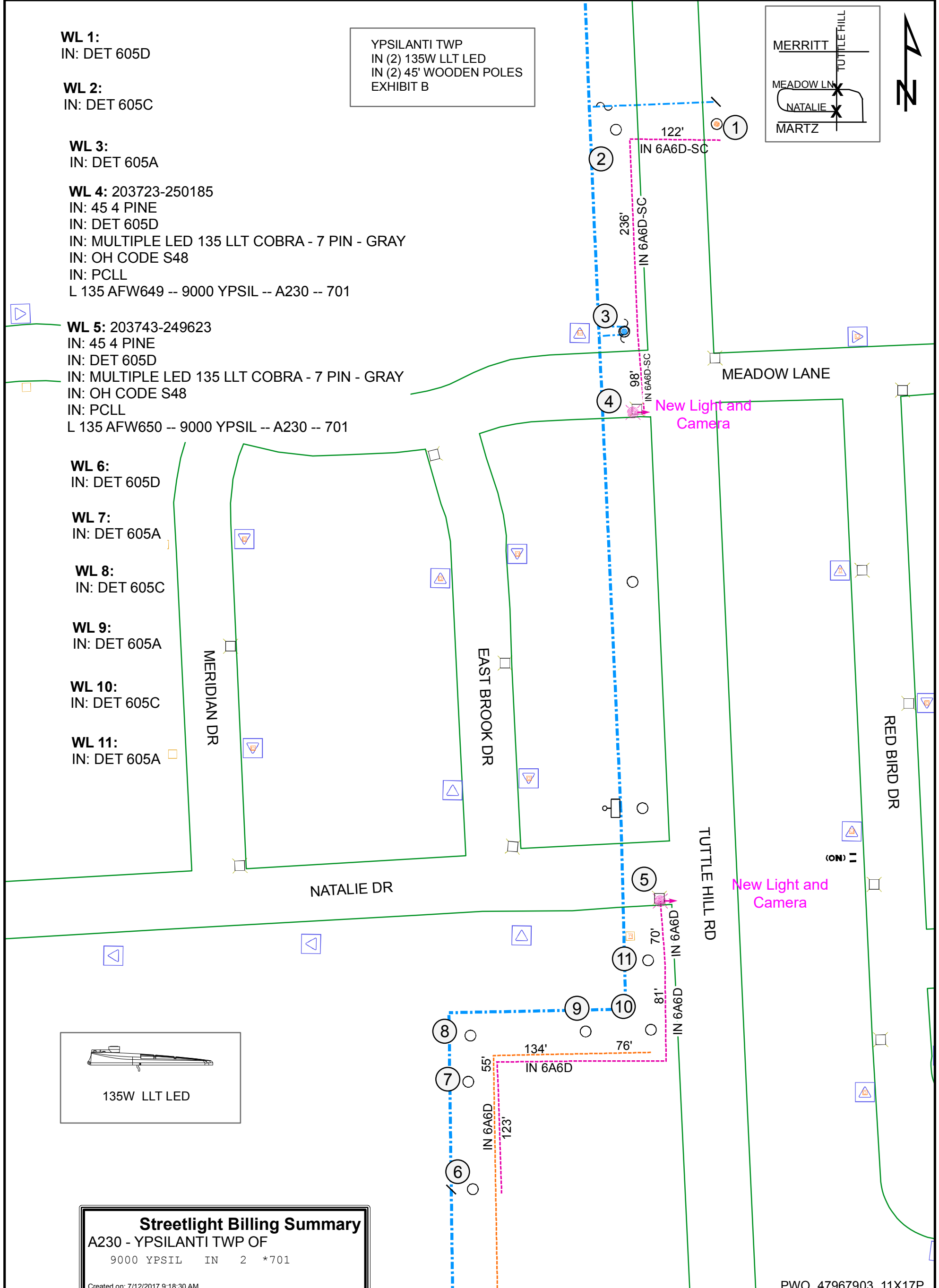
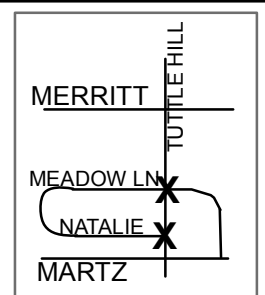
WL 8:
IN: DET 605C

WL 9:
IN: DET 605A

WL 10:
IN: DET 605C

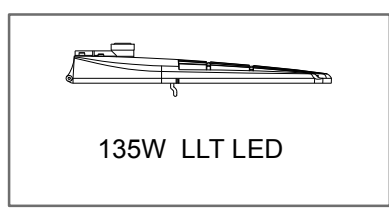
WL 11:
IN: DET 605A

YPSILANTI TWP
IN (2) 135W LLT LED
IN (2) 45' WOODEN POLES
EXHIBIT B



New Light and Camera

New Light and Camera



Streetlight Billing Summary
A230 - YPSILANTI TWP OF
9000 YPSIL IN 2 *701
Created on: 7/12/2017 9:18:30 AM

PWO 47967903 11X17P

LEGEND

- EXISTING DECO POLE
- PROPOSED POLE
- FOREIGN POLE
- ⊗ EXISTING ANCHOR
- ⊗ PROPOSED ANCHOR
- ☁ TREE
- 120/240 V LINE
- 4.8 KV LINE
- 13.2 KV LINE
- 40 KV LINE



DTE Energy									
DTE Electric - Distribution Engineering and Planning									
Service Planner		Work Order Description							
Lee, Linda K		SL - NBUS - 2 OH - Tuttlehill & Meadow Ln / Natalie Dr - Ypsilanti Twp							
Phone		Work Order #		GIS-DSN		COH		CUL	
734.397.4169		47991404		47991408		47991417		CUG	
Supervisor		Circuit #1		Circuit #2		PH		PLC	
Brian R Kinnick		ARIZA9823						SCMAT	
Phone		Service Center		Worksite City		Worksite Twp		County	
734.397.4024		ANN		YPSILANTI		YPSILANTI		Washtenaw	
Planning Engineer		JU Work to be Performed		JU		RSD			
Phone		JU Company		Contact		Email		Phone	
		JU Company		Contact		Email		Phone	
		CUE Number		Ver		Plot Date		Scale	
		730990		1		7/12/2017		NTS	
		Town		Range		Section		Qtr	
		03S		07E		34			

CHARTER TOWNSHIP OF YPSILANTI

RESOLUTION 2018-27

Resolution Confirming Special Assessment District #70 for the Manors at Creekside Village Neighborhood Security Cameras

Whereas, the Township has given notice of the public hearing to consider the assessment roll prepared by the Assessor as required by law; and

Whereas, after hearing all persons interested therein and after carefully reviewing said special assessment roll, the Township Board deems said special assessment roll to be fair, just, and equitable and that each of the assessments contained thereon results in the special assessment being in accordance with the benefits to be derived by the parcel of land assessed.

Now Therefore, be it resolved, that

1. The special assessment roll as prepared by the assessor in the annual amount of \$50.52 per parcel is hereby confirmed and shall be added to and also known as Manors at Creekside Village Neighborhood Security Cameras Special Assessment District #70.
2. The assessments made in said special assessment roll are hereby ordered and directed to be collected by the Township Treasurer, and the Township Clerk shall deliver said special assessment roll to said Treasurer with his/her warrant attached, commanding the Treasurer to collect such assessments in accordance with state law.
3. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

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

September 7, 2018

Owner
Owner Address
City, State Zip

Re: Notice of Special Assessment Public Hearing

Dear Property Owner:

This is your second notice of a public hearing in regard to the Manors at Creekside Village Neighborhood Camera Special Assessment District #70 that was created by the Ypsilanti Township Board of Trustees at a Regular Meeting held on September 19, 2017. **A second public hearing will be held on Tuesday, September 18, 2018, at approximately 7:00 pm in the Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township.** The Manors at Creekside Village Neighborhood Camera Special Assessment Roll for District #70 was prepared by the Township Assessor. It includes all properties within the Special Assessment District and is available for public examination at the Ypsilanti Township Clerk's Office during regular business hours and during the public hearing. The purpose of the public hearing is for the Township Board to review the special assessment roll, hear any objections to the roll, and to confirm the roll as submitted or revised.

Your property located at: Property Address, Parcel ID is included in the Special Assessment District. The layout for the cameras is on the back of this Notice. The yearly assessment for each parcel in the Special Assessment District is estimated to be \$50.52 for three years. After the third year, the costs will reflect the current rates set by Conti Corporation and Comcast.

Appearance and protest at the hearing is required in order to appeal the amount of the special assessment to the Michigan Tax Tribunal.

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 is not 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 Michigan Tax Tribunal within 30 days after the special assessment roll is confirmed.

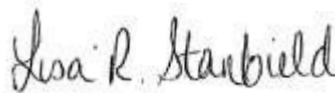
You are welcome to attend the public hearing or may send written comments of approval or objection in advance of the public hearing to the address listed above or by email to klovejoyroe@ytown.org or lstanfield@ytown.org.

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 as legally required.

If you have questions or need additional information, please feel free to contact my office at 734-484-4700.

Sincerely,

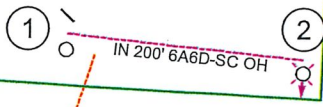
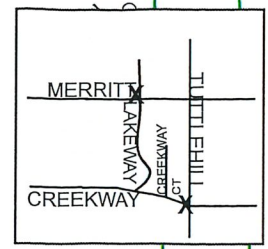

Karen Lovejoy Roe, Clerk
klovejoyroe@ytown.org


Lisa Stanfield, Deputy Clerk
lstanfield@ytown.org

lrs
cc: File

YPSILANTI TOWNSHIP
IN (2) 135W LLT LED (2 OH)

EXHIBIT B

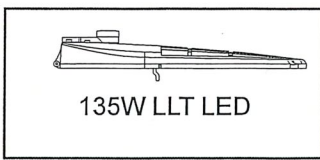


LAKEWAY

MERRITT

WL 1:
IN: DET 605D

WL 2:
IN: UG MULTIPLE LED 135 LLT COBRA - 7 PIN - GRAY
IN: UG PCLL
L 135 AFW306 -- 9000 YPSIL -- A230 -- 703 -- B
IN: DET 605D



WL 4:
IN: **NEW WOOD POLE**
IN: UG MULTIPLE LED 135 LLT COBRA - 7 PIN - GRAY
IN: UG PCLL
L 135 AFW307 -- 9000 YPSIL -- A230 -- 703 -- B
IN: **SEC WIRE OR TRANSFORMER FOR FEED**

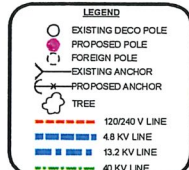
Streetlight Billing Summary
A230 - YPSILANTI TWP OF
9000 YPSIL IN 2 # 701
Created on: 5/22/2017 3:18:11 PM

LAKEWAY ST

TUTTLE HILL RD

CREEKWAY DR

PWO 47668535 8.5X11P



DTE Energy									
DTE Electric - Distribution Engineering and Planning									
Service Planner		Work Order Description							
Lee, Linda K		SL - NBUS - 2 OH Merritt & Lakeway, Tuttle Hill & Creekway - Ypsilanti Twp.							
Phone	Work Order #	GIS-DSN	COH	CUL	CUG	PLC			
734.397.4169	47718208	47718248	47718255	47718257	47718258				
Supervisor	Circuit #1	Circuit #2		PH	SCMAT				
Brian R Kinnick	ARIZA9823				47718256				
Service Center	Worksites City	Worksites Twp		County					
ANN		YPSILANTI		Washtenaw					
Phone	JU Work to be Performed		JU	RSD					
734.397.4024									
Planning Engineer	JU Company	Contact	Email	Phone					
	JU Company	Contact	Email	Phone					
Phone	CUE Number		Ver	Plot Date	Scale	Town	Range	Section	Qtr
	722829		2	5/23/2017	NTS	03S	07E	26	

CHARTER TOWNSHIP OF YPSILANTI

RESOLUTION 2018-28

Resolution Confirming Special Assessment District #212 for the Manors at Creekside Village Streetlights

Whereas, the Township has given notice of the public hearing to consider the assessment roll prepared by the Assessor as required by law; and

Whereas, after hearing all persons interested therein and after carefully reviewing said special assessment roll, the Township Board deems said special assessment roll to be fair, just, and equitable and that each of the assessments contained thereon results in the special assessment being in accordance with the benefits to be derived by the parcel of land assessed.

Now Therefore, be it resolved, that

1. The special assessment roll as prepared by the assessor in the annual amount of \$3.88 per parcel is hereby confirmed and shall be added to and also known as Manors at Creekside Village Streetlight Special Assessment District #212.
2. The assessments made in said special assessment roll are hereby ordered and directed to be collected by the Township Treasurer, and the Township Clerk shall deliver said special assessment roll to said Treasurer with his/her warrant attached, commanding the Treasurer to collect such assessments in accordance with state law.
3. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

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

September 7, 2018

Owner
Owner Address
City, State Zip

Re: Notice of Special Assessment Public Hearing

Dear Property Owner:

This is your second notice of a public hearing in regard to the Manors at Creekside Village Streetlight Special Assessment District #212 that was created by the Ypsilanti Township Board of Trustees at a Regular Meeting held on September 19, 2017. **A second public hearing will be held on Tuesday, September 18, 2018, at approximately 7:00 pm in the Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township.** The Manors at Creekside Village Streetlight Special Assessment Roll for District #212 was prepared by the Township Assessor. It includes all properties within the Special Assessment District and is available for public examination at the Ypsilanti Township Clerk's Office during regular business hours and during the public hearing. The purpose of the public hearing is for the Township Board to review the special assessment roll, hear any objections to the roll, and to confirm the roll as submitted or revised.

Your property located at: Property Address, Parcel ID is included in the Special Assessment District. A map of the Special Assessment District, including the Detroit Edison lamp placement for the new streetlights is on the back of this Notice. The yearly assessment for each parcel in the Special Assessment District is estimated to be \$3.88 for three years. After the third year, the costs will reflect the current rates set by DTE, as well as electrical usage over the year.

Appearance and protest at the hearing is required in order to appeal the amount of the special assessment to the Michigan Tax Tribunal.

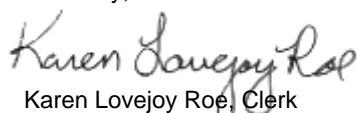
An owner or party in interest, or his or her agent, may appear in person at the hearing to protest the special assessment in person, or may file his or her appearance and protest by letter before the hearing, and in that event, personal appearance is not required. The owner or any person having an interest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

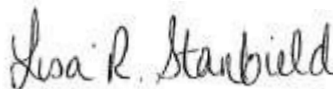
You are welcome to attend the public hearing or may send written comments of approval or objection in advance of the public hearing to the address listed above or by email to klovejoyroe@ytown.org or lstanfield@ytown.org.

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 as legally required.

If you have questions or need additional information, please feel free to contact my office at 734-484-4700.

Sincerely,


Karen Lovejoy Roe, Clerk
klovejoyroe@ytown.org

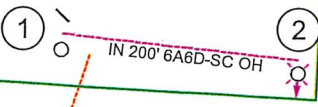
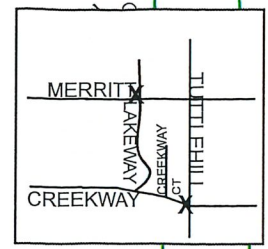


Lisa Stanfield, Deputy Clerk
lstanfield@ytown.org

lrs
cc: File

YPSILANTI TOWNSHIP
IN (2) 135W LLT LED (2 OH)

EXHIBIT B

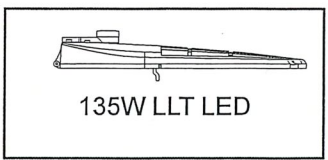


LAKEWAY

MERRITT

WL 1:
IN: DET 605D

WL 2:
IN: UG MULTIPLE LED 135 LLT COBRA - 7 PIN - GRAY
IN: UG PCLL
L 135 AFW306 -- 9000 YPSIL -- A230 -- 703 -- B
IN: DET 605D



WL 4:
IN: **NEW WOOD POLE**
IN: UG MULTIPLE LED 135 LLT COBRA - 7 PIN - GRAY
IN: UG PCLL
L 135 AFW307 -- 9000 YPSIL -- A230 -- 703 -- B
IN: **SEC WIRE OR TRANSFORMER FOR FEED**

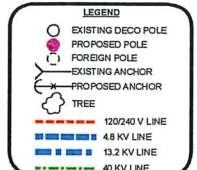
Streetlight Billing Summary
A230 - YPSILANTI TWP OF
9000 YPSIL IN 2 # 701
Created on: 5/22/2017 3:18:11 PM

LAKEWAY ST

TUTTLE HILL RD

CREEKWAY DR

PWO 47668535 8.5X11P



DTE Energy									
DTE Electric - Distribution Engineering and Planning									
Service Planner		Work Order Description							
Lee, Linda K		SL - NBUS - 2 OH Merritt & Lakeway, Tuttle Hill & Creekway - Ypsilanti Twp.							
Phone	Work Order #	GIS-DSN	COH	CUL	CUG	PLC			
734.397.4169	47718208	47718248	47718255	47718257	47718258				
Supervisor	Circuit #1	Circuit #2		PH	SCMAT				
Brian R Kinnick	ARIZA9823				47718256				
Service Center	Worksites City	Worksites Twp		County					
ANN		YPSILANTI		Washtenaw					
Phone	JU Work to be Performed		JU	RSD					
734.397.4024									
Planning Engineer	JU Company	Contact	Email	Phone					
	JU Company	Contact	Email	Phone					
Phone	CUE Number		Ver	Plot Date	Scale	Town	Range	Section	Qtr
	722829		2	5/23/2017	NTS	03S	07E	26	

CHARTER TOWNSHIP OF YPSILANTI

RESOLUTION 2018-29

Resolution Confirming Special Assessment District #211 for the Creekside Village West Streetlights

Whereas, the Township has given notice of the public hearing to consider the assessment roll prepared by the Assessor as required by law; and

Whereas, after hearing all persons interested therein and after carefully reviewing said special assessment roll, the Township Board deems said special assessment roll to be fair, just, and equitable and that each of the assessments contained thereon results in the special assessment being in accordance with the benefits to be derived by the parcel of land assessed.

Now Therefore, be it resolved, that

1. The special assessment roll as prepared by the assessor in the annual amount of \$4.78 per parcel is hereby confirmed and shall be added to and also known as Creekside Village West Streetlight Special Assessment District #211.
2. The assessments made in said special assessment roll are hereby ordered and directed to be collected by the Township Treasurer, and the Township Clerk shall deliver said special assessment roll to said Treasurer with his/her warrant attached, commanding the Treasurer to collect such assessments in accordance with state law.
3. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

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

September 7, 2018

Owner
Owner Address
City, State Zip

Re: Notice of Special Assessment Public Hearing

Dear Property Owner:

This is your second notice of a public hearing in regard to the Creekside West - 2 Streetlight Special Assessment District #211 that was created by the Ypsilanti Township Board of Trustees at a Regular Meeting held on June 19, 2018. **A second public hearing will be held on Tuesday, September 18, 2018, at approximately 7:00 pm in the Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township.** The Creekside West – 2 Streetlight Special Assessment Roll for District #211 was prepared by the Township Assessor. It includes all properties within the Special Assessment District and is available for public examination at the Ypsilanti Township Clerk's Office during regular business hours and during the public hearing. The purpose of the public hearing is for the Township Board to review the special assessment roll, hear any objections to the roll, and to confirm the roll as submitted or revised.

Your property located at: Property Address, Parcel ID is included in the Special Assessment District. A map of the Special Assessment District, including the Detroit Edison lamp placement for the new streetlights is on the back of this Notice. The yearly assessment for each parcel in the Special Assessment District is estimated to be \$4.78 for ten years. Once the installation costs are paid at the end of ten years, the yearly assessment cost is estimated to be reduced to \$1.69 per parcel.

Appearance and protest at the hearing is required in order to appeal the amount of the special assessment to the Michigan Tax Tribunal.

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 is not 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 Michigan Tax Tribunal within 30 days after the special assessment roll is confirmed.

You are welcome to attend the public hearing or 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 or lstanfield@ytown.org.

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 as legally required.

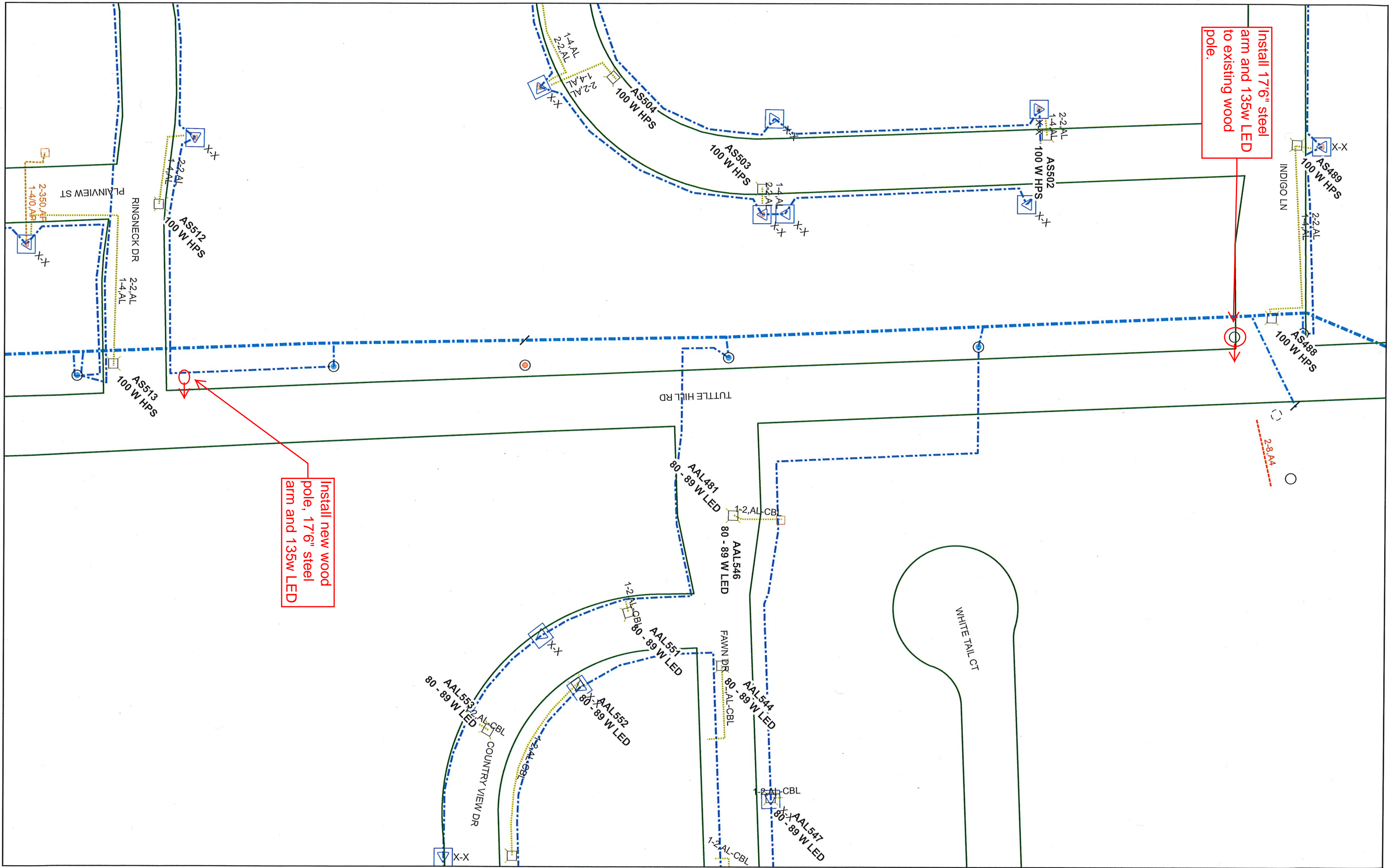
If you have questions or need additional information, please feel free to contact my office at 734-484-4700.

Sincerely,

Karen Lovejoy Roe, Clerk
klovejoyroe@ytown.org

Lisa Stanfield, Deputy Clerk
lstanfield@ytown.org

Irs
cc: File



Install 17'6" steel arm and 135w LED to existing wood pole.

Install new wood pole, 17'6" steel arm and 135w LED

PUBLIC COMMENTS

CONSENT AGENDA

CHARTER TOWNSHIP OF YPSILANTI
MINUTES FOR THE Tuesday, August 21, 2018 WORK SESSION

Supervisor Stumbo called the meeting to order at approximately 5:00p.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 and Jimmie Wilson, Jr. arrived late

Members Absent: none

Legal Counsel: Wm. Douglas Winters

2017 FINANCIAL AUDIT REVIEW.....RANA EMMONS, PSLZ

Rana Emmons explained the Charter Township of Ypsilanti audited financial statement for the fiscal year ended December 31, 2017. She said she had a very good report. She explained the general fund revenue was up 1.1%. Ms. Emmons said state shared revenue was up 7.7% in 2017. She said we received \$348,000.00 more in state shared revenue this year than in 2016. She acknowledged Attorney Winters for facilitating receiving the \$1.1 million dollar settlement from Nexus, \$700,000.00 from Monarch Towers, and from the American Center for Mobility an additional \$300,000.00, which all went into the General Fund. She said the Board made good decisions in paying down the debt for the Seaver Farm with some of that income. Ms. Emmons stated \$1.316 million was added to the General Fund Balance this year. She said the ending balance in the General Fund was \$6.7 million but \$4 million was earmarked for special projects and improvements within the Township. She said the other funds mostly broke even but there were about three small funds that were negative but that was minor. She said the Building Department activity increased \$200,000.00 in 2017. Ms. Emmons said we spent \$940,000.00 less in expenses then what was projected for 2017. She said \$250,000.00 were capital projects where not all the dollars allocated for the projects was spent. She said the Township was very frugal with their spending and it was not one expenditure it was just being mindful when spending in all departments. She said the Townships' wages and operating expenses have stayed steady. She said we paid down debt an additional \$800,000.00 and there was no

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE TUESDAY, AUGUST 21, 2018 WORK SESSION
PAGE 2

new debt. Ms. Emmons stated that the Township had very good investment income in 2017. She said the market was up from 2016.

Trustee Eldridge asked to go back to the three funds that were a bit of concern. Ms. Emmons said she did not say they were a concern but that they were negative. She said expenditures exceeded revenue in those three funds. She said it was the Recreation Fund, Building Rental Inspection Fund, the Environmental Services Fund, and the Golf Course Fund. She said they transferred money into the Golf Course Fund so that fund broke even. She said they were not significant dollar amounts that were negative. Ms. Emmons said Environmental Services was over by \$77,375.00. Supervisor Stumbo said they did a budget amendment to accommodate for that. Trustee Eldridge asked if a fund was only breaking even or losing money when should you become concerned. Ms. Emmons stated that it would depend if it were operational expenses that was causing it to go negative. She said the biggest operational expenses would be salaries and fringe benefits. Ms. Emmons said there was no magic number of years it would be what was comfortable for you. Supervisor Stumbo asked what department was concerning Trustee Eldridge. He stated that these funds have been operating in the negative most of the 10 years he has been on the board. He said maybe those funds would never generate revenue. Supervisor Stumbo asked if he was talking about the Golf Course and he said he was talking about Recreation and Golf, any funds that were losing money was a concern. Supervisor Stumbo stated they transfer money from the BS&R II fund, which is the Bike Path, Sidewalk, and Recreation fund to help fund those. Ms. Emmons stated we were negative \$6,200.00 in Recreation and she considers that breaking even. Ms. Emmons stated it would be a Board decision during budget time to decide to continue to fund it. Clerk Lovejoy Roe stated we had some major expenditures at the Golf Course in 2017 and if you put the depreciation together that pretty much covers the \$200,000.00. She said for accounting purposes you do not do that but if it was losing money over and above that then we should be concerned. Ms. Emmons said the Golf Course and Compost Center are enterprise funds and the debt was rolled into those funds where the debt was not rolled into the other funds. Trustee Eldridge stated he was not going after a certain fund but wondered why those were enterprise funds and if they show a deficit for a certain number of years should they come out of an enterprise fund. Ms. Emmons stated that establishing an enterprise fund means that the

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE TUESDAY, AUGUST 21, 2018 WORK SESSION
PAGE 3**

township intends to use the rates that we charge to meet or exceed our operation expenses. She said if you purchase a piece of equipment it would be put into fixed assets and we would depreciate it. She said if you think that an enterprise fund would never stand on its' own then you would think about classifying it as a special revenue fund and you would continue to fund it. She said that as long as it does not use millage money you could designate it as an enterprise fund.

Supervisor Stumbo stated we try to stay between 10%-20% in the Fund Balance and asked how we ended this year. Ms. Emmons stated the Charter Township of Ypsilanti looks at their funds throughout the year and has no surprises. She said this year was a very challenging year and would like to express a special thank you to Kristi Troy who picked up the ball and ran with it this year. She said Kristi had to learn about property taxes and it was like having to learn a new language and she did a great job.

AGENDA REVIEW.....SUPERVISOR STUMBO

NEW BUSINESS

**2. 1st READING OF ORDINANCE 2018-480, AN ORDINANCE TO AMEND
CHAPTER 62, ARTICLE IV, SECTION 62-76 OF THE CODE OF ORDINANCES,
CHARTER TOWNSHIP OF YPSILANTI, TO ADJUST WATER RATES**

Jeff Castro, YCUA Director, stated that at the regular meeting on August 22, 2018 the YCUA Board of Commissioners would consider the water and sewer modification to the current rate structure. He said under the new rate structure the minimum use charge will be replaced with a readiness to serve charge. Mr. Castro said the proposed readiness to serve charge rate structure is more economical for our customers. He said the readiness to serve charge rate structure had become the main rate method for utilities while the minimum use charge method was being phased out. He said the current rate structure dates back to the 1970's. He said YCUA was requesting the Boards' consideration for a change in ordinances to modify the current rate structure that would take effect October 1, 2018. Mr. Castro stated a draft of these three ordinances was included in the packet. He said he anticipates that the YCUA Board of Commissioners would

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE TUESDAY, AUGUST 21, 2018 WORK SESSION
PAGE 4

consider the recommendation to the Board of Trustees to modify the current minimum use structure and replace it with the readiness to service charge at their meeting on August 22, 2018. He said currently if someone used one unit of water the charge would be \$59.41 but with the new readiness to serve structure for one unit of water the charge would be \$36.38. He said if residents use 12 units of water on the current plan they would pay \$94.94 and on the new plan they would pay \$100.34. Mr. Castro stated one unit of water equals 748 gallons. He said for every 748 gallons of water a customer would pay \$3.23.

Trustee Jarrell Roe said she spoke with Mr. Castro and he said about 25% of YCUA customers use less than six units of water.

Trustee Ross-Williams asked what the average use for residents in Ypsilanti Township was. Mr. Castro stated the average was 10-12 units every two months.

Trustee Eldridge said that about 78% of residents would see an increase in their water bill and Mr. Castro confirmed that, but said some would only be a minor increase.

Treasurer Doe stated that 78% would pay more now but 13% have been paying more for over 40 years. Trustee Eldridge asked what other areas were using this new system. Mr. Castro stated that both Saline and Canton were using the readiness to serve charge.

Trustee Jarrell Roe stated Ypsilanti Township helps residents pay their water bill when they are not able to do so.

Supervisor Stumbo stated the new structure promotes the right rate for all residents so they only pay for what they use. Mr. Cooperwasser from Tetra Tech, stated about 50%-75% of communities in Michigan were using the readiness to serve structure.

Clerk Lovejoy Roe stated she supports the change since it would help the residents' who have struggled to pay and only used the minimum. She said it would also help with conservation since everyone pays for their own usage.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE TUESDAY, AUGUST 21, 2018 WORK SESSION
PAGE 5**

Trustee Ross-Williams said she was concerned for the 78% of residents who would pay more and not understand the change. Mr. Castro stated they would be sending a letter to all residents explaining the change.

CONSENT AGENDA

A. MINUTES OF THE JUNE 17, 2018 WORK SESSION, CLOSED AND REGULAR MEETING AND THE JULY 24, 2018 SPECIAL MEETING

B. STATEMENTS AND CHECKS

- 1. STATEMENTS AND CHECKS FOR AUGUST 7, 2018 IN THE AMOUNT OF \$1,776.651.95**
- 2. STATEMENTS AND CHECKS FOR AUGUST 21, 2018 IN THE AMOUNT OF \$970,718.10**
- 3. CLARITY HEALTH CARE DEDUCTIBLE ACH EFT FOR JULY 2018 IN THE AMOUNT OF \$44,494.00**
- 4. CLARITY HEALTH CARE ADMIN FEE JULY 2018 IN THE AMOUNT OF \$1,096.50**

C. JUNE 2018 TREASURER'S REPORT

Supervisor Stumbo stated she would like to thank Kristi Troy for her quick study, helping with the audit and tax collection during the difficult past year.

ATTORNEY REPORT

- A. GENERAL LEGAL UPDATE (to be given at the Regular Meeting)**

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE TUESDAY, AUGUST 21, 2018 WORK SESSION
PAGE 6**

OLD BUSINESS

- 1. 2nd READING OF RESOLUTION 2018-18, PROPOSED ORDINANCE 2018-479,
AN ORDINANCE AMENDING THE CHARTER TOWNSHIP OF YPSILANTI'S
CODE OF ORDINANCES, CHAPTER 46 TOWNSHIP PARKS, SECTION 61
(FIRST READING HELD AT THE JULY 17, 2018 REGULAR MEETING)**

Supervisor Stumbo stated the state law changed allowing air and gas soft guns or paint ball guns to be carried in township parks but our Ordinance prohibits them from being discharged in the township parks.

- 2. RESOLUTION 2018-21, ESTABLISH TOWNSHIP SUPERVISOR'S SALARY
(TABLED AT THE July 17, 2018 REGULAR MEETING)**
- 3. RESOLUTION 2018-22, ESTABLISH TOWNSHIP CLERK'S SALARY
(TABLED AT THE JULY 17, 2018 REGULAR MEETING)**
- 4. RESOLUTION 2018-23, ESTABLISH TOWNSHIP TREASURER'S SALARY
(TABLED AT THE July 17, 2018 REGULAR MEETING)**

Treasurer Doe stated he was the reason the Salary Resolutions were tabled at the last meeting. He said we are one of the top ten townships in the State of Michigan based on their population. He passed out a break down on other municipalities' salaries in the top ten. He said the Supervisor makes \$79,400.00, which is the same salary as the Clerk and Treasurer, but the average wage on this handout was \$100,000.00 for the Supervisor. He said he then took out the highest salary and lowest salary and the average came out to about \$96,000.00. Treasurer Doe recommended that we give the Supervisor a larger raise to at least \$85,000.00 or \$86,000.00. Treasurer Doe would like to form a commission that would look at all the salaries and give a recommendation to the board on what they all should be making.

Supervisor Stumbo stated she was not comfortable being present for this discussion.

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE TUESDAY, AUGUST 21, 2018 WORK SESSION
PAGE 7

Trustee Jarrell Roe asked Treasurer Doe if he looked at the Clerk and Treasurer wages for the top ten Townships. Treasurer Doe responded he felt he got a fair wage for what he does. He said that looking at the other top 10 supervisors he believes the supervisor is under paid. Trustee Jarrell Roe stated that she believes over the last year Treasurer Doe had worked harder than anyone. Treasurer Doe said he was a delegator and he delegates. He stated he was fortunate to have Kristi Troy as his Deputy and as you have heard tonight, she has done an excellent job. Trustee Jarrell Roe stated she believes in solidarity among the three full time officials no matter who they are because its' about the positions and not the persons. She said she knows how hard Supervisor Stumbo works and if she had her way she would double all the salaries of the Full Time Officials.

Trustee Jarrell Roe asked Treasurer Doe when she looked back on our budget and the Treasurer reports and she realized we had lower revenues and wondered if that was a concern. Treasurer Doe stated the Treasurers' Report currently reflects money that was taken out for the Schools and Library. He said we do not start collecting money from taxes for the Township until December. He said it appears that our accounts are depleted but those dollars will be replaced in December when we start receiving the revenues from the winter taxes. He said the money collected now must be turned over within 7 days to the schools and the library. Treasurer Doe stated that in all the top 10 townships in Michigan their Supervisors make larger salaries than our Supervisor.

Trustee Eldridge said he would oppose a compensation committee because the people elected us and wages should be determined by the seven of us. He said he was not opposed to an increase but an appropriate time would be in November when we were looking at the budget.

Trustee Ross-Williams stated she concurred with Trustee Eldridge. She said she agrees with Treasurer Doe that someone who had 24/7 responsibilities should make a higher salary.

Clerk Lovejoy Roe stated that when she was Supervisor she recommended not having a hierarchical board and making the three positions equal as they shared in decision-making. She said she did some research when Larry told her what he

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE TUESDAY, AUGUST 21, 2018 WORK SESSION
PAGE 8

wanted to propose. Clerk Lovejoy Roe stated that Ypsilanti Township Elected Officials salaries were right at the 50 percentile of all townships with comparable taxable values. She said 25% of all three elected officials were paid more and 25% were paid less. She said the Big 10 was based on population and we are the sixth largest. She said most all the wages for the Elected Officials were based on the taxable value (SEV), on the revenue of the townships. She said when you have the recession as we did all the officials may have to work harder to keep the organization together. She said all of them including the employees shared in that sacrifice with the increased workload. Clerk Lovejoy Roe said that although our SEV dropped our population has grown. She said that previously we always got the same percent the union employees received.

Treasurer Doe said he believed that the Supervisor should have her salary raised now but if the board would want to wait for the budget he would abide by that.

Supervisor Stumbo thanked Treasurer Doe for his kind words and appreciated what he said but she agrees with the 3% increase now and discussing the rest during the budget in December. She said we talked about a compensation committee for a long time and it would be more independent, it would not be political, it would not be personal and when you do that, you can reject the recommendation or accept it. She said she could see why a compensation committee was used in other communities.

Trustee Wilson, Jr. stated that he agreed with different points from everyone but solidarity is a little misconstrued. He said solidarity came when previous boards chose not to take an increase because their employees did not get an increase or you were taking a 3% raise because your employees received 3%. He said solidarity was not necessarily the three officials having the same salary because the face of every organization is paid a little more even in labor unions. He said he did not think it was wrong to give an increase to the Supervisor because whoever the Supervisor was they were the face of the organization and they should be compensated more. He said he would be fine with waiting until the budget but he does believe the Supervisor should be paid more. Trustee Wilson said he was not in agreement with the compensation committee and he said this board could handle

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE TUESDAY, AUGUST 21, 2018 WORK SESSION
PAGE 9**

it. He said he would also like to see the data for the Treasurer and Clerk salaries from the Big 10 townships.

NEW BUSINESS

1. BUDGET AMENDMENT #12

Clerk Lovejoy Roe explained Budget Amendment #12.

2. 1ST READING OF ORDINANCE 2018-480, AN ORDINANCE TO AMEND CHAPTER 62, ARTICLE IV, SECTION 62-76 OF THE CODE OF ORDINANCES, CHARTER TOWNSHIP OF YPSILANTI, TO ADJUST WATER SERVICE RATES.

Jeff Castro, YCUA Director explained the three ordinances were not for a rate increase because the rate structure was revenue neutral. He said the three ordinances were the (RTS) rate structure for the water, (RTS) rate structure for the sewer, and the surcharge which was being removed but it was being incorporated into the (RTS) commodity rate. He said a 2% sewer increase and a 0% water increase were going to be incorporated in the old water rate. Mr. Castro stated that if they had not come with the ready to serve program there would have been a 2% sewer increase and a 0% water increase.

Supervisor Stumbo asked if the increase on the water would be a certain percentage when you put all the numbers together and its' all incorporated in the three ordinances. Mr. Castro said yes that it would be a 0% increase for water and a 2% increase for sewer. Trustee Eldridge stated it would not be an increase in YCUA's revenue but for 78% of the residents it would be an increase. Mr. Castro confirmed that but stated they would get the information out to residents.

Trustee Jarrell Roe, Trustee Eldridge, and Trustee Ross-Williams shared suggestions for Mr. Castro when explaining the changes to residents to make it easier for residents to understand the change.

Supervisor Stumbo suggested Mr. Castro bring a draft letter to the next board meeting. Mr. Castro said he would. Supervisor Stumbo stated this was the first

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE TUESDAY, AUGUST 21, 2018 WORK SESSION
PAGE 10**

reading so there was time for Mr. Castro to bring to the board a clearer explanation of the changes. She said changing to the ready to serve structure was the right thing to do because residents would only pay for what they use.

- 3. 1st READING OF ORDINANCE 2018-481, AN ORDINANCE TO AMEND CHAPTER 62, ARTICLE IV, SECTION 62-77 OF THE CODE OF ORDINANCES, CHARTER TOWNSHIP OF YPSILANTI, TO ADJUST SEWAGE DISPOSAL RATES**
- 4. 1st READING OF ORDINANCE 2018-482, AN ORDINANCE TO REPEAL CHAPTER 62, ARTICLE IV, SECTION 62-79(K) OF THE CHARTER TOWNSHIP OF YPSILANTI CODE OF ORDINANCES**
- 5. REQUEST APPROVAL OF PROPOSAL FROM OHM FOR PROFESSIONAL ENGINEERING DESIGN SERVICES FOR A BUS STOP AT SCHOONER COVE BLVD. AND S. HURON RIVER DR. IN THE AMOUNT OF \$14,330.00 BUDGETED IN LINE ITEM #101-970-000-974-100 CONTINGENT UPON THE FOLLOWING CONDITIONS:**
 - 1. APPROVAL OF THE WASHTENAW COUNTY ROAD COMMISSION**
 - 2. OBTAINING EASEMENTS**
 - 3. APPROVAL OF THE WASHTENAW COUNTY OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT**
 - 4. APPROVAL OF TOWNSHIP ATTORNEY**

Supervisor Stumbo stated CDBG funds would be used to pay for this bus stop. Trustee Jarrell Roe and Trustee Ross-Williams questioned other areas in the Township that may qualify for bus shelters.

Trustee Eldridge asked why we were using CDBG funds and why this was not covered by the millage for AAATA. Supervisor Stumbo and Clerk Lovejoy Roe stated bus shelters were not included in the millage.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE TUESDAY, AUGUST 21, 2018 WORK SESSION
PAGE 11**

- 6. REQUEST OF WAYNE DUDLEY, PUBLIC SERVICES SUPERINTENDENT FOR APPROVAL OF A CHANGE ORDER WITH TECHNICAL ENVIRONMENTAL SERVICES FOR SOIL REMEDIATION DURING THE FUEL TANK REMOVAL AT THE CIVIC CENTER IN THE AMOUNT OF \$2,453.89 BUDGETED IN LINE ITEM #101-265-000-931-020**

- 7. REQUEST OF WAYNE DUDLEY, PUBLIC SERVICES SUPERINTENDENT TO ACCEPT A DONATION IN AN AMOUNT NOT TO EXCEED \$2,400.00 FROM THE STRICOF FAMILY FOUNDATION FOR THE INSTALLATION OF WINDSCREENS AT THE FORD LAKE PARK PICKLEBALL COURTS AND TO WAIVE THE FINANCIAL POLICY AND ACCEPT THE QUOTE FROM ALL COURT FABRICS IN THE AMOUNT OF \$2,400.00 FOR THE WINDSCREENS BUDGETED IN LINE ITEM #212-212-000-977-000**

Wayne Dudley, Public Service Superintendent stated the family would donate the money once the Board approves it. Mr. Dudley said then we would use the quote from the vendor that they have used in other communities. He said we would use our staff to install it with the Pickle Ball Associations' help.

- 8. REQUEST OF MICHAEL SARANEN, HYDRO OPERATIONS FOR APPROVAL OF CHANGE ORDER #2 FROM JAMES LEFFEL AND COMPANY FOR ADDITIONAL WORK ON GENERATOR #2 IN THE AMOUNT OF \$47,760.00 BUDGETED IN LINE ITEM #252-252-000-977-000**

- 9. REQUEST OF MICHAEL RADZIK, OCS DIRECTOR FOR APPROVAL OF THE AUTHORIZING DOCUMENT FOR CONVERSION SERVICES WITH THE STATE OF MICHIGAN RECORDS MANAGEMENT SERVICES AND GRAPHIC SCIENCES, INC. TO \$73,000.00 BUDGETED IN LINE ITEM #249-249-000-801-000**

Mike Radzik, OCS Director explained the volumes of files that would be converted into digital format. He said Graphic Sciences, Inc. would convert the old files into digital. He said they were the company that was approved by the State of Michigan to do this conversion. Mr. Radzik stated the company would come in and box all

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE TUESDAY, AUGUST 21, 2018 WORK SESSION
PAGE 12**

the files up and transport them to their facility. He said it was estimated that it would take them two to three days to box up the files which would be in 300-400 boxes and would take them about 10 weeks to complete. Mr. Radzik said that during that time if a document was needed from those files, we would contact them and they would send us a copy of what we needed. Mr. Radzik stated he would like to make his request contingent upon successful completion of the test files. He said he sent them a sample of about 30-40 files which we expected back by now and they called yesterday and said they ran into a glitch, they didn't realize we were one of few departments that have color photos and that makes a difference in how they do it. Mr. Radzik said this would not affect the cost but it would affect the file size.

Attorney Winters asked if it would be possible for them to take some of the boxes at a time so all the files would not be taken away at the same time in case there were a catastrophe such as a fire, all our files would not be destroyed. Mr. Radzik said they would take them in 50 box increments.

Clerk Lovejoy Roe suggested Mr. Radzik have the documents put on the silver CDs'. She said they did that when they converted the files in the Clerks' Office and she suggested they have two sets of CDs' made.

Work session adjourned at 7:01 p.m.

Respectfully Submitted,

Karen Lovejoy Roe, Clerk

CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE TUES., AUGUST 21, 2018 REGULAR BOARD MEETING

Supervisor Stumbo called the meeting to order at approximately 7:03 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, Monica Ross-Williams, and Jimmie Wilson, Jr.

Members Absent: none

Legal Counsel: Wm. Douglas Winters

PUBLIC COMMENTS

Jennifer Sporer, Township Resident stated she was an election inspector and would like the Board to approve the wage increase for election inspectors. She said working the election was public service but it also was a 14-16 hour day and you do not get paid overtime.

Steven Hodak, Township Resident asked if there was a committee for the snow removal ordinance. He said if there was a sub-committee he would like to be included in it and they could come up with a proposal to present to the board so precious board time would not be used for ironing out the pros and cons.

Arloa Kaiser, Township Resident presented pictures to the Board and stated she was opposed to the snow ordinance. She said she had a petition that many people have signed who oppose a snow ordinance. She said the pictures show snow and ice and as the board could see from the pictures, the ice would be very hard to remove from the sidewalk.

Robert Harrison, Township Resident stated he would like the board to approve the wage increase for election workers. He said it was a long day and not too many people would want to take up their full day working the election.

Steven Hodak, Township Resident said that when they moved here he couldn't believe that wheelchair bound residents could not get down Washtenaw or Packard in the winter because of the snow.

Emma Ridener, Township Resident said her neighborhood does not get plowed and they have a lot of disabled and elderly residents. She said they have a very hard time getting around when there is snow but their street doesn't get plowed out either. She said it would be a burden to remove snow from sidewalks and then not be able to get down the road because it wasn't plowed. She said she was against a snow ordinance but would like to get her street plowed.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE TUES., AUGUST 21, 2018 BOARD MEETING
PAGE 2**

Supervisor Stumbo introduced Sarah Jo Shipley the new Economic Development Director. Ms. Shipley stated she was happy to be back home in Ypsilanti Township. She said her last position was with the City of Kalamazoo. She said she was glad to bring her skills back to the township where she was born and raised.

CONSENT AGENDA

A. MINUTES OF THE JUNE 17, 2018 WORK SESSION, CLOSED AND REGULAR MEETING AND THE JULY 24, 2018 SPECIAL MEETING

B. STATEMENTS AND CHECKS

- 1. STATEMENTS AND CHECKS FOR AUGUST 7, 2018 IN THE AMOUNT OF \$1,776.651.95**
- 2. STATEMENTS AND CHECKS FOR AUGUST 21, 2018 IN THE AMOUNT OF \$970,718.10**
- 3. CLARITY HEALTH CARE DEDUCTIBLE ACH EFT FOR JULY 2018 IN THE AMOUNT OF \$44,494.00**
- 4. CLARITY HEALTH CARE ADMIN FEE JULY 2018 IN THE AMOUNT OF \$1,096.50**

C. JULY 2018 TREASURER'S REPORT

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

Attorney Winters stated they have reached an agreement with AFSCME Local 3451 and the contract had been ratified. He said he has asked the Board to set aside Friday, August 24, 2018 for a Special Board Meeting.

Attorney Winters stated they have a closing date for tomorrow for one of the vacant parcels in Liberty Square. He said he just received confirmation today that another owner, who resides in California, has agreed to proceed via Fed Ex to complete the closing on their parcel. He said when those two closings were completed there would be only two parcels of land left to be purchased in Liberty Square. He said they were in negotiations with one of the owners.

Attorney Winters stated that regarding the houses the Township had purchased for Habitat for Humanity, the Quick Claims Deeds from the County Treasurer had been received. He said Habitat for Humanity would be taking these houses over soon.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE TUES., AUGUST 21, 2018 BOARD MEETING
PAGE 3**

Attorney Winters stated there was an agenda item tonight regarding a cell tower and this would be one of the last remaining cell towers that the township has leased over the years. He said they had an agreement for the cell tower company to pay up front all future payments in one lump sum of \$175,000.00 to the Township but Towerpoint Capital wanted to prorate a check we had received from Crown Castle of \$18,900.00. He said we did not do that but this year they came back and increased the amount to \$176,400.00 and the \$18,900.00 check we received this month we will keep.

Attorney Winters stated in regards to Rivergrove Townhomes an action for quiet title would be filed to make sure the successful bidder for the proposals would have an insurable title. He said this would allow the new owner to receive a warranty deed so they could receive financing.

Attorney Winters stated they had proceeded in good faith with Ypsilanti Community Schools regarding the demolition of Kettering and Thurston Schools in Ypsilanti Township. He said those schools have been abandoned by Ypsilanti Community Schools and have been deteriorating. He said if this were an entity, other than the Ypsilanti School District the Township would have already taken legal action against them. Attorney Winters stated last spring they had met with YCS Officials who assured us they would proceed with the demolition of those schools and they have not. He said he had sent many emails and letters asking for a time line for this project and on July 23, 2018 he received an email from the Superintendent that said the project was costing more than they had planned so they would move forward with the demolition of Kettering but the Thurston demolition was on hold. Attorney Winters said that was not our agreement. Mr. Winters stated the Supervisors' Office received an email today stating that YCS Board had decided to include the demolition of these two buildings as part of their sinking fund proposal which will be on November 6, 2018 ballot. Mr. Winters said that YCS is leaving it up to the voters to decide what to do with these buildings. Attorney Winters stated with Board approval he would take legal action regarding the demolishing of these buildings.

Trustee Jarrell Roe thanked Attorney Winters for his persistence on these matters. She said these abandoned buildings are terrible for the residents in these neighborhoods but she was very disappointed in the leadership for YCS. She said it is hard to teach students to be quality people, and to be upstanding citizens and follow through with their word when the leadership in their schools are not responsible at keeping their promises.

Trustee Wilson, Jr. thanked Attorney Winters in dealing with all the behind the scenes things going on in the township. He said he was behind it 100% to do anything necessary to rectify this situation with Ypsilanti Community Schools. He said in the November election there would be a millage but there would also be three vacant seats for Ypsilanti Community School Board of Education.

Trustee Ross-Williams thanked Attorney Winters and other Township personnel who have tried to get this situation with Ypsilanti Community Schools rectified. She

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE TUES., AUGUST 21, 2018 BOARD MEETING
PAGE 4**

said as an alumni from Ypsilanti Public Schools it was very disappointing that YCS has not followed through with their promises regarding Kettering and Thurston School. She said it was not right that the residents have to vote for a sinking fund millage to try and get these schools demolished.

Clerk Lovejoy Roe stated it was disappointing that we have spent so much time on a promise that they would not keep. She said also disappointing was that most of Willow Run Schools are not being used in the combined district of Ypsilanti Community Schools. Clerk Lovejoy Roe stated the district was trying to make the residents pay for demolishing schools that the school district has abandoned. She said the residents in the Willow Run School District pay higher taxes than anyone in Washtenaw County and possibly in the State of Michigan because they had a huge bond when they built the new high school and the new middle school which are now closed. She said it was very unfair to make those residents pay even more for the demolition of the school buildings which are destroying their neighborhood. She suggested getting a group together and go to their Board meeting since they seem to be ignoring any letters that have been sent to them.

Supervisor Stumbo stressed the goal of the Township was always for compliance as we do not want to take people to court. She said we relied on their commitment to do what they promised, we told the residents in those areas that it would be taken care of, and Ypsilanti Community Schools violated the public trust. Supervisor Stumbo stated we had already authorized court action, if necessary, and she said it was necessary.

Mike Radzik, OCS Director stated the sale of Gault Village closed on Friday, August 17, 2018. He said Attorney McLain has been in contact with a local attorney who will represent the new owner. Mr. Radzik stated Attorney McLain was arranging to add the new owner to the existing lawsuit and he would move forward pressing for a time line for renovation and improvements that was previously agreed to. He said, with caution, they are optimistic with this new owner.

OLD BUSINESS

- 1. 2nd READING OF RESOLUTION 2018-18, PROPOSED ORDINANCE 2018-479, AN ORDINANCE AMENDING THE CHARTER TOWNSHIP OF YPSILANTI'S CODE OF ORDINANCES, CHAPTER 46 TOWNSHIP PARKS, SECTION 61 (FIRST READING HELD AT THE JULY 17, 2018 REGULAR MEETING)**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to Approve 2ND Reading of Resolution 2018-18, Proposed Ordinance 2018-479, an Ordinance Amending the Charter Township of Ypsilanti's Code of Ordinances, Chapter 46 Township Parks, Section 61 (First Reading Held at the July 17, 2018 Regular Meeting) (see attached).

Supervisor Stumbo stated the state law changed allowing air and gas soft guns or paint ball guns to be carried in township parks but our Ordinance prohibits them from being discharged in the township parks.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE TUES., AUGUST 21, 2018 BOARD MEETING
PAGE 5**

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

The motion carried.

**2. RESOLUTION 2018-21, ESTABLISH TOWNSHIP SUPERVISOR'S SALARY
(TABLED AT THE July 17, 2018 REGULAR MEETING)**

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

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

A motion was made by Clerk Lovejoy Roe, supported by Trustee Wilson to Approve Resolution 2018-21, Establish Township Supervisor's Salary (see attached).

The motion carried unanimously.

**3. RESOLUTION 2018-22, ESTABLISH TOWNSHIP CLERK'S SALARY
(TABLED AT THE JULY 17, 2018 REGULAR MEETING)**

A motion was made by Trustee Jarrell, supported by Trustee Eldridge to Remove from Table.

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

A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to Approve Resolution 2018-21, Establish Township Clerk's Salary (see attached).

The motion carried unanimously.

**4. RESOLUTION 2018-23, ESTABLISH TOWNSHIP TREASURER'S SALARY
(TABLED AT THE July 17, 2018 REGULAR MEETING)**

A motion was made by Trustee Jarrell Roe, supported by Trustee Eldridge to Remove from Table.

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

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE TUES., AUGUST 21, 2018 BOARD MEETING
PAGE 6**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Jarrell Roe to Approve Resolution 2018-21, Establish Township Treasurer's Salary (see attached).

The motion carried unanimously.

NEW BUSINESS

1. BUDGET AMENDMENT #12

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

The motion carried unanimously.

2. 1ST READING OF ORDINANCE 2018-480, AN ORDINANCE TO AMEND CHAPTER 62, ARTICLE IV, SECTION 62-76 OF THE CODE OF ORDINANCES, CHARTER TOWNSHIP OF YPSILANTI, TO ADJUST WATER SERVICE RATES.

A motion was made by Clerk Lovejoy Roe, supported by Trustee Jarrell Roe to Approve 1st Reading of Ordinance 2018-480, an Ordinance to Amend Chapter 62, Article IV, Section 62-76 of the Code of Ordinances, Charter Township of Ypsilanti, to Adjust Water Service Rates (see attached).

Jeff Castro, YCUA Director, stated that at the regular meeting on August 22, 2018 the YCUA Board of Commissioners would consider the water and sewer modification to our current rate structure. He said under the new rate structure the minimum use charge would be replaced with a readiness to serve charge. Mr. Castro said the proposed readiness to serve charge rate structure was more equitable for our customers to pay a consumption rate at every interval of usage. He said the readiness to serve charge rate structure had become the main rate method for utilities while the minimum use charge method was being phased out. He said our current rate structure dates back to the 1970's. He said YCUA is requesting the Boards' consideration for a change in ordinances to modify the current rate structure that would take effect October 1, 2018. Mr. Castro stated a draft of these three ordinances were included in the packet. He said he anticipates that the YCUA Board of Commissioners would consider the recommendation to the Board of Trustees to modify the current minimum use structure and replace it with the readiness to service charge at their meeting on August 22, 2018. He said the readiness to serve charge for water would be \$14.94 every two months and for sewer it would be \$15.68 every two months for a total of \$30.62 plus each customer would be charged \$5.81 for every 100 cubic feet of water and sewer. He said under the current rate structure a customer who now uses 2 units of water would pay \$59.41 but with the readiness to serve they will pay \$42.24 for 2 units of water. He said a customer using 4 units of water under the old structure they would pay the same \$59.41 but with the readiness to serve they would pay \$53.86 for 4 units of water. Mr. Castro said that if a customer has a sprinkling meter currently if they use 1 unit of water they pay \$30.63 under the readiness to serve

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE TUES., AUGUST 21, 2018 BOARD MEETING
PAGE 7**

they would pay \$10.23. Mr. Castro stated the average customer uses 12 units of water and with the old system they would pay \$94.94 every two months and with the readiness to serve system they would pay \$100.34 every two months.

Supervisor Stumbo stated with this new system everyone pays for what they use and since the 1970's the customers that used less paid more than the customers who used more. She said this new system would be a fairer structure for residents.

Trustee Jarrell Roe stated that if residents were struggling with paying their water and sewer bills the Township has a program that helps our residents pay for their water and sewer.

Trustee Ross-Williams said she needs more clarity before the next reading.

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

The motion carried unanimously.

**3. 1st READING OF ORDINANCE 2018-481, AN ORDINANCE TO AMEND
CHAPTER 62, ARTICLE IV, SECTION 62-77 OF THE CODE OF ORDINANCES,
CHARTER TOWNSHIP OF YPSILANTI, TO ADJUST SEWAGE DISPOSAL RATES**

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve 1st Reading of Ordinance 2018-481, an Ordinance to Amend Chapter 62, Article IV, Section 62-77 of the Code of Ordinances, Charter Township of Ypsilanti, to Adjust Sewage Disposal Rates (see attached).

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

The motion carried unanimously.

**4. 1st READING OF ORDINANCE 2018-482, AN ORDINANCE TO REPEAL
CHAPTER 62, ARTICLE IV, SECTION 62-79(K) OF THE CHARTER TOWNSHIP
OF YPSILANTI CODE OF ORDINANCES**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Jarrell Roe to Approve 1st Reading of Ordinance to Repeal Chapter 62, Article IV, Section 62-79(K) of the Charter Township of Ypsilanti Code of Ordinances (see attached).

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

The motion carried unanimously.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE TUES., AUGUST 21, 2018 BOARD MEETING
PAGE 8**

- 5. REQUEST APPROVAL OF PROPOSAL FROM OHM FOR PROFESSIONAL ENGINEERING DESIGN SERVICES FOR A BUS STOP AT SCHOONER COVE BLVD. AND S. HURON RIVER DR. IN THE AMOUNT OF \$14,330.00 BUDGETED IN LINE ITEM #101-970-000-974-100 CONTINGENT UPON THE FOLLOWING CONDITIONS:**

- 1. APPROVAL OF THE WASHTENAW COUNTY ROAD COMMISSION**
- 2. OBTAINING EASEMENTS**
- 3. APPROVAL OF THE WASHTENAW COUNTY OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT**
- 4. APPROVAL OF TOWNSHIP ATTORNEY**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Wilson to Approve Proposal from OHM for Professional Engineering Design Services for a Bus Stop at Schooner Cove Blvd. and S. Huron River Dr. in the Amount of \$14,330.00 Budgeted in Line Item #101-970-000-974-100 Contingent Upon the Following Conditions (see attached):

- 1. APPROVAL OF THE WASHTENAW COUNTY ROAD COMMISSION**
- 2. OBTAINING EASEMENTS**
- 3. APPROVAL OF THE WASHTENAW COUNTY OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT**
- 4. APPROVAL OF TOWNSHIP ATTORNEY**

Supervisor Stumbo asked Jessica Howard how much a bus shelter would cost. Jessica Howard, OHM stated they prepare the pad and make sure it was handicap accessible and AAATA puts in the shelter so she doesn't know exactly what it would cost. Attorney Winters confirmed that OHM prepared the drawings for the pad but he asked who would build it. Ms. Howard said it would go out for bid through Ypsilanti Township. Attorney Winters was concerned who would be overseeing the project because it would need to follow ADA regulation.

A motion was made by Clerk Lovejoy Roe, supported by Trustee Wilson to add a friendly amendment to #4 Approval of Township Attorney and whatever Indemnification the Attorney would want added to the contract to protect the Township of Ypsilanti.

The motion and amendment carried unanimously.

- 6. REQUEST OF WAYNE DUDLEY, PUBLIC SERVICES SUPERINTENDENT FOR APPROVAL OF A CHANGE ORDER WITH TECHNICAL ENVIRONMENTAL SERVICES FOR SOIL REMEDIATION DURING THE FUEL TANK REMOVAL AT THE CIVIC CENTER IN THE AMOUNT OF \$2,453.89 BUDGETED IN LINE ITEM #101-265-000-931-020**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Jarrell Roe to Approve the Request of Wayne Dudley, Public Services Superintendent for

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE TUES., AUGUST 21, 2018 BOARD MEETING
PAGE 9**

Approval of a Change Order with Technical Environmental Services for Soil Remediation during the Fuel Tank Removal at the Civic Center in the Amount of \$2,453.89 Budgeted in Line Item #101-265-000-931-020.

The motion carried unanimously.

- 7. REQUEST OF WAYNE DUDLEY, PUBLIC SERVICES SUPERINTENDENT TO ACCEPT A DONATION IN AN AMOUNT NOT TO EXCEED \$2,400.00 FROM THE STRICOF FAMILY FOUNDATION FOR THE INSTALLATION OF WINDSCREENS AT THE FORD LAKE PARK PICKLEBALL COURTS AND TO WAIVE THE FINANCIAL POLICY AND ACCEPT THE QUOTE FROM ALL COURT FABRICS IN THE AMOUNT OF \$2,400.00 FOR THE WINDSCREENS BUDGETED IN LINE ITEM #212-212-000-977-000**

A motion was made by Trustee Ross-Williams, supported by Trustee Wilson to Approve Request of Wayne Dudley, Public Services Superintendent to Accept a Donation in an Amount not to Exceed \$2,400.00 from the Stricof Family Foundation for the Installation of Windscreens at the Ford Lake Park Pickleball Courts and to Waive the Financial Policy and Accept the Quote from All Court Fabrics in the Amount of \$2,400.00 for the Windscreens Budgeted in Line Item #212-212-000-977-000

The motion carried unanimously.

- 8. REQUEST OF MICHAEL SARANEN, HYDRO OPERATIONS FOR APPROVAL OF CHANGE ORDER #2 FROM JAMES LEFFEL AND COMPANY FOR ADDITIONAL WORK ON GENERATOR #2 IN THE AMOUNT OF \$47,760.00 BUDGETED IN LINE ITEM #252-252-000-977-000**

A motion was made by Trustee Eldridge, supported by Treasurer Doe to Approve Request of Michael Saranen, Hydro Operations for Approval of Change Order #2 from James Leffel and Company for Additional Work on Generator #2 in the Amount of \$47,760.00 Budgeted in Line Item #252-252-000-977-000.

The motion unanimously.

- 9. REQUEST OF MICHAEL RADZIK, OCS DIRECTOR FOR APPROVAL OF THE AUTHORIZING DOCUMENT FOR CONVERSION SERVICES WITH THE STATE OF MICHIGAN RECORDS MANAGEMENT SERVICES AND GRAPHIC SCIENCES, INC. TO \$73,000.00 BUDGETED IN LINE ITEM #249-249-000-801-000**

A motion was made by Trustee Jarrell Roe, supported by Trustee Wilson to Approve Request of Michael Radzik, OCS Director for Approval of the Authorizing Document for Conversion Services with the State of Michigan Records Management Services and Graphic Sciences, Inc. to \$73,000.00 Budgeted in Line Item #249-249-000-801-000 (see attached).

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE TUES., AUGUST 21, 2018 BOARD MEETING
PAGE 10**

A motion was made by Trustee Jarrell Roe, supported by Trustee Wilson to add a friendly amendment contingent upon Attorney review of the document and successful completion of the random sample testing.

Trustee Eldridge stated that with all this technology we would probably need to upgrade our network.

Trustee Ross-Williams asked about the contract stating they would charge monthly. Mr. Radzik stated that would be how it would be charged when they take small increments of the documents but no matter how they get the documents it would not increase the cost of the project.

Supervisor Stumbo asked if the residents would have access to this information once it was digital. Mr. Radzik stated the purpose of going digital was for easy access internally whether those records would be put on our web site that would be for the Board to decide. He said the files would need to be reviewed by legal counsel to see if any information was confidential. Supervisor Stumbo stated it would be a good service for our residents if it was on the website as view only information.

Clerk Lovejoy Roe said there was software that was protected and you could decide what could be viewed and what can't. She said this software was guaranteed that the information cannot be manipulated or moved.

Mr. Radzik stated once the information was digital we don't receive the 400 boxes back, they go to the State and they destroy the records. Clerk Lovejoy Roe said the statement in the contract states it was up to the Township to make sure the retention time was adequate to destroy the records. She said she thinks we need to have them hold the documents until we get the new software.

The motion and amendment carried unanimously.

10. REQUEST OF MIKE RADZIK, OCS DIRECTOR FOR AUTHORIZATION TO SEEK LEGAL ACTION IF NECESSARY TO ABATE PUBLIC NUISANCE FOR PROPERTY LOCATED AT 1375 N. PROSPECT RD. AND 1777 SMITH ST. IN THE AMOUNT OF \$20,000.00 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 to Property Located at 1375 N. Prospect Rd. and 1777 Smith St. in the Amount of \$20,000.00 budgeted in Line Item #101-950-000-801-023

The motion carried unanimously.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE TUES., AUGUST 21, 2018 BOARD MEETING
PAGE 11**

11. REQUEST OF KAREN WALLIN, HUMAN RESOURCES FOR AUTHORIZATION TO CHANGE PROVIDERS FOR SHORT TERM DISABILITY, LONG TERM DISABILITY AND LIFE INSURANCE COVERAGE TO DEARBORN NATIONAL AND RAISE LIFE INSURANCE COVERAGE FOR RETIREES TO \$15,000.00

A motion was made by Trustee Jarrell Roe, supported by Trustee Eldridge to Approve Request of Karen Wallin, Human Resources for Authorization to Change Providers for Short Term Disability, Long Term Disability and Life Insurance Coverage to Dearborn National and Raise Life Insurance Coverage for Retirees to \$15,000.00.

A friendly Amendment was made by Trustee Jarrell Roe, supported by Trustee Eldridge to make this motion contingent upon Attorney review.

The motion and amendment carried unanimously.

12. REQUEST APPROVAL OF LETTER OF AGREEMENT FOR TOWERPOINT CAPITAL TO PURCHASE INTEREST IN THE CELL TOWER LOCATED AT 2801 HOLMES RD. IN THE AMOUNT OF \$176,400.00

A motion was made by Clerk Lovejoy Roe, supported by Trustee Jarrell Roe to Approve Request of Letter of Agreement for Towerpoint Capital to Purchase Interest in the Cell Tower Located at 2801 Holmes Rd. in the Amount of \$176,400.00 (see attached).

The motion carried unanimously.

13. REQUEST FOR A SALARY ADJUSTMENT OF \$3,000.00 FOR THE DEPUTY CLERK BEGINNING MONDAY, AUGUST 27, 2018 CHANGING THE CURRENT SALARY FROM \$59,188.00 TO \$62,188.00 FUNDED BY A LINE ITEM TRANSFER WITHIN THE CLERK'S BUDGET

Trustee Eldridge asked to go into closed session or bring it back when they can discuss this privately. He said this was a personnel issue and should not be discussed in an open forum. Trustee Ross-Williams agreed with Trustee Eldridge.

A motion to Table was made by Trustee Jarrell Roe, supported by Trustee Ross-Williams until the next scheduled board meeting in closed session if the Attorney indicates Closed Session would be Legal.

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

The motion carried unanimously.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE TUES., AUGUST 21, 2018 BOARD MEETING
PAGE 12**

14. REQUEST TO INCREASE ELECTION INSPECTORS HOURLY RATES TO \$13.00 PER HOUR BEGINNING WITH THE NOVEMBER 6, 2018 GENERAL ELECTION

A motion was made by Trustee Eldridge, supported by Trustee Wilson to Approve Request to Increase Election Inspectors Hourly Rates to \$13.00 Per Hour Beginning with the November 6, 2018 General Election.

Trustee Eldridge suggested to be more efficient with how many election workers were at each precinct. He said at the last election he came in at the end of the night and he was only about the 70th voter. He suggested that we focus on hiring college students to work at the polls.

Trustee Ross-Williams explained why she made a friendly amendment at the June 19, 2018 board meeting regarding the pay scale for election workers. She said she made her suggestion to comply with a happy median for the election workers. Ms. Ross-Williams stated there were other appointed and elected boards in Ypsilanti Township that have not had increases in their pay since she didn't know when, but we have not discussed giving them increases in their pay.

Clerk Lovejoy Roe explained why she scheduled the number of election workers at each precinct for the May election. She said that Trustee Eldridge must have been referring to the May election because she did not believe she had less than 800 voters at each precinct and some had close to 1000 at the August election. She said that at the May election she had scheduled more workers because she had people working who had never worked an election. She said she wanted them to get the experience they would need for the next two elections that she predicted would have a larger turnout. She said the smaller elections were great for training new inspectors.

The motion carried unanimously.

15. REQUEST TO SET A PUBLIC HEARING DATE OF TUESDAY, SEPTEMBER 18, 2018 AT APPROXIMATELY 7:00PM – SPECIAL ASSESSMENT TAX ROLL

A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to Approve Request to set a Public Hearing Date of Tuesday, September 18, 2018 at Approximately 7:00pm – Special Assessment Tax Roll

The motion carried unanimously.

AUTHORIZATION AND BIDS

- 1. REQUEST TO AWARD LOW BID FOR THE REPLACEMENT OF THE CIVIC CENTER ROOF TO WM. MOLNAR ROOFING IN THE AMOUNT OF \$183,000.00 WITH A CONTINGENCY AMOUNT OF \$20,000.00 FOR A TOTAL AMOUNT OF \$203,000.00 BUDGETED IN LINE ITEM #101-970-000-975-141 CONTINGENT UPON ATTORNEY APPROVAL**

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE TUES., AUGUST 21, 2018 BOARD MEETING
PAGE 13**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Eldridge to Approve Request to Award Low Bid for the Replacement of the Civic Center Roof to Wm. Molnar Roofing in the Amount of \$183,000.00 with a Contingency Amount of \$20,000.00 for a Total Amount of \$203, 000.00 Budgeted in Line Item #101-970-000-975-141 Contingent Upon Attorney Approval.

Jessica Howard, OHM stated there was only one bid for this job. She said the trades are having a hard time finding people to do the work.

Supervisor Stumbo stated part of this job would to be look at the glass leaking on the roof and the windows. Jessica Howard stated there would be testing done with the contractor and a representative from OHM and a third party tester from S&ME. She said they would determine how it was leaking and what would be the best way to repair it.

The motion carried unanimously.

- 2. REQUEST TO AWARD THE LOW BID FOR THE REPLACEMENT OF THE COMMUNITY CENTER ROOF TO WEATHERSEAL HOME IMPROVEMENT, LLC IN THE AMOUNT OF \$100,600.00 WITH UNIT PRICING AS NOTED IN THE PROPOSAL AND WITH A CONTINGENCY AMOUNT OF \$10,000.00 FOR A TOTAL AMOUNT OF \$118,600.00 BUDGETED IN LINE ITEM #101-970-000-976-008 CONTINGENT UPON ATTORNEY APPROVAL**

A motion was made by Treasurer Doe, supported by Trustee Ross Williams to Approve Request to Award the Low Bid for the Replacement of the Community Center Roof to Weatherseal Home Improvement, LLC in the Amount of \$100,600.00 with Unit Pricing as Noted in the Proposal and with a Contingency Amount of \$10,000.00 for a Total Amount of \$118,600.00 Budgeted in Line Item #101-970-000-976-008 Contingent Upon Attorney Approval.

Trustee Jarrell Roe said she saw that Wm. Molnar bid on both jobs but the Unit Pricing was missing. Jessica Howard, OHM said the Molnar bid was missing Unit Pricing but their bid was higher than Weatherseal Home Improvement.

The motion carried unanimously.

OTHER BUSINESS

Supervisor Stumbo stated that the City of Ypsilanti was sending the contract for the recycling at our compost center to our Attorney. She said they asked about the street sweeper and they said no.

Trustee Ross-Williams thanked Supervisor Stumbo for being diligent with working on the list that the community of West Willow gave her.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE TUES., AUGUST 21, 2018 BOARD MEETING
PAGE 14**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Wilson to Adjourn.

The meeting was adjourned at 9:15 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 2018-18
(In Reference to Ordinance 2018-479)**

**Amending the Township Code of Ordinances, Chapter 46, Township Parks,
Regulating Possession of Firearms in Township Parks**

Whereas, the Ypsilanti Township Code of Ordinances Chapter 46 currently contains regulations prohibiting possession of air or gas soft guns including paint ball guns in Township Parks; and

Whereas, the Michigan Legislature has expanded the definition of firearms which are permitted under Michigan's Open Carry Law (MCL 123.1101 – 123.1104); and

Whereas, the expanded definition includes possession of guns which expel a BB or pellet by spring, gas or air; specifically including paint ball guns that expel plastic balls filled with paint; and

Whereas, the Township Code provision prohibiting the possession of air and gas soft guns including paint ball guns conflicts with the expanded definition of firearms permitted under Michigan's Open Carry Law;

Now Therefore,

Be it resolved, that Ordinance No. 2018- 479 is hereby adopted by reference.

CHARTER TOWNSHIP OF YPSILANTI

ORDINANCE NO. 2018-479

**An Ordinance to Amend the Charter Township
of Ypsilanti's Code of Ordinances, Chapter
46 Township Parks, Section 61**

The Charter Township of Ypsilanti hereby ordains that the Ypsilanti Township Code of Ordinances, Chapter 46, Township Parks, Section 61 entitled Possession and Use of Firearms, is amended to read as follows:

It shall be unlawful for any person within park property to:

1. Possess, carry, fire or discharge, or cause to be fired or discharged across, in or into any portions of the park, any spear, bow and arrow, crossbow, or sling shot, except for the purposes designated by the Board in an area and at times designated by the Board;
2. Possess, set off or attempt to set off or ignite any firecracker, fireworks, smoke bombs, rockets, black powder guns or other pyrotechnics without authorization from the Director; or
3. Discharge or cause to be discharged, a firearm, pistol, pellet gun, air rifle, air or shot gun, or paint ball gun, as defined by Michigan law, MCL 750.222, as amended, in or into any portion of a Township Park.

Any unauthorized or illegal weapon, explosive, or other pyrotechnic within a park shall be subject to seizure by a law enforcement officer.

Severability

Should any section, subdivision, sentence, clause or phrase of this Ordinance be declared by the Courts to be invalid, the same shall not affect the validity of the Ordinance as a whole or any part thereof other than the part as invalidated.

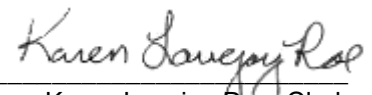
Publication

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

Effective date

This Ordinance shall become effective upon publication in a newspaper of general circulation as required by law.

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify adoption of Ordinance No. 2018-479 by the Charter Township of Ypsilanti Board of Trustees assembled at a Regular Meeting held on August 21, 2018 after first being introduced at a Regular Meeting held on July 21, 2018. The motion to approve was made by member Roe and seconded by Eldridge YES: Stumbo, Roe, Doe, Eldridge, Wilson, Jarrell Roe ABSENT: None NO: Ross Williams. ABSTAIN: None.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

CHARTER TOWNSHIP OF YPSILANTI
RESOLUTION NO. 2018-21
ESTABLISH TOWNSHIP SUPERVISOR'S SALARY

WHEREAS according to MCL 41.95(3), in a township that does not hold an annual meeting, the salary for elected officials shall be determined by the township board; and

WHEREAS in 2018, AFSCME, Teamsters, Administrative/Confidential employees and Elected Officials did not receive a wage increase and remained at their 2017 salaries; and

WHEREAS in 2018, the Teamster and Firefighter contracts were negotiated and ratified with a 3% increase in wages; and

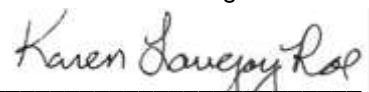
WHEREAS in 2018, the Administrative/Confidential employees received a 3% increase; and

WHEREAS the AFSCME contract is currently being negotiated;

NOW THEREFORE BE IT RESOLVED that the salary for the office of Supervisor shall receive a 3% increase from \$79,400.19 to \$81,782.20; and

BE IT FURTHER RESOLVED that elected officials' wages will be paid bi-monthly per our auditor's recommendation.

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. 2018-21 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on August 21, 2018.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

CHARTER TOWNSHIP OF YPSILANTI

RESOLUTION NO. 2018-22

ESTABLISH TOWNSHIP CLERK'S SALARY

WHEREAS according to MCL 41.95(3), in a township that does not hold an annual meeting, the salary for elected officials shall be determined by the township board; and

WHEREAS in 2018, AFSCME, Teamsters, Administrative/Confidential employees and Elected Officials did not receive a wage increase and remained at their 2017 salaries; and

WHEREAS in 2018, the Teamster and Firefighter contracts were negotiated and ratified with a 3% increase in wages; and


WHEREAS in 2018, the Administrative/Confidential employees received a 3% increase; and

WHEREAS the AFSCME contract is currently being negotiated;

NOW THEREFORE BE IT RESOLVED that the salary for the office of Clerk shall receive a 3% increase from \$79,400.19 to \$81,782.20; and

BE IT FURTHER RESOLVED that elected officials' wages will be paid bi-monthly per our auditor's recommendation.

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. 2018-22 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on August 21, 2018.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

CHARTER TOWNSHIP OF YPSILANTI

RESOLUTION NO. 2018-23

ESTABLISH TOWNSHIP TREASURER'S SALARY

WHEREAS according to MCL 41.95(3), in a township that does not hold an annual meeting, the salary for elected officials shall be determined by the township board; and

WHEREAS in 2018, AFSCME, Teamsters, Administrative/Confidential employees and Elected Officials did not receive a wage increase and remained at their 2017 salaries; and

WHEREAS in 2018, the Teamster and Firefighter contracts were negotiated and ratified with a 3% increase in wages; and

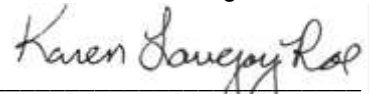
WHEREAS in 2018, the Administrative/Confidential employees received a 3% increase; and

WHEREAS the AFSCME contract is currently being negotiated;

NOW THEREFORE BE IT RESOLVED that the salary for the office of Treasurer shall receive a 3% increase from \$79,400.19 to \$81,782.20; and

BE IT FURTHER RESOLVED that elected officials' wages will be paid bi-monthly per our auditor's recommendation.

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. 2018-23 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on August 21, 2018.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

**CHARTER TOWNSHIP OF YPSILANTI
2018 BUDGET AMENDMENT #12**

August 21, 2018

AMOUNTS ROUNDED TO THE NEAREST DOLLAR

101 - GENERAL OPERATIONS FUND

Total Increase \$374,996.00

Request to increase budget for Civic Center Roof Replacement in the amount of \$183,000 plus \$20,000 for any unforeseen issues for a total of \$203,000. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$203,000.00
		Net Revenues	<u>\$203,000.00</u>
Expenditures:	Civic Center - Roof	101-970-000-975.141	\$203,000.00
		Net Expenditures	<u>\$203,000.00</u>

Request to increase budget for Community Center Roof Replacement in the amount of \$108,600 plus \$10,000 for any unforeseen issues for a total of \$118,600. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$118,600.00
		Net Revenues	<u>\$118,600.00</u>
Expenditures:	Capital Outlay - Community Ctr	101-970-000-976.008	\$118,600.00
		Net Expenditures	<u>\$118,600.00</u>

Request to increase the budget and create a new department in General Fund for the new Economic Development Director's wages and fringe benefits for the remainder of 2018. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$39,066.00
		Net Revenues	<u>\$39,066.00</u>
Expenditures:	SALARY - SUPERVISION	101-728-000-705.000	\$31,300.00
	F.I.C.A./MEDICARE	101-728-000-715.000	\$2,395.00
	HEALTH INSURANCE	101-728-000-719.000	\$860.00
	SICK AND ACCIDENT	101-728-000-719.001	\$60.00
	DENTAL BENEFITS	101-728-000-719.015	\$50.00
	VISION BENEFITS	101-728-000-719.016	\$11.00
	HEALTH CARE DEDUCTION	101-728-000-719.020	\$2,275.00
	ADMIN FEE - HEALTH DEDUCTIBLE	101-728-000-719.021	\$20.00
	LIFE INSURANCE	101-728-000-720.000	\$25.00
	RETIREMENT/MERS	101-728-000-876.000	\$1,620.00
	RETIREMENT HEALTH CARE SAVINGS	101-728-000-876.100	\$450.00
		Net Expenditures	<u>\$39,066.00</u>

**CHARTER TOWNSHIP OF YPSILANTI
2018 BUDGET AMENDMENT #12**

August 21, 2018

101 - GENERAL OPERATIONS FUND - CONTINUED

Request to increase budget for OHM professional engineering design for a bus stop at Schooner Cove and South Huron River Drive . The bus stop will be funded by a Community Development Block Grant (CDBG) through Washtenaw County.

Revenues:	FEDERAL GRANTS - CDBG	101-000-000-522.000	\$14,330.00
		Net Revenues	<u>\$14,330.00</u>
Expenditures:	CDBG PROJECT - CAPITAL OUTLAY	101-970-000-974.100	\$14,330.00
		Net Expenditures	<u>\$14,330.00</u>

212 - BIKE, SIDEWALK, REC, ROADS GENERAL FUND (BSRII)	Total Increase	<u>\$2,400.00</u>
--	-----------------------	--------------------------

Request to increase budget for purchase and installation of wind screens for the pickle ball courts at Ford Lake Park. This will be funded by a donation from the Stricof Family Foundation.

Revenues:	Contributions & Donations	212-000-000-675.000	\$2,400.00
		Net Revenues	<u>\$2,400.00</u>
Expenditures:	Equipment	212-212-000-977.000	\$2,400.00
		Net Expenditures	<u>\$2,400.00</u>

236 - 14B DISTRICT COURT FUND	Total Increase	<u>\$857.00</u>
--------------------------------------	-----------------------	------------------------

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

Revenues:	Prior Year Fund Balance	236-000-000-699.000	\$857.00
		Net Revenues	<u>\$857.00</u>
Expenditures:	Salary-Pay Out	236-136-000-708.004	\$796.00
	FICA&Medicare	236-136-000-715.000	\$61.00
		Net Expenditures	<u>\$857.00</u>

249 - BUILDING DEPARTMENT FUND	Total Increase	<u>\$73,000.00</u>
---------------------------------------	-----------------------	---------------------------

Request to increase budget to facilitate a professional service contract with Graphic Sciences, Inc. to scan & digitize old paper property records. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	249-000-000-699.000	\$73,000.00
		Net Revenues	<u>\$73,000.00</u>
Expenditures:	Professional Services	249-249-000-801.000	\$73,000.00
		Net Expenditures	<u>\$73,000.00</u>

CHARTER TOWNSHIP OF YPSILANTI
2018 BUDGET AMENDMENT #12

August 21, 2018

252 - HYDRO STATION FUND

Total Increase \$47,760.00

Request to increase budget for expense related to change order #2 additional work on Generator #2. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	252-000-000-699.000	\$47,760.00
		Net Revenues	<u>\$47,760.00</u>
Expenditures:	Equipment	252-252-000-977.000	\$47,760.00
		Net Expenditures	<u>\$47,760.00</u>

Motion to Amend the 2018 Budget (#12):

Move to increase the General Fund budget by \$374,996 to \$10,449,877 and approve the department line item changes as outlined.

Move to increase the Bike, Sidewalk, Rec, Roads, General (BSRII) Fund budget by \$2,400 to \$2,151,495 and approve the department line item changes as outlined.

Move to increase the 14B District Court Fund by \$857 to \$2,000,487 and approve the department line item changes as outlined.

Move to increase the Building Department Fund budget by \$73,000 to \$836,188 and approve the department line item changes as outlined.

Move to increase the Hydro Station Fund budget by \$47,760 to \$652,035 and approve the department line item changes as outlined.

CHARTER TOWNSHIP OF YPSILANTI

PROPOSED ORDINANCE 2018-480

ADJUSTMENT OF WATER SERVICE RATES

An ordinance to amend Chapter 62, Article IV, Section 62-76 of the Code of Ordinances, Charter Township of Ypsilanti, to adjust water service rates.

BE IT ORDERED BY THE CHARTER TOWNSHIP OF YPSILANTI, that:

Chapter 62, Article IV, Section 62-76 of the Code of Ordinances be amended as follows:

For all billings rendered prior to October 1, 2018, existing water service rates shall prevail. For all billings rendered on or after October 1, 2018, water service rates shall be as follows, for each bimonthly (two-month) period:

Readiness-to-serve rates based on size of meter:

Meter Size (inch)	Water Rate
5/8-3/4	\$ 14.94
1	\$ 37.35
1-1/2	\$ 74.70
2	\$ 119.52
3	\$ 373.50
4	\$ 747.00
6	\$ 1,494.00
8	\$ 2,614.50
10	\$ 4,108.50
12	\$ 4,855.50

Commodity and water contracts community rate: \$3.23 per 100 cubic feet

* * * * *

WITNESS:

THE CHARTER TOWNSHIP OF YPSILANTI

Brenda L. Stumbo, Supervisor

Karen Lovejoy-Roe Clerk

This Ordinance shall become effective upon the date of publication.

I, Karen Lovejoy-Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan, hereby certify that the foregoing Ordinance No. 2018 _____

consisting of (1) page was duly approved and adopted by the Charter Township of Ypsilanti Board of Trustees assembled at a meeting of said board held _____ after said ordinance had previously been introduced at a meeting of the Board held _____. I further certify the motion to adopt was made by member _____ and seconded by member _____. The vote on the motion is as follows:

Yes: _____,
 name name name name name

No: _____,
 name name name name name

Karen Lovejoy-Roe, Clerk
Charter Township of Ypsilanti

PUBLISH: _____
 Day, Month, Year

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify approval of the first reading of Proposed Ordinance No. 2018-480 by the Charter Township of Ypsilanti Board of Trustees assembled at a regular meeting held on August 21, 2018. The second reading is scheduled to be heard on September 18, 2018.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

CHARTER TOWNSHIP OF YPSILANTI

PROPOSED ORDINANCE 2018-481

ADJUSTMENT OF SEWAGE DISPOSAL RATES

An ordinance to amend Chapter 62, Article IV, Section 62-77 of the Code of Ordinances, Charter Township of Ypsilanti, to adjust sewage disposal rates.

BE IT ORDERED BY THE CHARTER TOWNSHIP OF YPSILANTI, that:

Chapter 62, Article IV, Section 62-77 of the Code of Ordinances be amended as follows:

For all billings rendered prior to October 1, 2018, existing sewage disposal service rates shall prevail. For all billings rendered on or after October 1, 2018, sewage disposal rates shall be as follows, for each bimonthly (two-month) period:

Readiness-to-serve rates based on size of meter:

Meter Size (inch)	Sewage Rate
5/8-3/4	\$ 15.68
1	\$ 39.20
1-1/2	\$ 78.39
2	\$ 125.43
3	\$ 391.96
4	\$ 783.92
6	\$ 1,567.83
8	\$ 2,743.71
10	\$ 4,311.54
12	\$ 5,095.46

Commodity Rate: \$2.58 per 100 cubic feet

* * * * *

WITNESS:

THE CHARTER TOWNSHIP OF YPSILANTI

Brenda L. Stumbo, Supervisor

Karen Lovejoy-Roe Clerk

This Ordinance shall become effective upon the date of publication.

I, Karen Lovejoy-Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan, hereby certify that the foregoing Ordinance No. 2018 ____ consisting of (1) page was duly approved and adopted by the Charter Township of Ypsilanti Board of Trustees assembled at a meeting of said board held _____ after said ordinance had previously been introduced at a meeting of the Board held _____. I further certify the motion to adopt was made by member _____ and seconded by member _____. The vote on the motion is as follows:

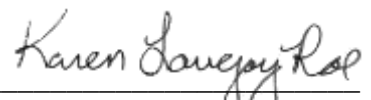
Yes: _____, _____, _____, _____, _____
name name name name name

No: _____, _____, _____, _____, _____
name name name name name

Karen Lovejoy-Roe, Clerk
Charter Township of Ypsilanti

PUBLISH: _____
Day, Month, Year

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify approval of the first reading of Proposed Ordinance No. 2018-481 by the Charter Township of Ypsilanti Board of Trustees assembled at a regular meeting held on August 21, 2018. The second reading is scheduled to be heard on September 18, 2018.



Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

CHARTER TOWNSHIP OF YPSILANTI

ORDINANCE 2018-482

**REPEALING CHAPTER 62, ARTICLE IV, SECTION 62-77
OF THE CODE OF ORDINANCES**

An Ordinance to repeal Chapter 62, Article IV, Section 62-79(k) of the Charter Township of Ypsilanti Code of Ordinances which provides for a restricted debt retirement and capital improvement fund surcharge on water service and sewage disposal bills, because said surcharge is now a part of and fully included in the readiness-to-serve and commodity rates established by the water rate ordinance at Chapter 62, Article IV, Section 62-76 and established by the sewer rate ordinance at Chapter 62, Article IV, Section 62-77, each rate ordinance being effective October 1, 2018.

BE IT ORDAINED BY THE CHARTER TOWNSHIP OF YPSILANTI, that:

Effective October 1, 2018, Chapter 62, Article V, Section 62-79(k) of the Code of Ordinances is repealed.

* * * * *

WITNESS:

THE CHARTER TOWNSHIP OF YPSILANTI

Brenda L. Stumbo, Supervisor

Karen Lovejoy-Roe Clerk

I, Karen Lovejoy Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify approval of the first reading of Proposed Ordinance No. 2018-482 by the Charter Township of Ypsilanti Board of Trustees assembled at a regular meeting held on August 21, 2018. The second reading is scheduled to be heard on September 18, 2018.

Karen Lovejoy Roe

Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti



August 15, 2018

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

RE: Proposal for Bus Stop at Schooner Cove Boulevard and S. Huron River Drive
Professional Engineering Design Services

Dear Ms. Stumbo:

Thank you for the opportunity to submit this proposal to provide Professional Engineering Design Services for the proposed Bus Stop at Schooner Cove and S. Huron River Drive. The proposed bus stop enhancement will be funded by CDBG through Washtenaw County. The design and construction of this bus stop will be performed by the Charter Township of Ypsilanti (Township) with the assistance of OHM Advisors. OHM Advisors will facilitate the design, bidding, and permitting of this project.

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

PROJECT UNDERSTANDING

The project includes the design of a bus bay (pull-out) at the northeast corner of Schooner Cove Boulevard and S. Huron River Drive. Improvements will be made to the existing stormwater management system and adjacent asphalt pathway, as well the addition of a crosswalk for pedestrian access to the bus stop from the south side of Huron River Drive. In addition, a bus stop enclosure will also be added (by others) and will be coordinated with the Ann Arbor Area Transportation Authority (AAATA) as well as the Washtenaw County Road Commission (WCRC) in regards to work proposed within the S. Huron River Drive Right-of-Way (ROW). The path will comply with the most recent guidelines for pathway construction including the American Association of State Highway Transportation Official's (AASHTO) Guide for the Development of Bicycle Facilities (where applicable), applicable sections of the Americans with Disabilities Act (ADA), the National Asphalt Pavement Association (NAPA) Standards, and local ordinances.

OHM Advisors has previously assisted with the conceptual estimate and various application preparations. We offer the scopes of services for the completion of the final design, bidding and award of this project.

SCOPE

Task 1 – Design Survey/ROW Identification/Soil Borings

OHM Advisors will begin Design Survey upon authorization to proceed. The focus will be to identify critical areas where obtaining temporary or permanent easements could save construction cost as well as areas that may require additional design efforts. Tasks to be accomplished include:

- ▶ **Control:** Establish horizontal and vertical control.



- **Right-of-Way:** Obtain property boundary and ROW information and tie to project control.
- **Topographic Survey:** Obtain all necessary existing physical features, such as sidewalk, structure inventory, trees, etc., and elevations to provide information for preparing plans, with a focus on meeting all ADA requirements.
- **Soil Borings:** This task will also include two (2) five-foot deep soil borings (to be performed by G2 Consulting Group) to ensure stable ground for the proposed asphalt pathway as well as the storm sewer extension and enclosure of the existing ditch.

Task 2 – Engineering Drawing Design

The data gathered in Task 1, along with the conceptual sketches provided during the application process, will allow OHM to create a set of design drawings and aerial maps. These drawings and maps will be further developed to show the bus stop location. Any notes and details necessary for specific design elements will be included along with cross-sections of the paths. These documents will serve as the “plans” for the project and allow contractors to understand the overall scope of work. In addition, these documents will also be reviewed with the Township personnel assigned to this project to obtain feedback. A review meeting will be held and any plan modifications discussed at the meeting will be incorporated into the drawings for the final bid package. OHM will also work with the WCRC at this stage to ensure this location is acceptable.

Task 3 – 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 such as special instructions to bidders (Township and CDBG requirements), supplemental and technical specifications, and 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 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 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 the Township’s comments prior to advertising and bidding.

Task 4 – Bidding Assistance

The final bid package will be provided to the Township to be posted on the Michigan Inter-governmental Trade Network (MITN). OHM will assist with 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. OHM will address any questions and/or any Requests for Information (RFIs) 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 of recommendation will be provided to the Township based on price, references, and other criteria outlined in the bid documents.

DELIVERABLES

Task	Deliverable
Task 2	Engineering Design Plans
Task 3	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	Management, Utility Coordination, & Public Liaison
Jessica Howard	Lead Design Engineer	Concepts, Design Development, ADA Issues & QA/QC
Phil Maly	Construction	QA/QC
Andrew Schripsema, PE, PS	Surveyor	Design Survey (Control, Topography, & Right-of-Way)

ASSUMPTIONS/CLARIFICATIONS

- ▶ The design will be limited to the bus bay, pathway, and hard surface around the proposed conceptual bus stop. This design will not incorporate any improvements to S. Huron River Drive, Schooner Cove Boulevard or other work outside these immediate limits.
- ▶ 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.
- ▶ Construction phase services are not included in the proposal. The Township can inspect and administer this project with their staff or OHM can submit a proposal under separate cover for consideration upon request. In general, small projects like this require approximately 15% of the overall construction cost to administer construction services. This can change based on the level of service provided.
- ▶ 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: Survey & ROW	\$2,900.00
Task 1: Soil Borings (G2)	\$2,530.00
Task 2: Engineering Drawings	\$3,800.00
Task 3: Specifications and Final Bid Package	\$2,900.00
<u>Task 4: Bidding Assistance</u>	<u>\$2,200.00</u>
Total	\$14,330.00

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.

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)

(Signature)

(Name)

Ms. Karen Lovejoy Roe

(Title)

Township Clerk

(Date)

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE FRIDAY, AUGUST 24, 2018 SPECIAL BOARD MEETING**

Supervisor Stumbo called the meeting to order at approximately 8:00 a.m. in the Ypsilanti Township Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township.

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

Members Absent: Trustee Heather Jarrell Roe

Legal Counsel: Wm. Douglas Winters

**1. REQUEST TO ENTER INTO CLOSED SESSION FOR THE DISCUSSION ON
THE TENTATIVE CONTRACT WITH AFSCME COUNCIL 25**

A motion was made by Trustee Eldridge, supported by Treasurer Doe to Approve Request to Enter into Closed Session for the Discussion on the Tentative Contract with AFSCME Council 25.

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

The motion carried unanimously.

The Board went into Closed Session at 8:02 a.m.

The Board came out of Closed Session at 10:48 a.m.

**2. REQUEST AUTHORIZATION OF CONTRACT WITH AFSCME COUNCIL 25
FOR YEARS 2018-2020**

A motion was made by Trustee Wilson, supported by Treasurer to Approve Request Authorization of Contract with AFSCME Council 25 for Years 2018-2020.

The motion carried.

**3. REQUEST TO APPROVE COMPOST FACILITY MANAGER JOB DESCRIPTION
AND SALARY RECOMMENDATION**

A motion was made by Treasurer Doe, supported by Trustee Wilson to Approve Compost Facility Manager Job Description and Salary Recommendation.

Supervisor Stumbo stated the intention was to move Carl Rowsey into this position.

The motion carried unanimously.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE FRIDAY, AUGUST 24, 2018 SPECIAL MEETING
PAGE 2**

**4. REQUEST TO APPROVE HEAVY EQUIPMENT OPERATOR JOB
DESCRIPTION AND CLASSIFICATION WAGE RECOMMENDATION**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Wilson to Approve Heavy Equipment Operator Job Description and Classification Wage Recommendation.

The motion carried unanimously.

**5. REQUEST TO APPROVE DEPUTY OF ELECTIONS JOB DESCRIPTION AND
SALARY RECOMMENDATION**

A motion was made by Treasurer Doe, supported by Trustee Wilson to Approve Deputy of Elections Job Description and Salary Recommendation.

Supervisor Stumbo stated the intention was to move Angela Robinson into this position.

Trustee Wilson stated he was glad it came through the proper channels.

Trustee Ross-Williams stated she would like the Board to be able to see the job description for this position if there are any changes.

Supervisor Stumbo stated the intention was to have the same number of employees in the office and not replace the Clerk III position.

The motion carried unanimously.

**6. REQUEST APPROVAL TO RESTORE AND FILL A FULL-TIME CUSTODIAN
POSITION AS A FLOATER CUSTODIAN SERVING VARIOUS TOWNSHIP
LOCATIONS AND SHIFTS**

A motion was made by Clerk Lovejoy Roe, supported by Trustee Wilson to Approve Request to Restore and Fill a Full-Time Custodian Position as a Floater Custodian Serving Various Township Locations and Shifts.

The motion carried unanimously.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE FRIDAY, AUGUST 24, 2018 SPECIAL MEETING
PAGE 3**

7. REQUEST APPROVAL TO RESTORE THE NON-UNION POSITION OF DEPUTY ASSESSOR AND MOVE BRIAN MCCLEERY FROM THE TEAMSTERS BARGAINING UNIT TO THE NON-UNION DEPUTY POSITION WITH A PROPOSED SALARY OF \$71,561.69

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve Request to Restore the Non-Union Position of Deputy Assessor and Move Brian McCleery from the Teamsters Bargaining Unit to the Non-Union Deputy Position with a Proposed Salary of \$71,561.69.

The motion carried unanimously.

8. REQUEST APPROVAL FOR TOWNSHIP ATTORNEY TO PREPARE A CONTRACT BETWEEN YPSILANTI TOWNSHIP AND CADILLAC ASPHALT FOR PAVING AT THE CIVIC CENTER, MAINTENANCE GARAGE, GREEN OAKS GOLF COURSE, RECREATION AND THE HOLMES RD. POLICE FACILITY

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Doe to Approve the Township Attorney to Prepare a Contract Between Ypsilanti Township and Cadillac Asphalt for Paving at the Civic Center, Maintenance Garage, Green Oaks Golf Course, Recreation and the Holmes Rd. Police Facility.

The motion carried unanimously.

9. REQUEST APPROVAL OF CONTRACT BETWEEN YPSILANTI TOWNSHIP AND YPSILANTI CITY FOR RECYCLING CONTINGENT UPON ATTORNEY APPROVAL OF THE CONTRACT

A motion was made by Clerk Lovejoy Roe, supported by Treasurer Jarrell Roe to Approve Contract Between Ypsilanti Township and Ypsilanti City for Recycling Contingent Upon Attorney Approval of the Contract.

Trustee Ross-Williams stated it was disappointing the City would not allow us to have use of their street sweeper for township streets.

Supervisor Stumbo said this is a draft and we will receive the final contract after our Attorney approves it. She explained the process and cost to the City to bring their recyclables to the township. Supervisor Stumbo stated the City should pay up front for the cost of the container.

Trustee Ross-Williams stated that again they need us because they have nowhere for their recyclables to go and yet they still would not share a street sweeper with us.

Supervisor Stumbo said it was very clear that they would not share their street sweeper.

**CHARTER TOWNSHIP OF YPSILANTI
MINUTES OF THE FRIDAY, AUGUST 24, 2018 SPECIAL MEETING
PAGE 4**

Treasurer Doe asked Carl Girbach if the street sweeper was hard to use. Mr. Girbach stated he knows Township Employees could handle it but suggested maybe to do a pilot and then if it worked out then we could purchase one. He said his experience with them was that they need many repairs and that was why the County out sources it.

The motion carried unanimously.

A motion was made by Treasurer Doe, supported by Trustee Wilson to adjourn.

The meeting adjourned at 11:03 a.m.

Respectfully Submitted,

Brenda L. Stumbo, Supervisor
Charter Township of Ypsilanti

Karen Lovejoy Roe, Clerk
Charter Township of Ypsilanti

Closed Session Minutes

- A. The August 24, 2018 Closed Session Minutes will be distributed to Board Members prior to the meeting.

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



ACCOUNTING DEPT

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

Charter Township of Ypsilanti

STATEMENTS AND CHECKS

SEPTEMBER 4, 2018 BOARD MEETING

ACCOUNTS PAYABLE CHECKS -	\$	191,004.12
HAND CHECKS -	\$	514,124.55
CREDIT CARDS PURCHASES -	\$	0.00
GRAND TOTAL -	\$	705,128.67

Check Date	Check	Vendor Name	Amount
<i>HAND checks</i>			
Bank AP AP			
08/20/2018	179652	CAMPBELL TITLE AGENCY OF MICHIGAN	5,516.63
08/20/2018	179653	COMCAST CABLE	114.85
08/20/2018	179654	COMCAST CABLE	144.85
08/20/2018	179655	COMCAST CABLE	139.85
08/20/2018	179656	GUARDIAN ALARM	974.25
08/20/2018	179657	GUARDIAN ALARM	476.61
08/20/2018	179658	WASTE MANAGEMENT	350.00
08/20/2018	179659	WASTE MANAGEMENT	42,666.45
08/20/2018	179660	WASTE MANAGEMENT	1,664.46
08/20/2018	179661	WASTE MANAGEMENT	30,582.18
08/20/2018	179662	WASTE MANAGEMENT	244.63
08/20/2018	179663	WASTE MANAGEMENT	645.30
08/20/2018	179664	WASTE MANAGEMENT	869.91
08/20/2018	179665	WASTE MANAGEMENT	117,816.13
08/20/2018	179666	WEX BANK	2,431.58
08/20/2018	179667	YPSILANTI COMMUNITY	4,153.11
08/21/2018	179668	ARROWHEAD FORENSICS	64.69
08/21/2018	179669	TODD BARBER	2,275.00
08/21/2018	179670	DTE ENERGY	19,585.09
08/22/2018	179671	VALERIE BASS	315.00
08/22/2018	179672	POSTMASTER	557.35
08/23/2018	179673	LONGS AUTOMOTIVE INC	789.24
08/21/2018	179674	HOME DEPOT	387.72
08/21/2018	179675	OFFICE EXPRESS	3,635.13
08/27/2018	179676	AMAZON CAPITAL SERVICES	494.91
08/27/2018	179677	COMCAST CABLE	104.85
08/27/2018	179678	COMCAST CABLE	214.90
08/27/2018	179679	COMCAST CABLE	182.00
08/27/2018	179680	COMCAST CABLE	114.58
08/27/2018	179681	CONSTELLATION NEW ENERGY	210.17
08/27/2018	179682	DTE ENERGY**	71,530.73
08/27/2018	179683	WINDSTREAM	424.32
08/28/2018	179684	CAMPBELL TITLE AGENCY OF MICHIGAN	5,563.63
08/29/2018	179685	ARBOR AUTO CARE	402.70
08/29/2018	179686	BLUE CROSS BLUE SHIELD OF MI	140,790.96
08/29/2018	179687	BLUE CROSS BLUE SHIELD OF MI	36,304.04
08/29/2018	179688	DELTA DENTAL PLAN OF MICHIGAN	12,960.96
08/29/2018	179689	STANDARD INSURANCE COMPANY	5,652.83
08/29/2018	179690	VISION SERVICE PLAN	2,772.96

AP TOTALS:

Total of 39 Checks:	514,124.55
Less 0 Void Checks:	0.00
Total of 39 Disbursements:	514,124.55

User: mharris

CHECK NUMBERS 179691 - 179786

DB: Ypsilanti-Twp

Check Date	Check	Vendor Name	Amount
Bank AP AP			
09/04/2018	179691	A & R TOTAL CONSTRUCTION, INC.	150.18
09/04/2018	179692	ALIENVAULT INC	2,418.25
09/04/2018	179693	ALLGRAPHICS CORPORATION	124.00
09/04/2018	179694	AMAZON CAPITAL SERVICES	2,109.39
09/04/2018	179695	ANN ARBOR CLEANING SUPPLY	390.07
09/04/2018	179696	ANN ARBOR WELDING SUPPLY CO	259.47
09/04/2018	179697	ANTHONY SCOTT	40.00
09/04/2018	179698	APOLLO FIRE APPARATUS REPAIR	480.15
09/04/2018	179699	ASSOCIATED FENCE	400.00
09/04/2018	179700	AUTO VALUE YPSILANTI	285.24
09/04/2018	179701	BRITTANY GANER	30.00
09/04/2018	179702	CALLAWAY GOLF SALES COMPANY	514.38
09/04/2018	179703	CARLISLE/WORTMAN ASSOCIATES	1,595.25
09/04/2018	179704	CARTER LUMBER COMPANY	321.46
09/04/2018	179705	CDW GOVERNMENT INC	14,991.90
09/04/2018	179706	CHARTER TOWNSHIP OF SUPERIOR	116.54
09/04/2018	179707	CHELSEA BRODFUEHRER	1,529.55
09/04/2018	179708	CINCINNATI TIME SYSTEMS	790.65
09/04/2018	179709	CODE 42 SOFTWARE, INC.	432.00
09/04/2018	179710	COLD CUT KRUISE	56.40
09/04/2018	179711	COLMAN-WOLF SANITARY SUPPLY CO	146.74
09/04/2018	179712	COMCAST BUSINESS	1,239.00
09/04/2018	179713	COMFORT ENTERPRISES, INC.	183.96
09/04/2018	179714	CONGDON'S	57.17
09/04/2018	179715	CORRIGAN OIL COMPANY	28,030.00
09/04/2018	179716	CRYSTAL FLASH, INC.	5,328.68
09/04/2018	179717	DELUX TENTS AND EVENTS, LLC	169.90
09/04/2018	179718	ERIC COPELAND	383.51
09/04/2018	179719	FASTENAL	129.46
09/04/2018	179720	FEDERAL EXPRESS CORPORATION	106.43
09/04/2018	179721	FIBER LINK	26.25
09/04/2018	179722	GORDON FOOD SERVICE INC.	581.52
09/04/2018	179723	GRAINGER	1,490.01
09/04/2018	179724	GRIFFIN PEST SOLUTIONS	124.00
09/04/2018	179725	HOME DEPOT	196.79
09/04/2018	179726	JACKIE MCLAIN	90.00
09/04/2018	179727	JACKSON-HIRSCH	249.00
09/04/2018	179728	JAMES LEFFEL & CO.	2,880.00
09/04/2018	179729	JOHN ZOLA EXCAVATION	1,100.00
09/04/2018	179730	KAREN LOVEJOY ROE	183.55
09/04/2018	179731	LARDNER ELEVATOR COMPANY	210.00
09/04/2018	179732	LAWRENCE HENDRICKS	40.00
09/04/2018	179733	LERETA LLC	1,363.77
09/04/2018	179734	LERETA, LLC	986.80
09/04/2018	179735	LERETA, LLC	4,664.55
09/04/2018	179736	LOOKING GOOD LAWN	6,641.00
09/04/2018	179737	LSQ FUNDING GROUP, L.C.	60.25
09/04/2018	179738	MEADOWBROOK, INC.	110.00
09/04/2018	179739	MESSENGER PRINTING	3,764.70
09/04/2018	179740	METCOM	269.10
09/04/2018	179741	METRO AIRPORT TRUCK	4,022.98
09/04/2018	179742	MICHAEL BODARY	150.00
09/04/2018	179743	MICHIGAN LINEN SERVICE, INC.	1,485.55
09/04/2018	179744	MICHIGAN URGENT CARE ANN ARBOR	150.00
09/04/2018	179745	MOHAMMAD SARWAR	9,850.00
09/04/2018	179746	NAPA AUTO PARTS	133.12
09/04/2018	179747	NETWORKFLEET, INC	701.15
09/04/2018	179748	NYE UNIFORM EAST	196.12
09/04/2018	179749	OFFICE EXPRESS	1,028.04
09/04/2018	179750	OLIVIA NELSON	100.00
09/04/2018	179751	ORCHARD, HILTZ & MCCLIMENT INC	28,064.95
09/04/2018	179752	OSCAR W. LARSON CO.	265.88
09/04/2018	179753	PARKWAY SERVICES, INC.	125.00
09/04/2018	179754	PEPSI BEVERAGES COMPANY	264.24
09/04/2018	179755	PM TECHNOLOGIES, LLC	1,530.00
09/04/2018	179756	PREFERRED TONER SOLUTIONS	349.90
09/04/2018	179757	PRIORITY ONE EMERGENCY	119.99
09/04/2018	179758	PRIORITY SYSTEMS	193.50
09/04/2018	179759	PROFESSIONAL TREE SERVICE	3,900.00
09/04/2018	179760	RAND ROBINSON	90.00
09/04/2018	179761	RENT A WRECK	169.00
09/04/2018	179762	RESIDEX, LLC	2,410.00
09/04/2018	179763	RHETT REYES	765.00
09/04/2018	179764	SAM'S CLUB DIRECT	1,136.89
09/04/2018	179765	SHRADER TIRE & OIL	279.92
09/04/2018	179766	SIGNS BY TOMORROW	1,051.95
09/04/2018	179767	SITEONE LANDSCAPE SUPPLY, LLC	213.03
09/04/2018	179768	SOUTHERN COMPUTER WAREHOUSE	1,722.12

Check Date	Check	Vendor Name	Amount
09/04/2018	179769	STEPHANIE JOHNSON	100.00
09/04/2018	179770	SWOPE, JOSEPH J.	966.34
09/04/2018	179771	TARGET INFORMATION	90.39
09/04/2018	179772	TIERRA DENARD	50.00
09/04/2018	179773	TIREMAXX	1,132.00
09/04/2018	179774	TODD BARBER	2,625.00
09/04/2018	179775	TONA CHERIE TUBBS	100.00
09/04/2018	179776	VALERIE BASS	300.00
09/04/2018	179777	VICTORY LANE	107.46
09/04/2018	179778	W.J. O'NEIL COMPANY	2,774.00
09/04/2018	179779	WASHTENAW COUNTY CLERK/REGISTER	6,481.01
09/04/2018	179780	WASHTENAW COUNTY SHERIFF'S OFFICE	108.00
09/04/2018	179781	WASHTENAW COUNTY TREASURER#	22,967.00
09/04/2018	179782	YPSILANTI COMMUNITY	720.00
09/04/2018	179783	YPSILANTI TOWNSHIP PETTY CASH	96.06
09/04/2018	179784	YSHELU JOHNSON	446.25
09/04/2018	179785	ZEP SALES & SERVICE	275.26
09/04/2018	179786	ZOHO CORPORATION	3,356.00

AP TOTALS:

Total of 96 Checks:	191,004.12
Less 0 Void Checks:	0.00
Total of 96 Disbursements:	191,004.12

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



ACCOUNTING DEPT

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

Charter Township of Ypsilanti

STATEMENTS AND CHECKS

SEPTEMBER 18, 2018 BOARD MEETING

ACCOUNTS PAYABLE CHECKS -	\$	302,319.20
HAND CHECKS -	\$	28,812.18
CREDIT CARD PURCHASES-	\$	<u>0.00</u>
GRAND TOTAL -	\$	331,131.38

Clarity Health Care Deductible –

ACH EFT -	\$	0.00
ADMIN FEE -	\$	0.00

Check Date	Check	Vendor Name	Amount
Bank AP AP			
09/04/2018	179787	MARK HAMILTON	1,500.00
09/06/2018	179788	AT & T	32.88
09/06/2018	179789	AT & T	153.11
09/06/2018	179790	CLEAR RATE COMMUNICATIONS, INC	841.08
09/06/2018	179791	COMCAST CABLE	40.19
09/06/2018	179792	COMCAST CABLE	116.91
09/06/2018	179793	COMCAST CABLE	104.85
09/06/2018	179794	DEARBORN NATIONAL	4,653.00
09/06/2018	179795	VERIZON WIRELESS	256.29
09/06/2018	179796	VERIZON WIRELESS	2,563.22
09/06/2018	179797	WASTE MANAGEMENT	93.01
09/06/2018	179798	WASTE MANAGEMENT	141.15
09/10/2018	179799	ANGELA VERGES	275.93
09/10/2018	179800	COMCAST CABLE	6,011.93
09/10/2018	179801	DTE ENERGY	11,041.26
09/10/2018	179802	LONGS AUTOMOTIVE INC	850.84
09/12/2018	179803	GRIFFIN PEST SOLUTIONS	93.00
09/12/2018	179804	CONGDON'S	43.53

AP TOTALS:

Total of 18 Checks:	28,812.18
Less 0 Void Checks:	0.00
Total of 18 Disbursements:	28,812.18

Check Date	Check	Vendor Name	Amount
Bank AP AP			
09/18/2018	179805	A & R TOTAL CONSTRUCTION, INC.	422.28
09/18/2018	179806	ACCUSHRED LLC	65.00
09/18/2018	179807	AJ'S MAINTENANCE & SERVICES	8,464.50
09/18/2018	179808	AMAZON CAPITAL SERVICES	1,269.50
09/18/2018	179809	ANN ARBOR CLEANING SUPPLY	594.47
09/18/2018	179810	AUTO PARTS MACHINE SHOP & SERVICE	88.00
09/18/2018	179811	AUTO VALUE YPSILANTI	260.23
09/18/2018	179812	BREATHING AIR SYSTEMS	1,286.00
09/18/2018	179813	CARL ROWSEY	127.46
09/18/2018	179814	CFS PRODUCTS, INC	104.85
09/18/2018	179815	CHELSEA BRODFUEHRER	1,608.75
09/18/2018	179816	COMERICA BANK	106.95
09/18/2018	179817	CONGDON'S	128.59
09/18/2018	179818	CRYSTAL FLASH, INC.	2,994.58
09/18/2018	179819	D.R. TRAILER SALES	319.80
09/18/2018	179820	DES MOINES STAMP MFG. CO.	110.93
09/18/2018	179821	DIUBLE EQUIPMENT INC.	189.19
09/18/2018	179822	FARMER & UNDERWOOD TRUCKING	907.56
09/18/2018	179823	GLOBAL EQUIPMENT COMPANY	491.62
09/18/2018	179824	GORDON FOOD SERVICE INC.	442.42
09/18/2018	179825	GOVERNMENTAL BUSINESS SYSTEMS	1,760.00
09/18/2018	179826	GRAINGER	414.32
09/18/2018	179827	HART INTERCIVIC	176.00
09/18/2018	179828	HOME DEPOT	284.62
09/18/2018	179829	J. HAMMOND, LLC	300.00
09/18/2018	179830	JAMES LEFFEL & CO.	63,010.00
09/18/2018	179831	JTW PIPES LLC	450.00
09/18/2018	179832	LANGUAGE LINE SERVICES	64.27
09/18/2018	179833	LISA STANFIELD	152.46
09/18/2018	179834	LOOKING GOOD LAWN	8,189.00
09/18/2018	179835	LOWE'S	69.03
09/18/2018	179836	LYNETTE ELLIS	200.00
09/18/2018	179837	MARK HAMILTON	2,250.00
09/18/2018	179838	MCLAIN AND WINTERS	124,378.61
09/18/2018	179839	MEADOWBROOK, INC.	165.00
09/18/2018	179840	MICHAEL SARANEN	120.00
09/18/2018	179841	MICHIGAN LINEN SERVICE, INC.	1,356.50
09/18/2018	179842	MUNICIPAL CODE CORPORATION	713.68
09/18/2018	179843	NAPA AUTO PARTS	35.41
09/18/2018	179844	NFPA INTERNATIONAL	175.00
09/18/2018	179845	OFFICE EXPRESS	6,727.82
09/18/2018	179846	ORCHARD, HILTZ & MCCLIMENT INC	1,203.00
09/18/2018	179847	PARKWAY SERVICES, INC.	225.00
09/18/2018	179848	PENCHURA, LLC	425.00
09/18/2018	179849	PEPSI BEVERAGES COMPANY	239.76
09/18/2018	179850	PRINTING SYSTEMS	1,485.48
09/18/2018	179851	RESIDEX, LLC	3,839.07
09/18/2018	179852	RHETT REYES	918.00
09/18/2018	179853	SHRADER TIRE & OIL	612.85
09/18/2018	179854	SITEONE LANDSCAPE SUPPLY, LLC	147.11
09/18/2018	179855	SOUTHERN COMPUTER WAREHOUSE	654.22
09/18/2018	179856	SPARTAN DISTRIBUTORS	525.84
09/18/2018	179857	SPARTAN DISTRIBUTORS	603.75
09/18/2018	179858	STANDARD PRINTING	136.00
09/18/2018	179859	STANTEC	27,316.72
09/18/2018	179860	STATE OF MICHIGAN***	75.00
09/18/2018	179861	STERICYCLE INC	202.15
09/18/2018	179862	TEAM GOLF	151.45
09/18/2018	179863	TECHNICAL ENVIRONMENTAL SERVICES	14,453.89
09/18/2018	179864	THOMAS REUTERS	414.31
09/18/2018	179865	TINA HOTCHKISS	252.00
09/18/2018	179866	TODD BARBER	1,950.00
09/18/2018	179867	TRACTOR SUPPLY COMPANY	125.92
09/18/2018	179868	TRANSUNION RISK & ALTERNATIVE	70.00
09/18/2018	179869	UNIVERSITY TRANSLATORS	613.48
09/18/2018	179870	V & J CEMENT	9,040.00
09/18/2018	179871	VALERIE BASS	300.00
09/18/2018	179872	VANTAGE APPAREL	391.08
09/18/2018	179873	VICTORY LANE	102.14
09/18/2018	179874	WASHTENAW GOLF CLUB	1,100.00
09/18/2018	179875	WEINGARTZ	288.86
09/18/2018	179876	WESTLAND FIRE EXTINGUISHER INC	160.00
09/18/2018	179877	YPSILANTI COMMUNITY	2,996.47
09/18/2018	179878	YSHELU JOHNSON	326.25

AP TOTALS:

Total of 74 Checks: 302,319.20
 Less 0 Void Checks: 0.00

09/14/2018 01:57 PM
User: mharris
DB: Ypsilanti-Twp

CHECK REGISTER FOR CHARTER TOWNSHIP OF YPSILANTI Page: 2/2
CHECK NUMBERS 179805 - 179878

Check Date	Check	Vendor Name	Amount
Total of 74 Disbursements:			302,319.20

OFFICE OF THE TREASURER
LARRY J. DOE



MONTHLY TREASURER'S REPORT
AUGUST 1, 2018 THROUGH AUGUST 31, 2018

<u>Account Name</u>	<u>Beginning Balance</u>	<u>Cash Receipts</u>	<u>Cash Disbursements</u>	<u>Ending Balance</u>
101 - General Fund	5,136,803.32	3,139,872.74	3,073,917.17	5,202,758.89
101 - Payroll	181,163.14	712,847.62	694,637.18	199,373.58
101 - Willow Run Escrow	143,359.55	0.00	0.00	143,359.55
206 - Fire Department	2,185,841.04	523.00	318,499.54	1,867,864.50
208 - Parks Fund	33,469.40	0.00	359.61	33,109.79
212 - Roads/Bike Path/Rec/General Fund	442,130.09	1,778.00	125,394.85	318,513.24
226 - Environmental Services	2,666,879.55	1,038.63	220,660.16	2,447,258.02
230 - Recreation	119,777.67	36,004.87	55,872.20	99,910.34
236 - 14-B District Court	325,781.93	141,664.90	111,180.82	356,266.01
244 - Economic Development	68,312.24	0.00	0.00	68,312.24
248 - Rental Inspections	75,288.81	36,745.00	18,214.06	93,819.75
249 - Building Department Fund	1,265,728.73	99,075.95	58,810.57	1,305,994.11
250 - LDFA Tax	19,917.71	0.00	0.00	19,917.71
252 - Hydro Station Fund	529,365.33	49,079.01	76,064.57	502,379.77
266 - Law Enforcement Fund	5,611,433.98	78.71	1,038,924.58	4,572,588.11
397 - Series "B" Cap. Cost of Funds	0.00	0.00	0.00	0.00
398 - LDFA 2006 Bonds	249,115.37	0.00	0.00	249,115.37
584 - Green Oaks Golf Course	197,601.82	79,139.13	68,211.92	208,529.03
590 - Compost Site	700,099.32	21,272.93	20,221.88	701,150.37
595 - Motor Pool	110,313.06	0.58	92,426.00	17,887.64
701 - General Tax Collection	22,174.50	3,404.00	0.00	25,578.50
703 - Current Tax Collections	2,182,784.57	20,283,600.37	2,892,924.13	19,573,460.81
707 - Bonds & Escrow/GreenTop	1,455,142.49	15,775.00	125,465.82	1,345,451.67
708 - Fire Withholding Bonds	87,254.90	12,508.00	12,262.00	87,500.90
893 - Nuisance Abatement Fund	78,362.71	4,280.28	4,629.28	78,013.71
ABN AMRO Series "B" Debt Red. Cap.Int.	0.00	0.00	0.00	0.00
GRAND TOTAL	<u>23,888,101.23</u>	<u>24,638,688.72</u>	<u>9,008,676.34</u>	<u>39,518,113.61</u>

ATTORNEY REPORT

GENERAL LEGAL UPDATE

OLD BUSINESS



YPSILANTI COMMUNITY UTILITIES AUTHORITY

2777 STATE ROAD
YPSILANTI, MICHIGAN 48198-9112
TELEPHONE: 734-484-4600
WEBSITE: www.ycua.org

September 18, 2018

CHARTER TOWNSHIP of YPSILANTI
Board of Trustees
7200 South Huron Street
Ypsilanti, Michigan 48198

Re: **YCUA Water and Sewer Rate Adjustment Ordinances**

Dear Township of Ypsilanti Trustees:

This letter is intended to provide additional information regarding the water and sewer rate adjustment ordinances set for second reading on September 18, 2018. I hope the following information will be helpful to you in addressing these ordinances.

1. In the past, YCUA performed annual rate updates which set new rates that would recover projected expenses. If YCUA's total projected water and sewer budget needed to increase by 2%, for example, the revenue that YCUA would need to collect was increased by 2% and rates in the aggregate then generated the necessary amount of revenue. Such a rate update does not revise the rate structure.
2. On the other hand, a well prepared and thorough rate study, that precisely identifies line-by-line expenses from audited financial records, gives a utility authority the information needed to revise its rate structure. Revision of the structure for YCUA results in more accurate recovery of expenses and provides the means by which to eliminate the minimum charge. As you know, elimination of that charge has been a goal in the Township (and the City) for years. As you also know, YCUA commissioned a rate study. It was performed by Victor Cooperwasser of Tetra Tech, an engineer and a leading expert in the field, from an engineering firm that has more than satisfactorily assisted YCUA for many years.
3. The first rate study done for YCUA by Tetra Tech was conducted several years ago and has since been updated and refined based on current, actual expenses and revenue numbers. This rate study suggests and creates a new rate structure. The structure, like all state-of-the-art rate structures, is designed to comply with Michigan legal guidance that water and sewer rates shall recover the necessary cost to provide the water and sewer service. This guidance also provides that users must be able to limit their use of service.
4. With these goals in mind, water and sewer rates in the structure will recover from each user class, within practical and legal limits, the cost allocated to each user class based on the cost to serve each user class.

CHARTER TOWNSHIP of YPSILANTI

Board of Trustees

September 18, 2018

Page 2

5. Under the current rate structure, users are charged a fixed minimum charge as well as a commodity charge. The minimum charge includes various amounts of usage depending on the size of the user's water meter. For example, for a 5/8ths inch meter, 6 units of water is the minimum. (One unit is equal to 100 cubic feet (cf) which is equal to 748 gallons.) If a customer uses 1, 2, 3, 4, 5, or 6 units, the minimum charge is the same. Someone using one unit pays the same minimum charge as someone using 6 units. A rate study and revision of the rate structure addresses this issue and replaces the 6 unit minimum charge with a fixed readiness-to-serve (RTS) charge. The RTS charge increases with meter size but does not include minimum usage.
6. Both the current and proposed rate structures include a commodity charge. The commodity charge is a charge for every unit used. Under the current rate structure the commodity charge is billed only for usage above the minimum usage. Under the proposed rate structure, users pay the commodity charge beginning at the first 100 cf of usage. This achieves two important results. First, users who use less than the current minimum charge are not penalized for using less than the minimum usage. Second, the proposed structure encourages water conservation because each user has more control over the amount of the service he/she uses. Therefore, a user may limit the use of the service according to his/her needs and as he/she sees fit.
7. Under the current rate structure, a surcharge is added to the minimum charge and to the commodity charges. For the City of Ypsilanti, the surcharge is 60%. For the Township of Ypsilanti it is 5%. To simplify bill calculations the surcharge is eliminated under the new rate structure. The surcharge is not required under the proposed structure because under the proposed structure the expenses recovered from Township users will be 100% of YCUA's Township expenses. In other words, the old surcharge is included in the rates established by the new rate structure for each and every class of user.
8. Under the new rate structure, YCUA's line-by-line expenses are put into four broad user classes: Water-City Division, Water-Township Division, Sewer-City Division, and Sewer Township Division. From there, each expense is subdivided into recovery by: the RTS charge and the commodity charge.
9. Rates are then calculated by dividing the appropriate expense by the appropriate number of billing units for each user class. For example, the net amount of expenses that should be recovered from Township of Ypsilanti users' allocated to the water service RTS charge is equal to the dollar amount of expenses divided by the number of Township of Ypsilanti water RTS units.
10. In short, the proposed rate structure, based on the rate study, provides the City and the Township with a more accurate structure of rates by which to recover YCUA's water and sewer system expenses. YCUA is required to recover those expenses and to charge rates that are sufficient to satisfy all bond covenants. In addition, YCUA is legally required to establish and charge water and sewer rates that recover the

necessary costs of providing the service, with each user able to limit their use of the service. The new rate structure accomplishes each of those goals.

11. Finally, as said when we met for the first reading, throughout Michigan and the country, the use of RTS charges in combination with a commodity charge, with no minimum charge, has become the preferred structure for accurate and fair cost recovery and the best means of satisfying applicable legal guidance.

I look forward to seeing you, again, on September 18th to discuss this information and to answer any questions you may have.

Sincerely,



JEFF CASTRO, Director
Ypsilanti Community Utilities Authority

JC/kks



Dedicated to Providing Top Quality, Cost Effective, and
Environmentally Safe Water and Wastewater Services to Our Customers

YPSILANTI COMMUNITY UTILITIES AUTHORITY

2777 STATE ROAD
YPSILANTI, MICHIGAN 48198-9112
TELEPHONE: 734-484-4600
WEBSITE: www.ycua.org

July 27, 2018

VIA EMAIL and USPS

Ms. Karen Lovejoy Roe, Clerk
CHARTER TOWNSHIP of YPSILANTI
7200 South Huron River Drive
Ypsilanti, Michigan 48197

Re: **YCUA Water and Sewer Rate Changes**

Dear Karen:

At its regular meeting on August 22, 2018, the YCUA Board of Commissioners will consider a water and sewer modification to our rate structure. Under the new rate structure, the minimum use charge will be replaced with a Readiness to Serve (RTS) charge. The proposed RTS rate structure is more equitable to our users by allowing customers to pay a consumption rate at every interval of usage. An RTS rate structure has become the main rate method for utilities across the county while minimum use charge method has been phased out.

Under the old rate structure, we were proposing a 2% sewer rate increase and no change to the water rate. Although the new rate structure will increase the average Township Division customer's bi-monthly water and sewer bill by 1%, actual bi-monthly water and sewer bills will vary by usage. The new modified rate structure would take effect October 1, 2018.

Included are the three ordinances requiring approval as well as supporting documentation. Please place these ordinances on the Township Trustees' agenda for their consideration at their Tuesday, August 21, 2018 meeting. If you have any questions please contact me.

Sincerely,



JEFF CASTRO, Director
Ypsilanti Community Utilities Authority

JC/kks

Enclosures

cc w/encl.: YCUA Board of Commissioners

Ms. Brenda Stumbo

Ms. Lisa Garrett

Mr. Thomas E. Daniels

cc: Mr. Dwayne Harrigan

Ms. Venita Terry



Dedicated to Providing Top Quality, Cost Effective, and
Environmentally Safe Water and Wastewater Services to Our Customers

YPSILANTI COMMUNITY UTILITIES AUTHORITY

2777 STATE ROAD
YPSILANTI, MICHIGAN 48198-9112
TELEPHONE: 734-484-4600
WEBSITE: www.ycua.org

July 27, 2018

VIA EMAIL and USPS

CHARTER TOWNSHIP of YPSILANTI
Board of Trustees
7200 South Huron Street
Ypsilanti, Michigan 48198

Re: **YCUA Water and Sewer Rate Changes**

Dear Trustee:

At its regular meeting on August 22, 2018, the YCUA Board of Commissioners will consider a water and sewer modification to our rate structure. Under the new rate structure, the minimum use charge will be replaced with a Readiness to Serve (RTS) charge. The proposed RTS rate structure is more equitable to our users by allowing customers to pay a consumption rate at every interval of usage. A RTS rate structure has become the main rate method for utilities across the county while minimum use charge method has been phased out.

Under the old rate structure, we were proposing a 2% sewer rate increase and no change to the water rate. Although the new rate structure will increase the average Township Division customer's bi-monthly water and sewer bill by 1%, actual bi-monthly water and sewer bills will vary by usage. The new modified rate structure would take effect October 1, 2018.

The three ordinances authorizing the new rate structure are included in this correspondence for your consideration. If you have any questions please contact me.

Sincerely,

JEFF CASTRO, Director
Ypsilanti Community Utilities Authority

JC/kks

Enclosures

cc w/encl.: YCUA Board of Commissioners

Ms. Brenda L. Stumbo

Ms. Karen Lovejoy Roe

Ms. Lisa Garrett

Mr. Thomas E. Daniels

cc: Mr. Dwayne Harrigan

Ms. Venita Terry

Charter Township of Ypsilanti
Comparison of Water and Sewer Bills
Old Rate Method (Minimum use Charge) and New Rate Method (Readiness to Serve Charge)

Ypsilanti Township Actual Annual Low Minimum Customer Bills				
			Old	New
Bill	Usage			
Bi-Monthly 1st bill	1	\$	59.41	\$ 36.43
Bi-Monthly 2nd bill	3	\$	59.41	\$ 48.05
Bi-Monthly 3rd bill	2	\$	59.41	\$ 42.24
Bi-Monthly 4th bill	3	\$	59.41	\$ 48.05
Bi-Monthly 5th bill	2	\$	59.41	\$ 42.24
Bi-Monthly 6th bill	1	\$	59.41	\$ 36.43
	Min/RTS		56.58	30.62
	Commodity		5.64	5.81
	Surcharge		5.0%	
Domestic Bill		\$	356.45	\$ 253.44
Avg bill for year		\$	59.41	\$ 42.24

Ypsilanti Township Actual Annual High Minimum Customer Bills				
			Old	New
Bill	Usage			
Bi-Monthly 1st bill	4	\$	59.41	\$ 53.86
Bi-Monthly 2nd bill	6	\$	59.41	\$ 65.48
Bi-Monthly 3rd bill	5	\$	59.41	\$ 59.67
Bi-Monthly 4th bill	6	\$	59.41	\$ 65.48
Bi-Monthly 5th bill	7	\$	65.33	\$ 71.29
Bi-Monthly 6th bill	4	\$	59.41	\$ 53.86
	Min/RTS		56.58	30.62
	Commodity		5.64	5.81
	Surcharge		5.0%	
Domestic Bill		\$	362.38	\$ 369.64
Avg bill for year		\$	60.40	\$ 61.61

Ypsilanti Township Actual Annual Average Customer Bills				
			Old	New
Bill	Usage			
Bi-Monthly 1st bill	8	\$	71.25	\$ 77.10
Bi-Monthly 2nd bill	12	\$	94.94	\$ 100.34
Bi-Monthly 3rd bill	12	\$	94.94	\$ 100.34
Bi-Monthly 4th bill	8	\$	71.25	\$ 77.10
Bi-Monthly 5th bill	10	\$	83.10	\$ 88.72
Bi-Monthly 6th bill	9	\$	77.18	\$ 82.91
	Min/RTS		56.58	30.62
	Commodity		5.64	5.81
	Surcharge		5.0%	
Domestic Bill		\$	492.66	\$ 526.51
Avg bill for year		\$	82.11	\$ 87.75

CHARTER TOWNSHIP OF YPSILANTI

PROPOSED ORDINANCE 2018-480

ADJUSTMENT OF WATER SERVICE RATES

An ordinance to amend Chapter 62, Article IV, Section 62-76 of the Code of Ordinances, Charter Township of Ypsilanti, to adjust water service rates.

BE IT ORDERED BY THE CHARTER TOWNSHIP OF YPSILANTI, that:

Chapter 62, Article IV, Section 62-76 of the Code of Ordinances be amended as follows:

For all billings rendered prior to October 1, 2018, existing water service rates shall prevail. For all billings rendered on or after October 1, 2018, water service rates shall be as follows, for each bimonthly (two-month) period:

Readiness-to-serve rates based on size of meter:

Meter Size (inch)	Water Rate
5/8-3/4	\$ 14.94
1	\$ 37.35
1-1/2	\$ 74.70
2	\$ 119.52
3	\$ 373.50
4	\$ 747.00
6	\$ 1,494.00
8	\$ 2,614.50
10	\$ 4,108.50
12	\$ 4,855.50

Commodity and water contracts community rate: \$3.23 per 100 cubic feet

* * * * *

WITNESS:

THE CHARTER TOWNSHIP OF YPSILANTI

Brenda L. Stumbo, Supervisor

Karen Lovejoy-Roe Clerk

This Ordinance shall become effective upon the date of publication.

I, Karen Lovejoy-Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan, hereby certify that the foregoing Ordinance No. 2018 _____

consisting of (1) page was duly approved and adopted by the Charter Township of Ypsilanti Board of Trustees assembled at a meeting of said board held _____ after said ordinance had previously been introduced at a meeting of the Board held _____. I further certify the motion to adopt was made by member _____ and seconded by member _____. The vote on the motion is as follows:

Yes: _____,
 name name name name name

No: _____,
 name name name name name

Karen Lovejoy-Roe, Clerk
Charter Township of Ypsilanti

PUBLISH: _____
 Day, Month, Year

CHARTER TOWNSHIP OF YPSILANTI

PROPOSED ORDINANCE 2018-481

ADJUSTMENT OF SEWAGE DISPOSAL RATES

An ordinance to amend Chapter 62, Article IV, Section 62-77 of the Code of Ordinances, Charter Township of Ypsilanti, to adjust sewage disposal rates.

BE IT ORDERED BY THE CHARTER TOWNSHIP OF YPSILANTI, that:

Chapter 62, Article IV, Section 62-77 of the Code of Ordinances be amended as follows:

For all billings rendered prior to October 1, 2018, existing sewage disposal service rates shall prevail. For all billings rendered on or after October 1, 2018, sewage disposal rates shall be as follows, for each bimonthly (two-month) period:

Readiness-to-serve rates based on size of meter:

Meter Size (inch)	Sewage Rate
5/8-3/4	\$ 15.68
1	\$ 39.20
1-1/2	\$ 78.39
2	\$ 125.43
3	\$ 391.96
4	\$ 783.92
6	\$ 1,567.83
8	\$ 2,743.71
10	\$ 4,311.54
12	\$ 5,095.46

Commodity Rate: \$2.58 per 100 cubic feet

* * * * *

WITNESS:

THE CHARTER TOWNSHIP OF YPSILANTI

Brenda L. Stumbo, Supervisor

Karen Lovejoy-Roe Clerk

This Ordinance shall become effective upon the date of publication.

I, Karen Lovejoy-Roe, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan, hereby certify that the foregoing Ordinance No. 2018 ____ consisting of (1) page was duly approved and adopted by the Charter Township of Ypsilanti Board of Trustees assembled at a meeting of said board held _____ after said ordinance had previously been introduced at a meeting of the Board held _____. I further certify the motion to adopt was made by member _____ and seconded by member _____. The vote on the motion is as follows:

Yes: _____, _____, _____, _____, _____
name name name name name

No: _____, _____, _____, _____, _____
name name name name name

Karen Lovejoy-Roe, Clerk
Charter Township of Ypsilanti

PUBLISH: _____
Day, Month, Year

CHARTER TOWNSHIP OF YPSILANTI

ORDINANCE 2018-482

**REPEALING CHAPTER 62, ARTICLE IV, SECTION 62-77
OF THE CODE OF ORDINANCES**

An Ordinance to repeal Chapter 62, Article IV, Section 62-79(k) of the Charter Township of Ypsilanti Code of Ordinances which provides for a restricted debt retirement and capital improvement fund surcharge on water service and sewage disposal bills, because said surcharge is now a part of and fully included in the readiness-to-serve and commodity rates established by the water rate ordinance at Chapter 62, Article IV, Section 62-76 and established by the sewer rate ordinance at Chapter 62, Article IV, Section 62-77, each rate ordinance being effective October 1, 2018.

BE IT ORDAINED BY THE CHARTER TOWNSHIP OF YPSILANTI, that:

Effective October 1, 2018, Chapter 62, Article V, Section 62-79(k) of the Code of Ordinances is repealed.

* * * * *

WITNESS:

THE CHARTER TOWNSHIP OF YPSILANTI

Brenda L. Stumbo, Supervisor

Karen Lovejoy-Roe Clerk

NEW BUSINESS

**CHARTER TOWNSHIP OF YPSILANTI
2018 BUDGET AMENDMENT #13**

September 18, 2018

AMOUNTS ROUNDED TO THE NEAREST DOLLAR

101 - GENERAL OPERATIONS FUND **Total Increase** \$27,048.00

Request to increase budget for online financial reporting subscription with Munetrix. The annual increase of \$4,995 was greater than budgeted for 2018. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$1,395.00
		Net Revenues	<u><u>\$1,395.00</u></u>
Expenditures:	Membership and Dues	101-201-000-958.000	\$1,395.00
		Net Expenditures	<u><u>\$1,395.00</u></u>

Request to increase budget for special printing and mailing of election information to voters. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$9,091.00
		Net Revenues	<u><u>\$9,091.00</u></u>
Expenditures:	Postage	101-267-000-730.000	\$9,091.00
		Net Expenditures	<u><u>\$9,091.00</u></u>

Request to increase the budget for approved positions and wage increases at the special Board meeting on August 24, 2018. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$3,220.00
		Net Revenues	<u><u>\$3,220.00</u></u>
Expenditures:	Salary - Permanent Wage	101-209-000-706.000	\$1,630.00
	Salary - Permanent Wage	101-215-000-706.000	\$1,360.00
	FICA	101-209-00-715.000	\$125.00
	FICA	101-215-000-715.000	\$105.00
		Net Expenditures	<u><u>\$3,220.00</u></u>

101 - GENERAL OPERATIONS FUND - CONTINUED

Request to increase budget for health care coverage for employee opting into in September under special circumstance. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-000-699.000	\$13,342.00
		Net Revenues	<u><u>\$13,342.00</u></u>
Expenditures:	Health Insurance	101-227-000-719-000	\$6,812.00
	Health Care Deductible	101-227-000-719.020	\$6,500.00
	Admin Fee - Health care card	101-227-000-719.021	\$30.00
		Net Expenditures	<u><u>\$13,342.00</u></u>

**CHARTER TOWNSHIP OF YPSILANTI
2018 BUDGET AMENDMENT #13**

September 18, 2018

590 - COMPOST FUND

Total Increase \$3,084.00

Request to increase the budget for approved positions and wage increases at the special Board meeting on August 24, 2018. This will be funded by an Appropriation of Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	590-000-000-699.000	\$3,084.00
		Net Revenues	<u>\$3,084.00</u>
Expenditures:	Salary - Permanent Wage	590-590-000-706.000	\$2,864.00
	FICA	590-590-000-715.000	\$220.00
		Net Expenditures	<u>\$3,084.00</u>

Motion to Amend the 2018 Budget (#13):

Move to increase the General Fund budget by \$27,048 to \$10,476,925 and approve the department line item changes as outlined.

Move to increase the Compost Fund budget by \$3,084 to \$564,517 and approve the department line item changes as outlined.



Washtenaw International Music Boosters (501 (c) (3) ID# 31954)
105 N. Mansfield
Ypsilanti, MI 48198
wimusicboosters@gmail.com

September 10, 2018

Township Council of Ypsilanti, Michigan
% Civic Center
7200 S. Huron River Dr.
Ypsilanti, MI 48197

Dear Council Members:

Good day to you. My name is Dr. Rudolph Alvarado. Recently, I was elected as the Chairman of the Board of Directors of the Washtenaw International Music Boosters, a 501 (c)(3) non-profit supporting the mission and goals of Washtenaw International High School & Middle Academy Music Programs. For your convenience, I have enclosed a copy of our IRS letter and a copy of of our Filing Endorsement from the State of Michigan. Our organization has been a part of Washtenaw International High School since its inception and has proudly supported the efforts of the school's music program, and just this year, we expanded our mission to include supporting the efforts of the Middle Academy, as well.

I am writing to you today because we are seeking a raffle license from the State of Michigan in order to conduct raffle drawings at our annual fundraisers, Pastapalooza and NoteWorthy. Pastapalooza will be held on November 9th and NoteWorthy on April 19 of the coming year. In order to receive a license, the state's Charitable Gaming Division has informed us that we must obtain a resolution from our local governing body. This resolution is simply meant to recognize us as a charitable organization operating in the community. I have enclosed with this letter a copy of the standardized resolution form created by the Charitable Gaming Division.

It is our hope that you will consider and pass this resolution at the board meeting scheduled for September 18, 2018 and that the form will be completed as noted. I will be present at the meeting and would be more than happy to answer any questions you might have. If there is any need to contact me before the meeting, please feel free to reach me at (734) 972-5790 or by email at: rudolphvalvarado@gmail.com.

In closing, I'd like to thank you in advance for your time and consideration, and I sincerely hope that we will be able to bring this item before the Council and that it will pass.

Respectfully yours, and with deepest respect for all you do for the Township,

Rudolph V. Alvarado
Chairman of the Board of Directors
Washtenaw International Music Boosters (ID# 31954)

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JUL 30 2018

WASHTENAW INTERNATIONAL MUSIC
BOOSTERS
1193 LEVONA
YPSILANTI, MI 48198-0000

Employer Identification Number:
83-0760294
DLN:
26053604004408
Contact Person:
CUSTOMER SERVICE ID# 31954
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
April 30
Public Charity Status:
170(b)(1)(A)(vi)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
July 18, 2018
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS

FILING ENDORSEMENT

This is to Certify that the ARTICLES OF INCORPORATION

for

WASHTENAW INTERNATIONAL MUSIC BOOSTERS

ID Number: 802217051

received by electronic transmission on July 18, 2018 *, is hereby endorsed.*

Filed on July 18, 2018 *, by the Administrator.*

The document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.



In testimony whereof, I have hereunto set my hand and affixed the Seal of the Department, in the City of Lansing, this 18th day of July, 2018.

Julia Dale, Director

Corporations, Securities & Commercial Licensing Bureau



Charitable Gaming Division
 Box 30023, Lansing, MI 48909
 OVERNIGHT DELIVERY:
 101 E. Hillsdale, Lansing MI 48933
 (517) 335-5780
 www.michigan.gov/cg

LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES
 (Required by MCL.432.103(K)(ii))

At a _____ meeting of the _____
REGULAR OR SPECIAL TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD

called to order by _____ on _____
DATE

at _____ a.m./p.m. the following resolution was offered:
TIME

Moved by _____ and supported by _____

that the request from _____ of _____,
NAME OF ORGANIZATION CITY

county of _____, asking that they be recognized as a
COUNTY NAME

nonprofit organization operating in the community for the purpose of obtaining charitable

gaming licenses, be considered for _____.
APPROVAL/DISAPPROVAL

APPROVAL

DISAPPROVAL

Yeas: _____

Yeas: _____

Nays: _____

Nays: _____

Absent: _____

Absent: _____

I hereby certify that the foregoing is a true and complete copy of a resolution offered and

adopted by the _____ at a _____
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL

meeting held on _____
DATE

SIGNED: _____
TOWNSHIP, CITY, OR VILLAGE CLERK

PRINTED NAME AND TITLE

ADDRESS

COMPLETION: Required.
 PENALTY: Possible denial of application.

BSL-CG-1153(R6/09)



Washtenaw International High School Parent Teacher Organization
105 North Mansfield St.
Ypsilanti, MI 48197
trwihpto@gmail.com

September 13, 2018

Township Council of Ypsilanti, Michigan
% Civic Center
7200 S. Huron River Dr.
Ypsilanti, MI 48197

Dear Council Members:

My name is Sue Barker. I have lived in Ypsilanti Township for sixteen years and my daughter attends Washtenaw International High School & Middle Academy.

Currently, I serve as the treasurer of the Washtenaw International HS Parent Teacher Organization (WIHI PTO), whose purpose is to enhance and support the educational experience at Washtenaw International High School and Middle Academy, to develop a closer connection between school and home by encouraging parental involvement, and to improve the environment through volunteer and financial support.

I am writing to you today because the WIHI PTO is seeking recognition from the Michigan Charitable Gaming Division as a qualified nonprofit to conduct raffles at our fundraising events. One requirement is that we obtain a resolution passed by our local governing body recognizing us as a nonprofit organization operating in the Ypsilanti Township community. I have enclosed with this letter a copy of the Charitable Gaming Division resolution form and a copy of the IRS letter recognizing the WIHI PTO as a 501(c)(3) nonprofit.

It is our hope that you will consider and pass this resolution at your next meeting on September 18, 2018. I will be in attendance and welcome any questions you might have.

On behalf of the WIHI PTO, I thank you in advance for your time and consideration.

Best Regards,

Sue Barker
WIHI PTO Treasurer
sueabarker@gmail.com
248-842-8855

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date:

JUN 16 2016

WASHTENAW INTERNATIONAL HIGH SCHOOL
PARENT TEACHER ORGANIZATION
510 EMERICK
YPSILANTI, MI 48198

Employer Identification Number:
45-4440719

DLN:
17053063390006

Contact Person:
ZENIA LUK ID# 31522

Contact Telephone Number:
(877) 829-5500

Accounting Period Ending:
June 30

Public Charity Status:
509(a)(2)

Form 990/990-EZ/990-N Required:
Yes

Effective Date of Exemption:
November 15, 2014

Contribution Deductibility:
Yes

Addendum Applies:
Yes

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

Based on the information you submitted with your application, we approved your request for reinstatement under Revenue Procedure 2014-11. Your effective date of exemption, as listed at the top of this letter, is retroactive to your date of revocation.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar

Letter 947



Charitable Gaming Division
 Box 30023, Lansing, MI 48909
 OVERNIGHT DELIVERY:
 101 E. Hillsdale, Lansing MI 48933
 (517) 335-5780
 www.michigan.gov/cg

LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES
 (Required by MCL.432.103(K)(ii))

At a _____ meeting of the _____
REGULAR OR SPECIAL TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD

called to order by _____ on _____
DATE

at _____ a.m./p.m. the following resolution was offered:
TIME

Moved by _____ and supported by _____

that the request from _____ of _____,
NAME OF ORGANIZATION CITY

county of _____, asking that they be recognized as a
COUNTY NAME

nonprofit organization operating in the community for the purpose of obtaining charitable

gaming licenses, be considered for _____.
APPROVAL/DISAPPROVAL

APPROVAL

DISAPPROVAL

Yeas: _____

Yeas: _____

Nays: _____

Nays: _____

Absent: _____

Absent: _____

I hereby certify that the foregoing is a true and complete copy of a resolution offered and

adopted by the _____ at a _____
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL

meeting held on _____
DATE

SIGNED: _____
TOWNSHIP, CITY, OR VILLAGE CLERK

PRINTED NAME AND TITLE

ADDRESS

COMPLETION: Required.
 PENALTY: Possible denial of application.
 BSL-CG-1153(R6/09)



AT&T Michigan
Angela Wesson
METRO Act Administrator
54 N. Mill Street
Mailbox #30
Pontiac, MI 48342

August 28, 2018

Ypsilanti Charter Township Clerk
7200 S Huron River Dr
Ypsilanti, MI 48197

METRO ACT RIGHT OF WAY PERMIT EXTENSION

Dear Ypsilanti Charter Township Clerk,

This is a letter agreement which extends the existing METRO Act Permit issued by the Ypsilanti Charter Township/Washtenaw County to Michigan Bell Telephone Company d/b/a AT&T Michigan ("AT&T") which expires on December 31, 2018. The extension is for a term to end on December 31, 2023.

If this is agreeable, please sign both copies of the extension letter agreement in the place provided below and return to AT&T Michigan at the address on this letterhead. Upon receipt AT&T will acknowledge and return one copy for your files.

Additional information regarding this renewal request may be found at <http://www.michigan.gov/mpsc>. Please click on Telecommunications, METRO Act/Right of Way, and AT&T 5 Year permit extension.

We would appreciate return of the signed copies within 30 days of receiving this request. Your cooperation is appreciated.

If you have any questions feel free to contact Ms. Angela Wesson via e-mail, AD3245@att.com or 248-456-0361.

Agreed to by and on behalf of the
Ypsilanti Charter Township

**Michigan Bell Telephone Company d/b/a
AT&T** acknowledges receipt of this
Permit Extension granted by the municipality.

By: _____
Signature

By: _____
Angela Wesson

Its: _____

Its: METRO Act Administrator

Date: _____

Date: _____

CHARTER TOWNSHIP OF YPSILANTI

INFORMATION SERVICES

Computer Support • Web Content Management • Communications Services

To: Township Board
From: Travis McDugald, IS Manager
Re: Request to authorize Township IT to recycle existing and future retired mobile devices through a Verizon recycling program in exchange for credit to be applied to Verizon invoices.
Date: 2018 Sept 10

The majority of all Township mobile devices, such as mobile phones, have been purchased directly from Verizon at discounted rates. Currently once equipment has been retired it sits in a secured cabinet within the IT department.

Equipment is retired when the manufacture no longer offers security updates, damaged, or upgraded.

I respectfully request the Township Board authorize Township IT to recycle existing and future retired mobile devices through a Verizon recycling program in exchange for credit to be applied to Verizon invoices.

Thank you for your consideration.

Travis McDugald
IS Manager, Charter Township of Ypsilanti

CHARTER TOWNSHIP OF YPSILANTI

OFFICE OF COMMUNITY STANDARDS

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

To: Karen Lovejoy Roe, Clerk
From: Mike Radzik, OCS Director
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 \$27,000.**
Date: August 29, 2018

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 about 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 third year we have participated in this very successful program.

Thank you for your support of this innovative community service program.



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 sheriffinfo@ewashtenaw.org

MARK A. PTASZEK
UNDERSHERIFF

August 27, 2018

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 2018 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, 2018. 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:

- 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 starts on June 18, 2018 and will end on August 25, 2018. The term may be adjusted by mutual agreement of the Sheriff's Office and the Township.

Estimated Operating Budget

- 1 Supervisor @ \$22.50/hour
- 9 Youth Employees @ \$10/hour, \$12/hour with diploma
- Uniforms
- Trash bags, other supplies

Total estimated budget for 2018: \$27,000.00

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

APPROVED AS TO FORM:

Curtis Hedger (DATE)
Corporate Council

Accepted by _____
Karen Lovejoy Roe (DATE)
Township Clerk

Supervisor
BRENDA L. STUMBO

Clerk
KAREN LOVEJOY ROE

Treasurer
LARRY J. DOE

Trustees
STAN ELDRIDGE
HEATHER JARRELL ROE
MONICA ROSS WILLIAMS
JIMMIE WILSON JR.



Accounting

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

MEMORANDUM

TO: Board of Trustees
FROM: Javonna Neel, Accounting Director
DATE: September 13, 2018
RE: Renew annual subscription agreement with Munetrix

Request Board Authorization to approve the annual subscription agreement with Munetrix providing essential online transparent financial information. This agreement will be automatically renewed on an annual basis unless the Township sends written notification.

The Township has been using Munetrix as an online vehicle to provide State required transparent financial reports. The required transparency and accountability reports are:

- .Citizen's Guide to Finances including our Pension and OPEB status
- .Performance Dashboard
- .Debt Service Report
- .Projected Budget Report

The Township must report annually to the State of Michigan providing proof of compliance in order to receive City, Village, and Township Revenue Sharing (CVTRS) funds. The CVTRS amount for 2018 was budgeted at \$467,136.

Munetrix has provided the tools to perform the necessary reporting required by the State since 2011. The annual rate of subscription has been \$2,442 since 2013. Munetrix has continued to make updates and improvements to their systems and now find in necessary to increase the annual subscription rate for the basic transparency edition to \$4,995. While the rate is higher, the State is now offering a 50% reimbursement for using outside technology. The funds for the subscription is budgeted in 101-201-000-958.000.

July 30, 2018

Javonna Neel
Ypsilanti Township
7200 S. Huron River Drive
Ypsilanti, MI 48197

Greetings:

We are reaching out to provide an update on some changes at Munetrix.

While pricing changes are never popular, a combination of system enhancements, privacy and security improvements, as well as the requirements of the state bid specifications, an increase was necessitated; something we have not done in several years.

We have enclosed a renewal invoice with two options to choose from. As I mentioned in my email, we are amending the new pricing model for Ypsilanti Township so that the subscription price is slightly less than what you paid last year, after receiving the refund from the State.

- Transparency Edition is for those who need minimal analytics but like the platform for Revenue Sharing Compliance and
- Premium Edition that opens a deeper analytical and planning capability, including all our time saving Data Management tools.

Should the State continue with its subsidy, many communities will pay less than they did before for the Transparency Edition. But even if the subsidy fails to make the cut in the state's budget process, we've kept the investment low to offer the highest possible ROI considering the product's deep capability, especially with all the new features in the Premium Edition.

If you have any questions or concerns, please contact me personally. We appreciate your business and continued support, and remain committed to help local government administrators help themselves, not only today, but well into the future.

Sincerely,



Bob Kittle, President & CEO
bob@munetrix.com

Enclosure

Please help us make sure our records are correct. If any changes have occurred in your staffing that should be reflected in our system, please fill in the form below.

You are receiving this information as the current primary contact for Ypsilanti Township. If you are not the primary contact, please provide us with the following information:	
Primary Subscription Contact	Primary Billing Contact
Name:	Name:
Title:	Title:
Email:	Email:
Phone:	Phone:

MUNETRIX SERVICES PROPOSAL WORKSHEET

This Munetrix Services Proposal Worksheet identifies the proposal elements that are shown on the cover letter and Subscription Agreement. If any additional options or features are desired, please indicate on this document and we will adjust your plan and resend a new version to you. If you are satisfied with the Proposal Worksheet as is, no action is required except to sign the Subscription Agreement and return it back to us either by fax to (248) 683-5826 or a scan via email to subscription@munetrix.com.

Organization Name: Charter Township of Ypsilanti		Organization Type: Township		
Subscription or Service Type: Transparency Edition				
Special Service or Overview:				
Terms: Net 60				
Contract Start Date: Renewal		Anniversary Date: September 1		
Customer Account # 811200	Account Manager: B. Kittle	Sales Vertical: Municipal	Client Referral Source:	
Scope of Services or Deliverables: Transparency Edition, Annual renewal contract with Munetrix. See subscription agreement for details.			Fees:	Type:
			<input type="checkbox"/>	Fixed
			<input type="checkbox"/>	Monthly
			<input checked="" type="checkbox"/>	Annual
			<input type="checkbox"/>	Multi-year
			54,448	Population
Description				Investment
Transparency Edition - (Meets State of Michigan Mandatory Minimum Requirements) & Includes:				\$4,995.00
Two User Seats				Included
Dynamic Dashboard				Included
Peer Group Comparisons				Included
BudgetBuilder™				Included
Debt Manager™				Included
Open Checkbook				Included
CVTRS/CIP Compliance Report Wizard				Included
Implementation Fee (<i>First Year Only</i>)				\$0.00
Basic Training & Support Included (<i>per subscription agreement unless option service upgrades chosen</i>)				Included
Subtotal:				\$4,995.00

Premium Edition - Includes all Transparency Features and:		\$7,492.50
<input type="checkbox"/> Buildings Manager™		Included
<input type="checkbox"/> Capital Improvement Manager™		Included
<input type="checkbox"/> Chart of Accounts Manager™		Included
<input type="checkbox"/> Custom Reports		Included
<input type="checkbox"/> ForecastBuilder™		Included
<input type="checkbox"/> Headcount Manager™		Included
<input type="checkbox"/> ProjecTracker™		Included
<input type="checkbox"/> Trust Fund Manager		Included
<input type="checkbox"/> Emergency Preparedness Manager (<i>Call for quote</i>)		N/A
<input type="checkbox"/> Implementation Fee (<i>First Year Only</i>)		\$0.00
<input type="checkbox"/> Basic Training & Support Included (<i>per subscription agreement unless option service upgrades chosen</i>)		Included
Subtotal (includes all Transparency & Premium features):		\$7,492.50

Additional Users:	
<input type="checkbox"/> Additional Authorized User(s): \$250 per additional user	\$0.00

Optional Features or Plans:	
<input type="checkbox"/> Board Member Module (\$250 per board member)	\$0.00
<input type="checkbox"/> Basic: \$3,000/year or \$250/month (+10% discount on subscription fee)	\$0.00
<input type="checkbox"/> Preferred: \$6,000/year or \$500/month (+20% discount on subscription fee)	\$0.00
<input type="checkbox"/> Optimal: \$12,000/year or \$1,000/month (+30% discount on subscription fee)	\$0.00

<input type="checkbox"/> Total Investment For Transparency Edition Plus Options:	\$4,995.00
<input type="checkbox"/> Total Investment for Premium Edition Plus Options:	\$7,492.50

Billing Address:	Charter Township of Ypsilanti	7200 S. Huron River Dr.	Ypsilanti	MI	48197-7007
Bill-to Name: Ms. Javonna Neel			Title: Accounting Director	Email: jneel@ytown.org	
Details of Milestones (If Applicable)		Estimated Timing of Deliverables		Additional Fee(s) (If Applicable)	
Implementation		TBD - Based on date of contract execution		None	
Training		TBD - Based on date of contract execution		None	

AUTHORIZED USERS: Please provide this information. If additional user seats are needed, please indicate so above.

User #1 Name: _____

Title: _____

Email: _____

User #2 Name: _____

Title: _____

Email: _____

Additional User Name (Fees Apply): _____

Title: _____

Email: _____

Basic training and support includes:

1. One in-person or web-based training session upon activation of Charter Township of Ypsilanti's Authorized User Accounts.
2. One web-based training and one refresher training session per year.
3. Basic phone, email and web-conferencing support
 - a. Additional Support Packages are also available for a fee – see Services Proposal Worksheet.

MUNETRIX SUBSCRIPTION AGREEMENT

THIS MUNETRIX SUBSCRIPTION AGREEMENT (the "Agreement") is made by and between **MUNETRIX, LLC** a Michigan Limited Liability Company whose address for purposes of this Agreement is 3297 Five Points Drive Auburn Hills, MI 48326 (the "Company") and **CHARTER TOWNSHIP OF YPSILANTI** whose address is 7200 S. Huron River Dr., Ypsilanti, MI 48197-7007 (the "Licensee"), (and together with the Company, the "Parties").

WHEREAS, MUNETRIX, LLC, offers subscriptions to the Munetrix "Municipal Metrics" financial transparency database (the "Tool") for the benefit of Administrators, Finance Officers, Business Managers, and Elected Officials, whereby they may subscribe to and be issued rights to use the Tool for fiscal transparency or business management practices;

NOW, THEREFORE, the Parties hereby agree as follows:

- 1. Subscription.** As a condition to the Agreement, the Licensee shall pay the Company an annual fee (the "License Fee"). Payment of the License Fee is due within thirty (30) days of the earlier of a) the date Company sends an invoice to Licensee for the License Fee or b) Licensee's registration for use of the Tool. Within a commercially reasonable time following the Company's receipt of the executed Subscription Agreement, the Company agrees to provide the Licensee with full access to editing rights to the Munetrix Tool through the Company's website (Munetrix.com).

The annual subscription will have a start date of September 1, 2018. The end date ("End Date") will be the first day of the month following twelve (12) months after the Start Date (the "Term").

The Parties agree that the Term shall automatically be renewed for successive one-year periods (each a "Renewal Term") unless the Company is notified in writing by the Licensee at least thirty (30) days prior to the applicable End Date that Licensee intends not to allow the Term to automatically renew. Licensee shall pay the Company an additional License Fee for each Renewal Term within thirty (30) days of the date Company sends an invoice to Licensee for the additional License Fee. The Licensee acknowledges that the License Fee may increase in each Renewal Term. The Company agrees to notify the Licensee at least sixty (60) days prior to a new Renewal Term if any increase in the License Fee will be implemented for that Renewal Term, and if a "Rate Lock" option is available for the applicable Renewal Term.

- 2. Users.** This Agreement provides up to two (2) Authorized Users of the Licensee organization the right to use the Tool during the Term and any applicable Renewal Term. For the purposes of this Agreement, the term "Authorized Users" shall mean any chief finance officers, chief administrators, support staff, or other employees of the Licensee that are elected or appointed during the time the Tool is being utilized and who agree to be bound by Munetrix's Terms of Use, and/or designated by the Licensee's Chief Administrative Officer.

In the case the Licensee desires to have additional User Seats, a fee of \$250 per additional user may be charged to the Licensee and added to the License Fee for each Term and applicable Renewal Term.

- 3. Licensee and User's Responsibilities.** The Licensee agrees that each Authorized User shall (i) be responsible for the accuracy, quality and legality of its data entered into the Tool (or any database that utilizes the Tool) and of the means by which such data is acquired, (ii) use commercially reasonable efforts to prevent unauthorized access to or use of the Tool, and notify the Company promptly of any such unauthorized access or use, and (iii) use the Tool only in accordance with the Terms of Use and applicable laws and government regulations.

The Licensee agrees that each Authorized User shall not (a) make the Tool available to anyone other than an Authorized User, unless otherwise allowed or authorized per this Agreement, (b) sell, resell, rent or lease the Tool, (c) use the Tool to store or transmit infringing, libelous, or otherwise unlawful or tortious material, or to store or transmit material in violation of third-party privacy rights or any other applicable law, (d) use the Tool to store or transmit viruses or malicious code, (e) interfere with or disrupt the integrity or performance of the Tool or any third-party data contained therein, or (f) attempt to gain unauthorized access to the Tool or Company's related systems or networks.

The Licensee agrees to immediately discontinue, decommission or otherwise notify Company to decommission any Authorized User from having access to the Tool upon termination of their employment from the Licensee's organization.

- 4. Company Responsibilities.** At a minimum of once per year, and as long as state agencies continue to provide Company access to bulk data downloads, the Company agrees to keep the data available to the Tool current with the most recent data made accessible to Company. The Company will also maintain the Tool in terms of security and up-time in accordance with industry standards in place at the signing of this Agreement.

Basic system enhancements will occur periodically at no additional charge. These updates will be in the form of slight modifications that make the system more user-friendly or intuitive and may include various additions to data or charts that can help a governmental

entity, or the general public understand the data better. No version downloads are required by the Licensee; these updates will automatically appear once released for production and a user notification will appear upon the Licensees next log-in. The notification feature is turned "on" as the Tool's default setting, and this preference may be changed by the Licensee using the system's settings.

- 5. **Terms of Use.** The Licensee agrees to be bound by (and comply with) and agrees to cause its Authorized Users to be bound by (and comply with) this Agreement and Munetrix's Terms of Use. For the purpose of this Agreement, the "Terms of Use" shall mean those certain Terms of Use that are set forth on Munetrix's website and relate to the usage of Munetrix's site, tools, and products, as modified from time to time. To the extent that there is any direct conflict between the terms of this Agreement and the Terms of Use, the terms of this Agreement shall control and prevail.
- 6. **Guest User Link.** As a condition to this Agreement, the Licensee agrees to place an approved Munetrix Citizens Guide to Finances guest user link or other means to hyperlink the Munetrix Tool to their websites homepage.
- 7. **Limitation of Liability.** The liability of the Company arising out of or related to this Agreement or the Tool shall not exceed the amount of the most recent License Fee paid by the Licensee under this Agreement.
- 8. **Relationship of the Parties.** The Parties to this Agreement are independent contractors. This Agreement does not create a partnership, franchise, joint venture, agency, fiduciary or employment relationship between the Parties.
- 9. **Assignment.** Licensee may not assign any of its rights or delegate any of its duties under this Agreement without the prior written consent of the Company.
- 10. **Severability.** If any provision of this Agreement is held by a court of competent jurisdiction to be contrary to law the provision shall be modified by the court and interpreted so as best to accomplish the objectives of the original provision to the fullest extent permitted by law and the remaining provisions of this Agreement shall remain in effect.

In addition to any other rights and remedies that the Parties might have at law or in equity, the Company reserves the right to suspend or cancel this Agreement and access to the Tool in the event that the Licensee breaches (or threatens to breach) any term of this Agreement.

- 11. **Counterparts.** This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall be deemed to be one and the same agreement. A signed copy of this Agreement delivered by facsimile, e-mail, or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original signed copy of this Agreement. Use of the system is also deemed an acceptance of the agreement.
- 12. **Governing Law.** This Agreement shall be bound by the laws of the State of Michigan without regard to its conflicts of law provisions.
- 13. **Entire Agreement.** This Agreement along with the Terms of Use constitutes the entire agreement between the Parties and supersedes all prior and contemporaneous agreements, proposals or representations, written or oral, concerning its subject matter. No modification, amendment, or waiver of any provision of this Agreement shall be effective unless in writing and signed by the party against whom the modification, amendment or waiver is to be asserted.

The Licensee agrees to the provisions of this agreement and by signing warrants and represents that they have the authority to execute the transaction as of the Start Date.

Charter Township of Ypsilanti

Munetrix, LLC

By: _____

By: Robert Kittle

Its: _____

Its: President & CEO

Date: _____

Date: August 1, 2018

Munetrix LLC
 3297 Five Points Drive
 Auburn Hills, MI 48326



BILL TO:
 Accounts Payable/Javonna Neel
 Ypsilanti Township
 7200 S. Huron River Drive
 Ypsilanti, MI 48197

RENEWAL INVOICE: 2178
INVOICE DATE: 08/01/2018
TERMS: Net 60
DUE: 10/01/2018

ANNIVERSARY	LOCAL UNIT CODE
September 1	811200

*Please select your 2018-2019 Subscription
 (Transparency or Premium):*

SELECTION	DESCRIPTION	RATE
	Transparency Edition: \$2,500 + \$0.05 x 54,448 (population)	\$4995.00
	Premium Edition – 1.5 x \$5,222.40 (transparency rate)	\$7,833.60
✓	Regional Sponsorship Discount	- \$100.00
TOTAL DUE: <i>(subscription selection minus \$100)</i>		\$

Munetrix's Premium Edition Subscription
 provides a more robust suite of applications (see page 2 of agreement) along with the features included with your Transparency Subscription.

Please contact us to learn more and/or to schedule a no-obligation demo of our Premium Edition platform.

Please confirm your subscription preference for 2018-2019 and remit accordingly.

Remit Payment & Invoice To:
 Munetrix, LLC - Accounts Payable
 3297 Five Points Drive
 Auburn Hills, MI 48326

To pay electronically, please call us at 248-499-8355 or email amanda@munetrix.com

Credit Card Payments – Add 3.5% Processing Fee
 Please note that any unpaid balances are subject to a 1.25% compounded late fee.

Payment of this invoice acknowledges agreement to pricing and Terms of Use which is available at www.munetrix.com

Munetrix Terms state that subscription cancellation requests must be received at least 30 days in advance of your anniversary date. Please contact us directly at 248-499-8355 if you have any concerns regarding your subscription.

CHANGE NOTICE #1
TO
Authorizing Document Number MI-32
 Bound books to digital images
 Ypsilanti Township
 Clerk's Office
 Township Meeting Minute Books

Nature of the Change

State of Michigan Contract 071B32000035 has expired and State of Michigan Contract 171 180000000749 for imaging and microfilm services is now in effect. The vendor remains Graphic Sciences Inc. The work effect described in Authorizing Document Number MI-32 will continue under the new contract with the attached rates applying.

Financial Considerations

See attached rate sheet.

Name/Title/Role	Signature	Date
Greg Colton Graphic Sciences, Inc. 1551 E Lincoln Ave Madison Heights MI 48071 gregc@gsiinc.com		
Jessica Weston DTMB Records Management Services Records Analyst Contract Program Manager westonj2@michigan.gov		
Karen Lovejoy Roe Ypsilanti Township Clerk Business Owner klovejoyroe@ytown.org		

**DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET - RECORDS MANAGEMENT SERVICES
PRICE LIST OF IMAGING/MICROFILM SERVICES EFFECTIVE JUNE 2018**

DESCRIPTION	DOCUMENT SIZE	PRICE PER UNIT	# OF UNITS	CHARGE
200 DPI PAPER SCANNING - BLACK AND WHITE IMAGE				
PAPER DOCUMENTS	UP TO 5.5 X 8.5	0.0514 PER IMAGE		0.00
PAPER DOCUMENTS	UP TO 8.5 X 14	0.0706 PER IMAGE	5,921	418.02
ENGINEERING DRAWINGS	ANY	1.1040 PER IMAGE		0.00
E-LOGS	ANY	0.1035 PER LINEAR FT.		0.00
PAPER DOCUMENTS	UP TO 11X14	0.0856 PER IMAGE		0.00
DIGITAL SCANNING COLOR	UP TO 8.5 X 14	0.0856 PER IMAGE		0.00
DIGITAL SCANNING COLOR	UP TO 5.5X8.5	0.0805 PER IMAGE		0.00
200 DPI SCANNING - FLATBED				
B&W, GREY SCALE OR COLOR IMAGE	UP TO 11 X 14	0.4186 PER IMAGE		0.00
200 DPI MICROFILM SCANNING - BLACK AND WHITE IMAGE				
16MM ROLL		0.0598 PER IMAGE		0.00
35MM ROLL		0.0909 PER IMAGE		0.00
35MM APERTURE CARDS		1.0235 PER IMAGE		0.00
16MM 5-CHANNEL JACKET or non uniform fiche		0.1840 PER IMAGE		0.00
105MM MICROFICHE highspeed scan - uniform layout		0.0587 PER IMAGE		0.00
DELIVERY MEDIA				
CD-R		16.1000 PER CD	3	48.30
DVD		16.1000 PER DVD		0.00
MICROFILM FROM DIGITAL IMAGE (TIFF)				
SILVER 16MM ROLL		0.0460 PER IMAGE		0.00
SOURCE DOCUMENT FILMING				
ROTARY CAMERA	ALL	0.0460 PER IMAGE		0.00
16MM PLANETARY	ALL	0.1150 PER IMAGE		0.00
35MM PLANETARY (ENGINEERING)	ALL	0.6300 PER IMAGE		0.00
105 STEP & REPEAT FICHE	ALL	0.1610 PER IMAGE		0.00
DUPLICATION				
	FILM THICKNESS	TYPE	PRICE PER UNIT	# OF UNITS
100 FT 16MM ROLL FILM	5 MIL.	DIAZO	3.3245 PER ROLL	
215 FT 16MM ROLL FILM	2.5 MIL.	DIAZO	12.5465 PER ROLL	
100 FT 35MM ROLL FILM	5 MIL.	DIAZO	14.6280 PER ROLL	
100 FT 16MM ROLL FILM	5 MIL.	SILVER	19.1475 PER ROLL	
215 FT 16MM ROLL FILM	2.5 MIL.	SILVER	35.0750 PER ROLL	
100 FT 35MM ROLL FILM	5 MIL.	SILVER	39.4450 PER ROLL	
105MM CUT FICHE OR JACKETS	5 MIL.	DIAZO	0.4485 PER FICHE	
FILM PROCESSING (EXCLUDES CAMERA WORK)				
	FILM THICKNESS	TYPE	PRICE PER UNIT	# OF UNITS
100 FT 16MM	5 MIL.	SILVER	8.9700 PER ROLL	
215 FT 16MM	2.5 MIL.	SILVER	13.0180 PER ROLL	
LOADING - CARTRIDGES - APERTURE CARDS - JACKETS				
			PRICE PER UNIT	# OF UNITS
CARTRIDGE LOADED & LABELED			4.8875 PER CARTRIDGE	
TYPE "A" ANSI CLIP LOADED & LABELED			2.4150 PER CLIP	
16 MM 5 CHANNEL JACKET			1.0350 PER JACKET	
35MM APERTURE CARD			0.2875 PER CARD	
MISCELLANEOUS SERVICES				
	TYPE	PRICE PER UNIT	# OF UNITS	CHARGE
DOCUMENT PREPARATION		22.6895 PER HOUR	3	204.21
DECISION BASED DOCUMENT PREPARATION		40.6295 PER HOUR		0.00
DATA ENTRY FOR INDEXING (heads down)		0.0127 PER CHARACTER	3,448	119.39
DATA ENTRY FOR INDEXING (by the hour)		44.1715 PER HOUR		0.00
ADDITIONAL QC / SPECIALIZED IMAGE FINISHING		34.7760 PER HOUR		0.00
DECISION BASED ADDITIONAL QC / SPECIALIZED IMAGE F		38.0650 PER HOUR		0.00
COMPUTER RUN TIME		15.8125 PER HOUR		0.00
FULL TEXT OPTICAL CHARACTER RECOGNITION		15.8125 PER HOUR		0.00
CUSTOM PROGRAMMING		173.6500 PER HOUR		0.00
BOX STORAGE		0.3680 PER CU FT/MONTH		0.00
COMMERCIAL SHIPPING (UPS, FEDEX, AIRBORN, ETC.)		0.0000 @ CURRENT RATE		0.00
PAPER PRINTS FROM 35MM ROLL OR APERTURE CARD		0.7820 PER PRINT		0.00
PAPER PRINTS FROM JACKETS, FICHE, 16MM ROLL		0.2645 PER PRINT		0.00
MICROFICHE ENVELOPES		0.0575 EACH		0.00
MISCELLANEOUS		0.0000 EACH		0.00
			Total:	790.52

ANNUAL PRICE QUOTE FOR: Ypsilanti Township Clerk

Note that the above quote is based on the July 2017-June 2018 work performed by the vendor for your agency.

AUTHORIZATIONS AND BIDS

CHARTER TOWNSHIP OF YPSILANTI

INFORMATION SERVICES

Computer Support • Web Content Management • Communications Services

To: Township Board
From: Travis McDugald, IS Manager
Re: Request to accept the lowest bid from Trendset Communications Group for the installation of a cellular repeater system at a cost of \$46,634 paid from account 101-267.000.977-000.
Date: 2018 Sept 10

On May 15th 2018 the Township Board of Trustee authorized a request to seek sealed bids for the installation of a cellular repeater system.

The bids have been received and reviewed. Below is the cost break down for all properly received bids.

Vendor	Proposal	Cost
Trendset	Multi carrier	\$46,634
Amcomm Telecommunications Inc	Multi carrier	\$51,350
Bayview Technologies, LLC	Single carrier	\$73,300
CCS Presentation Systems	Multi carrier	\$78,658
Bayview Technologies, LLC	Multi carrier	\$135,700

I am recommending the proposal from Trendset for the following reasons

- Lowest Bid
- Multi Carrier (Supports AT&T, Sprint, T-Mobile, and Verizon)
- Covers both the Civic Center and 14b District Court
- Does not depend on Township infrastructure
- 4G Voice and Data Support

A cellular repeater system is designed to repeat wireless signal from outside to inside and vice versa. The coverage is often better on the roof of a building as opposed to the inside. This is often due to the materials used to construct the building.

Several major carriers have challenges regarding the signal strength within the Civic Center complex. This possess several issue, not just regarding calls visitors may wish to make, but for emergency response. Should a person need to call 911 that call needs to go out.

Often the Township will host large meetings. Low cost solutions have been reviewed. They either required additional network infrastructure or could not handle the expected call capacity.

I respectfully request the Township Board of Trustees accept the lowest bid from Trendset Communications Group for the installation of a cellular repeater system at a cost of \$46,634 paid from account 101-267.000.977-000

Thank you for your consideration.

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.



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: Charter Township of Ypsilanti Board of Trustees

From: Karen Lovejoy Roe, Clerk

Date: September 14, 2018

Subject: ***Request to Waive the Financial Policy and Authorize a Mailing to Ypsilanti Township Voters regarding the upcoming November 6, 2018 General Election and award the project to Messenger Printing, the lowest quote, in the amount of \$9,090.50 budgeted in line item 101-267-000-730-000***

A recent court ruling will NOT allow straight party voting in the State of Michigan. Over 50% of all voters in Michigan for both the Republican and Democratic candidates have historically voted straight party. This is a major change in the voting process in Michigan.

Voters will be required to carefully read each candidate's name and the party affiliation for 16 partisan candidates on the November ballot and fill in 16 boxes vs. one box in past general elections.

No longer being able to vote straight party, along with 16 (Ypsilanti Schools/Van Buren Schools) or 15 (Lincoln Schools) non-partisan candidates to vote for and 5(Lincoln/Van Buren Schools) or 6 (Ypsilanti Schools) ballot proposals will drastically add to the amount of time it will take voters to fill out their ballots. The mailing will provide information to voters that will assist them in voting and shorten the lines at the polls on Election Day.

This request is to approve mailing a one page letter to each voter household in Ypsilanti Township explaining the change in Straight Party Voting, a link where they can view their ballot or where to pick up a sample ballot, directions on how to request an absentee ballot, and encouragement regarding the importance of researching their

ballot prior to heading out to the polls. This request also includes a budget amendment for the mailing.

If you have any questions please let me know. Thank you for your consideration.

Zimbra**klovejoyroe@ytown.org****Quote**

From : Bob Herriman
<bob@messengerprinting.com>

Sun, Sep 09, 2018 04:53 PM

📎 1 attachment

Subject : Quote

To : Karen Lovejoy Roe
<klovejoyroe@ytown.org>

Karen:

Here is the Price Quote:

8.5x11 Letters printed 1-Side Black ink only on White Paper, Folded
#10 Envelopes/ 2-Color on White Stock (Black & Red)
Folded, Inserted, Addressed & Mailed

Printing 24,000: \$2,955.50

Addressing 24,000: \$855.00

Estimated Postage for 24,000: Between \$4,032 to \$5,280

(We will need to process the list to provide exact postage costs)

Please let me know if you have any questions.

Thanks,
-Bob

of Total:
\$9090.50

Bob Herriman, President
Messenger Printing Service, Inc.
20136 Ecorse Road
Taylor, Michigan 48180-1957
www.messengerprinting.com
www.messengerpromotions.com

bob@messengerprinting.com

Phone: 313.381.0300

Fax: 313.381.0390



September 13, 2018

To: Karen & Lisa 734-484-4200
Company: Charter Township of Ypsilanti – Clerks Office
From: Francis Olegario
Re: Estimate #: 63830

Project: 1 Letter & 1 Envelope Mailing
Flat Size: 8.5" (w) x 11" (h)
Finish Size: 8.5" (w) x 11" (h)
Art: Print Ready, Hi-Res PDF and/or original files. 3 Files
1. Static Letter– 1 file, 1 Page each
2. #10 Envelope – 1 Files, 1 Page
3. Database- Qty 24,000
Proof: 1 Hardcopy proof
Stock: - Letter: 60# Olympic offset text
- #10 Window Envelope
Ink: - Letter: 1/0, 1 color front in black ink, 1 side.
- #10 Envelope Return Address: 2/0, 2 Color 1 PMS ink red & black ink, 1 side
- Address: Inkjet Black ink.
Bleeds/Coverage: No Bleeds
Bindery: Letter Fold, tray
Mailing Services: -1 Database Qty 24,000, Mail list process & sort, NCOA, Use Ypsi Charter Township Indicia, Insert 1 (Letter), Seal, Tray, Deliver to USPS.
Other: N/A
Overs/Unders: N/A
Delivery: USPS
Quantity: 24,000
Cost: \$6,570.00
NOTE: Price does not include tax or postage. See below for estimated postage cost.
Estimated Postage: Pre-Sort Non-Profit. ESTIMATED at \$0.159 cents per piece or ESTIMATED total \$3,816.00. Final postage cost will be provided after list has been processed and sample weighed and could be a lower cost. Must have postage funds in CAPS account before we can drop to post office.
Lead Time: Proof: 1-2 Business days Production: 7-10 Business days after proof approval.

I appreciate the opportunity to quote, Karen & Lisa. Please call or e-mail me if you have any questions.

est. Total = \$10,386.00

Francis Olegario
Allegra Print • Mail • Marketing
francis@allegra.net



Quotation 21407

Date: 09/12/18

**Karen Lovejoy-Roe
Charter Township of Ypsilanti
7200 S. Huron River Drive
Ypsilanti MI 48197**

SHIP TO:

Charter Township of Ypsilanti
7200 S. Huron River Drive
Ypsilanti MI 48197

Our Truck

Acct.No	Ordered By	Phone	Fax	P.O. No	Prepared By	Sales Rep
6619	Karen Lovejoy-Roe				Barrie	QPS
Quantity	Description					Price
24,000	<i>Design charges include one set of revisions. Extensive revisions and author's alterations will be subject to additional charges.</i> 1pg 1-sided tri-folded letter- black ink Plate: DPM ScanMaster Offset: 60# White 11 x 8.5 Front: Black Press: ABDick 1 Color Cut: To FinSz (1 Cuts/Sheet) Fold: Auto 2 Folds					1,220.00
24,000	#10 Regular White Envelope - 2 color Plate: DPM ScanMaster Env: Business: 24# Regular White #10 Front: Black + 1 Color Red Press: ABDick 2 Color					1,395.00
24,000	Mailing Mail: Address Mail: Seal Mail: Sort Mail: Stuff Mail: Take To Post Office					1,407.00
24,000	Postage - Estimate: \$0.26 each Mail: Postage					6,240.00
Received by _____ Date _____						
Terms	Subtotal	Shipping	Postage	Tax	Total	
C.O.D.	10,262.00	0.00	0.00	0.00	10,262.00	

OTHER BUSINESS
