

CHARTER TOWNSHIP OF  
YPSILANTI BOARD OF TRUSTEES

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*Supervisor*

**BRENDA L. STUMBO**

*Clerk*

**HEATHER JARRELL ROE**

*Treasurer*

**STAN ELDRIDGE**

*Trustees*

**JOHN P. NEWMAN II**

**GLORIA PETERSON**

**DEBBIE SWANSON**

**JIMMIE WILSON, JR.**

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**September 21, 2021**

**Work Session – 4:30pm**

**Regular Meeting – 7:00 p.m.**

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

# **DEPARTMENTAL REPORTS**

*Supervisor*  
**BRENDA L. STUMBO**  
*Clerk*  
**HEATHER JARRELL ROE**  
*Treasurer*  
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**JIMMIE WILSON, JR.**  
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**DEBBIE SWANSON**



**Charter Township of  
Ypsilanti**  
**Hydro Station**

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

**Date:** September 3, 2021  
**To:** Clerk's Office  
**CC:** Brenda Stumbo, Supervisor  
**From:** Michael Saranen, Operation Manager  
  
**Subject:** Department Report (activities in August 2021)

## Activities:

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### Ford Lake Dam

#### General Operation Summary:

The Hydro Station continues to operate safely and continues to get routine safety inspections and preventive maintenance. Covid-19 has not impacted operations. Operators had 2 after hour call-ins for August.

Average precipitation for the month of August is around 3.26", this year it was about 5.17".

Power generation for August was above average, but remains below average for the year. Overall, below average perception and increase water release for WQ have impacted generation.

#### Regulatory:

##### **For 2021-**

- update DSSMP, now planned for 2022
- DSSMR, **Complete**
- Owners Dam Safety Program Review – **Complete**
- EAP annual update and test-
- EAP Training- **Complete**
- Part 12 Inspection- **Plan and Schedule have been filed with FERC.**
- WQ Report – (Data collection begins June 1<sup>st</sup>)
- Nuisance Plant Plan Report – **At state for comment**
- Wildlife Plan Report –
- Historical Activity Report –
- Gate Certification – **In Planning**
- Security Review – **Preparing for filing**
- FERC Security Inspection- **Postponed (COVID)**
- FERC Annual Dam Safety Inspection – **Complete**
- Annual DEQ Lake Operation Monitoring Report- **Complete**
- Spillway Assessment Action Plan- **In process, (targeted completion September 2021)**

## Projects:

**Concrete Repairs-** Planning put together bid documents to address spalling concrete on crest of the concrete spillway. Construction is planned for 2022. Field inspection was conducted on 5/6/21, an assessment report was provided by Barr. Report outlines areas that need repairs within 5 to 10 years.

**Sluice Gate Repairs-** Board approved replacing last 2 hydraulic panels later this fall. A Purchase Order was approved. Scheduled for October 2021

**Bridge Deck Concrete Repairs- Complete** Washtenaw County Road Commission is planning a project to preserve the bridge deck, restore the sidewalk that is deteriorating and other items. The sidewalk has been repaired with the remaining work later this summer.

**Sluice Stress Analysis-** the FERC has requested a detail study of gates. This is common industry request from FERC as they continuously look at safety involving dams. We are currently working with engineering to develop a procedure to complete this task. This task should be completed by 2024.

**Powerhouse Service Power Upgrades-** Replace the High voltage transformer to correct power issues. AF Smith has ordered the transformer. We hope to have complete by the end of November.

## Operation Summary

2021	August	YTD	5 Year Ave.
Precipitation total (inches) <sup>1</sup>	5.17	23.93	41.3 <sup>1</sup>
Days Online	31.0	211.9	359.2
Generation MWH (estimated)	859.236	5,612.360	10,696.5
Generation MWH <b>lost</b> (estimated)*	66.017	394.178	525.7

### After Hour Call In

Water levels	2	18	43
Mechanical/Electrical	0	8	5
Other	0	0	2
Totals	2	26	50

Recent History	2016	2017	2018	2019	2020
Precipitation total (inches) <sup>2</sup>	36.5	40.8	42.2	45.4	41.38
Days Online	359.5	362.0	364.2	350.6	359.7
Generation MWH (estimated)	8,803.4	10,744.9	10,635.0	12,576.7	10,722.7
Generation MWH <b>lost</b> (estimated)*	229.8	269.6	552.9	1,005.8	570.2

### After Hour Call In

Water levels	31	26	30	69	57
Mechanical/Electrical	4	5	3	4	7
Other	2	3	0	2	2
Totals	37	34	33	75	66

<sup>1</sup> Preliminary totals from NOAA for Detroit

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



### *Gate Spilling Summary:*

Releasing water from the sluice gates is primary done 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 1<sup>st</sup> and will end on September 30<sup>th</sup>; operators monitor the water quality conditions and take readings as outline in the WQ Plan. The dam releases water 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:**

Current Year <b>2021</b>	Current Year Days Spilled	Current Year Lost KWh*	Current Year Lost \$*	Prior Yr. Lost \$*
January	0	0	0	0
February	0	0	0	0
March	0	0	0	0
April	1.3	0	0	0
May	11.0	93,311	\$ 5,852	0
June	15.7	109,140	\$ 6,624	\$ 2,502
July	17.0	123,521	\$ 6,147	\$ 3,000
August	15.8	66,017	\$ 3,067	0
September				0
October				0
November				0
December				
Totals	60.8	392,059	\$ 21,690	\$ 5,502

\*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.

# CHARTER TOWNSHIP OF YPSILANTI FIRE DEPARTMENT

222 South Ford Boulevard, Ypsilanti, MI 48198

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## MONTHLY REPORT FOR JULY 2021

Fire Department staffing levels are as follows:

1 Fire Chief	3 Shift Captains	19 Fire Fighters
1 Fire Marshal	3 Shift Lieutenants	
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 454 requests for assistance. Of those requests, 217 were medical emergency service calls, with the remaining 237 incidents classified as non-medical and/or fire related.

Department activities for the month of July 2021:

- 1) The Public Education Department participated in the following events:
  - a) Fairway Hills Bike Parade
  - b) Neighborhood Watch Picnic @Clubview Park
  - c) Rose Craft show @North Bay Park
- 2) Fire fighters received training in the following areas:
  - a) Hyrdro Dam EAP

The Fire Marshal had these activities / events for the month of July 2021:

- 1) Fire Investigations:
- 2) Building Inspections: 7
- 3) Plan Reviews: 4
- 4) Hood / Suppression Inspections: 4
- 5) Completed Covid 19 screenings for staff
- 6) Meetings: 7
- 7) Code Enforcements: 5

- 8) Alarm Inspections: 1
- 9) Ford Dam EAP

Monthly Report – July 2021

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The Fire Chief attended these meetings / events for the month of July 2021:

- 1) Covid 19 staff screenings
- 2) Wiard Road Resurfacing zoom meeting
- 3) Revised Covid Dispatching protocols with Medical Control
- 4) Followup QI Improvement with HVA Supervisor
- 5) WAMAA
- 6) Letter to Washtenaw County CEO Dill
- 7) Drafted 2022 Budget
- 8) Revised MABAS Response Cards due to Bridge Road Shutdown
- 9) Adjusted General Ledger numbers per Accounting Director
- 10) Created Fire Station Access Policy for IT Department
- 11) Knox Boxes established for Lakeside Park & ACM
- 12) Prepared items for Township Fall Auction
- 13) Received approval for new HQ Sump Pumps
- 14) Requested clerical replacement for August

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 **\$361,000.00**. All occurred at the following locations:

DATE OF LOSS	ADDRESS	ESTIMATED LOSS
1) 07/01/2021	6156 Tuttle Hill	\$ 0.00 (outside rubbish)
2) 07/03/2021	536 First	\$ 0.00 (Mutual Aid – City of Ypsilanti)
3) 07/04/2021	Holmes @ Wendell	\$ 0.00 (outside rubbish)
4) 07/06/2021	346 Bedford	\$ 0.00 (dumpster)
5) 07/06/2021	3630 Brittanie Dr	\$ 0.00 (Mutual Aid -Superior Township)
6) 07/07/2021	2821 Bynan #201	\$ 11,000.00 (building)
7) 07/08/2021	5924 S Mohawk	\$ 100.00 (cooking)
8) 07/08/2021	1085 E Michigan	\$ 0.00 (outside rubbish)
9) 07/08/2021	2515 Ellsworth	\$ 0.00 (outside rubbish)
10) 07/10/2021	6680 Bunton	\$ 0.00 (outside rubbish)
11) 07/18/2021	1356 Elmwood	\$ 0.00 (cooking)
12) 07/23/2021	2343 Sunnyglen	\$ 25,000.00 (building)
13) 07/29/2021	2735 Washtenaw	\$ 0.00 (cooking)
14) 07/31/2021	982 Desoto	\$ 0.00 (cooking)

Respectfully submitted,

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

Attachment: Image Trend Incident Type Report (Summary): 07/01/2021 – 07/31/2021



JERRY L. CLAYTON  
SHERIFF

# WASHTENAW COUNTY OFFICE OF THE SHERIFF

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



MARK A. PTASZEK  
UNDERSHERIFF

**To:** Brenda Stumbo, Ypsilanti Township Supervisor  
**From:** Shane Peltier, Police Services Lieutenant  
**Cc:** Ypsilanti Township Board  
Keith Flores, WCSO Police Services Commander  
Nancy Hansen, WCSO Police Services Captain  
**Date:** September 10, 2021  
**Re:** August 2021 Police Services Monthly Report

## SUMMARY:

During the month of August 2021, there were 3,533 calls for service in Ypsilanti Township, a 5% decrease in calls for service as compared to August 2020.

## OPERATIONS

During August 2021, Patrol Operations responded to calls for service, conducted traffic enforcement, and completed criminal investigations in support of our citizen's quality of life.

The month of August showed a decrease in home invasions of 19% (13 compared to 16 in 2020). In many of these incidents a domestic relationship and unauthorized entry were common. The best prevention methods for a typical residential home invasion are to keep all windows and doors locked (including vehicles in the driveway), including deadbolts, while away from home. External lighting and visual deterrents such as "Beware of Dog" or alarm signage also discourages criminals.

In August 2021 we took 5 reports of breaking and entering's (non-residential buildings). Compared to August 2020 this was a 25% increase (4 reports taken in August 2020). In the month of August 2021, we saw 2 robberies. In the month of August 2020, we saw a total of 6 robberies (67% decrease). From a year-to-date perspective, we are at a 29% decrease in robberies (22 in 2021 YTD compared to 31 in 2020 YTD).

In August 2021 there were 13 reported UDAA's. This is a 18% increase from August 2020 (13 compared to 11 UDAA's in August 2020). Many of these vehicle thefts occurred by the suspect gaining entry to an unlocked vehicle. Citizens are reminded to lock all vehicle doors and keep ignition keys in separate and secure areas to prevent such thefts. Valuables, if left in a vehicle, should be placed in a concealed location. The following website provides further information regarding the reduction of potential for theft of your vehicle, common vehicles targeted, and further information.

<https://www.nhtsa.gov/road-safety/vehicle-theft-prevention>

## 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. From a year-to-date perspective, comparing 2021 to the same period in 2020, our juvenile offenses and complaints are up 24.81% (from 137 to 171) and our runaway complaints are up 10% (from 30 to 33).

*Public Safety – Quality Service – Strong Communities  
Serving Washtenaw County since 1823*



**JERRY L. CLAYTON**  
SHERIFF

# WASHTENAW COUNTY

## OFFICE OF THE SHERIFF

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



**MARK A. PTASZEK**  
UNDERSHERIFF

### **COMMUNITY ACTION TEAM**

The purpose of the Community Action Team (CAT) is to respond to situations involving or with a nexus of drugs, guns, or violence. The team focuses on the timely assessment and response to tips they receive from our community and community problems identified through crime pattern analysis.

CAT collaboration with the Michigan Department of Corrections in reference to parole compliance contributes to effective monitoring and management of parolees who live in our community. Timely and efficient response to tips regarding parolee misconduct combined with regular unannounced home visits are expected by the parolees that reside in Ypsilanti Township and surrounding areas.

For any violent crime tips related to guns, gang activity or violence in general please call 734-661-9034.

### **WASHTENAW ALERT (EVERBRIDGE)**

As a reminder for residents they can sign up for "Up-to-the-minute updates" from the Washtenaw County Sheriff's Office by email or cell phone at [www.washtenaw.org/alerts](http://www.washtenaw.org/alerts)

### **HOUSE WATCH**

If you plan on being gone for a period of time sign your house up for house checks. The house watch form can be found at: <https://www.washtenaw.org/1743/House-Watch>

### **NEW FACES**

The Sheriff's Office is hiring! We continue to hire highly qualified, motivated, and diverse people that are committed to pursuing our mission: Creating public safety, providing quality service, and building strong and sustainable communities.

If you are interested in joining us in serving your community in Police Services, Corrections, Communications, Emergency Services or Community Corrections please check us out at: <https://www.washtenaw.org/1124/Sheriff>

We have rewarding career opportunities available for those seeking a profession with a greater purpose.

*Public Safety – Quality Service – Strong Communities*  
*Serving Washtenaw County since 1823*

# August 2021 Ypsilanti Township Monthly Call Report (WD)

City:Ypsilanti Twp-YPT



**Search Criteria:** (This report counts for offenses but excludes UCR status of 'Unfounded'.)

<b>Month:</b>	August
<b>Year:</b>	2021
<b>City:</b>	Ypsilanti Twp-YPT

# August 2021 Ypsilanti Township Monthly Call Report (WD)

## City:Ypsilanti Twp-YPT

CLASS	Description	Aug/2021	Aug/2020	% CHG	YTD 2021	YTD 2020	% CHG	ADULT		JUV		Total	
								Aug/2021	YTD	Aug/2020	YTD	Aug	YTD
09001	MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	1	0	0%	3	3	0%	0	3	0	0	0	3
09002	NEGLIGENT HOMICIDE/MANSLAUGHTER (INVOLUNTARY)	0	0	0%	1	0	0%	0	2	0	0	0	2
10001	KIDNAPPING/ABDUCTION	2	0	0%	9	3	200%	0	1	0	0	0	1
10002	PARENTAL KIDNAPPING	0	0	0%	1	0	0%	0	0	0	0	0	0
11001	SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	0	2	-100%	15	12	25%	0	4	0	0	0	4
11002	SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	0	0	0%	5	2	150%	0	0	0	0	0	0
11003	SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	1	0	0%	3	4	-25%	1	1	0	0	1	1
11004	SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	0	0	0%	2	4	-50%	0	0	0	0	0	0
11006	SEXUAL PENETRATION OBJECT -CSC 3RD DEGREE	0	0	0%	0	1	-100%	0	0	0	0	0	0
11007	SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	3	0	0%	9	4	125%	0	1	0	0	0	1
11008	SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	2	0	0%	9	8	12.5%	0	1	0	0	0	1
12000	ROBBERY	2	5	-60%	20	30	-33.3%	0	4	0	1	0	5
12001	ROBBERY	0	1	-100%	2	2	0%	0	1	0	1	0	2
13001	NONAGGRAVATED ASSAULT	32	44	-27.2%	375	332	12.95%	8	132	1	1	9	133
13002	AGGRAVATED/FELONIOUS ASSAULT	24	41	-41.4%	243	242	0.413%	14	122	0	2	14	124
13003	INTIMIDATION/STALKING	5	7	-28.5%	43	36	19.44%	0	4	0	0	0	4
20000	ARSON	0	1	-100%	2	6	-66.6%	0	0	0	0	0	0
21000	EXTORTION	0	0	0%	1	1	0%	0	0	0	0	0	0
22001	BURGLARY -FORCED ENTRY	15	16	-6.25%	100	79	26.58%	2	13	0	1	2	14
22002	BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	3	4	-25%	29	17	70.58%	0	4	0	1	0	5
23001	LARCENY -POCKETPICKING	0	0	0%	0	2	-100%	0	0	0	0	0	0
23002	LARCENY -PURSESNAATCHING	1	2	-50%	3	6	-50%	0	0	0	0	0	0



# August 2021 Ypsilanti Township Monthly Call Report (WD)

## City:Ypsilanti Twp-YPT

CLASS	Description	Aug/2021	Aug/2020	% CHG	YTD 2021	YTD 2020	% CHG	ADULT		JUV		Total	
								Aug/2021	YTD	Aug/2020	YTD	Aug	YTD
23003	LARCENY -THEFT FROM BUILDING	16	13	23.07%	91	92	-1.08%	0	2	0	0	0	2
23005	LARCENY -THEFT FROM MOTOR VEHICLE	27	23	17.39%	147	153	-3.92%	0	1	0	0	0	1
23006	LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	3	5	-40%	23	15	53.33%	0	1	0	0	0	1
23007	LARCENY -OTHER	14	18	-22.2%	75	59	27.11%	0	1	0	0	0	1
24001	MOTOR VEHICLE THEFT	14	10	40%	117	79	48.10%	0	8	0	2	0	10
24002	MOTOR VEHICLE, AS STOLEN PROPERTY	2	1	100%	22	13	69.23%	0	8	0	7	0	15
24003	MOTOR VEHICLE FRAUD	2	0	0%	4	3	33.33%	0	1	0	0	0	1
25000	FORGERY/COUNTERFEITING	0	3	-100%	2	25	-92%	0	0	0	0	0	0
26001	FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	10	7	42.85%	71	58	22.41%	1	1	0	0	1	1
26002	FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	15	3	400%	60	53	13.20%	0	1	0	0	0	1
26004	FRAUD -WELFARE FRAUD	0	0	0%	0	1	-100%	0	0	0	0	0	0
26005	FRAUD -WIRE FRAUD	2	2	0%	17	11	54.54%	0	0	0	0	0	0
26007	FRAUD - IDENTITY THEFT	6	7	-14.2%	46	44	4.545%	0	0	0	0	0	0
27000	EMBEZZLEMENT	0	1	-100%	4	14	-71.4%	0	0	0	0	0	0
28000	STOLEN PROPERTY	1	0	0%	16	10	60%	0	3	1	2	1	5
29000	DAMAGE TO PROPERTY	31	36	-13.8%	259	228	13.59%	1	17	0	2	1	19
30001	RETAIL FRAUD -MISREPRESENTATION	0	2	-100%	1	11	-90.9%	0	0	0	0	0	0
30002	RETAIL FRAUD -THEFT	4	6	-33.3%	46	78	-41.0%	0	1	0	0	0	1
30003	RETAIL FRAUD -REFUND/EXCHANGE	0	0	0%	1	0	0%	0	0	0	0	0	0
35001	VIOLATION OF CONTROLLED SUBSTANCE ACT	4	13	-69.2%	46	58	-20.6%	3	23	0	0	3	23
35002	NARCOTIC EQUIPMENT VIOLATIONS	0	4	-100%	14	26	-46.1%	0	3	0	0	0	3
37000	OBSCENITY	2	1	100%	3	4	-25%	0	0	0	0	0	0
52001	WEAPONS OFFENSE- CONCEALED	5	3	66.66%	41	36	13.88%	3	18	1	1	4	19
52003	WEAPONS OFFENSE -OTHER	6	6	0%	27	28	-3.57%	0	4	0	0	0	4
72000	ANIMAL CRUELTY	0	4	-100%	9	8	12.5%	0	0	0	0	0	0
<b>Group A Totals</b>		<b>255</b>	<b>291</b>	<b>-12.3%</b>	<b>2017</b>	<b>1901</b>	<b>6.102%</b>	<b>33</b>	<b>386</b>	<b>3</b>	<b>21</b>	<b>36</b>	<b>407</b>
22003	BURGLARY - UNLAWFUL ENTRY (NO INTENT)	0	0	0%	2	3	-33.3%	0	0	0	0	0	0

# August 2021 Ypsilanti Township Monthly Call Report (WD)

## City:Ypsilanti Twp-YPT

CLASS	Description	Aug/2021	Aug/2020	% CHG	YTD 2021	YTD 2020	% CHG	ADULT		JUV		Total	
								Aug/2021	YTD	Aug/2020	YTD	Aug	YTD
26006	FRAUD -BAD CHECKS	3	0	0%	4	9	-55.5%	0	0	0	0	0	0
36004	SEX OFFENSE -OTHER	0	0	0%	3	5	-40%	0	0	0	0	0	0
38001	FAMILY -ABUSE/NEGLECT NONVIOLENT	4	2	100%	22	35	-37.1%	1	1	0	0	1	1
38003	FAMILY -OTHER	0	0	0%	1	1	0%	0	0	0	0	0	0
41002	LIQUOR VIOLATIONS -OTHER	1	1	0%	18	11	63.63%	0	0	0	0	0	0
42000	DRUNKENNESS	0	0	0%	0	1	-100%	0	0	0	0	0	0
48000	OBSTRUCTING POLICE	16	16	0%	122	82	48.78%	1	14	0	3	1	17
49000	ESCAPE/FLIGHT	1	1	0%	1	2	-50%	0	0	0	0	0	0
50000	OBSTRUCTING JUSTICE	15	12	25%	111	99	12.12%	3	22	0	0	3	22
53001	DISORDERLY CONDUCT	0	1	-100%	18	18	0%	0	3	0	0	0	3
53002	PUBLIC PEACE -OTHER	0	0	0%	4	1	300%	0	0	0	0	0	0
54001	HIT and RUN MOTOR VEHICLE ACCIDENT	0	2	-100%	5	16	-68.7%	0	0	0	0	0	0
54002	OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	17	21	-19.0%	124	108	14.81%	12	89	1	1	13	90
55000	HEALTH AND SAFETY	0	1	-100%	6	10	-40%	0	0	0	0	0	0
57001	TRESPASS	4	6	-33.3%	19	27	-29.6%	1	3	0	0	1	3
57002	INVASION OF PRIVACY -OTHER	0	0	0%	1	0	0%	0	0	0	0	0	0
58000	SMUGGLING	1	0	0%	6	2	200%	0	1	0	0	0	1
63000	VAGRANCY	0	0	0%	2	0	0%	0	0	0	0	0	0
70000	JUVENILE RUNAWAY	3	2	50%	33	30	10%	0	0	0	0	0	0
73000	MISCELLANEOUS CRIMINAL OFFENSE	2	2	0%	15	13	15.38%	0	0	0	0	0	0
<b>Group B Totals</b>		<b>67</b>	<b>67</b>	<b>0%</b>	<b>517</b>	<b>473</b>	<b>9.302%</b>	<b>18</b>	<b>133</b>	<b>1</b>	<b>4</b>	<b>19</b>	<b>137</b>
2800	JUVENILE OFFENSES AND COMPLAINTS	25	21	19.04%	171	137	24.81%	0	0	0	0	0	0
2900	TRAFFIC OFFENSES	31	37	-16.2%	225	183	22.95%	1	5	0	0	1	5
3000	WARRANTS	22	46	-52.1%	216	292	-26.0%	9	118	0	2	9	120
3100	TRAFFIC CRASHES	102	113	-9.73%	747	690	8.260%	1	2	0	0	1	2
3200	SICK / INJURY COMPLAINT	177	211	-16.1%	1339	1315	1.825%	0	0	0	0	0	0
3300	MISCELLANEOUS COMPLAINTS	873	851	2.585%	6197	5866	5.642%	0	0	0	0	0	0

# August 2021 Ypsilanti Township Monthly Call Report (WD)

## City:Ypsilanti Twp-YPT

CLASS	Description	Aug/2021	Aug/2020	% CHG	YTD 2021	YTD 2020	% CHG	ADULT		JUV		Total	
								Aug/2021	YTD	Aug/2020	YTD	Aug	YTD
3400	WATERCRAFT COMPLAINTS / ACCIDENTS	1	1	0%	5	5	0%	0	0	0	0	0	0
3500	NON - CRIMINAL COMPLAINTS	1007	1062	-5.17%	7559	7511	0.639%	0	2	2	7	2	9
3700	MISCELLANEOUS TRAFFIC COMPLAINTS	730	893	-18.2%	5102	5106	-0.07%	0	0	0	0	0	0
3800	ANIMAL COMPLAINTS	65	64	1.562%	458	444	3.153%	0	0	0	0	0	0
3900	ALARMS	124	115	7.826%	924	1066	-13.3%	0	0	0	0	0	0
<b>Group C Totals</b>		<b>3157</b>	<b>3414</b>	<b>-7.52%</b>	<b>22943</b>	<b>22615</b>	<b>1.450%</b>	<b>11</b>	<b>127</b>	<b>2</b>	<b>9</b>	<b>13</b>	<b>136</b>
4000	HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	1	-100%	4	9	-55.5%	0	0	0	0	0	0
4100	NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	0	0	0%	1	1	0%	0	0	0	0	0	0
4200	PARKING CITATIONS	1	0	0%	6	9	-33.3%	0	0	0	0	0	0
4300	LICENSE / TITLE / REGISTRATION CITATIONS	0	1	-100%	3	7	-57.1%	0	0	0	0	0	0
4500	MISCELLANEOUS A THROUGH UUUU	13	9	44.44%	121	133	-9.02%	0	0	0	0	0	0
<b>Group D Totals</b>		<b>14</b>	<b>11</b>	<b>27.27%</b>	<b>135</b>	<b>159</b>	<b>-15.0%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
5000	FIRE CLASSIFICATIONS	0	2	-100%	1	4	-75%	0	0	0	0	0	0
5100	18A STATE CODE FIRE CLASSIFICATIONS	0	0	0%	2	8	-75%	0	0	0	0	0	0
<b>Group E Totals</b>		<b>0</b>	<b>2</b>	<b>-100%</b>	<b>3</b>	<b>12</b>	<b>-75%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
6000	MISCELLANEOUS ACTIVITIES (6000)	39	27	44.44%	234	285	-17.8%	0	0	0	0	0	0
6100	MISCELLANEOUS ACTIVITIES (6100)	153	149	2.684%	1001	923	8.450%	0	0	0	0	0	0
6300	CANINE ACTIVITIES	3	5	-40%	24	50	-52%	0	0	0	0	0	0
6500	CRIME PREVENTION ACTIVITIES	5	6	-16.6%	45	49	-8.16%	0	0	0	0	0	0
6600	COURT / WARRANT ACTIVITIES	2	1	100%	8	3	166.6%	0	0	0	0	0	0
6700	INVESTIGATIVE ACTIVITIES	25	34	-26.4%	255	176	44.88%	0	0	0	0	0	0
<b>Group F Totals</b>		<b>227</b>	<b>222</b>	<b>2.252%</b>	<b>1567</b>	<b>1486</b>	<b>5.450%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>City : Ypsilanti Twp Totals</b>		<b>3720</b>	<b>4007</b>	<b>-7.16%</b>	<b>27182</b>	<b>26646</b>	<b>2.011%</b>	<b>62</b>	<b>646</b>	<b>6</b>	<b>34</b>	<b>68</b>	<b>680</b>



# YPSILANTI TOWNSHIP MONTHLY POLICE SERVICES DATA

August 2021

JERRY L. CLAYTON  
SHERIFF

Incidents	Month 2021	Month 2020	% Change	YTD 2021	YTD 2020	% Change
Traffic Stops	623	754	-17%	3923	4307	-9%
Citations	242	414	-42%	1941	2959	-34%
Drunk Driving (OWI)	13	14	-7%	90	74	22%
Drugged Driving (OUID)	3	4	-25%	29	24	21%
Calls for Service Total	3533	3735	-5%	25477	24765	3%
Calls for Service (Traffic stops and non-response medicals removed)	2466	2601	-5%	18339	17529	5%
Robberies	2	6	-67%	22	31	-29%
Assaultive Crimes	62	85	-27%	653	596	10%
Home Invasions	13	16	-19%	96	79	22%
Breaking and Entering's	5	4	25%	33	17	94%
Larcenies	61	61	0%	339	326	4%
Vehicle Thefts	13	11	18%	121	91	33%
Traffic Crashes	76	85	-11%	564	555	2%
Medical Assists	56	78	-28%	472	493	-4%
Animal Complaints (ACO Response)	21	24	-13%	174	145	20%
In/Out of Area Time	Month (minutes)	YTD (minutes)	+ = Positive Change - = Negative Change			
Into Area Time	1360	10291				
Out of Area Time	3464	23897				
Investigative Ops (DB)	42975	267340				
Secondary Road Patrol	590	8317				
County Wide	45	4160				
	Hours Accum.	Hours Used	Balance			
Banked Hours	TBD	TBD	592.5			



## Out of Area Time

For: 08/01/2021 thru 08/31/2021



Patrol Area	Reporting Area	Username	Location	Activity Category	Incident Number	Comments	Start Time	Duration in Minutes	Start Date
YPSILANTI TWP	YORK TWP	WDERBESJ	SB US23/CARPENTER RD	BACK-UP TRAFFIC STOP	210051848	Per Sgt Pennington two 121s in a car,	23:10:00	10	8/1/2021
YPSILANTI TWP	YORK TWP	WDLEWISN	SB US23/CARPENTER RD	BACK-UP TRAFFIC STOP	210051848	PER SGT, PENNINGTON, BACK UP FOR 121S IN CAR	23:15:00	15	8/1/2021
YPSILANTI TWP	YORK TWP	WDMCQUEENC	SB US23/CARPENTER RD	BACK-UP TRAFFIC STOP	210051848	ASSIST YORK CAR WITH ARMED SUBJECTS PER SGT PENNINGTON	23:20:00	20	8/1/2021
YPSILANTI TWP	YORK TWP	WDZEHELD	SB US23/CARPENTER RD	BACKUP DISPATCHED CALLS	210051848	BACK UP DEP YONO ON TRAFFIC STOP W/ TWO FIREARMS - SGT PENNINGTON ADVISED	23:20:00	10	8/1/2021
YPSILANTI TWP	YPSILANTI CITY	WDLEWISN	HILYARD ROBINSON WAY	BACKUP DISPATCHED CALLS	210051866	PER SGT, PENNINGTON, CITY SHOOTING,	01:00:00	20	8/2/2021
YPSILANTI TWP	YPSILANTI CITY	WDERBESJ	HILYARD ROBINSON WAY	BACKUP DISPATCHED CALLS	210051866	PER SGT PENNINGTON RENDERED FIRST AID	01:05:00	35	8/2/2021
YPSILANTI TWP	YPSILANTI CITY	WDWARDB	HILYARD ROBINSON WAY	BACKUP DISPATCHED CALLS	210051866	SHOOTING IN YPSI CITY, OKAY PER SGT PENNINGTON	01:05:00	10	8/2/2021
YPSILANTI TWP	YPSILANTI CITY	WDZEHELD	HILYARD ROBINSON WAY	BACKUP DISPATCHED CALLS	210051866	ASSIST YPD W/ A SHOOTING - PER SGT PENNINGTON	01:05:00	20	8/2/2021
YPSILANTI TWP	YPSILANTI CITY	WDWARDB	OUT WITH 208	BACK-UP TRAFFIC STOP		out with possible suspect vehicle from 21-51866 okay per sgt pennington	01:55:00	15	8/2/2021
YPSILANTI TWP	SUPERIOR TWP	WDWILLIAMSS	SUPERIOR RD/FIRST ST	BACKUP DISPATCHED CALLS	210051968	FATAL CRASH SGT, HOUK	13:25:00	45	8/2/2021
YPSILANTI TWP	YPSILANTI CITY	WDMIZERK	LEFORGE RD/HURON RIVER DR	BACKUP DISPATCHED CALLS	210052233	disp assist ypd female on bridge - ok per SGT Fox - canx prior to arrival ypd secure	13:50:00	5	8/3/2021
YPSILANTI TWP	AUGUSTA TWP	WDLEWISN	TALLADAY RD	DISPATCHED CALLS	210052561	attempt warrant arrest sgt. houk	18:24:00	0	8/4/2021
YPSILANTI TWP	AUGUSTA TWP	WDLEWISN	TALLADAY RD	DISPATCHED CALLS	210052811	attempt warrant arrest sgt. houk	21:11:00	120	8/4/2021
YPSILANTI TWP	SUPERIOR TWP	WDZEHELD	STAMFORD RD	BACKUP DISPATCHED CALLS	210052702	ASSIST DEP TRIPP - SUPERIOR CAR TIED UP WITH OWI - PER SGT PENNINGTON	05:55:00	20	8/5/2021
YPSILANTI TWP	YPSILANTI CITY	WDGARLICKK	S HAMILTON ST/HARRIET ST	DISPATCHED CALLS	210053095	traffic hazard, changed tires so I provided coverage in a blind spot	15:17:00	17	8/6/2021
YPSILANTI TWP	YPSILANTI CITY	WDLUKEC	ECORSE RD/DUBIE AVE	BACKUP DISPATCHED CALLS	210053162	ASSIST YPD ON PURSUIT OF STOLEN VEHICLE, PARALLELED PURSUIT WITH STOP STICKS - APPROVED PER 624	20:00:00	30	8/6/2021
YPSILANTI TWP	YPSILANTI CITY	WDVANDUSSENK	ECORSE RD/DUBIE AVE	BACKUP DISPATCHED CALLS	210053162	ASSIST YPD ON PURSUIT OF STOLEN VEHICLE, PARALLELED PURSUIT WITH STOP STICKS - APPROVED PER 624	20:00:00	30	8/6/2021
YPSILANTI TWP	SUPERIOR TWP	WDCOUCKED	STAMFORD RD/PANAMA AVE	BACK-UP TRAFFIC STOP	210053418	PER SGT THOMPSON, UDAA, PURSUIT, K9 TRACK, CAR TOT OWNER	21:40:00	85	8/7/2021
YPSILANTI TWP	MACARTHUR BLVD CONTRACT	WDCOUCKED	MACARTHUR BLVD	BACKUP DISPATCHED CALLS	210053485	PER SGT FOX; SUBECT GOA; family trouble--only one superior car available to respond at the time,	08:50:00	10	8/8/2021
YPSILANTI TWP	YPSILANTI CITY	WDGARLICKK	HARRIET ST/S HAMILTON ST	DISPATCHED CALLS	210053558	Remote controlled car being played with in roadway, observed the road hazard while returning to the station, Sgt Fox was supervisor at the time	16:05:00	5	8/8/2021
YPSILANTI TWP	SUPERIOR TWP	WDLUKEC	E CLARK RD/N PROSPECT ST	BACKUP DISPATCHED CALLS	210053677	ASSIST 767 PER 624 - ASSIST WITH BOL FOR FLEEING SUSPECT	02:54:00	10	8/9/2021
YPSILANTI TWP	SUPERIOR TWP	WDVANDUSSENK	E CLARK RD/N PROSPECT ST	BACKUP DISPATCHED CALLS	210053677	ASSIST 767 PER 624 - ASSIST WITH BOL FOR FLEEING SUSPECT	02:54:00	10	8/9/2021
YPSILANTI TWP	YPSILANTI CITY	WDERBESJ	E CLARK RD/N PROSPECT ST	BACK-UP TRAFFIC STOP	210053677	FLEEING SUSPECT K9 TRACK PER SGT THOMPSON	02:55:00	10	8/9/2021
YPSILANTI TWP	YPSILANTI CITY	WDLUKEC	W MICHIGAN AVE/N HURON ST	BACKUP DISPATCHED CALLS	210053689	ASSIST YPD PER 624 BOL FOR SUBJECT WITH 10-10'S	05:54:00	13	8/9/2021
YPSILANTI TWP	YPSILANTI CITY	WDVANDUSSENK	W MICHIGAN AVE/N HURON ST	BACKUP DISPATCHED CALLS	210053689	ASSIST YPD PER 624 BOL FOR SUBJECT WITH 10-10'S	05:54:00	13	8/9/2021
YPSILANTI TWP	YPSILANTI CITY	WDBETTSI	W MICHIGAN AVE/N HURON ST	BACKUP DISPATCHED CALLS	210053689	SBJ REPORTED WALKING DOWN MICH AVE W/ FEL WARRANT FOR HOME INV - OK SGT THOMPSON	05:55:00	10	8/9/2021
YPSILANTI TWP	YPSILANTI CITY	WDWEBBB	S HAMILTON ST/WB I94 OFRP	BACK-UP TRAFFIC STOP	210054231	ASSIST T/S YPD	00:30:00	10	8/11/2021
YPSILANTI TWP	YPSILANTI CITY	WDRUSSELLT	SPRING ST/S HURON ST	BACKUP DISPATCHED CALLS	210054254	YPD FIGHTING WITH ONE AT CITGO / CALLED SECURE AS WE ARRIVED ON SCENE	03:05:00	15	8/11/2021
YPSILANTI TWP	YPSILANTI CITY	WDERBESJ	HILYARD ROBINSON WAY	BACKUP DISPATCHED CALLS	210054255	PER SGT PENNINGTON/ YPD ASKING FOR MORE CARS	03:40:00	25	8/11/2021
YPSILANTI TWP	YPSILANTI CITY	WDROYJ	HILYARD ROBINSON WAY	BACKUP DISPATCHED CALLS	210054255	PER SGT PENNINGTON/ YPD ASKING FOR MORE CARS	03:40:00	25	8/11/2021
YPSILANTI TWP	YPSILANTI CITY	WDWARDB	HILYARD ROBINSON WAY	BACKUP DISPATCHED CALLS		FIGHT OCCURRED IN CITY, OKAYED PER SGT PENNINGTON	03:40:00	10	8/11/2021
YPSILANTI TWP	YPSILANTI CITY	WDWARDB	HILYARD ROBINSON WAY	BACKUP DISPATCHED CALLS	210054264	fight w/1 in custody ok per sgt pennington	06:30:00	15	8/11/2021
YPSILANTI TWP	SUPERIOR TWP	WDWARDB	sherwood	BACKUP DISPATCHED CALLS		fa dv, okayed by sgt houk	07:00:00	45	8/11/2021
YPSILANTI TWP	SUPERIOR TWP	WDERBESJ	SHERWOOD	BACKUP DISPATCHED CALLS	210054270	PER SGT FOX/ POSSIBLE STABBING	07:05:00	40	8/11/2021
YPSILANTI TWP	SUPERIOR TWP	WDROYJ	SHERWOOD	BACKUP DISPATCHED CALLS	210054270	PER SGT FOX/ POSSIBLE STABBING	07:05:00	40	8/11/2021
YPSILANTI TWP	SUPERIOR TWP	WDZEHELD	SHERWOOD	BACKUP DISPATCHED CALLS	210054270	ASSIST DEP BLAND WITH A FELONY ASSAULT- SGT HOUK ADVISED	07:05:00	25	8/11/2021
YPSILANTI TWP	SUPERIOR TWP	WDWIONJ	SHERWOOD	BACKUP DISPATCHED CALLS	210054270	per houk, to transport J3 for FA/DV for Bland	07:28:00	36	8/11/2021



## Out of Area Time

For: 08/01/2021 thru 08/31/2021



YPSILANTI TWP	SUPERIOR TWP	WDWIONJ	JAIL	DETAIL		jail refused	08:04:00	23	8/11/2021
YPSILANTI TWP	SUPERIOR TWP	WDWIONJ	SHERWOOD	FOLLOW-UP	210054286	st joes after jail refused	08:27:00	15	8/11/2021
YPSILANTI TWP	YPSILANTI CITY	WDSOYRING	N PROSPECT ST/E MICHIGAN AVE	TRAFFIC STOP	210054322	FELONY WARRANT - COCAINE	11:00:00	15	8/11/2021
YPSILANTI TWP	SUPERIOR TWP	WDCAMPAGIORNIM	RIDGE RD/GEDDES RD	BACKUP DISPATCHED CALLS	210054627	BACK UP SUT UNIT FOR MULTIPLE VEHICLES	22:35:00	10	8/11/2021
YPSILANTI TWP	MACARTHUR BLVD CONTRACT	WDKORONAM	MACARTHUR BLVD	BACKUP DISPATCHED CALLS	210054665	ASSIST SUT UNITS WITH POSSIBLE ASSAULT OK PER SGT THOMPSON	02:30:00	0	8/12/2021
YPSILANTI TWP	MACARTHUR BLVD CONTRACT	WDLUKEC	MACARTHUR BLVD	BACKUP DISPATCHED CALLS	210054665	ASSIST SUT UNITS WITH POSSIBLE ASSAULT OK PER SGT THOMPSON	02:30:00	0	8/12/2021
YPSILANTI TWP	YPSILANTI CITY	WDGUYNEST	S HAMILTON ST/BUFFALO ST	TRAFFIC STOP	210054785	VW FOR CUTTING OFF ANOTHER VEHICLE CAUSING THAT VEHICLE TO BREAK DRASTICALLY	10:40:00	10	8/12/2021
YPSILANTI TWP	YPSILANTI CITY	WDMIZERK	E MICHIGAN AVE	BACKUP DISPATCHED CALLS	210054924	DISP- ASSIST CITY WITH UDA A UNTIL SECURE OK PER SGT THOMPSON	19:35:00	5	8/12/2021
YPSILANTI TWP	YPSILANTI CITY	WDROYJ	N HURON ST	BACKUP DISPATCHED CALLS	210055303	checked 1002 nash for family, welfare check, ok per sgt pennington,	01:15:00	40	8/14/2021
YPSILANTI TWP	SUPERIOR TWP	WDHENDRICKSA	MACARTHUR BLVD/N HARRIS RD	BACKUP DISPATCHED CALLS	210055340	assisted adkins w disorderly per sgt bynum	07:20:00	15	8/14/2021
YPSILANTI TWP	YPSILANTI CITY	WDGARLICKK	FIRST AVE	BACKUP DISPATCHED CALLS	210055431	Sgt Bynum>Scene security at homicide	14:30:00	130	8/14/2021
YPSILANTI TWP	YPSILANTI CITY	WDGOMBOSJ	FIRST AVE	BACKUP DISPATCHED CALLS	210055431	ASSIST YPD WITH SCENE SECURITY / CROWD CONTROL ON HOMICIDE SCENE PER SGT BYNUM	14:30:00	90	8/14/2021
YPSILANTI TWP	YPSILANTI CITY	WDHOGANM	FIRST AVE	BACKUP DISPATCHED CALLS		ASSISTED YPD WITH HOMICIDE / APPROVED SGT. ARTS	14:30:00	130	8/14/2021
YPSILANTI TWP	YPSILANTI CITY	WDPEARSONA	FIRST	BACKUP DISPATCHED CALLS		ASSIST YPD W HOMICIDE / APPROVED SGT ARTS	14:30:00	130	8/14/2021
YPSILANTI TWP	YPSILANTI CITY	WDROBERTSB	First Ave	BACKUP DISPATCHED CALLS		Sgt Bynum, Assist YPD with shooting/homicide; 21-55431	14:30:00	45	8/14/2021
YPSILANTI TWP	YPSILANTI CITY	WDTRASKOSR	FIRST AVE	BACKUP DISPATCHED CALLS		ASSISTED YPD WITH HOMICIDE / APPROVED SGT. ARTS	14:30:00	130	8/14/2021
YPSILANTI TWP	YPSILANTI CITY	WDWEBBB	FIRST AVE	BACKUP DISPATCHED CALLS	210055431	ASSIST YPD SHOOTING/ HOMICIDE PER SGT BNYUM	14:30:00	90	8/14/2021
YPSILANTI TWP	YPSILANTI CITY	WDROYJ	WORDEN ST	BACKUP DISPATCHED CALLS	210055531	PER SGT PENNINGTON BACK YPD ON EDP	21:30:00	30	8/14/2021
YPSILANTI TWP	YPSILANTI CITY	WDROYJ	N PROSPECT ST	BACK-UP TRAFFIC STOP	210055537	WAS ALREADY DRIVING THROUGH AREA. UTL GOA	22:00:00	10	8/14/2021
YPSILANTI TWP	YPSILANTI CITY	WDZEHELD	W MICHIGAN AVE/N HAMILTON ST	TRAFFIC STOP	210055589	WENT THROUGH RED LIGHT / SGT PENNINGTON ADVISED	00:50:00	10	8/15/2021
YPSILANTI TWP	PITTSFIELD TOWNSHIP	WDLEWISN	WASHTENAW AVE/GOLFSIDE RD	BACKUP DISPATCHED CALLS	210055739	BACK UP PITTSFIELD ON SHOOTING PER SGT. BYNUM	17:30:00	90	8/15/2021
YPSILANTI TWP	PITTSFIELD TOWNSHIP	WDGARLICKK	WASHTENAW AVE/GOLFSIDE RD	BACKUP DISPATCHED CALLS	210055739	sgt bynum road rage shooting / juris unclear at first / scene sec for ptpd	17:38:00	74	8/15/2021
YPSILANTI TWP	YPSILANTI CITY	WDKORONAM	FIRST AVE/ARMSTRONG DR	BACKUP DISPATCHED CALLS	210056139	ASSIST 214 WITH TRAFFIC STOP. SUBJECT WAS UNCOOPERATIVE AND DISORDERLY. HE CALLED FOR MORE UNITS AND WERE WERE IN THE AREA. PER 624	01:19:00	20	8/17/2021
YPSILANTI TWP	YPSILANTI CITY	WDLUKEC	FIRST AVE/ARMSTRONG DR	BACKUP DISPATCHED CALLS	210056139	ASSIST 214 WITH TRAFFIC STOP. SUBJECT WAS UNCOOPERATIVE AND DISORDERLY. HE CALLED FOR MORE UNITS AND WERE WERE IN THE AREA. PER 624	01:19:00	20	8/17/2021
YPSILANTI TWP	YPSILANTI CITY	WDWEBBB	N HURON ST/W MICHIGAN AVE	DISPATCHED CALLS	210056366	YPSI CITY PD CRASH/OK TO POLICE PER SGT THOMPSON	19:10:00	35	8/17/2021
YPSILANTI TWP	YPSILANTI CITY	WDWEBBB	UPON HURON ST and AT/NEAR MICH	CITATIONS	21-056366		19:33:00	0	8/17/2021
YPSILANTI TWP	YPSILANTI CITY	WDERBESJ	HILYARD ROBINSON WAY	BACKUP DISPATCHED CALLS	210056437	PER SGT THOMPSON/ IN THE LITERALLY AREA OF THE SHOTS FIRED	00:00:00	15	8/18/2021
YPSILANTI TWP	SUPERIOR TWP	WDKORONAM	MEADHURST DR	BACKUP DISPATCHED CALLS	210056459	ASSIST SUT WITH POSSIBLE B&E OK PER SGT THOMPSON	02:20:00	15	8/18/2021
YPSILANTI TWP	SUPERIOR TWP	WDLUKEC	MEADHURST DR	BACKUP DISPATCHED CALLS	210056459	ASSIST SUT WITH POSSIBLE B&E OK PER SGT THOMPSON	02:20:00	15	8/18/2021
YPSILANTI TWP	SUPERIOR TWP	WDERBESJ	MEADHURST DR	BACKUP DISPATCHED CALLS	210056459	IN PROGRES HOME INVASION PER SGT THOMPSON	02:25:00	10	8/18/2021
YPSILANTI TWP	AUGUSTA TWP	WDTRASKOSR	TALLADAY	BACKUP DISPATCHED CALLS		ASSIST TO MSP FIGHTING WITH SUBJECT / APPROVED SGT BYNUM / 21-56566	13:15:00	75	8/18/2021
YPSILANTI TWP	AUGUSTA TWP	WDBETTSI	HITCHINGHAM RD/TALLADAY RD	BACKUP DISPATCHED CALLS	210056566	ASSIST TO MSP FIGHTING W/ SBJ - OK SGT BYNUM	14:00:00	15	8/18/2021
YPSILANTI TWP	AUGUSTA TWP	WDGUYNEST	HITCHINGHAM RD/TALLADAY RD	BACKUP DISPATCHED CALLS	210056566	ASST MSP FIGHTING W/S1 SGT BYNUM AWARE	14:00:00	20	8/18/2021
YPSILANTI TWP	MACARTHUR BLVD CONTRACT	WDCORRIEP	MACARTHUR BLVD	BACKUP DISPATCHED CALLS	210057135	ASSIST ADKINS W/ DISORDERLY PER SGT PENNINGTON	05:10:00	9	8/20/2021
YPSILANTI TWP	SUPERIOR TWP	WDBETTSI	GOLFSIDE RD/WASHTENAW AVE	BACKUP DISPATCHED CALLS	210057975	BU 768 FLEE/ELUDE - OK SGT THOMPSON	03:20:00	30	8/23/2021
YPSILANTI TWP	SUPERIOR TWP	WDKORONAM	GOLFSIDE RD/WASHTENAW AVE	BACKUP DISPATCHED CALLS	210057975	BU 768 FLEE/ELUDE - OK SGT THOMPSON	03:20:00	30	8/23/2021
YPSILANTI TWP	MACARTHUR BLVD CONTRACT	WDBETTSI	MACARTHUR BLVD	BACKUP DISPATCHED CALLS	210057976	DISORDERLY, OTHER SUT UNIT UNAVAIL - OK SGT THOMPSON	03:50:00	10	8/23/2021
YPSILANTI TWP	MACARTHUR BLVD CONTRACT	WDKORONAM	MACARTHUR BLVD	BACKUP DISPATCHED CALLS	210057976	DISORDERLY, OTHER SUT UNIT UNAVAIL - OK SGT THOMPSON	03:50:00	10	8/23/2021
YPSILANTI TWP	AUGUSTA TWP	WDGUYNEST	STONY CREEK RD	BACKUP DISPATCHED CALLS	210058023	CLEARED BY LT PELTIER ASST TO UMPD REF SAV	10:45:00	65	8/23/2021



## Out of Area Time

For: 08/01/2021 thru 08/31/2021



YPSILANTI TWP	YPSILANTI CITY	WDMCQUEENC	N HAMILTON ST	BACKUP DISPATCHED CALLS	210058380	ASSSIT YPD W DISORDERLY SUBJECT AUTH .PER SGT BYNUM	14:00:00	20	8/24/2021
YPSILANTI TWP	MACARTHUR BLVD CONTRACT	WDLEWISN	MACARTHUR BLVD/N HARRIS RD	BACK-UP TRAFFIC STOP	210058552	PER SGT. WALLACE, BACK UP SUPERIOR ON FLEEING SUBJECT	02:10:00	15	8/25/2021
YPSILANTI TWP	MACARTHUR BLVD CONTRACT	WDROYJ	MACARTHUR BLVD/N HARRIS RD	BACK-UP TRAFFIC STOP	210058552	PER SGT. WALLACE, BACK UP SUPERIOR ON FLEEING SUBJECT	02:10:00	15	8/25/2021
YPSILANTI TWP	MACARTHUR BLVD CONTRACT	WDCORRIEP	MACARTHUR BLVD/N HARRIS RD	BACK-UP TRAFFIC STOP	210058552	ASSIST HOWARD/BLAND W/ FLEEING VEHICLE, PER SGT WALLACE	02:13:00	16	8/25/2021
YPSILANTI TWP	YPSILANTI CITY	WDSOYRING	W MICHIGAN AVE/N ADAMS ST	TRAFFIC STOP	210058630	WARRANTS	13:05:00	15	8/25/2021
YPSILANTI TWP	YPSILANTI CITY	WDBETTSI	HARRIET ST/S HAMILTON ST	TRAFFIC STOP	210058846	NO LIGHTS	04:44:00	0	8/26/2021
YPSILANTI TWP	YPSILANTI CITY	WDRUSSELLT	HARRIET ST/ARMSTRONG DR	BACKUP DISPATCHED CALLS	210059074	YPSI CITY SHOTS FIRED AT A VEHICLE	22:35:00	15	8/26/2021
YPSILANTI TWP	YPSILANTI CITY	WDSHANKLANDC	HARRIET ST/ARMSTRONG DR	BACKUP DISPATCHED CALLS	210059074	YPSI CITY SHOTS FIRED AT A VEHICLE	22:35:00	15	8/26/2021
YPSILANTI TWP	YPSILANTI CITY	WDVANDUSSENK	HARRIET ST/ARMSTRONG DR	BACKUP DISPATCHED CALLS	210059074	BACKED ON SHOOTIN / APPROVED PER SGT THOMPSON	22:35:00	15	8/26/2021
YPSILANTI TWP	YPSILANTI CITY	WDRUSSELLT	W CLARK RD/LEFORGE RD	BACKUP DISPATCHED CALLS	210059081	NAKED MAN RUNNING DOWN ROAD TOT HVA, SGT Thompson	22:50:00	35	8/26/2021
YPSILANTI TWP	YPSILANTI CITY	WDSHANKLANDC	W CLARK RD/LEFORGE RD	BACKUP DISPATCHED CALLS	210059081	NAKED MAN RUNNING DOWN ROAD TOT HVA, SGT Thompson	22:50:00	35	8/26/2021
YPSILANTI TWP	YPSILANTI CITY	WDWEBBB	W MICHIGAN AVE/N ADAMS ST	TRAFFIC STOP	210059110	OBSERVED VEHICLE CUT OFF ANOTHER CAR AT MICH/CONGRESS	00:55:00	10	8/27/2021
YPSILANTI TWP	YPSILANTI CITY	WDWEBBB	UPON MICHIGAN and AT/NEAR CONC	CITATIONS	210059110		00:57:00	0	8/27/2021
YPSILANTI TWP	YPSILANTI CITY	WDLEWISN	W MICHIGAN AVE/N HAMILTON ST	TRAFFIC STOP	210059589	UNVOIDABLE, RAN RED	19:55:00	5	8/28/2021
YPSILANTI TWP	YPSILANTI CITY	WDCORRIEP	BURTON CT	BACKUP DISPATCHED CALLS	210059614	PER SGT KRINGS SHOTS FIRED / MAN DOWN / MULTIPLE PEOPLE OUT STAND BY UNTIL SECURE THEN LEAVE THE SCENE	20:50:00	25	8/28/2021
YPSILANTI TWP	YPSILANTI CITY	WDERBESJ	BURTON CT	BACKUP DISPATCHED CALLS	210059614	PER SGT. KRINGS, GOOD SHOOTING	20:50:00	25	8/28/2021
YPSILANTI TWP	YPSILANTI CITY	WDLEWISN	BURTON CT	BACKUP DISPATCHED CALLS	210059614	PER SGT. KRINGS, GOOD SHOOTING	20:50:00	25	8/28/2021
YPSILANTI TWP	YPSILANTI CITY	WDROYJ	BURTON CT	BACKUP DISPATCHED CALLS	210059614	PER SGT KRINGS SHOTS FIRED / MAN DOWN / MULTIPLE PEOPLE OUT STAND BY UNTIL SECURE THEN LEAVE THE SCENE	20:50:00	25	8/28/2021
YPSILANTI TWP	YPSILANTI CITY	WDVANDUSSENK	BURTON CT	BACKUP DISPATCHED CALLS	210059614	BACKED ON SHOOTING / APPROVED PER SGT KRINGS	20:55:00	15	8/28/2021
YPSILANTI TWP	YPSILANTI CITY	WDZEHELD	BURTON CT	BACKUP DISPATCHED CALLS	210059614	ASSIST YPD W/ SHOOTING - PER SGT KRINGS	20:55:00	20	8/28/2021
YPSILANTI TWP	MACARTHUR BLVD CONTRACT	WDCORRIEP	MACARTHUR BLVD	BACKUP DISPATCHED CALLS	210059719	BOL FOR MISSING AUTISTIC MALE, UTL IN AREA APPROVED BY SGT WALLACE AND SGT BYNUM	06:50:00	100	8/29/2021
YPSILANTI TWP	MACARTHUR BLVD CONTRACT	WDROYJ	MACARTHUR BLVD	BACKUP DISPATCHED CALLS	210059719	BOL FOR MISSING AUTISTIC MALE, UTL IN AREA APPROVED BY SGT WALLACE AND SGT BYNUM	06:50:00	100	8/29/2021
YPSILANTI TWP	MACARTHUR BLVD CONTRACT	WDERBESJ	MACARTHUR BLVD	BACKUP DISPATCHED CALLS	210059719	BOL NEIGHBORHOODS IN AREA OF LAST SIGHTING	06:50:00	100	8/29/2021
YPSILANTI TWP	MACARTHUR BLVD CONTRACT	WDZEHELD	MACARTHUR BLVD	BACKUP DISPATCHED CALLS	210059719	MISSING EDP PER SGT WALLACE	06:55:00	97	8/29/2021
YPSILANTI TWP	MACARTHUR BLVD CONTRACT	WDCORRIEP	MACARTHUR BLVD	BACKUP DISPATCHED CALLS	210059719	ASSIST DEP BLAND W/ MISSING AUTISTIC PER SGT WALLACE	06:55:00	65	8/29/2021
YPSILANTI TWP	MACARTHUR BLVD CONTRACT	WDMCQUEENC	MACARTHUR BLVD	BACKUP DISPATCHED CALLS		EDP AUTHORIZED BY SGT BYNUM	08:00:00	125	8/29/2021
YPSILANTI TWP	SUPERIOR TWP	WDMIZERK	MACARTHUR BLVD	BACKUP DISPATCHED CALLS	210059719	DISP. ASSIST IN ATTEMPTING TO LOCATE AUTISTIC SUBJECT WHO LEFT OF FOOT - PER SGT . BYNUM	08:00:00	70	8/29/2021
YPSILANTI TWP	MACARTHUR BLVD CONTRACT	WDRICHARDSONJ	MACARTHUR BLVD	BACKUP DISPATCHED CALLS	210059719	ASSISTED MONTY AND BLAND - SGT BYNUM - MISSING PERSON	08:05:00	93	8/29/2021
YPSILANTI TWP	SUPERIOR TWP	WDHILOBUKT	MACARTHUR BLVD	BACKUP DISPATCHED CALLS	210059719	BU SUT UNITS BOLING FOR MISSING PERSON PER SGT BYNUM	08:10:00	58	8/29/2021
YPSILANTI TWP	PITTSFIELD TOWNSHIP	WDMAROCCOM	Days Inn Pittsfield	BACKUP DISPATCHED CALLS		PFPD - DRE Request	18:45:00	15	8/29/2021
YPSILANTI TWP	PITTSFIELD TOWNSHIP	WDWEBBB	Days Inn Pittsfield	BACKUP DISPATCHED CALLS		PFPD - DRE Request	18:45:00	15	8/29/2021
YPSILANTI TWP	YPSILANTI CITY	WDVANDUSSENK	S HURON ST	BACKUP DISPATCHED CALLS	210060276	ASSIST ON ROBBERY / APPROVED BY SGT THOMPSON	01:10:00	10	8/31/2021
YPSILANTI TWP	YPSILANTI CITY	WDRUSSELLT	S HURON ST	BACKUP DISPATCHED CALLS	210060276	PER 624, SGT THOMPSON FA SOMEONE PULLING A RAZER ON SOMEONE.	01:25:00	5	8/31/2021
YPSILANTI TWP	YPSILANTI CITY	WDSHANKLANDC	S HURON ST	BACKUP DISPATCHED CALLS	210060276	PER 624, SGT THOMPSON FA SOMEONE PULLING A RAZER ON SOMEONE.	01:25:00	5	8/31/2021
						Sum:		3,464	



## Into Area Time

For: 08/01/2021 thru 08/31/2021



Patrol Area	Reporting Area	Username	Location	Activity Category	Incident Number	Comments	Start Time	Duration in Minutes	Start Date
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDBLANDC	WOODRUFF LN	BACKUP DISPATCHED CALLS	210051638	Ypsi Twp units requested for additional units, assisted w/ scene security for large disorderly crowd, Sgt. Pennington approval.	01:40:00	25	8/1/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDURBANS	WATERSIDE DR	BACKUP DISPATCHED CALLS	210051841	SGT PENNINGTON APPROVED FOR K9 TRACK - MISSING EDP	22:30:00	30	8/1/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDGOMBOSJ	SHARE AVE	BACKUP DISPATCHED CALLS	210052907	WEAPONS VIOLATION // PER SGT. PENNINGTON // MAN WITH AK PISTOL	20:10:00	20	8/5/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDVANDERROESTB	SHARE AVE	BACKUP DISPATCHED CALLS	210052907	WEAPONS VIOLATION // PER SGT. PENNINGTON // MAN WITH AK PISTOL	20:10:00	20	8/5/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDGOMBOSJ	WASHTENAW AVE	BACKUP DISPATCHED CALLS	210052921	FA // PER SGT. PENNINGTON ALL YPSI TWP DEP TIED UP ON WEAPON VIOLATION	20:30:00	10	8/5/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDVANDERROESTB	WASHTENAW AVE	BACKUP DISPATCHED CALLS	210052921	FA // PER SGT. PENNINGTON ALL YPSI TWP DEP TIED UP ON WEAPON VIOLATION	20:30:00	10	8/5/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDGOMBOSJ	INTERNATIONAL DR	DISPATCHED CALLS	210052919	DISORDERLY // PER SGT. PENNINGTON ALL YPSI TOWNSHIP DEP TIED UP ON WEAPON VIOLATION	20:40:00	10	8/5/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDVANDERROESTB	INTERNATIONAL DR	DISPATCHED CALLS	210052919	DISORDERLY // PER SGT. PENNINGTON ALL YPSI TOWNSHIP DEP TIED UP ON WEAPON VIOLATION	20:40:00	10	8/5/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDVANTUYLM	VILLA DR	BACKUP DISPATCHED CALLS	210052959	DISP: ASSIST YPSI TWP UNITS WITH POSSIBLE B&E IN PROGRESS. CLEARED TO ASSIST PER SGT. PENNINGTON.	01:11:00	10	8/6/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDGOMBOSJ	VILLA DR	BACKUP DISPATCHED CALLS	210052959	BACK YPT UNITS ON POSSIBLE OCCUPIED HOME INVASION PER SGT PENNINGTON	01:20:00	25	8/6/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDGOMBOSJ	CONCORD DR	BACKUP DISPATCHED CALLS	210053462	BACK 624 ON YPT RUN DUE TO ALL YPT UNITS BEING TIED UP PER SGT THOMPSON	03:00:00	15	8/8/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDHOWARDS	CONCORD DR	BACKUP DISPATCHED CALLS	210053462	BACK 624 ON YPT RUN DUE TO ALL YPT UNITS BEING TIED UP PER SGT THOMPSON	03:00:00	15	8/8/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDREXB	RIDGE RD/HOLMES RD	BACKUP DISPATCHED CALLS	210054737	DISP: ASSIST UNITS W/ FLEE SUSPECT FROM UDAA PER SGT HOUK	08:15:00	40	8/12/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDURBANS	INTERNATIONAL DR	BACKUP DISPATCHED CALLS	210054993	LATE RUN HOMICIDE-SGT THOMPSON APPROVED- AT HOSPITAL FOR Y1 AND DISORDERLY PARTIES AT HOSPITAL	23:15:00	45	8/12/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDKHATTARR	RIDGE RD/APPLERIDGE ST	BACKUP DISPATCHED CALLS	210055114	BU RICHARDSON PER SGT BYNUM ON CAR VS PED CRASH ...NO YPSI UNITS AVAIL...	13:30:00	30	8/13/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDGOMBOSJ	RIDGE RD	BACKUP DISPATCHED CALLS	210057127	DISORDERLY // SGT. PENNINGTON // HOLD DOWN SCENE UNTIL YPSI TWP CAR COULD MAKE SCENE	02:50:00	15	8/20/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDVANDERROESTB	RIDGE RD	BACKUP DISPATCHED CALLS	210057127	DISORDERLY // SGT. PENNINGTON // HOLD DOWN SCENE UNTIL YPSI TWP CAR COULD MAKE SCENE	02:50:00	15	8/20/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDADKINSP	CANDLEWOOD LN	BACKUP DISPATCHED CALLS	210057134	PER 630 EDP POSSIBLY INTOX SUBJECT	05:20:00	15	8/20/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDKHATTARR	EUGENE	FOLLOW-UP	210050246	FOLLOW UP 210050246	18:15:00	20	8/20/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDGOMBOSJ	WOODRUFF LN	BACKUP DISPATCHED CALLS	210057411	BACK YPT UNITS ON LARGE PARTY PER SGT THOMPSON	00:20:00	15	8/21/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDKELLEYW	WOODRUFF LN	BACKUP DISPATCHED CALLS	210057411	ASSIST YPSILANTI DEPS WITH NOISE COMPLAINT WITH A LARGE GATHERING OF PEOPLE PER SGT THOMPSON	00:20:00	15	8/21/2021
YORK TWP	YPSILANTI TWP	WDYONOJ	St Joe	BACKUP DISPATCHED CALLS		traffic control for injured deputy 210057642 per Sgt Thompson	22:50:00	35	8/21/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDGOMBOSJ	GEORGE PL	BACKUP DISPATCHED CALLS	210057642	BACK YOT UNITS ON INJURED OFFICER PER SGT THOMPSON	22:55:00	65	8/21/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDHOWARDS	GEORGE PL	BACKUP DISPATCHED CALLS	210057642	BACK YOT UNITS ON INJURED OFFICER PER SGT THOMPSON	22:55:00	65	8/21/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDFARMERA	GEORGE PL	BACKUP DISPATCHED CALLS	210057642	PROVIDED TRAFFIC BLOCK AT ECORSE AND MICHIGAN AVE IN ORDER TO GIVE LOAD AND GO VEHICLE CLEAR WAY TO SAINT JOE. OK PER SGT THOMPSON.	23:00:00	50	8/21/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDFARMERA	TEXTILE RD	BACKUP DISPATCHED CALLS	210057649	HOLDING OVER AS 707 (YPSI CAR) BACKED UP OTHER UNITS AS MY SHIFT IN YPSI STARTED, OK PER SGT THOMPSON.	23:50:00	10	8/21/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDURBANS	GOLFSIDE RD	BACKUP DISPATCHED CALLS	210057848	SGT FOX APPROVED- POSSIBLE K9 DV S1	17:20:00	50	8/22/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDGOMBOSJ	GOLFSIDE RD/WASHTENAW AVE	DISPATCHED CALLS	210057975	RECOVERED UDAA IN AREA GETTING GAS OBSERVED STOLEN VEHICLE AT GAS STATION. APPROVED BY SGT THOMPSON	03:20:00	101	8/23/2021





## Into Area Time

For: 08/01/2021 thru 08/31/2021



ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDHOWARDS	GOLFSIDE RD/WASHTENAW AVE	DISPATCHED CALLS	210057975	RECOVERED UDAA. IN AREA GETTING GAS OBSERVED STOLEN VEHICLE AT GAS STATION. APPROVED BY SGT THOMPSON	03:20:00	101	8/23/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDBLANDC	W MICHIGAN AVE	BACKUP DISPATCHED CALLS	210058845	assisted Ypsi Twp units of BOLing for Kidnapping suspect, i watch residence of suspect at 1640 Macintosh superior, Sgt, Thompson Approval.	03:55:00	70	8/26/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDROSSJ	St Joe room 620	DETAIL		21-68553 hospital guard/ arrest on YPT DV S1 per Lt Peltier	14:04:00	176	8/26/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDGOMBOSJ	PARKWOOD AVE	BACKUP DISPATCHED CALLS	210059107	LOOKING FOR FA VICTIM PER SGT THOMPSON	00:50:00	20	8/27/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDSIRIANNJ	PEACHCREST ST	BACKUP DISPATCHED CALLS	210059603	ASSIST YPT UNITS WITH POSSIBLY LARGE DISORDERLY IN APPLERIDGE, APPROVED BY SGT. KRINGS	20:35:00	15	8/28/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDVANDERROESTB	PEACHCREST ST	BACKUP DISPATCHED CALLS	210059603	ASSIST YPT UNITS WITH POSSIBLY LARGE DISORDERLY IN APPLERIDGE, APPROVED BY SGT. KRINGS	20:35:00	15	8/28/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDGOMBOSJ	PEACHCREST ST	BACKUP DISPATCHED CALLS	210059603	BACK YPT UNITS ON FIGHT WITH LONG GUN INVOLVED PER SGT KRINGS	20:40:00	10	8/28/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDHOWARDS	PEACHCREST ST	BACKUP DISPATCHED CALLS	210059603	BACK YPT UNITS ON FIGHT WITH LONG GUN INVOLVED PER SGT KRINGS	20:40:00	10	8/28/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDGOMBOSJ	PROSPECT RD/GEDDES RD	DISPATCHED CALLS	210059622	WELFARE CHECK	21:25:00	25	8/28/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDHOWARDS	PROSPECT RD/GEDDES RD	DISPATCHED CALLS	210059622	WELFARE CHECK	21:25:00	25	8/28/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDROSSJ	ECORSE RD	BACKUP DISPATCHED CALLS	210060358	fight in progress/Houk/ cancelled upon arrival	11:26:00	9	8/31/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDMONTGOMERYJ	N PROSPECT ST/E CLARK RD	BACKUP DISPATCHED CALLS	210060370	ASSIST TO CAT TEAM/ TRANSPORT TO JAIL PER SGT HOUK	12:15:00	75	8/31/2021
ANN ARBOR-SUPERIOR TWP COLLABORATION	YPSILANTI TWP	WDFARMERH	N PROSPECT ST/E CLARK RD	DISPATCHED CALLS	210060370	sgt houk assist CAT Team	12:21:00	23	8/31/2021
						Sum:		1,360	



# Charter Township of Ypsilanti

7200 S. HURON RIVER DRIVE • YPSILANTI, MI 48197

SUPERVISOR BRENDA STUMBO • CLERK HEATHER JARRELL ROE • TREASURER STAN ELDRIDGE  
TRUSTEES: JOHN P. NEWMAN II • GLORIA PETERSON • DEBBIE SWANSON • JIMMIE WILSON, JR.

## WORK SESSION AGENDA CHARTER TOWNSHIP OF YPSILANTI TUESDAY, SEPTEMBER 21, 2021

**4:30pm**

1. 2022 DRAFT BUDGET REVIEW .....SUPERVISOR STUMBO  
.....JAVONNA NEEL
  - FUND 249 – BUILDING
  - FUND 266 – LAW ENFORCEMENT
  - FUND 287 – NUISANCE ABATEMENT
  - FUND 597 – COMPOST
  - FUND 250 – LDFA
  - FUND 398 – DEBT 2006 BOND
2. BARRIER BUSTERS PRESENTATION.....MOONSON ENINSCHÉ
3. AGENDA REVIEW .....SUPERVISOR STUMBO
4. OTHER DISCUSSION ..... BOARD MEMBERS



# **2022 BUDGET REQUEST OVERVIEW**

- ❖ BUILDING FUND #249
- ❖ LAW ENFORCEMENT FUND #266
  - ❖ Revised hand out of draft budget
- ❖ NUISANCE ABATEMENT FUND #287
- ❖ COMPOST FUND #597
- ❖ LOCAL DEVELOPMENT FINANCE AUTHORITY FUND (LDFA) #250
- ❖ DEBT BOND FUND #398



# 2022 BUDGET REQUEST FOR BUILDING FUND #249

## Fund Balance

- The ending fund balance for 2020 was \$1,436,663. The amount needed from fund balance for budget and budget amendments for 2021 as of 7/31/21 totals \$113,714 currently making the ending fund balance \$1,322,949 for 2021.
- The 2022 budget request for appropriated prior year fund balance on line 699.999 is \$177,575 making the ending fund balance \$1,145,374. This is 142% of the estimated revenues of \$805,850.

## Revenues

- Budgeted revenues are slightly higher due to continued anticipation of growth in the community.

# 2022 BUDGET REQUEST FOR BUILDING FUND #249

## Expenditures

- Increase in wages and fringe benefits discussed at the 9/7/21 Board work session.
- Supervisor salary 705.000 increase is due to the allocation of 25% wages for the new Community Compliance Director, who will be responsible for code enforcement of building and ordinance.
- Request to add a new line to employ a full time state registered mechanical inspector budgeted in line 706.018. This position also increases the benefit lines.
- Request to decrease the contractual services line 818.000 by \$100,000 due to hiring request of a full time state registered mechanical inspector. The budget request is \$60,000 as we will still need to contract for plumbing inspections.
- Budgeted \$30K for capital outlay of furniture and fixtures in line 975.135 for the restructure of the department. This may not be needed now as the work was performed by our building maintenance employees.
- Budgeted \$35K for a vehicle in 985.000 to replace an older truck.



# **2022 BUDGET REQUEST FOR LAW ENFORCEMENT FUND #266**

See revised draft budget for Law Enforcement fund.

## **Fund Balance**

- The ending fund balance for 2020 was \$3,992,154. The amount needed from fund balance for budget and budget amendments for 2021 as of 7/31/21 totals \$27,597 currently making the ending fund balance \$3,964,557 for 2021.
- The 2022 budget request for appropriated prior year fund balance on line 699.999 is \$80,544 making the ending fund balance \$3,884,013. This is 45% of the estimated revenues of \$8,551,732.

## **Revenues**

- The Law Enforcement is funded by a special tax levy of 5.7000 mills approved by the voters on 8/3/21. The budgeted tax revenue is \$8,336,072. Tax revenue was part of the 9/7/21 budget overview.

# 2022 BUDGET REQUEST FOR LAW ENFORCEMENT FUND#266

## Expenditures

- Increase in wages and fringe benefits discussed at the 9/7/21 Board work session.
- Supervisor salary 301-705.000 decrease was due to the retirement of the Office of Community Standards Director. The Township Supervisor will now oversee Sheriff's services.
- The increase to supervisor salary 304-705.000 was due to 75% of the new Community Compliance Director's salary, who will be responsible for code enforcement of building and ordinance.
- Washtenaw County Sheriff's contract increased by 1.5%.
- Supervisor Stumbo will discuss the L.E.A.D. program budget in line 301-831.014.
- Final payment from the Law Enforcement to the General Fund for the building renovation at LEC on Huron Street. Total renovation was \$909,325.





# 2022 BUDGET REQUEST FOR NUISANCE ABATEMENT FUND #287

## Fund Balance

- The ending fund balance for 2020 was \$64,432. The amount needed from fund balance for budget and budget amendments for 2021 as of 7/31/21 totals \$22,227 currently making the ending fund balance \$42,205 for 2021.
- The 2022 budget request for appropriated prior year fund balance is \$17,522 making the ending fund balance \$24,683. This is 81% of the estimated revenues of \$30,505.

## Revenues and Expenditures

- This fund is used when a property needs abatement due to vacant building board up, blight clean up, and vegetation removal. The property owner is charged for this service provided by an outside vendor. If they do not pay the charge will go on their tax bills.
- There are no major changes to this fund.



## 2022 BUDGET REQUEST FOR COMPOST FUND #597

This is a business type enterprise fund and shows a net position on the financial statements instead of a fund balance. The net position minus the net investment in capital assets gives you the unrestricted or available funds.

### Fund Balance

- The ending unrestricted balance for 2020 was \$854,399. The amount needed from unrestricted balance for budget and budget amendments for 2021 as of 7/31/21 totals \$147,889 currently making the ending unrestricted fund balance \$706,510 for 2021.
- The 2022 budget request for appropriated prior year fund balance is \$221,199 making the ending unrestricted fund balance \$485,311. This is 91% of the estimated revenues of \$530,700.



# 2022 BUDGET REQUEST FOR COMPOST FUND #597

## Revenues

- The revenue for biodegradable drop off for Ypsilanti Township line 661-000-646.004 is the amount of funds due from Environmental Services Fund in expenditure line 226-528-804.004 for the yard waste and brush brought in by residents of the Township.

## Expenditures

- Increase in wages and fringe benefits discussed at the 9/7/21 Board work session.
- This is the first year the OPEB retirement amount has been allocated to the Compost Fund. Previously part of the General Fund lump sum allocation.

# 2022 BUDGET REQUEST FOR LOCAL DEVELOPMENT FINANCE AUTHORITY (LDFA) #250

## History

- An LDFA allows the use of tax increment financing to fund public infrastructure improvements. The Board of Directors for the LDFA approved the tax increment financing and development plan on July 17, 2006 and the Township Board approved said plan on August 15, 2006. The complete plan and list of board members is on the Ytown website. [YTown.org](http://YTown.org) - [Local Development Finance Authority](http://YTown.org)
- The plan applies to the Seaver Farms property currently owned by the Township and the 36.06 acres sold to Bosal Group. Approximately 25 acres of the property fronting Huron Street is the location for the infrastructure improvements. The improvements consist of new roads, sewer, water, and storm drainage for the plan property.
- Bosal Group sold their property to Orphic Ypsilanti, LLC on January 24, 2019. Bosal still has a small section in the building for technical staff.

## Revenues

- The budgeted revenue for the collected taxes is \$74,322. This is a decrease of 68% from the 2019 taxes of \$225,270 collected before for the sale of Bosal Group and the loss of the personal property inside the building that was being taxed.

## Expenditures

- There is a transfer of fund to the General Obligation Debt Bond Fund #398 to be applied to the annual principal and interest due on the bond.

# 2022 BUDGET REQUEST FOR GENERAL OBLIGATION DEBT BOND FUND #398

## History

- Bonds purchased to pay for the infrastructure improvements to the Seaver Farms Township and Bosal Group properties in 2006. The original amount of the bond was \$3,200,000 with a maturity date of 2029. The balance as of 12/31/2021 will be \$1,695,000.

## Fund Balance

- The fund balance for 2020 was \$117,405. The fund need to use \$115,321 of the fund balance in 2021 to make up for the loss in LDFA capture. The ending fund balance for 2021 is \$2,088.

## Revenues

- The budgeted revenue from the LDFA Fund is \$74,322.
- A contribution from the General Fund for \$159,468 is due to the deficiencies of the LDFA captured tax amount.

## Expenditures

- The 2022 budget principle amount is \$195,000 and the interest amount is \$38,340. There is a \$450 admin fee from the bank.

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI  
 Fund: 249 BUILDING DEPARTMENT

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST		2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 07/31/21	2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY				
Dept 000							
ESTIMATED REVENUES							
249-000-476.477 *	LICENSED CONTRACTOR REGISTRATION	3,020	6,222	3,000	3,000	3,291	3,000
249-000-491.000 *	BUILDING PERMIT	541,633	495,052	500,000	500,000	371,776	540,000
249-000-491.001 *	ELECTRICAL PERMIT	83,370	84,106	75,000	75,000	73,303	81,000
249-000-491.002 *	MECHANICAL PERMIT	176,611	112,116	110,000	110,000	84,370	118,800
249-000-491.003 *	PLUMBING PERMIT	93,005	67,108	50,000	50,000	45,832	54,000
249-000-491.006 *	MISC / REINSPECT	5,960	130	5,000	5,000	6,675	5,000
249-000-491.007 *	SIGN PERMITS	2,600	2,175	2,000	2,000	7,405	2,000
249-000-607.001	SITE PLAN - CHG FOR SERVICES		748				
249-000-607.010 *	ENVIRO/PLOT PLAN - CHG FOR SERVICE	16,320	5,316	4,000	4,000	425	2,000
249-000-607.270 *	LIQUOR INSPECT - CHG FOR SERVICES	700	450	1,000	1,000	150	
249-000-665.000 *	INTEREST EARNED	25,971	4,869	10,000	10,000	83	50
249-000-676.012 *	INSURANCE REIMBURSEMENTS	499	128			394	
249-000-683.000	OTHER INCOME-MISCELLANEOUS	590					
249-000-699.999 *	APPROPRIATED PRIOR YEAR BAL.			12,744	113,714		177,575
TOTAL ESTIMATED REVENUES		950,279	778,420	772,744	873,714	593,704	983,425
NET OF REVENUES/APPROPRIATIONS - 000 -		950,279	778,420	772,744	873,714	593,704	983,425
* NOTES TO BUDGET: DEPARTMENT 000							
476.477	LICENSED CONTRACTOR REGISTRATION						
	Fee revenue generated from new registrations of licensed contractors doing business with the Building Department.						
491.000	BUILDING PERMIT						
	Fee revenue from building permits for new construction, renovation or demolition of existing structures that requires plan review and/or inspection by a state registered building inspector or plan reviewer. An increase of 8% projected based on anticipated construction.						
491.001	ELECTRICAL PERMIT						
	Fee revenue from electrical permits for installation of new electrical circuits and equipment that requires plan review and/or inspection by a state registered electrical inspector or plan reviewer. An increase of 8% projected based on anticipated construction.						
491.002	MECHANICAL PERMIT						
	Fee revenue from mechanical permits for installation of heating and cooling systems, refrigeration equipment, fire suppression and alarm systems, and other mechanical equipment that requires plan review and/or inspection by a state registered mechanical inspector or plan reviewer. An increase of 8% projected based on anticipated construction.						
491.003	PLUMBING PERMIT						
	Fee revenue from plumbing permits for installation of new water/sewer lines and other equipment that requires plan review and/or inspection by a state registered plumbing inspector or plan reviewer. An increase of 8% projected based on anticipated construction.						
491.006	MISC / REINSPECT						
	Fee revenue for unplanned re-inspections done by state registered inspectors that are necessary for final approval of permitted work after the first inspection is failed. Revenue is unpredictable because it is based on contractor performance.						
491.007	SIGN PERMITS						
	Fee revenue from issuance of sign permits that require building inspection when installed.						
607.010	ENVIRO/PLOT PLAN - CHG FOR SERVICES						

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI  
Fund: 249 BUILDING DEPARTMENT

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019	2020	2021	2021	2021	2022
		ACTIVITY	ACTIVITY	ORIGINAL	AMENDED	ACTIVITY	REQUESTED
				BUDGET	BUDGET	THRU 07/31/21	BUDGET
Dept 000							
	Fee revenue for soil erosion and sedimentation control (SESC) permits that require inspection by a trained and certified inspector after significant rain events. Trained personnel also respond to resident complaints about flooding and storm water issues.						
607.270	LIQUOR INSPECT - CHG FOR SERVICES						
	Fee revenue for building code inspections conducted for annual liquor license renewal for on-premise liquor establishments.						
665.000	INTEREST EARNED						
	Interest earned on the funds deposited at various banks. Figures provided by the Accounting Director.						
676.012	INSURANCE REIMBURSEMENTS						
	Some years we receive dividends back from MML Workers Comp and/or Insurance Liability.						
699.999	APPROPRIATED PRIOR YEAR BAL.						
	Revenue from prior years used for current year operating expenses.						

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI  
Fund: 249 BUILDING DEPARTMENT

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019	2020	2021	2021	2021	2022
		ACTIVITY	ACTIVITY	ORIGINAL	AMENDED	ACTIVITY	REQUESTED
				BUDGET	BUDGET	THRU 07/31/21	BUDGET
Dept 371 - BUILDING DEPARTMENT							
APPROPRIATIONS							
249-371-705.000 *	SALARY - SUPERVISION	110,696	101,685	100,660	100,660	56,137	124,673
249-371-706.000 *	SALARY - PERMANENT WAGES	45,722	73,162	63,487	63,487	37,001	77,860
249-371-706.004 *	BUILDING INSPECTION	60,029	62,178	62,192	62,192	35,490	63,690
249-371-706.005 *	ELECTRICAL INSPECTION	61,476	63,434	64,272	64,272	36,307	65,770
249-371-706.006	PLUMBING INSPECTION	55,734	48,314				
249-371-706.018 *	MECHANICAL INSPECTIONS						65,770
249-371-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	16,691	567		902	901	
249-371-708.010 *	HEALTH INS BUYOUT	3,750	2,380	3,000	3,000		
249-371-709.000 *	REG OVERTIME	306	2,080			675	
249-371-715.000 *	F.I.C.A./MEDICARE	26,643	26,470	22,232	22,300	12,442	30,429
249-371-718.000 *	MERS RETIREMENT	43,706	44,521	54,188	54,188	31,737	75,924
249-371-718.001 *	RETIREMENT HEALTH CARE SAVINGS	4,113	4,297	2,925	2,925	1,688	4,875
249-371-718.003 *	OPEB - RETIREMENT HEALTH						36,025
249-371-719.000 *	HEALTH INSURANCE	80,434	84,512	92,107	92,107	56,855	142,099
249-371-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(6,244)	(5,563)	(6,150)	(6,150)		(8,150)
249-371-719.015 *	DENTAL BENEFITS	4,797	4,126	4,134	4,134	2,228	4,166
249-371-719.016 *	VISION BENEFITS	1,127	1,141	1,160	1,160	537	1,063
249-371-719.020 *	HEALTH CARE DEDUCTION	13,083	13,138	22,208	22,208	18,683	29,610
249-371-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	341	368	351	351	195	504
249-371-719.022 *	DISABILITY INSURANCE	2,100	2,180	1,718	1,718	1,058	1,743
249-371-719.023 *	LIFE INSURANCE	1,173	1,154	1,021	1,021	641	1,361
249-371-719.025	UNEMPLOYMENT EXPENSE					31	
249-371-719.030 *	WORKERS COMPENSATION	4,091	3,676	4,910	4,910	2,131	4,500
249-371-727.000 *	OFFICE SUPPLIES	1,934	1,892	2,500	2,500	473	2,500
249-371-730.000 *	POSTAGE	723	1,205	10,000	10,000	536	10,000
249-371-740.001 *	Ordinance & Zoning Code Books	2,231	278	7,000	7,000	299	7,000
249-371-741.001 *	UNIFORMS-NEW AND BADGES	1,034	720	2,000	2,000	680	5,000
249-371-760.000 *	PPE & FIRST AID SUPPLIES			350	350	28	350
249-371-800.001 *	ADMINISTRATION FEES	33,431	33,028	34,630	34,630	19,245	34,277
249-371-801.000 *	PROFESSIONAL SERVICES	2,979	12,150		100,000	32,826	50,000
249-371-818.000 *	CONTRACTUAL SERVICES	94,209	80,965	160,000	160,000	74,319	60,000
249-371-867.000 *	GAS & OIL	4,844	3,625	5,000	5,000	2,668	5,000
249-371-876.003 *	OPEB FUNDING- RETIREE HEALTH	37,509	37,391	31,547	31,547	31,547	
249-371-935.000 *	MOTORPOOL-MISC REPAIR	598					5,000
249-371-943.000 *	MOTORPOOL INTERNAL	16,918	14,000	15,140	15,140	8,167	7,244
249-371-955.001 *	INSURANCE & BONDS FLEET	2,458	2,043	2,162	2,162	1,191	2,142
249-371-958.000 *	MEMBERSHIP AND DUES	1,855	1,195	3,000	3,000	589	3,000
249-371-960.000	EDUCATION AND TRAINING	254					
249-371-975.135 *	CAP OUTLAY - FURNITURE & FIXTURES						30,000
249-371-977.000 *	EQUIPMENT	3,918	3,197	5,000	5,000	1,374	5,000
249-371-985.000 *	CAPITAL OUTLAY/VEHICLES	20,004					35,000
TOTAL APPROPRIATIONS		754,667	725,509	772,744	873,714	468,679	983,425
NET OF REVENUES/APPROPRIATIONS - 371 - BUILDING DEPAF		(754,667)	(725,509)	(772,744)	(873,714)	(468,679)	(983,425)

\* NOTES TO BUDGET: DEPARTMENT 371 BUILDING DEPARTMENT

705.000	SALARY - SUPERVISION
	Salary for the Chief Building Official to administer and interpret state building codes, manage Building Department operations, and coordinate building plan review and inspection services. This line also includes 25% of the Community Compliance Director and 25% of the OCS Executive Coordinator position.
706.000	SALARY - PERMANENT WAGES



BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI  
 Fund: 249 BUILDING DEPARTMENT

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST		2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 07/31/21	2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY				
Dept 371 - BUILDING DEPARTMENT							
	Wages for one(1)hourly Floater II/Clerk III position, 25% of the Planning & Development Coordinator and 25% planning staff positions. Wages are determined by the AFSCME and Teamster labor contracts and H R Department.						
706.004	BUILDING INSPECTION						
	Hourly wages for one (1) state registered building inspector who performs inspections and plan reviews for building permits. Wages are determined by the AFSCME labor contract.						
706.005	ELECTRICAL INSPECTION						
	Hourly wages for one (1) state registered electrical inspector who performs plan reviews and inspections for electrical permits. Wages are determined by the AFSCME labor contract.						
706.018	MECHANICAL INSPECTIONS						
	Hourly wages for one (1) state registered mechanical inspector who performs plan reviews and inspections for mechanical permits. Wages are determined by the AFSCME labor contract.						
708.004	SALARIES PAY OUT-PTO&SICKTIME						
	Used for payout of PTO time for employees that have over 360 hours accumulated or request a payout due to an emergency. Amounts are paid at 75%.						
708.010	HEALTH INS BUYOUT						
	This line item is used for the health insurance buyout for employees who receive health insurance through another source.						
709.000	REG OVERTIME						
	Overtime wages for inspectors and clerks as necessary for emergencies, special customer requests and special projects.						
715.000	F.I.C.A./MEDICARE						
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT						
	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased 13.4%						
718.001	RETIREMENT HEALTH CARE SAVINGS						
	This line item reflects the amount placed into a health care savings account for future use in health care expenses. This is for employees in the department who were hired after 1/1/14.						
718.003	OPEB - RETIREMENT HEALTH						
	Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. Overall OPEB decrease from prior year is 3.8%. This is a new number this year, prior year expenditure was in ending number 876.003.						
719.000	HEALTH INSURANCE						
	Estimated Increase at 20%						
719.003	EMPLOYEE PAID HEALTH CONTRA						
	Amount employees pay toward their health care coverage.						

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI  
 Fund: 249 BUILDING DEPARTMENT

2022 BUDGET REQUEST							
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 07/31/21	2022 REQUESTED BUDGET
Dept 371 - BUILDING DEPARTMENT							
719.015	DENTAL BENEFITS						
	No change for 2022						
719.016	VISION BENEFITS						
	A decrease of 24% due to switching to Standard Insurance with the same VSP coverage. Provided by HR						
719.020	HEALTH CARE DEDUCTION						
	Cost to fund the Clarity Benefits card associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended. Provided by Accounting Director.						
719.021	ADMIN FEE - HEALTH DEDUCTIBLE						
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.						
719.022	DISABILITY INSURANCE						
	A decrease of 24% due to switching to Standard Insurance. Provided by HR						
719.023	LIFE INSURANCE						
	No change for 2022. Provided by H.R.						
719.030	WORKERS COMPENSATION						
	Workers Compensation allocation based on type of work performed and number of employees in the department or fund. Provided by the Accounting Director						
727.000	OFFICE SUPPLIES						
	Expenses for office supplies such as inspection forms, placards, pens, etc.						
730.000	POSTAGE						
	Postage expenses for Building Department operations. Expenses to be used for permit expiration letters sent to customers who fail to call for inspections.						
740.001	Ordinance & Zoning Code Books						
	Expenses to purchase copyrighted State of Michigan code publications required for state registered plan reviewers and inspectors. State codes are updated periodically.						
741.001	UNIFORMS-NEW AND BADGES						
	Expenses for new and replacement uniform clothing apparel and other related items for Building Department field staff.						
760.000	PPE & FIRST AID SUPPLIES						
	Covers all PPE, first aid supplies, and other supplies required by OSHA.						
800.001	ADMINISTRATION FEES						

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI  
 Fund: 249 BUILDING DEPARTMENT

2022 BUDGET REQUEST							
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 07/31/21	2022 REQUESTED BUDGET
Dept 371 - BUILDING DEPARTMENT							
	Admin fees are paid to the General Fund for service provided by Human Resource, Accounting, Computer Tech, Auditing and other support personnel and shared expenses. Allocations are based on wages of the support and maintenance staff, floor space, staffing levels, computers, phones, etc. Provided by the Account Director.						
801.000	PROFESSIONAL SERVICES						
	Services for special projects rendered under professional contract. Funding budgeted for Phase II and Phase III of paper records conversion project through the State of Michigan. Phase I was completed late in 2018.						
818.000	CONTRACTUAL SERVICES						
	Expenses for private contract services performed by state registered inspectors and plan reviewers on an as-needed basis. Also used to hire private contractors to cover scheduled and unscheduled leave of department employees for all trades.						
867.000	GAS & OIL						
	Fuel and oil expenses for vehicles assigned to building department staff.						
876.003	OPEB FUNDING- RETIREE HEALTH						
	Moved to 249-371-718.003						
935.000	MOTORPOOL-MISC REPAIR						
	Covers miscellaneous vehicle repair. Provided by Accounting Director						
943.000	MOTORPOOL INTERNAL						
	Lease payments to the Township motor pool for vehicles assigned to the building department; direct payment for minor scheduled repairs of same vehicles. Figures provided by the Accounting Director.						
955.001	INSURANCE & BONDS FLEET						
	Insurance for buildings, equipment, and vehicles. Provided by the Accounting Director.						
958.000	MEMBERSHIP AND DUES						
	Mandatory memberships and dues to professional organizations for continuing education credits required to maintain state certification for inspection staff.						
975.135	CAP OUTLAY - FURNITURE & FIXTURES						
	Expenses to purchase new office furniture and fixtures for restructured office space.						
977.000	EQUIPMENT						
	Expenses to purchase new equipment and to replace old equipment no longer serviceable. Equipment includes computers, printers and inspection tools used in the field.						
985.000	CAPITAL OUTLAY/VEHICLES						
	Expense to purchase a new vehicle need to replace obsolete truck.						
ESTIMATED REVENUES - FUND 249		950,279	778,420	772,744	873,714	593,704	983,425
APPROPRIATIONS - FUND 249		754,667	725,509	772,744	873,714	468,679	983,425
NET OF REVENUES/APPROPRIATIONS - FUND 249		195,612	52,911			125,025	

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI  
 Fund: 266 LAW ENFORCEMENT FUND

		2022 BUDGET REQUEST					
		2019	2020	2021	2021	2021	2022
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ORIGINAL	AMENDED	ACTIVITY	REQUESTED
				BUDGET	BUDGET	THRU 08/31/21	BUDGET
Dept 000							
ESTIMATED REVENUES							
266-000-403.000 *	CURRENT PROPERTY TAXES	7,411,812	7,990,591	8,190,676	8,190,676	8,234,608	8,336,072
266-000-404.001 *	ESA REIMBURSEMENT OP	27,866	26,530			26,579	26,530
266-000-412.000 *	DELINQUENT PERS.PROPERTY TAXE	2,770	14,016				
266-000-414.000	CUR PROPERTY TAX ADJUSTMENTS	(5,043)	(28,884)			(74)	
266-000-432.000 *	IN LIEU OF TAXES - CLARK TOWERS	11,608	11,628	11,630	11,630	11,632	11,630
266-000-451.310 *	TAX SP ASSESS -SF RENTAL PROP INSI		58,055	25,000	25,000	9,340	10,000
266-000-451.330 *	TAX SP ASSESS -MF RENTAL PROP INSI			1,000	1,000		
266-000-451.410 *	TAX SP ASSESS - VACANT PROP INSPEC		8,573	4,000	4,000	2,284	3,000
266-000-574.001 *	STATE REVENUE-LIQUOR ENFORCMN	22,615	21,700	24,000	24,000	19,242	24,000
266-000-607.000 *	CHARGE - BUSINESS REGISTRATION		10,800	1,500	1,500	13,300	15,000
266-000-607.270 *	LIQUOR INSPECT - CHG FOR SERVICES	1,150	550	1,000	1,000	200	
266-000-607.300 *	CHRG FOR SERV-SF RENTAL INSPECT		48,570	120,000	120,000	53,880	50,000
266-000-607.320 *	CHRG FOR SERV-MF RENTAL INSPECT		61,340	120,000	120,000	3,640	65,000
266-000-607.400 *	CHRG FOR SERV-VACANT PROP INSPECT		7,850	10,000	10,000	9,075	10,000
266-000-628.000 *	RENTAL REGISTRATON FEE		58,450	1,500	1,500	13,150	
266-000-659.003	PUBLIC NUISANCE ABATEMENT		75				
266-000-665.000 *	INTEREST EARNED	86,084	9,189	3,500	3,500	407	500
266-000-676.000	REIMBURSEMENTS	50,000	118,832				
266-000-676.012 *	INSURANCE REIMBURSEMENTS	5,447	409			616	
266-000-683.000 *	OTHER INCOME-MISCELLANEOUS	4,240	256,433			5,044	
266-000-699.999	APPROPRIATED PRIOR YEAR BAL.			22,275	27,597		80,544
TOTAL ESTIMATED REVENUES		7,618,549	8,674,707	8,536,081	8,541,403	8,402,923	8,632,276
NET OF REVENUES/APPROPRIATIONS - 000 -		7,618,549	8,674,707	8,536,081	8,541,403	8,402,923	8,632,276

\* NOTES TO BUDGET: DEPARTMENT 000

403.000	CURRENT PROPERTY TAXES
	Tax Revenue based on millage voter approved levy increased for Environmental Services. The levy went from 2.1550 to 2.4050 and resulted in a shift from Law Enforcement approved levy that decreased from 5.9500 to 5.7000. The projected revenue is based on taxable value (TV) minus adjustments and renaissance zone TV. A 3.3% increase from prior year TV assumptions.
404.001	ESA REIMBURSEMENT OP
	State calculated reimbursement for personal property loss due to small business exemptions.
412.000	DELINQUENT PERS.PROPERTY TAXE
	Delinquent personal property revenue collected by the Treasurer.
432.000	IN LIEU OF TAXES - CLARK TOWERS
	Revenue collected pursuant to municipal services agreements and payments in lieu of taxes agreement for Clark East Towers.
451.310	TAX SP ASSESS -SF RENTAL PROP INSPECT
	Fees from delinquent single family rental inspection invoices incurred in 2020 and 2021 that were designated as a special assessment and added to Winter 2021 property tax bills.
451.330	TAX SP ASSESS -MF RENTAL PROP INSPECT
	Fees from delinquent multifamily rental inspection invoices incurred in 2020 and 2021 that were designated as a special assessment and added to Winter 2021 property tax bills.

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI  
 Fund: 266 LAW ENFORCEMENT FUND

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 08/31/21	
Dept 000							
451.410	TAX SP ASSESS - VACANT PROP INSPECT						
	Fees from delinquent vacant building inspection invoices incurred in 2020 and 2021 that will be designated as a special assessment and added to the Winter 2021 property tax bills. Revenue is projected based upon an estimate of delinquent invoices at the time of budget preparation, which is several months prior to actual roll-over.						
574.001	STATE REVENUE-LIQUOR ENFORCMN						
	Fees collected from bars and restaurants for annual liquor license renewal.						
607.000	CHARGE - BUSINESS REGISTRATION						
	Fee revenue from new businesses that register in compliance with the Business Registration ordinance.						
607.270	LIQUOR INSPECT - CHG FOR SERVICES						
	Fees collected from bars and restaurants for annual liquor license renewal.						
607.300	CHRG FOR SERV-SF RENTAL INSPECT						
	Fees paid by property owners for inspection of single family rental dwellings.						
607.320	CHRG FOR SERV-MF RENTAL INSPECT						
	Fees paid by property owners for inspection of multifamily rental dwellings and buildings.						
607.400	CHRG FOR SERV-VACANT PROP INSPECT						
	Fee revenue from vacant building inspection services. Projected revenue to increase due to more vacant buildings registered with current payments.						
628.000	RENTAL REGISTRATON FEE						
	Fees paid by property owners to register rental dwelling units.						
665.000	INTEREST EARNED						
	Interest earned on funds deposited in banks. Figures provided by the Accounting Director.						
676.012	INSURANCE REIMBURSEMENTS						
	Revenue received through insurance reimbursement or other miscellaneous sources.						
683.000	OTHER INCOME-MISCELLANEOUS						
	Revenue received from miscellaneous code enforcement fees such as verification of zoning compliance. We do not budget for this since it is unpredictable.						

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI  
 Fund: 266 LAW ENFORCEMENT FUND

		2022 BUDGET REQUEST					
		2019	2020	2021	2021	2021	2022
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 08/31/21	REQUESTED BUDGET
Dept 301 - SHERIFF SERVICES							
APPROPRIATIONS							
266-301-705.000 *	SALARY - SUPERVISION	107,121	109,162	108,850	108,850	70,527	16,413
266-301-706.000 *	SALARY - PERMANENT WAGES	18,822	19,432	38,480	38,480	12,529	39,437
266-301-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	7,699	5,677		3,592	3,591	
266-301-708.009 *	AUTO ALLOWANCE	6,000	6,000	6,000	6,000	4,000	
266-301-708.010 *	HEALTH INS BUYOUT	3,750	3,000	3,000	3,000	1,500	
266-301-715.000 *	F.I.C.A./MEDICARE	10,815	10,858	11,730	12,004	6,947	4,273
266-301-718.000 *	MERS RETIREMENT	18,791	19,456	28,362	28,362	17,958	9,011
266-301-718.001 *	RETIREMENT HEALTH CARE SAVINGS			1,300	1,300		1,300
266-301-718.003 *	OPEB - RETIREMENT HEALTH						4,003
266-301-719.000 *	HEALTH INSURANCE	8,562	10,586	14,994	14,994	9,996	18,086
266-301-719.003 *	EMPLOYEE PAID HEALTH CONTRA		(163)	(1,050)	(1,050)		(1,050)
266-301-719.015 *	DENTAL BENEFITS	1,951	1,580	1,960	1,960	2,540	678
266-301-719.016 *	VISION BENEFITS	439	437	537	537	390	158
266-301-719.020 *	HEALTH CARE DEDUCTION	63	686	3,719	3,719	413	3,719
266-301-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	148	159	158	158	106	105
266-301-719.022 *	DISABILITY INSURANCE	859	963	859	859	619	363
266-301-719.023 *	LIFE INSURANCE	510	506	510	510	378	284
266-301-719.030 *	WORKERS COMPENSATION	4,536	4,340	3,395	3,395	1,723	2,086
266-301-727.000 *	OFFICE SUPPLIES	93	257	500	500		500
266-301-730.000 *	POSTAGE	5,017	634	5,000	5,000		5,000
266-301-740.000 *	OPERATING SUPPLIES	3,546	553	5,000	4,000	79	5,000
266-301-800.001 *	ADMINSTRATION FEES	37,711	57,644	62,805	62,805	38,533	61,929
266-301-830.004 *	COMMUNITY WORK PROGRAM	22,750	52,775	80,000	80,000	40,250	80,000
266-301-831.000 *	SHERIFF PATROL CONTRACT	5,691,026	5,781,452	6,196,280	6,186,280	3,329,141	6,289,228
266-301-831.001 *	SHERIFF PATROL - OVERTIME	266,321	126,992	250,000	250,000		250,000
266-301-831.007 *	LIQUOR INSPECTION EXPENDITURE	240	25	2,000	2,000		2,000
266-301-831.008 *	SHERIFF PATROL-SCHL COLLB CTR	58,098		75,000	75,000	21,288	75,000
266-301-831.010 *	PUBLIC NUISANCE ABATEMENT			3,000	3,000		3,000
266-301-831.012 *	ANIMAL CONTROL ENFORCEMENT CONTRIF	45,000	45,000	45,000	45,000		45,000
266-301-831.013 *	POLICE SECURITY - 14B DISTRICT COI			200,000	200,000		200,000
266-301-831.014 *	PILOT L.E.A.D. PROGRAM			150,000	150,000		150,000
266-301-876.003 *	OPEB FUNDING- RETIREE HEALTH	40,879	38,362	27,372	27,372	27,372	
266-301-900.000 *	PUBLISHING			10,000	10,000		10,000
266-301-920.015 *	UTILITIES/ 1405 HOLMES RD	7,417	8,748	10,000	10,000	4,666	10,000
266-301-920.016 *	UTILITIES/2057 TYLER POLICE	1,525	2,419	2,000	3,000	2,419	3,000
266-301-920.019 *	UTILITIES 1501 S HURON STATIO	20,387	21,073	20,000	20,000	15,766	20,000
266-301-931.011 *	BLDG MAINT/1405 HOLMES	4,476	4,216	6,500	19,500	16,421	17,000
266-301-931.012 *	BLDG MAINT/2057 TYLER RD	1,537	1,436	4,000	4,000	780	4,000
266-301-931.015 *	BLDG MAINT - 1501 S HURON STA	34,503	32,533	37,000	37,000	18,579	35,000
266-301-933.000 *	EQUIPMENT MAINTENANCE	1,093	258	5,000	2,000	148	5,000
266-301-933.020 *	PUBLIC CAMERA MAINTENANCE	4,880	11,329	35,000	35,000	6,750	35,000
266-301-942.000 *	VEHICLE CHARGE	626	777	2,000	2,000		2,000
266-301-955.001 *	INSURANCE & BONDS FLEET	4,096	6,546	6,917	6,917	4,358	6,855
266-301-958.000 *	MEMBERSHIP AND DUES	895	698	1,500	1,500	930	1,500
266-301-971.001	CAPITAL OUTLAY - OTHER	207,018					
266-301-977.000 *	EQUIPMENT	12,523	44,687	50,000	50,000	8,057	50,000
266-301-995.100 *	TRANS TO GENERAL FOR LEC BLDG	181,865	181,865	181,865	181,865	121,243	131,865
TOTAL APPROPRIATIONS		6,843,588	6,612,958	7,696,543	7,700,409	3,789,997	7,596,743
NET OF REVENUES/APPROPRIATIONS - 301 - SHERIFF SERVICE		(6,843,588)	(6,612,958)	(7,696,543)	(7,700,409)	(3,789,997)	(7,596,743)

\* NOTES TO BUDGET: DEPARTMENT 301 SHERIFF SERVICES

705.000 SALARY - SUPERVISION

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI  
Fund: 266 LAW ENFORCEMENT FUND

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST		2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 08/31/21	2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY				
Dept 301 - SHERIFF	SERVICES						
	25% of the salary for the OCS Executive Coordinator. The decrease is due to the retirement of the OCS Director. The Supervisor will now be overseeing the Sheriff Services.						
706.000	SALARY - PERMANENT WAGES						
	Wages for one (1) full-time custodian.						
708.004	SALARIES PAY OUT-PTO&SICKTIME						
	Used for payout of PTO time for employees that have over 360 hours accumulated or request a payout due to an emergency. Amounts are paid at 75%.						
708.009	AUTO ALLOWANCE						
	Automobile allowance for the Police Services/OCS Director. Eliminated due to retirement.						
708.010	HEALTH INS BUYOUT						
	This line item is used for the health insurance buyout for employees who receive health insurance through another source. None budgeted for 2022						
715.000	F.I.C.A./MEDICARE						
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT						
	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased 13.4%						
718.001	RETIREMENT HEALTH CARE SAVINGS						
	Amount placed into a health care savings account for future use in health care expenses. This is for employees in the department who were hired after 1/1/14.						
718.003	OPEB - RETIREMENT HEALTH						
	Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. Overall OPEB decrease from prior year is 3.8%. This is a new number this year, prior year expenditure was in ending number 876.003 and the decrease is due to retirement.						
719.000	HEALTH INSURANCE						
	Estimated Increase at 20%						
719.003	EMPLOYEE PAID HEALTH CONTRA						
	Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS						
	No change for 2022						
719.016	VISION BENEFITS						
	A decrease of 24% due to switching to Standard Insurance with the same VSP coverage. Provided by HR						

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI  
 Fund: 266 LAW ENFORCEMENT FUND

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST		2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 08/31/21	2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY				
Dept 301 - SHERIFF	SERVICES						
719.020	HEALTH CARE DEDUCTION						
	Cost to fund the Clarity Benefits card associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended. Provided by Accounting Director.						
719.021	ADMIN FEE - HEALTH DEDUCTIBLE						
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.						
719.022	DISABILITY INSURANCE						
	A decrease of 24% due to switching to Standard Insurance. Provided by HR						
719.023	LIFE INSURANCE						
	No change for 2022. Provided by H.R.						
719.030	WORKERS COMPENSATION						
	Workers Compensation allocation based on type of work performed and number of employees in the department or fund. Provided by the Accounting Director						
727.000	OFFICE SUPPLIES						
	Expenses for office supplies for the Police Services Administrator/OCS Director position.						
730.000	POSTAGE						
	Postage expenses for neighborhood watch mailings.						
740.000	OPERATING SUPPLIES						
	Operating supplies for police services including neighborhood watch street signs and first responder maps.						
800.001	ADMINISTRATION FEES						
	Admin fees are paid to the General Fund for service provided by Human Resource, Accounting, Computer Tech, Auditing and other support personnel and shared expenses. Allocations are based on wages of the support and maintenance staff, floor space, staffing levels, computers, phones, etc. Provided by the Account Director.						
830.004	COMMUNITY WORK PROGRAM						
	Expenses for roadside trash pickup through the county work program or alternate private source.						
831.000	SHERIFF PATROL CONTRACT						
	This line is used to fund the police services contract with Washtenaw County and the Sheriff's Office for 38 Police Service Units (PSU) to provide full time patrol response services, traffic enforcement and proactive investigative services. Each PSU includes wages and fringe benefits for one sheriff's deputy; prorated wages and fringe benefits for shift supervision at a rate of one sergeant per 7.5 deputies; prorated wages and fringe benefits for an operational lieutenant at a rate of one lieutenant per 45 deputies; vehicle and fleet maintenance costs; Metro Dispatch costs; computer and technology costs; insurance and legal liability costs, etc. At full staffing, the contract for 38 PSU's provides deployment of 45 sworn officers in Ypsilanti Township, civilian support staff, detective bureau services, community engagement programs, and support team services including SWAT, CNT, computer forensics and K-9 services. Service cost per unit increased 1.5% to \$165,506 per unit. We have not been at 38 deputies since the contract was authorized in 2018. We receive credit at the end of the year. The Township Supervisor will oversee the Sheriff services.						



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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI  
 Fund: 266 LAW ENFORCEMENT FUND

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 08/31/21	
Dept 301 - SHERIFF	SERVICES						
831.001	SHERIFF PATROL - OVERTIME						
	Regular and special deputy overtime for shift extensions, backfilling of sick calls and vacations, special investigations and off-duty court attendance. Patrol shift overtime is pre-authorized to maintain minimum staffing levels on all shifts. We are not charged overtime for deputy vacancies. The Township Supervisor will oversee the Sheriff services.						
831.007	LIQUOR INSPECTION EXPENDITURE						
	Wages paid to youth/student decoys for underage liquor sales enforcement.						
831.008	SHERIFF PATROL-SCHL COLLB CTR						
	Contract costs for two School Resource Officers (SRO) during summer collaborations with Lincoln Consolidated Schools and Ypsilanti Community Schools. SRO's are re-assigned to Ypsilanti Township during summer months when school is out of session, focusing on youth engagement in neighborhoods. The summer assignment cost is based on the standard PSU price prorated for the length of assignment.						
831.010	PUBLIC NUISANCE ABATEMENT						
	Funds allocated for special investigations conducted by the sheriff's office Community Action Team to address violent crime in neighborhoods.						
831.012	ANIMAL CONTROL ENFORCEMENT CONTRIB						
	Funds allocated to Washtenaw County to support the county's animal control contract with the Humane Society of Huron Valley.						
831.013	POLICE SECURITY - 14B DISTRICT COURT						
	This account funds police security staffing for the 14B District Court through a contract with the Washtenaw County Sheriff's Office in alignment with recommendations from the Michigan Court Administrator's office and the Township Safety Committee. Sheriff's deputies at the court will also provide police response and visibility at the civic Center campus since court and municipal offices are connected and share space. This is a new line item and service in 2022. This was budgeted in 2021 but did not occur due to the pandemic.						
831.014	PILOT L.E.A.D. PROGRAM						
	This account funds an innovative program known as Law Enforcement Assisted Diversion (LEAD) to be managed by the Washtenaw County Sheriff's Office in partnership with the Township, the prosecutor's office and Community Mental Health. Based on the flagship LEAD program in Seattle, police officers exercise discretionary authority at point of contact to divert individuals to a community-based harm reduction intervention for law violations driven by unmet behavioral health needs. In lieu of the normal criminal justice system cycle-booking, detention, prosecution, conviction, incarceration - individuals are instead referred into a trauma-informed intensive case-management program where the individual receives a wide range of support services, often including transitional and permanent housing and /or drug treatment. Prosecutors and police officers work closely with case managers to ensure that all contacts with LEAD participants going forward including new criminal prosecutions for other offenses, are coordinated with the service plan for the participant to maximize the opportunity to achieve behavioral change. This is a new line item for creation and operation of a pilot LEAD program for Ypsilanti Twp., the first of its kind in Washtenaw County. Funds will be used to employ qualified clinicians who will be on-call 24 hours each day to respond to meet police and potential participants as necessary, and to manage cases on an ongoing basis. The funding recommendation is tentative and subject to change pending detailed development and implementation. This was budgeted in 2021 but did not occur due to the pandemic. The Supervisor and legal counsel will meet with Sheriff to review program and bring before the Board before moving ahead.						
876.003	OPEB FUNDING- RETIREE HEALTH						

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Fund: 266 LAW ENFORCEMENT FUND

2022 BUDGET REQUEST							
GL NUMBER	DESCRIPTION	2019	2020	2021	2021	2021	2022
		ACTIVITY	ACTIVITY	ORIGINAL	AMENDED	ACTIVITY	REQUESTED
				BUDGET	BUDGET	THRU 08/31/21	BUDGET
Dept 301 - SHERIFF SERVICES							
	Moved and allocated between department 301 and 304 in account numbers 266-301-718.003 and 266-304-718.003						
900.000	PUBLISHING						
	Cost of printing Neighborhood Watch notices.						
920.015	UTILITIES/ 1405 HOLMES RD						
	Expenses for utility services at the Holmes Rd police substation. The substation is used by the Washtenaw County Sheriff's Office and as meeting space for neighborhood watch.						
920.016	UTILITIES/2057 TYLER POLICE						
	Expenses for utility services at the West Willow Community Resource Center (CRC) at 2057 Tyler Rd. The center is used by the New West Willow Neighborhood Association for meetings, youth recreation programs, and a community garden.						
920.018	UTILITIES-CIVIC CTR POLICE						
	Expenses for utility services at the Law Enforcement Center (LEC) that houses Washtenaw County sheriff's deputies, shift sergeants, operational lieutenant, civilian support personnel and K-9 Teams. In addition, the U.S. Marshal's Detroit Fugitive Apprehension Team (DFAT) maintains an office at the LEC. It is also used by the Michigan State Police, the Michigan Department of Corrections, and members of the county Metro SWAT/CNT teams.						
920.019	UTILITIES 1501 S HURON STATIO						
	Expenses for utility services at the Law Enforcement Center (LEC) that houses Washtenaw County sheriff's deputies, shift sergeants, operational lieutenant, civilian support personnel and K-9 Teams. In addition, the U.S. Marshal's Detroit Fugitive Apprehension Team (DFAT) maintains an office at the LEC. It is also used by the Michigan State Police, the Michigan Department of Corrections, and members of the county Metro SWAT/CNT teams.						
931.011	BLDG MAINT/1405 HOLMES						
	Expenses for maintenance of the Holmes Rd police substation.						
931.012	BLDG MAINT/2057 TYLER RD						
	Expenses for maintenance of the West Willow Community Resource Center (CRC) at 2057 Tyler Rd. The center is used by the New West Willow Neighborhood Association for meetings, youth recreation programs, a tool lending library, and a community garden.						
931.015	BLDG MAINT - 1501 S HURON STA						
	Expenses for maintenance of the Law Enforcement Center (LEC) that houses Washtenaw County sheriff's deputies, shift sergeants, operational lieutenant, civilian support personnel and K-9 Teams. In addition, the U.S. Marshal's Detroit Fugitive Apprehension Team (DFAT) maintains an office at the LEC. It is also used by the Michigan State Police, the Michigan Department of Corrections, and members of the county Metro SWAT/CNT teams.						
933.000	EQUIPMENT MAINTENANCE						
	Expenses to maintain township owned police equipment including motor carrier truck scales, traffic analysis devices, Radar Sign speed display units.						
933.020	PUBLIC CAMERA MAINTENANCE						
	Operating expenses to maintain public surveillance cameras that are installed at select locations as a police investigative resource not included in a neighborhood special assessment district.						

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI  
Fund: 266 LAW ENFORCEMENT FUND

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019	2020	2021	2021	2021	2022
		ACTIVITY	ACTIVITY	ORIGINAL	AMENDED	ACTIVITY	REQUESTED
				BUDGET	BUDGET	THRU 08/31/21	BUDGET
Dept 301 - SHERIFF SERVICES							
942.000	VEHICLE CHARGE						
	Expense to maintain township owned police equipment including motor carrier truck scales, traffic analysis devices, radar sign speed display units, etc.						
955.001	INSURANCE & BONDS FLEET						
	Insurance for buildings, equipment, and vehicles. Provided by the Accounting Director.						
958.000	MEMBERSHIP AND DUES						
	Expense for a subscription membership to an online research service for investigative use.						
977.000	EQUIPMENT						
	Funds allocated to purchase or replace Township owned equipment for police services, such as digital cameras and radar units, as well as public surveillance cameras not included in a special assessment district.						
995.100	TRANS TO GENERAL FOR LEC BLDG						
	This is the final payment of \$131,865 money transferred to the General Fund to reimburse the cost of renovation of the Law Enforcement Center at 1501 S. Huron Street. The total renovation project was \$909,325.						

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI  
Fund: 266 LAW ENFORCEMENT FUND

		2022 BUDGET REQUEST					
		2019	2020	2021	2021	2021	2022
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 08/31/21	REQUESTED BUDGET
Dept 304 - ORDINANCE							
APPROPRIATIONS							
266-304-705.000 *	SALARY - SUPERVISION	16,294	23,927	132,372	132,372	72,868	191,619
266-304-706.000 *	SALARY - PERMANENT WAGES	185,960	348,519	269,924	269,924	105,129	271,372
266-304-706.012 *	WAGES-NEIGHBRD WATCH/ENFORCEM	42,834	23,815	75,000	75,000	13,200	75,000
266-304-707.000 *	SALARY - TEMPORARY/SEASONAL	17,546	19,165	20,000	20,000	8,632	15,000
266-304-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	6,143	936		1,352	11,490	
266-304-708.010 *	HEALTH INS BUYOUT	6,750	7,500	9,000	9,000	5,809	3,000
266-304-709.000 *	REG OVERTIME	822	778	2,500	2,500	1,796	2,500
266-304-715.000 *	F.I.C.A./MEDICARE	20,397	31,396	36,442	36,546	15,760	41,795
266-304-718.000 *	MERS RETIREMENT	27,152	49,085	64,146	64,146	36,212	59,616
266-304-718.001 *	RETIREMENT HEALTH CARE SAVINGS	2,843	3,593	5,200	5,200	1,981	8,775
266-304-718.002 *	DEFERRED COMPENSATION	234	251			112	195
266-304-718.003 *	OPEB - RETIREMENT HEALTH						38,027
266-304-719.000 *	HEALTH INSURANCE	57,968	108,889	136,447	136,447	85,278	225,418
266-304-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(4,681)	(6,256)	(9,475)	(9,475)		(12,975)
266-304-719.015 *	DENTAL BENEFITS	5,124	5,850	8,564	8,564	4,068	9,312
266-304-719.016 *	VISION BENEFITS	1,029	1,553	2,390	2,390	915	1,929
266-304-719.020 *	HEALTH CARE DEDUCTION	10,958	17,161	33,666	33,666	8,913	48,095
266-304-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	201	466	575	575	289	761
266-304-719.022 *	DISABILITY INSURANCE	1,909	3,162	3,580	3,580	1,988	2,942
266-304-719.023 *	LIFE INSURANCE	1,134	1,779	2,126	2,126	1,179	2,297
266-304-719.030 *	WORKERS COMPENSATION						1,274
266-304-727.000 *	OFFICE SUPPLIES	260	312	1,000	1,000	138	1,000
266-304-730.000 *	POSTAGE	398	3,946	2,500	2,500	1,320	2,500
266-304-740.000 *	OPERATING SUPPLIES	509	1,222	3,000	3,000	995	3,000
266-304-741.001 *	UNIFORMS-NEW AND BADGES	104	1,425	3,000	3,000	704	5,000
266-304-760.000 *	PPE & FIRST AID SUPPLIES			500	500	10	500
266-304-860.000 *	TRAVEL	892	38	1,000	1,000		1,500
266-304-867.000 *	GAS & OIL	5,518	6,447	8,000	8,000	3,296	8,000
266-304-935.000 *	MOTORPOOL-MISC REPAIR	1,369	3,786	10,000	10,000	1,902	5,000
266-304-943.000 *	MOTORPOOL INTERNAL	5,354	11,121	13,081	13,081	7,625	13,081
266-304-977.000 *	EQUIPMENT		3,627	5,000	5,000	800	10,000
266-304-985.000	CAPITAL OUTLAY/VEHICLES	28,000					
TOTAL APPROPRIATIONS		443,021	673,493	839,538	840,994	392,409	1,035,533
NET OF REVENUES/APPROPRIATIONS - 304 - ORDINANCE		(443,021)	(673,493)	(839,538)	(840,994)	(392,409)	(1,035,533)

\* NOTES TO BUDGET: DEPARTMENT 304 ORDINANCE

705.000	SALARY - SUPERVISION
This line item reflects 75% of the new Community Compliance Director's salary, 37.5% of the OCS Executive Coordinator's salary and two Ordinance Administrators.	
706.000	SALARY - PERMANENT WAGES
Salary for four (4) Ordinance Enforcement Assistants, and 2 Floater II/ Clerk III positions. Salary and wages are determined by labor contracts with AFSCME and Teamster union. Currently no increase is budgeted for 2022 due to contract negotiation.	
706.012	WAGES-NEIGHBRD WATCH/ENFORCEM
Salary for one Community Engagement Specialist who reports directly to the Township Supervisor. This employee coordinates and administers neighborhood watch and other community engagement services. The salary is established in the Teamster labor contract. In addition, one part time Community Engagement Specialist is requested to fill gaps in coverage of neighborhood meetings and special events. Funding has been added to support up to 20 hours per week for the part time employee to be determined.	

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Fund: 266 LAW ENFORCEMENT FUND

		2022 BUDGET REQUEST					
		2019	2020	2021	2021	2021	2022
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 08/31/21	REQUESTED BUDGET
Dept 304 - ORDINANCE							
707.000	SALARY - TEMPORARY/SEASONAL  Wages for temporary weekend sign ordinance support person.						
708.004	SALARIES PAY OUT-PTO&SICKTIME  Used for payout of PTO time for employees that have over 360 hours accumulated or request a payout due to an emergency. Amounts are paid at 75%.						
708.010	HEALTH INS BUYOUT  This line item is used for the health insurance buyout for employees who receive health insurance through another source.						
709.000	REG OVERTIME  Wage expenses for special code enforcement projects and focused neighborhood enforcement performed outside regular work hours.						
715.000	F.I.C.A./MEDICARE  Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT  Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased 13.4%						
718.001	RETIREMENT HEALTH CARE SAVINGS  Amount placed into a health care savings account for future use in health care expenses. This is for employees in the department who were hired after 1/1/14.						
718.002	DEFERRED COMPENSATION  Figures provided by Accounting Director based on 1.30% of payroll.						
718.003	OPEB - RETIREMENT HEALTH  Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. Overall OPEB decrease from prior year is 3.8%. This is a new number this year, prior year expenditure was in ending number 876.003.						
719.000	HEALTH INSURANCE  Estimated Increase at 20%						
719.003	EMPLOYEE PAID HEALTH CONTRA  Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS  No change for 2022						
719.016	VISION BENEFITS  A decrease of 24% due to switching to Standard Insurance with the same VSP coverage. Provided by HR						

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI  
Fund: 266 LAW ENFORCEMENT FUND

2022 BUDGET REQUEST							
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 08/31/21	2022 REQUESTED BUDGET
Dept 304 - ORDINANCE							
719.020	HEALTH CARE DEDUCTION						
	Cost to fund the Clarity Benefits card associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended. Provided by Accounting Director.						
719.021	ADMIN FEE - HEALTH DEDUCTIBLE						
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.						
719.022	DISABILITY INSURANCE						
	A decrease of 24% due to switching to Standard Insurance. Provided by HR						
719.023	LIFE INSURANCE						
	No change for 2022. Provided by H.R.						
719.030	WORKERS COMPENSATION						
	Workers Compensation allocation based on type of work performed and number of employees in the department or fund. Provided by the Accounting Director						
727.000	OFFICE SUPPLIES						
	Expenses for office supplies such as envelopes, pens, portable printer ink, etc.						
730.000	POSTAGE						
	Postage expenses for Ordinance Dept. operations.						
740.000	OPERATING SUPPLIES						
	Operating supplies for the Ordinance Dept such as batteries, digital media, software, inspection tools and supplies.						
741.001	UNIFORMS-NEW AND BADGES						
	Expenses for new and replacement uniform boots and clothing for Ordinance Officers.						
760.000	PPE & FIRST AID SUPPLIES						
	Expenses for personal protective equipment and first aid supplies for the department and vehicles.						
860.000	TRAVEL						
	Reimbursement for business use of personal vehicle for the Community Engagement Specialist positions.						
867.000	GAS & OIL						
	Fuel and oil expenses for vehicles assigned to the Ordinance Dept.						
935.000	MOTORPOOL-MISC REPAIR						
	Covers miscellaneous vehicle repair. Provided by Accounting Director						
943.000	MOTORPOOL INTERNAL						

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI  
Fund: 266 LAW ENFORCEMENT FUND

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019	2020	2021	2021	2021	2022
		ACTIVITY	ACTIVITY	ORIGINAL	AMENDED	ACTIVITY	REQUESTED
				BUDGET	BUDGET	THRU 08/31/21	BUDGET
Dept 304 - ORDINANCE							
	Lease payments to the township motor pool and scheduled maintenance expenses for vehicles assigned to the Ordinance Dept.						
977.000	EQUIPMENT						
	Expenses for new and replacement equipment for field inspectors (computers, printers, inspection tools).						
ESTIMATED REVENUES - FUND 266		7,618,549	8,674,707	8,536,081	8,541,403	8,402,923	8,632,276
APPROPRIATIONS - FUND 266		7,286,609	7,286,451	8,536,081	8,541,403	4,182,406	8,632,276
NET OF REVENUES/APPROPRIATIONS - FUND 266		331,940	1,388,256			4,220,517	

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI  
 Fund: 287 NUISANCE ABATEMENT FUND

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST					2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 07/31/21	
Dept 000							
ESTIMATED REVENUES							
287-000-452.001 *	BOARD-UP REVENUE-VAC RES	496	1,495	300	300	491	500
287-000-452.002 *	NOXIOUS WEED REVENUE-TAX REIM	15,544	19,330	10,000	10,000	29,739	15,000
287-000-659.000 *	CHARGE SERVICES - BLIGHT	11,726	10,887	10,000	10,000	5,070	10,000
287-000-659.001 *	CHARGE SERVICES - BOARD UPS	221	518	1,000	1,000		1,000
287-000-659.002 *	CHRG SERVICES WEEDS	15,226	7,307	3,000	3,000	2,514	4,000
287-000-665.000 *	INTEREST EARNED	1,607	285	500	500	4	5
287-000-699.999 *	APPROPRIATED PRIOR YEAR BAL.			22,227	22,227		17,522
TOTAL ESTIMATED REVENUES		44,820	39,822	47,027	47,027	37,818	48,027
NET OF REVENUES/APPROPRIATIONS - 000 -		44,820	39,822	47,027	47,027	37,818	48,027
* NOTES TO BUDGET: DEPARTMENT 000							
452.001	BOARD-UP REVENUE-VAC RES						
	Delinquent invoices for boarding up vacant buildings added to property tax bills as a special assessment.						
452.002	NOXIOUS WEED REVENUE-TAX REIM						
	Delinquent invoices for vegetation and noxious weed abatement added to property tax bills as a special assessment.						
659.000	CHARGE SERVICES - BLIGHT						
	Fees collected from property owners for blight clean-up services performed by the Ordinance Dept.						
659.001	CHARGE SERVICES - BOARD UPS						
	Fees collected from property owners for board-up services to secure open vacant buildings.						
659.002	CHRG SERVICES WEEDS						
	Fees collected from property owners for statutory vegetation enforcement and noxious weed abatement.						
665.000	INTEREST EARNED						
	Interest earned on accounts.						
699.999	APPROPRIATED PRIOR YEAR BAL.						
	Use of fund balance to support current year operating expense will be \$17,522 . Estimated 2021 ending fund balance available is \$42,205.						



BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI  
 Fund: 287 NUISANCE ABATEMENT FUND

		2022 BUDGET REQUEST					
		2019	2020	2021	2021	2021	2022
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ORIGINAL	AMENDED	ACTIVITY	REQUESTED
				BUDGET	BUDGET	THRU 07/31/21	BUDGET
Dept 733 - NUISANCE ABATEMENT DEPARTMENT							
APPROPRIATIONS							
287-733-704.000 *	APPOINTED OFFICIALS	500	1,000	1,000	1,000		1,000
287-733-715.000 *	F.I.C.A./MEDICARE	37	75	14	14		14
287-733-718.000	MERS RETIREMENT	108	188				
287-733-718.002 *	DEFERRED COMPENSATION			13	13		13
287-733-806.001 *	BLIGHT ENFORCEMENT COSTS	8,596	32,024	30,000	30,000	20,736	30,000
287-733-806.002 *	BOARD-UP ENFORCEMENT COSTS	2,951	2,531	1,000	1,000	771	2,000
287-733-806.003 *	NOXIOUS WEED ENFORCEMENT COST	23,941	23,599	15,000	15,000	7,258	15,000
TOTAL APPROPRIATIONS		36,133	59,417	47,027	47,027	28,765	48,027
NET OF REVENUES/APPROPRIATIONS - 733 - NUISANCE ABATE		(36,133)	(59,417)	(47,027)	(47,027)	(28,765)	(48,027)
* NOTES TO BUDGET: DEPARTMENT 733 NUISANCE ABATEMENT DEPARTMENT							
704.000	APPOINTED OFFICIALS						
	Statutory payment to the appointed noxious weed commissioner for the purpose of interpreting and administering code.						
715.000	F.I.C.A./MEDICARE						
	Figures provided by the Accounting Director.						
718.002	DEFERRED COMPENSATION						
	Figures provided by Accounting Director based on 1.30% of payroll.						
806.001	BLIGHT ENFORCEMENT COSTS						
	Expenses for curbside clean-up of eviction and solid waste debris, and court ordered clean-ups of blighted properties by the Ordinance Dept.						
806.002	BOARD-UP ENFORCEMENT COSTS						
	Expenses to board up and secure open, vacant buildings.						
806.003	NOXIOUS WEED ENFORCEMENT COST						
	Expenses to mow grass and abate noxious weeds when property owners fail to do so as required by code.						
ESTIMATED REVENUES - FUND 287		44,820	39,822	47,027	47,027	37,818	48,027
APPROPRIATIONS - FUND 287		36,133	59,417	47,027	47,027	28,765	48,027
NET OF REVENUES/APPROPRIATIONS - FUND 287		8,687	(19,595)			9,053	

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI  
 Fund: 597 COMPOST FUND

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST		2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 07/31/21	2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY				
Dept 000							
ESTIMATED REVENUES							
597-000-607.510 *	AUTO LEASE REVENUE	2,800		2,800	2,800		
597-000-646.003 *	BIODEGRADABLE DROPOFF-NONTWP	128,595	160,327	132,000	132,000	13,833	67,000
597-000-646.004 *	BIODEGRADABLE DROPOFF-YPSI TW	197,660	213,682	170,000	170,000	89,924	200,000
597-000-646.006 *	BILLABLE SALES - COMPOST	77,449	34,733	23,500	23,500	22,651	30,000
597-000-646.008 *	SALES - SCRAP METAL	6,176	8,200	5,000	5,000	10,462	8,000
597-000-646.010 *	GATE REVENUE - COMPOST SALES	24,384	26,700	35,000	35,000	19,967	30,000
597-000-646.011 *	GATE REVENUE - WOOD SALES	31,613	26,796	45,000	45,000	15,623	35,000
597-000-646.012 *	GATE REVENUE - SOIL SALES	20,730	15,816	23,000	23,000	8,028	25,000
597-000-646.013 *	GATE REVENUE - DROP OFF FEES	96,976	130,655	100,000	100,000	76,055	130,000
597-000-646.014 *	GATE REVENUE-BATTERY CORE SAL	150	132	150	150	167	200
597-000-646.015 *	GATE REVENUE-MILLING SALES	5,144	5,738	10,000	10,000	1,710	5,000
597-000-665.000 *	INTEREST EARNED	15,927	2,589	2,000	2,000	46	500
597-000-676.012 *	INSURANCE REIMBURSEMENTS	497	154			380	
597-000-693.002	SALES OF FIXED ASSETS-EQUIP.	40,000					
597-000-699.999 *	APPROPRIATED PRIOR YEAR BAL.			105,724	147,889		221,199
TOTAL ESTIMATED REVENUES		648,101	625,522	654,174	696,339	258,846	751,899
NET OF REVENUES/APPROPRIATIONS - 000 -		648,101	625,522	654,174	696,339	258,846	751,899

\* NOTES TO BUDGET: DEPARTMENT 000

607.510	AUTO LEASE REVENUE	No longer receiving rental of dump truck by the Parks Department.					
646.003	BIODEGRADABLE DROPOFF-NONTWP	Revenue for yard waste (grass clippings, leaves, small branches) dropped off by contractors and outlying communities.					
646.004	BIODEGRADABLE DROPOFF-YPSI TW	Revenue from Fund 226 - Environmental Services for yard waste and brush brought in by residents of Ypsilanti Township, either by dropping it off or through curbside collection by Waste Management. Also includes wood chips generated by our brush collection program.					
646.006	BILLABLE SALES - COMPOST	Billable sales of compost that are invoiced to our commercial accounts.					
646.008	SALES - SCRAP METAL	Revenue from scrap metal dropped off at compost site.					
646.010	GATE REVENUE - COMPOST SALES	Sales of compost sold at gate house.					
646.011	GATE REVENUE - WOOD SALES	Revenue from mulch's and woodchip sales.					
646.012	GATE REVENUE - SOIL SALES	Revenue of blended soil sold at our site. Estimating an increase as more topsoil becomes available.					
646.013	GATE REVENUE - DROP OFF FEES						

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI  
Fund: 597 COMPOST FUND

		2022 BUDGET REQUEST						
GL NUMBER	DESCRIPTION	2019	2020	2021	2021	2021	2021	2022
		ACTIVITY	ACTIVITY	ORIGINAL	AMENDED	ACTIVITY	THRU 07/31/21	REQUESTED
				BUDGET	BUDGET			BUDGET
Dept 000								
	Revenue for trash dropped at our site.							
646.014	GATE REVENUE-BATTERY CORE SAL							
	Revenue from the sale of collected batteries.							
646.015	GATE REVENUE-MILLING SALES							
	Revenue for screened asphalt sold at our site.							
665.000	INTEREST EARNED							
	Interest earned on funds deposited at various banks							
676.012	INSURANCE REIMBURSEMENTS							
	Some years we receive dividends back from MML Workers Comp and/or Insurance Liability.							
699.999	APPROPRIATED PRIOR YEAR BAL.							
	Amount needed from Fund Balance for operating expenses.							

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI  
 Fund: 597 COMPOST FUND

		2022 BUDGET REQUEST					
		2019	2020	2021	2021	2021	2022
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 07/31/21	REQUESTED BUDGET
Dept 590 - COMPOST SITE							
APPROPRIATIONS							
597-590-705.000 *	SALARY - SUPERVISION	82,372	84,444	84,460	84,460	48,240	86,572
597-590-706.000 *	SALARY - PERMANENT WAGES	72,477	76,696	76,861	76,861	43,890	78,765
597-590-707.000 *	SALARY - TEMPORARY/SEASONAL	26,941	26,916	27,800	27,800	11,181	27,800
597-590-708.004 *	SALARIES PAY OUT-PTO&SICKTIME	9,352	9,605				6,140
597-590-708.010 *	HEALTH INS BUYOUT	3,750	3,750	3,750	3,750	375	750
597-590-709.000 *	REG OVERTIME	902	2,973	2,000	2,000	12	2,000
597-590-710.000 *	ACC COMP ABSENCES-LNGTERM	5,301	2,621	7,000	7,000		5,000
597-590-715.000 *	F.I.C.A./MEDICARE	13,388	13,826	14,908	14,908	7,086	15,455
597-590-718.000 *	MERS RETIREMENT	33,592	34,563	48,094	48,094	28,016	64,206
597-590-718.002 *	DEFERRED COMPENSATION	352	350	361	361	145	361
597-590-718.003 *	OPEB - RETIREMENT HEALTH						36,025
597-590-719.000 *	HEALTH INSURANCE	25,005	25,836	25,705	25,705	34,272	62,007
597-590-719.003 *	EMPLOYEE PAID HEALTH CONTRA	(2,025)	(1,800)	(1,800)	(1,800)		(3,600)
597-590-719.015 *	DENTAL BENEFITS	2,327	2,087	2,151	2,151	1,515	2,139
597-590-719.016 *	VISION BENEFITS	492	516	735	735	330	542
597-590-719.020 *	HEALTH CARE DEDUCTION	6,299	4,754	5,915	5,915	9,491	11,830
597-590-719.021 *	ADMIN FEE - HEALTH DEDUCTIBLE	80	79	78	78	92	168
597-590-719.022 *	DISABILITY INSURANCE	843	859	859	859	573	654
597-590-719.023 *	LIFE INSURANCE	501	510	510	510	340	511
597-590-719.030 *	WORKERS COMPENSATION	3,821	3,387	4,115	4,115	1,827	4,130
597-590-727.000 *	OFFICE SUPPLIES	183	67	200	200	102	200
597-590-730.000 *	POSTAGE			100	100		100
597-590-741.000 *	BOOT REIMB & UNIFORMS PURCHASE	2,061	1,738	1,700	1,700	1,338	2,082
597-590-757.000 *	OPERATING SUPPLIES	2,339	2,295	3,500	3,500	1,258	3,000
597-590-760.000 *	PPE & FIRST AID SUPPLIES			350	350	68	350
597-590-800.001 *	ADMINISTRATION FEES	9,251	11,657	12,937	12,937	6,928	13,280
597-590-804.000 *	CONTRACTUAL/ROLLOFF DISPOSAL	42,208	54,873	43,800	43,800	23,022	57,000
597-590-804.004 *	TWP DISPOSAL FEE		31,752	6,000	6,000		4,000
597-590-850.000 *	TELEPHONE	154	155	300	300	74	200
597-590-867.200 *	GAS & OIL - YCUA	18,511	10,936	16,500	16,500	7,396	14,500
597-590-920.004 *	UTILITIES HEAT	5,195	2,735	6,000	6,000	2,230	5,000
597-590-920.005 *	UTILITIES LIGHT	1,752	1,910	2,000	2,000	1,016	2,000
597-590-931.000 *	REPAIRS AND MAINTENANCE	1,313	1,191	4,000	4,000	173	3,000
597-590-933.000 *	EQUIPMENT MAINTENANCE	21,858	11,408	18,000	18,000	6,847	14,000
597-590-935.000 *	MOTORPOOL-MISC REPAIR			2,500	2,500	28	2,500
597-590-941.000 *	EQUIPMENT RENTAL/LEASING	3,493	25,003	3,000	3,000		3,000
597-590-943.000 *	MOTORPOOL INTERNAL	3,000	3,000	3,228	3,228	1,750	5,333
597-590-955.001 *	INSURANCE & BONDS FLEET	2,234	2,451	2,594	2,594	1,430	2,571
597-590-956.000 *	MISCELLANEOUS	249	120	250	250	135	100
597-590-960.000 *	EDUCATION AND TRAINING			500	500		500
597-590-968.000 *	DEPRECIATION EXPENSE	177,488	202,499	199,713	199,713		188,568
597-590-971.008 *	CAPTL OUTLAY -IMPROVEMENT			23,500	65,665	41,921	29,160
TOTAL APPROPRIATIONS		577,059	655,762	654,174	696,339	283,101	751,899
NET OF REVENUES/APPROPRIATIONS - 590 - COMPOST SITE		(577,059)	(655,762)	(654,174)	(696,339)	(283,101)	(751,899)

\* NOTES TO BUDGET: DEPARTMENT 590 COMPOST SITE

705.000	SALARY - SUPERVISION
	Salary of the Compost Manager.
706.000	SALARY - PERMANENT WAGES

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI  
 Fund: 597 COMPOST FUND

2022 BUDGET REQUEST							
GL NUMBER	DESCRIPTION	2019	2020	2021	2021	2021	2022
		ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 07/31/21	REQUESTED BUDGET
Dept 590 - COMPOST SITE							
	Salaries of Heavy Equipment Operator and 25% of a Floater II/ Clerk III position. Currently no increase is budgeted for 2022 due to contract negotiation.						
707.000	SALARY - TEMPORARY/SEASONAL						
	Wages for Gate Attendants (1 + 1 relief).						
708.004	SALARIES PAY OUT-PTO&SICKTIME						
	Used for payout of PTO time for employees that have over 360 hours accumulated or request a payout due to an emergency. Amounts are paid at 75%.						
708.010	HEALTH INS BUYOUT						
	Health insurance buyout for employees who receive health insurance through another source.						
709.000	REG OVERTIME						
	Overtime costs for our full-time operator to process material or to handle late arrivals.						
710.000	ACC COMP ABSENCES-LNGTERM						
	In an Enterprise Fund (business), we have to account for 2.0 FTE's cost of PTO. This is accounted for in the Balance Sheet liabilities as long term def Comp Absences 597-000-343-000.						
715.000	F.I.C.A./MEDICARE						
	Figures provided by the Accounting Director.						
718.000	MERS RETIREMENT						
	Allocation of annual required contribution (ARC) provided by Accounting Director. Overall Township ARC increased 13.4%						
718.002	DEFERRED COMPENSATION						
	Figures provided by Accounting Director based on 1.30% of payroll.						
718.003	OPEB - RETIREMENT HEALTH						
	Liability for the Other Post-Employment Benefits (OPEB) obligation of employees hired before 1/1/2014. Overall OPEB decrease from prior year is 3.8%. This is a new number this year, prior year expenditure was in ending number 876.003.						
719.000	HEALTH INSURANCE						
	Estimated Increase at 20%						
719.003	EMPLOYEE PAID HEALTH CONTRA						
	Amount employees pay toward their health care coverage.						
719.015	DENTAL BENEFITS						
	No change for 2022						
719.016	VISION BENEFITS						
	A decrease of 24% due to switching to Standard Insurance with the same VSP coverage. Provided by HR						

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI  
 Fund: 597 COMPOST FUND

2022 BUDGET REQUEST							
GL NUMBER	DESCRIPTION	2019 ACTIVITY	2020 ACTIVITY	2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 07/31/21	2022 REQUESTED BUDGET
Dept 590 - COMPOST SITE							
719.020	HEALTH CARE DEDUCTION						
	Cost to fund the Clarity Benefits card associated with the health insurance plan. Health care deductible accounts are budgeted at 70% of the total that could possibly be expended. Provided by Accounting Director.						
719.021	ADMIN FEE - HEALTH DEDUCTIBLE						
	Cost to manage card used to pay the health care deductibles, administered by Clarity Benefits.						
719.022	DISABILITY INSURANCE						
	A decrease of 24% due to switching to Standard Insurance. Provided by HR						
719.023	LIFE INSURANCE						
	No change for 2022. Provided by H.R.						
719.030	WORKERS COMPENSATION						
	Workers Compensation allocation based on type of work performed and number of employees in the department or fund. Provided by the Accounting Director						
727.000	OFFICE SUPPLIES						
	Cost of office supplies for the Compost Site.						
730.000	POSTAGE						
	Postage costs for the Compost Site.						
741.000	BOOT REIMB & UNIFORMS PURCHASE						
	Cost of uniforms, OSHA approved boots, shop towels and rugs at the Compost Site. There is a 5% increase in this line item						
757.000	OPERATING SUPPLIES						
	Safety equipment, gloves, eyewear and cleaning supplies for daily operation of the Compost Site.						
760.000	PPE & FIRST AID SUPPLIES						
	Covers all PPE, first aid supplies, and other supplies required by OSHA.						
800.001	ADMINISTRATION FEES						
	Admin fees are paid to the General Fund for service provided by Human Resource, Accounting, Computer Tech, Auditing and other support personnel and shared expenses. Allocations are based on wages of the support and maintenance staff, floor space, staffing levels, computers, phones, etc. Provided by the Account Director.						
804.000	CONTRACTUAL/ROLLOFF DISPOSAL						
	Cost to empty trash dumpsters at the Compost Site. There is a 4% increase in disposal and a \$110 increase per haul out added to this line item.						
804.004	TWP DISPOSAL FEE						

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI  
 Fund: 597 COMPOST FUND

2022 BUDGET REQUEST							
GL NUMBER	DESCRIPTION	2019	2020	2021	2021	2021	2022
		ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 07/31/21	REQUESTED BUDGET
Dept 590 - COMPOST SITE	Cost to dispose of plastic, rocks and debris associated with the screening process at the Compost Site. This was decreased by \$2,000 due to processing changes						
850.000	TELEPHONE	Telephone charges for the Compost Site.					
867.200	GAS & OIL - YCUA	Cost of fuel from YCUA service center.					
920.004	UTILITIES HEAT	Heating costs for gate house & Compost garage. Slight decrease to this line item.					
920.005	UTILITIES LIGHT	Electricity costs for the Compost Site.					
931.000	REPAIRS AND MAINTENANCE	Cost to make building repairs to the Compost garage and gate house. Slight decrease in this line item.					
933.000	EQUIPMENT MAINTENANCE	Cost to make repairs and perform maintenance to equipment at Compost Site. A decrease of \$4,000 was made to this line item.					
935.000	MOTORPOOL-MISC REPAIR	Covers miscellaneous vehicle repair. Provided by Accounting Director					
941.000	EQUIPMENT RENTAL/LEASING	Cost to rent equipment needed for site improvements at the Compost Center.					
943.000	MOTORPOOL INTERNAL	Figures provided by the Accounting Director.					
955.001	INSURANCE & BONDS FLEET	Insurance for buildings, equipment, and vehicles. Provided by the Accounting Director.					
956.000	MISCELLANEOUS	Miscellaneous expenses, such as drug screening, etc.					
960.000	EDUCATION AND TRAINING	Education and training for Compost employees.					
968.000	DEPRECIATION EXPENSE	Cost of Capital depreciation. Figures provided by the Accounting Director.					
971.008	CAPTL OUTLAY -IMPROVEMENT						

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI  
Fund: 597 COMPOST FUND

		2022 BUDGET REQUEST					
		2019	2020	2021	2021	2021	2022
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ORIGINAL	AMENDED	ACTIVITY	REQUESTED
				BUDGET	BUDGET	THRU 07/31/21	BUDGET
Dept 590 - COMPOST SITE							
	Replacement of 550' of Clark Rd. fence line. Build-up of ramp and approach to dumpsters with 21aa limestone (trainloads)						
ESTIMATED REVENUES - FUND 597		648,101	625,522	654,174	696,339	258,846	751,899
APPROPRIATIONS - FUND 597		577,059	655,762	654,174	696,339	283,101	751,899
NET OF REVENUES/APPROPRIATIONS - FUND 597		71,042	(30,240)			(24,255)	



BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI  
Fund: 250 LOCAL DEVELOPMENT FINANCE AUTH

		2022 BUDGET REQUEST					
GL NUMBER	DESCRIPTION	2019	2020	2021	2021	2021	2022
		ACTIVITY	ACTIVITY	ORIGINAL	AMENDED	ACTIVITY	REQUESTED
				BUDGET	BUDGET	THRU 07/31/21	BUDGET
Dept 000							
ESTIMATED REVENUES							
250-000-403.250 *	CURRENT TAX REVENUE-CAPTURED	231,126	121,664	78,572	78,572	78,572	74,322
250-000-665.000	INTEREST EARNED	1,460	95	15	15	1	
	TOTAL ESTIMATED REVENUES	232,586	121,759	78,587	78,587	78,573	74,322
NET OF REVENUES/APPROPRIATIONS - 000 -		232,586	121,759	78,587	78,587	78,573	74,322

\* NOTES TO BUDGET: DEPARTMENT 000

403.250	CURRENT TAX REVENUE-CAPTURED
The 2022 revenues are based on the 2021 property tax values for the LDFA district. The captured funds are transferred to Fund 398 - General Obligation Bonds for Seaver Farms Infrastructure to cover the bond payments for the infrastructure improvements. The 2022 Bond principal of \$195,000 and interest of \$ \$38,340 totals \$233,340. The LDFA will only collect \$74,322. The difference of \$159,018 will be transferred from the General Fund to the General Obligation Debt Fond Fund 398. The reduction of revenue is due to the elimination of personal property. Bosal sold the property to Orphic Ypsilanti, LLC January 24, 2019.	

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 DB: Ypsilanti-Twp

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI  
 Fund: 250 LOCAL DEVELOPMENT FINANCE AUTH

		2022 BUDGET REQUEST					
		2019	2020	2021	2021	2021	2022
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 07/31/21	REQUESTED BUDGET
Dept 906 - DEBT SERVICES							
APPROPRIATIONS							
250-906-995.398 *	TRANSFER TO: GEN OBLIG 2013 BOND	225,270	129,164	78,572	78,572	78,572	74,322
TOTAL APPROPRIATIONS		225,270	129,164	78,572	78,572	78,572	74,322
NET OF REVENUES/APPROPRIATIONS - 906 - DEBT SERVICES		(225,270)	(129,164)	(78,572)	(78,572)	(78,572)	(74,322)
* NOTES TO BUDGET: DEPARTMENT 906 DEBT SERVICES							
995.398	TRANSFER TO: GEN OBLIG 2013 BOND						
	This line item reflects captured funds to be transferred to Fund 398 General Obligation Bond for Seaver Farms to cover the bond payments for the infrastructure improvements.						
ESTIMATED REVENUES - FUND 250		232,586	121,759	78,587	78,587	78,573	74,322
APPROPRIATIONS - FUND 250		225,270	129,164	78,572	78,572	78,572	74,322
NET OF REVENUES/APPROPRIATIONS - FUND 250		7,316	(7,405)	15	15	1	

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BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI  
 Fund: 398 DEBT 2006 BOND FUND

GL NUMBER	DESCRIPTION	2022 BUDGET REQUEST		2021 ORIGINAL BUDGET	2021 AMENDED BUDGET	2021 ACTIVITY THRU 07/31/21	2022 REQUESTED BUDGET
		2019 ACTIVITY	2020 ACTIVITY				
Dept 000							
ESTIMATED REVENUES							
398-000-665.000	INTEREST EARNED	3,414	690			4	
398-000-699.004 *	TRANSFER IN: FROM LDFA FUND	225,270	129,164	78,572	78,572	78,572	74,322
398-000-699.101 *	CONTRIBUTION FROM GENERAL FUND			39,517	39,517	39,517	159,468
398-000-699.999 *	APPROPRIATED PRIOR YEAR BAL.			115,321	115,321		
	TOTAL ESTIMATED REVENUES	228,684	129,854	233,410	233,410	118,093	233,790
NET OF REVENUES/APPROPRIATIONS - 000 -		228,684	129,854	233,410	233,410	118,093	233,790
* NOTES TO BUDGET: DEPARTMENT 000							
699.004	TRANSFER IN: FROM LDFA FUND						
	This line item reflects the amount transferred from the LDFA Fund to refund the Improvement Bonds, Series 2006 dated June 6, 2013. Orphic Ypsilanti LLC is the only property in the LDFA district. The original bond debt amount was \$3,200,000, our current balance will be \$1,695,000 on 12/31/21 and \$1,500,000 on 12/31/2021. The bond payoff is scheduled out to 2029. The decrease in the LDFA funds captured is due to the elimination of personal property taxes due to sale of Bosal properties.						
699.101	CONTRIBUTION FROM GENERAL FUND						
	This line reflects the amount needed from the General Fund for payment deficiencies created by the loss of LDFA captured taxes in order to pay the bond debt obligation. The amount needed from the General Fund is \$159,468.						
699.999	APPROPRIATED PRIOR YEAR BAL.						
	This line item reflects the amount that will be used from prior year fund balance to make up the payment deficiencies.						

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 DB: Ypsilanti-Twp

BUDGET REPORT FOR CHARTER TOWNSHIP OF YPSILANTI  
 Fund: 398 DEBT 2006 BOND FUND

		2022 BUDGET REQUEST					
		2019	2020	2021	2021	2021	2022
GL NUMBER	DESCRIPTION	ACTIVITY	ACTIVITY	ORIGINAL BUDGET	AMENDED BUDGET	ACTIVITY THRU 07/31/21	REQUESTED BUDGET
Dept 906 - DEBT SERVICES							
APPROPRIATIONS							
398-906-991.020 *	DEBT REPAYMENT- BONDS-SEAVER	180,000	185,000	190,000	190,000	190,000	195,000
398-906-993.003 *	DEBT INTEREST BONDS-SEAVER	51,840	47,460	42,960	42,960	22,620	38,340
398-906-993.008 *	BOND COST OF ISSUANCE	450	450	450	450	450	450
TOTAL APPROPRIATIONS		232,290	232,910	233,410	233,410	213,070	233,790
NET OF REVENUES/APPROPRIATIONS - 906 - DEBT SERVICES		(232,290)	(232,910)	(233,410)	(233,410)	(213,070)	(233,790)
* NOTES TO BUDGET: DEPARTMENT 906 DEBT SERVICES							
991.020	DEBT REPAYMENT- BONDS-SEAVER						
	This line item reflects our annual bond principal payment of \$195,000.						
993.003	DEBT INTEREST BONDS-SEAVER						
	This line item reflects the annual bond interest payment of \$38,340.						
993.008	BOND COST OF ISSUANCE						
	This line item reflects the cost of issuing bond.						
ESTIMATED REVENUES - FUND 398		228,684	129,854	233,410	233,410	118,093	233,790
APPROPRIATIONS - FUND 398		232,290	232,910	233,410	233,410	213,070	233,790
NET OF REVENUES/APPROPRIATIONS - FUND 398		(3,606)	(103,056)			(94,977)	



# **BARRIER BUSTERS NETWORK YPSILANTI TOWNSHIP SEPT. 21, 2021**



OFFICE OF COMMUNITY &  
ECONOMIC DEVELOPMENT

# OVERVIEW

- Established in 2001, Barrier Busters is a group of 100+ social service agencies committed to improving services for Washtenaw County residents in need, and is managed by Washtenaw County's Office of Community & Economic Development
- To serve residents in need, member agencies have access to the "**Barrier Busters Emergency Unmet Needs**" Fund - public and private funds that provides social service providers access to emergency assistance funds for clients
- With the COVID-19 Pandemic, access has been granted to non-traditional service providers, such as neighborhood associations and other community service groups

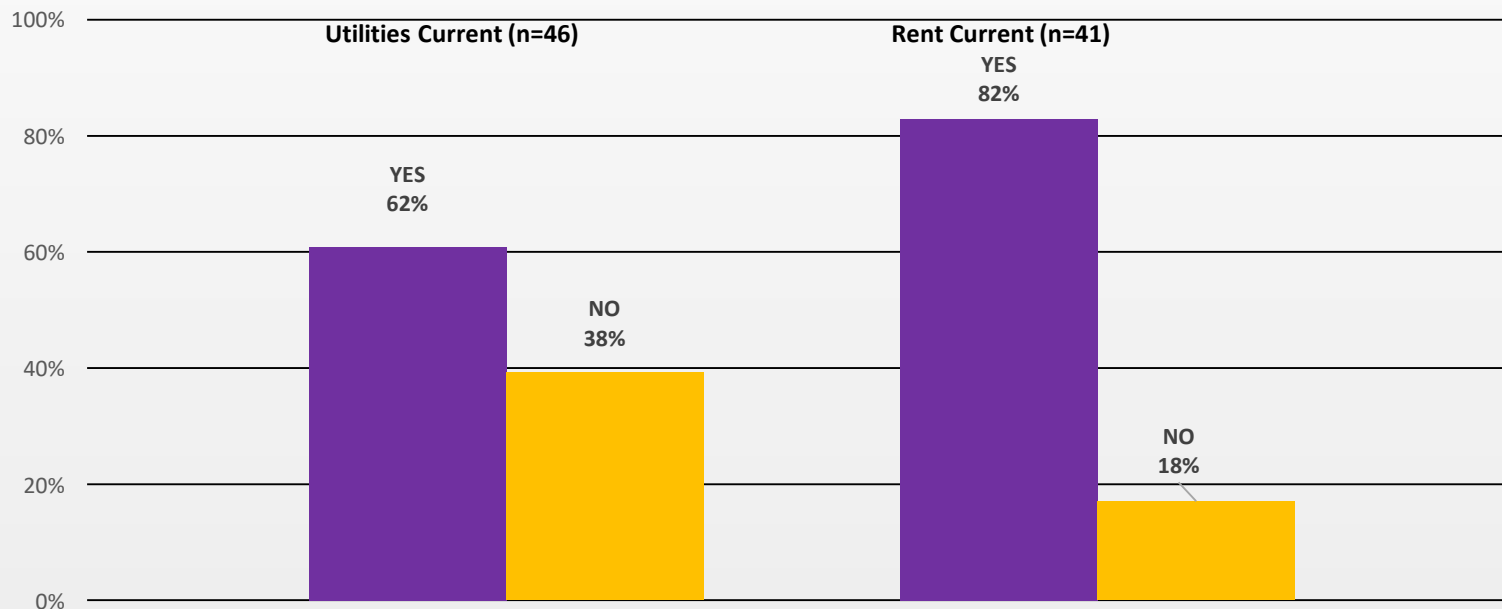
[www.washtenaw.org/barrierbusters](http://www.washtenaw.org/barrierbusters)

# FUND ACCESS

- Types of requests consider include housing, utility, transportation, and health emergency assistance
- Since the pandemic, funding flexibility has extended to childcare, food security and funeral needs
- Community residents connect to a BB screening agency, who submit emergency assistance requests via a secure online database
- OCED staff review requests and respond within 1-2 business days, with payments mailed to vendors within 5-8 business days

# HOUSEHOLD STABILITY

In 2019, 82% of survey respondents that received assistance remained current on housing costs six months later, and 61% were current on utility costs.





# 2019 ASSISTANCE

In 2019, Ypsilanti Township residents made up 38% of household assisted and funds expended.

2019 Barrier Busters Assistance		
	# of Households	Funds Expended
Ypsilanti Township	170	\$ 92,076.67
Washtenaw County (All)	436	\$ 242,149.82
Ypsi Township Usage	38.99%	38.02%

As across the County as a whole, housing and utilities were the most frequent emergency need in the Township.

Ypsilanti Township	Households Served	% Households Served	Funds Expended	% Funds Expended
Housing	68	40.0%	\$43,462.86	47.2%
Utilities	88	51.8%	\$41,014.85	44.5%
Health	3	1.8%	\$ 784.00	0.9%
Transportation	7	4.1%	\$ 3,276.56	3.6%
Misc	4	2.4%	\$ 3,538.40	3.8%
<b>Grand Total</b>	<b>170</b>	<b>100.0%</b>	<b>\$92,076.67</b>	<b>100.0%</b>

# 2020 ASSISTANCE

## YPSILANTI TOWNSHIP REPORT

**417**

Total Requests Funded  
36.4% of Countywide Requests

**\$268,074**

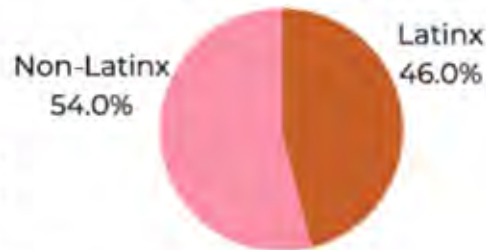
Total Assistance Provided  
35.8% of Countywide Funds

### Demographics

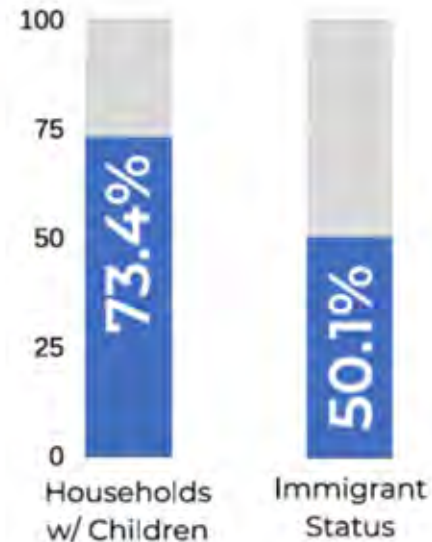
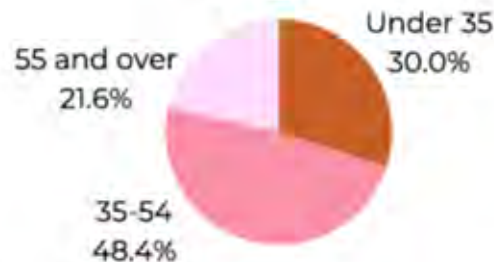
#### Race



#### Ethnicity

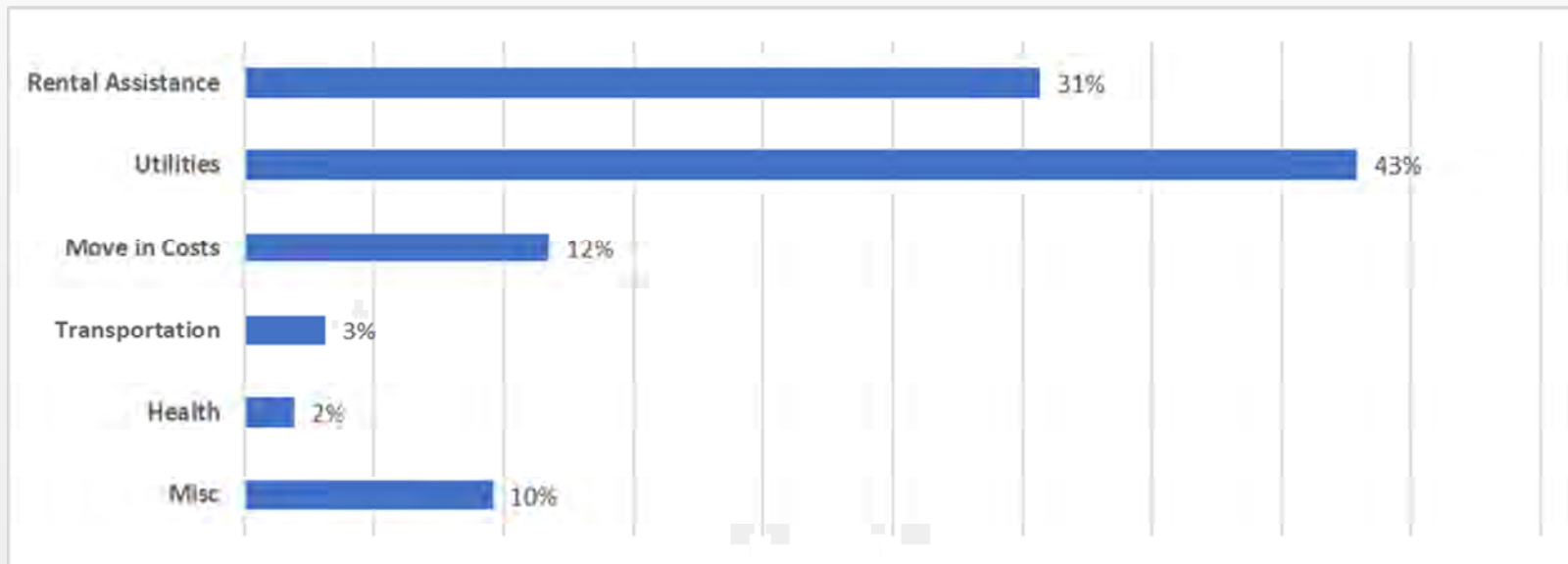


#### Age



# 2020 ASSISTANCE (CONTINUED)

## Covid-19 Requests



# 2021 ASSISTANCE

## *January through June 2021*

### YPSILANTI TOWNSHIP REPORT

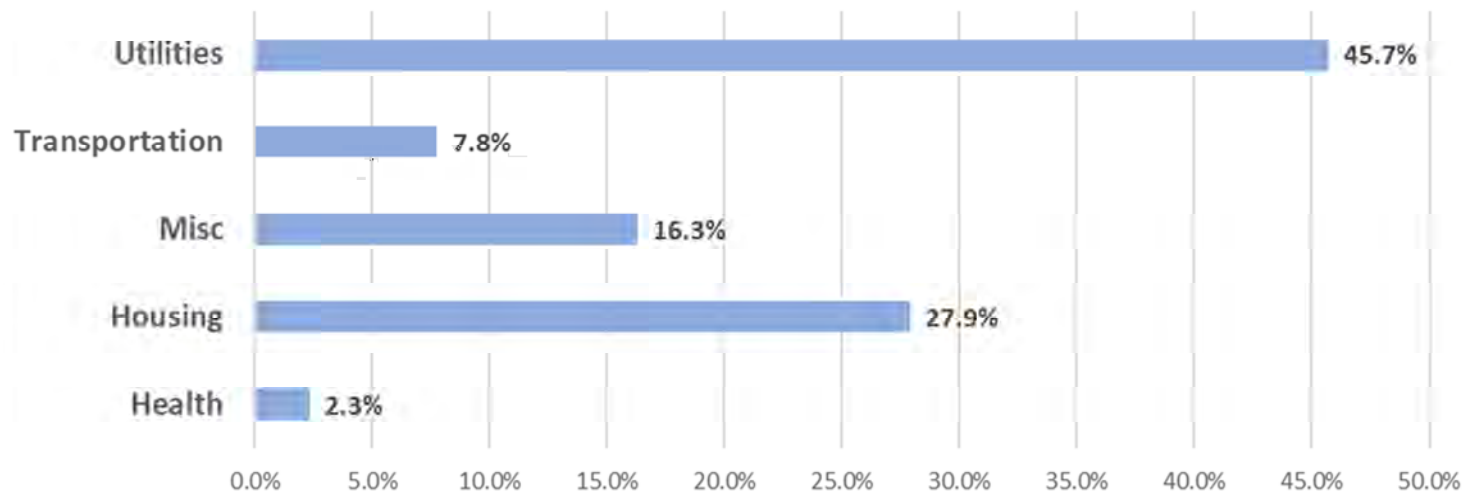
**258**

Total Requests Funded  
*36.2% of Countywide Requests*

**\$144,529**

Total Assistance Provided  
*38.8% of Countywide Funds*

#### COVID-19 Requests



# MUNICIPAL ASSISTANCE

The Barrier Busters unmet needs fund receives support from public and private partners.

Barrier Buster appreciates the generous \$250,000 currently received from local governments.

- Washtenaw County - \$100,000
- City of Ypsilanti - \$75,000
- City of Ann Arbor – \$70,000
- Pittsfield Township \$25,000



# CONNECTING RESIDENTS

## IS COVID-19 MAKING IT HARD TO MAKE ENDS MEET?

If you're struggling to keep  
up with rent, mortgage, or  
utilities payments...



Or need help paying  
for food, childcare, or  
gas for your car...

**The Barrier Busters Network  
is here to support you.**

Reach out to one of our community's Barrier  
Busters agencies to help you pay your bills as  
soon as possible:

**[Washtenaw.org/2818](https://Washtenaw.org/2818)**

Barrier Busters is coordinated by:



OFFICE OF COMMUNITY &  
ECONOMIC DEVELOPMENT  
*Collaborative solutions for a promising future*

# REVIEW AGENDA

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- A. SUPERVISOR STUMBO WILL REVIEW BOARD  
MEETING AGENDA

# OTHER DISCUSSION

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





# Charter Township of Ypsilanti

7200 S. HURON RIVER DRIVE • YPSILANTI, MI 48197

SUPERVISOR BRENDA STUMBO • CLERK HEATHER JARRELL ROE • TREASURER STAN ELDRIDGE  
TRUSTEES: JOHN P. NEWMAN II • GLORIA PETERSON • DEBBIE SWANSON • JIMMIE WILSON, JR.

## **REGULAR MEETING AGENDA**

### **TUESDAY, SEPTEMBER 21, 2021**

### **7:00 P.M.**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE AND INVOCATION
3. PUBLIC HEARING
  - A. 7:00PM – RESOLUTION 2021-20, 2021 SPECIAL ASSESSMENT LEVY  
(PUBLIC HEARING SET AT THE SEPTEMBER 21, 2021 REGULAR MEETING)
    1. RESOLUTION 2021-21, CONFIRMING SPECIAL ASSESSMENT DISTRICT #221 VILLAGE GROVE STREETLIGHT
    2. RESOLUTION 2021-22, CONFIRMING SPECIAL ASSESSMENT DISTRICT #076 VILLAGE GROVE NEIGHBORHOOD SECURITY CAMERA
4. PUBLIC COMMENTS
  - THREE MINUTES PER PERSON
  - ALL COMMENTS MUST BE ADDRESSED TO THE CHAIR
  - PUBLIC COMMENTS ARE ALSO WELCOME AS THE BOARD ADDRESSES EACH AGENDA ITEM
5. CONSENT AGENDA
  - A. MINUTES OF THE SEPTEMBER 7, 2021 WORK SESSION AND REGULAR MEETING
  - B. STATEMENTS AND CHECKS
    1. STATEMENTS AND CHECKS FOR SEPTEMBER 21, 2021 IN THE AMOUNT OF \$1,259,469.33
    2. CLARITY HEALTHCARE DEDUCTIBLE ACH EFT FOR AUGUST 2021 IN THE AMOUNT OF \$42,377.69
    3. CLARITY HEALTHCARE ADMIN FEE FOR AUGUST 2021 IN THE AMOUNT OF \$1,239.35
  - C. TREASURER'S REPORT AUGUST 2021
6. ATTORNEY REPORT
  - A. GENERAL LEGAL UPDATE

### **OLD BUSINESS**

1. 2<sup>ND</sup> READING OF PROPOSED ORDINANCE 2021-496, 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  
(FIRST READING HELD AT THE AUGUST 17, 2021 REGULAR MEETING)

## **NEW BUSINESS**

1. REQUEST TO WAIVE THE FINANCIAL POLICY AND APPROVE THE QUOTE FOR THE PURCHASE OF TWO (2) VACUUM CIRCUIT BREAKERS FOR THE HYDRO STATION IN THE AMOUNT OF \$53,000.00 PLUS SHIPPING BUDGETED IN LINE ITEM #252-535-977-000 CONTINGENT UPON APPROVAL OF THE BUDGET AMENDMENT
2. REQUEST APPROVAL OF AN AGREEMENT WITH WASHTENAW COMMUNITY COLLEGE FOR EXTENSION CENTER OFFERINGS
3. REQUEST TO APPROVE AN AMENDMENT TO THE SERVICE CONTRACT WITH WASHTENAW COUNTY FOR SENIOR NUTRITION
4. REQUEST TO AUTHORIZE CIRCUIT COURT LITIGATION TO ABATE PUBLIC NUISANCES LOCATED AT 855 DESOTO, 1221 DESOTO AND 7402 RED BIRD BUDGETED IN LINE ITEM #101-729-801-023
5. REQUEST TO APPROVE A PURCHASE AGREEMENT WITH DTE FOR THE INSTALLATION OF ONE (1) STREETLIGHT TO BE LOCATED AT THE INTERSECTION OF MARTZ RD. AND MCKEAN RD. IN THE AMOUNT OF \$1,087.59 BUDGETED IN LINE ITEM #101-901-972-200 CONTINGENT UPON APPROVAL OF THE BUDGET AMENDMENT
6. BUDGET AMENDMENT #11

## **AUTHORIZATIONS AND BIDS**

1. REQUEST TO SEEK SEALED BIDS FOR THE PURCHASE OF A FORD EXPLORER FOR THE OFFICE OF COMMUNITY STANDARDS
2. REQUEST TO AWARD THE BID AND AUTHORIZE THE SIGNING OF THE CONTRACT WITH M3 GROUP FOR GRAPHIC DESIGN SERVICES IN THE AMOUNT OF \$38,000.00 BUDGETED IN LINE ITEM #101-272-801-000 CONTINGENT UPON APPROVAL OF THE BUDGET AMENDMENT

## **OTHER BUSINESS**

## **BOARD MEMBER UPDATES**

# PUBLIC HEARING

---

# CHARTER TOWNSHIP OF YPSILANTI

## RESOLUTION NO. 2021-20

### SPECIAL ASSESSMENT LEVY

**WHEREAS**, the Charter Township of Ypsilanti Board of Trustees, on September 21, 2021 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 21, 2021 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 2021 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 21, 2021**, 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 2021 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	Creskide Village South	069
Manors at Creskide Village	070	Lakewood- Majestic Lks	071
Ponds at Lkwd- Maj Pond	072	Redwood/ Nautica Pt Apts.	073
Cliffs Condos	074	Crystal Ponds	075
Village Grove Apartments	076		

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	Creskide West	198	Creskide South	199
Creskide 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
Creskide Village West #2	211	Manors of Creskide Village	212	Creskide Village South #2	213
Lakewood- Majestic Lakes	214	Ponds at Lkwd-Maj Ponds	215	Redwood/ Nautica Pt Apts	216
Ponds at Lkwd/ Maj Pds-2	217	Majestic Lks & Estates	218	Crystal Ponds	219
Village Grove Apartments	221				

HEATHER JARRELL ROE, CLERK  
Charter Township of Ypsilanti

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: HEATHER JARRELL ROE, CLERK, 7200 S. Huron River Drive, Ypsilanti, MI 48197, PHONE: (734) 484-5156 or E-MAIL: hjarrellroe@ytown.org

# CHARTER TOWNSHIP OF YPSILANTI

## RESOLUTION 2021-21

### **Resolution Confirming Special Assessment District #221 for the Village Grove Streetlight**

**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 \$85.44 per parcel is hereby confirmed and shall be added to and also known as Village Grove Streetlight Special Assessment District #221.
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.

# CHARTER TOWNSHIP OF YPSILANTI

## RESOLUTION 2021-22

### **Resolution Confirming Special Assessment District #076 for the Village Grove Neighborhood Security Camera**

**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 \$1,210.12 per parcel is hereby confirmed and shall be added to and also known as Village Grove Neighborhood Security Camera Special Assessment District #076.
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.

# PUBLIC COMMENTS

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# **CONSENT AGENDA**

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## **CHARTER TOWNSHIP OF YPSILANTI**

### **MINUTES OF THE SEPTEMBER 7, 2021 WORK SESSION**

Supervisor Stumbo called the meeting to order at approximately 5:03PM. in the Ypsilanti Township Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township.

**Members Present:** Supervisor Stumbo, Clerk Heather Jarrell Roe, and  
Treasurer Eldridge  
Trustees: Gloria Peterson, Debbie Swanson,  
Jimmie Wilson and John Newman

**Members Absent:** none

**Legal Counsel:** Wm. Douglas Winters

#### **1. 2022 BUDGET REVIEW**

Supervisor Stumbo stated that the Budget is now being done in BS&A. She said that Javonna Neel, Accounting Director and John Hines, Deputy Supervisor worked on the draft budget that will be presented tonight.

- Javonna Neel, Accounting Director explained the Charter Township of Ypsilanti has 19 Funds that have to have a budget. She said our General Fund has 28 departments or cost centers. She said we have 1,286 account lines. Ms. Neel stated that the millage that was passed in August was for the exact amount of the millage that was expiring. She said the adjustment that was made was to decrease the Police amount by .25 and we increased the Environmental amount by .25. Ms. Neel explained the Renaissance Zone and stated the taxable value 23 million but we get a pilot payment in lieu of a tax payment. She said the Renaissance Zone pay funds based on what their capital improvements are, what the value of the property is and they pay for the taxes that the schools will receive. She said the 2021 taxable value minus the Renaissance Zone had an increase of 4% which totals \$1,480,133,552.00. Trustee Swanson said all millages should be easy for residents to

**CHARTER TOWNSHIP OF YPSILANTI**  
**MINUTES OF THE SEPTEMBER 7, 2021 WORK SESSION**  
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find. Ms. Neel stated she would put it on the Treasurers' site so it will be easy to find. Ms. Neel stated the biggest expenditure is our wages and fringe benefits. She explained each category of the budget and how it is calculated.

- **BSR 213** - This fund includes Bike path, sidewalks, and recreation. Ms. Neel stated the projection for this is \$1,471,097.00. She said they have a grant of \$150,000.00 which is for Phase I of Huron Pathway.
- **PARKS 208** – This is a small fund and the revenues are generated from racket ball court. Ms. Neel states this pays the salary for the park commissioners.
- **CARES ACT 282** – This is a new fund which the board will have to approve. Ms. Neel stated the auditor wanted us to have a separate fund for the Cares Act Grant and the Arber Grant which is the rescue plan where the Township receive grant money.

**AGENDA REVIEW**

- 1. REQUEST APPROVAL OF THE RENEWABLE ENERGY CREDITS (RECS) PURCHASE AND SALE AGREEMENT**
- 2. REQUEST TO AUTHORIZE CIRCUIT COURT LITIGATION TO ABATE A PUBLIC NUISANCE LOCATED AT 2381 PARKWOOD BUDGETED IN LINE ITEM #101-729-801-023**

Belinda Kingsley, Director of Community Compliance stated that the owner instead of filing a site plan get approval for using this property for a business they bypassed the requirements and bulldozed the property so they can park about 150 trucks on this property. She said this litigation is to stop this from moving forward until they get authorization from the township. She stated they hired three new Ordinance Officers and they started training today.

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Attorney Winters explained the process and how quickly they can get this handled.

**3. REQUEST TO APPROVE THE TOWNSHIP BOARD STANDARDS AND ETHICS POLICY**

Karen Wallin, HR Director stated that based on the comments and recommendations from the last meeting she amended article IV of the policy and added that at the orientation the new Trustees would be given the Federal and State Statutes, township ordinances, and township policies and procedures would be included as part of the orientation. She said that HR would help council do the orientations. She said and on approval by the board all new trustees would receive a copy of the policy after they have signed an acknowledgement that they had received and understand the policy. She said the HR Department would make sure all new board members completed this orientation and signed the policy.

Trustee Wilson asked about the 40 hour work week for the full time officials along with salary increases dependent upon that compliance. Treasurer Eldridge stated he did bring this up a couple of years ago and found out that this could not do that because state law states that you cannot dictate the number of hours a full time elected official works. Clerk Jarrell Roe said that she also recalls that it is not allowed under statute but does make a personal commitment to be here for the residents during business hours. Trustee Peterson stated she knows there are numerous times that elected board members go to events and meetings that happen outside of those set hours, over and above attending board meetings.

**4. REQUEST TO APPROVE RECOMMENDATIONS TO THE WASHTENAW COUNTY ROAD COMMISSION TO DECLARE NO THROUGH TRUCKING ZONES ON SPECIFIED SECTIONS OF PARKWOOD AND MCKEAN**

Supervisor Stumbo explained the problems with truck traffic on Parkwood and McKean Roads.

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**5. REQUEST TO SET A PUBLIC HEARING DATE OF TUESDAY, SEPTEMBER 21,  
2021 AT APPROXIMATELY 7:00pm – SPECIAL ASSESSMENT TAX LEVY**

**6. BUDGET AMENDMENT #10**

Supervisor Stumbo all the items in the Budget Amendment.

**OTHER DISCUSSION**

Trustee Peterson asked if the Township Officials had seen the resolution that Larry Craig had sent to them and was there a decision made on it.

Supervisor Stumbo stated that Larry Craig ask for a resolution because he submitted a website and we wanted to make sure it didn't call for an increase in supporting a resolution can say that you support increasing taxes.

Trustee Peterson asked if the other board members had seen it yet.

Supervisor Stumbo stated she does not have the research on it at this time. She said Larry Craig wants us to support the expansion of rail and she wants to make sure that would not be increasing our resident's taxes if we supported it.

**The Work Session meeting was adjourned at approximately 6:58PM.**

**Respectfully Submitted,**

**Heather Jarrell Roe, Clerk  
Charter Township of Ypsilanti**

**CHARTER TOWNSHIP OF YPSILANTI**  
**MINUTES OF THE SEPTEMBER 7, 2021 REGULAR BOARD MEETING**

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

**Members Present:** Supervisor Stumbo, Clerk Heather Jarrell Roe, and  
Treasurer Eldridge  
Trustees: John Newman, Gloria Peterson,  
Debbie Swanson, and Jimmie Wilson, Jr.

**Members Absent:** none

**Legal Counsel:** Wm. Douglas Winters

**PUBLIC COMMENTS (THREE MINUTES PER PERSON) - None**

**CONSENT AGENDA**

**A. MINUTES OF THE AUGUST 17, 2021 WORK SESSION AND REGULAR MEETING**

**B. STATEMENTS AND CHECKS**

**1. STATEMENTS AND CHECKS FOR SEPTEMBER 7, 2021 IN THE AMOUNT OF \$1,467,313.22**

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

The motion carried unanimously.

**ATTORNEY REPORT**

**A. GENERAL LEGAL UPDATE – None Given**

**NEW BUSINESS**

**1. REQUEST APPROVAL OF THE RENEWABLE ENERGY CREDITS (RECS) PURCHASE AND SALE AGREEMENT**

A motion was made by Trustee Peterson, supported by Clerk Jarrell Roe to Approve the Renewable Energy Credits (RECS) Purchase and Sale Agreement (see attached).

The motion was approved unanimously.

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE SEPTEMBER 7, 2021 REGULAR BOARD MEETING  
PAGE 2**

**2. REQUEST TO AUTHORIZE CIRCUIT COURT LITIGATION TO ABATE A PUBLIC  
NUISANCE LOCATED AT 2381 PARKWOOD BUDGETED IN LINE ITEM #101-  
729-801-023**

**A motion was made by Treasurer Eldridge, supported by Trustee Swanson to  
Approve the Request to Authorize Circuit Court Litigation to Abate a Public  
Nuisance Located at 2381 Parkwood Budgeted in Line Item #101-729-801-023.**

**The motion was approved unanimously.**

**3. REQUEST TO APPROVE THE TOWNSHIP BOARD STANDARDS AND ETHICS  
POLICY**

**A motion was made by Clerk Jarrell Roe, supported by Treasurer Eldridge to  
Approve the Township Board Standards and Ethics Policy (see attached).**

Supervisor Stumbo stated they have been working on this since November 2020 when Monica Ross-Williams initiated this policy and then Trustee Swanson took it over in December. She said she thanked both for all their work along with the HR department and our Legal team for making this a reality.

Monica Ross-Williams, Township Resident thanked Trustee Swanson and Supervisor Stumbo for continuing to move this policy forward. She said she was impressed with the policy and that it was ground breaking since the township did not have an ethics standard before.

Supervisor Stumbo stated this will be sent to the Park Commission and they will have to approve this separately.

**The motion was approved unanimously.**

**4. REQUEST TO APPROVE RECOMMENDATIONS TO THE WASHTENAW  
COUNTY ROAD COMMISSION TO DECLARE NO THROUGH TRUCKING ZONES  
ON SPECIFIED SECTIONS OF PARKWOOD AND MCKEAN**

**A motion was made by Clerk Jarrell Roe, supported by Treasurer Eldridge to  
Approve Recommendations to the Washtenaw County Road Commission to  
Declare No Through Trucking Zones on Specified Sections of Parkwood and  
Mckean.**

**The motion was approved unanimously.**

**5. REQUEST TO SET A PUBLIC HEARING DATE OF TUESDAY, SEPTEMBER 21,  
2021 AT APPROXIMATELY 7:00PM – SPECIAL ASSESSMENT TAX LEVY**

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE SEPTEMBER 7, 2021 REGULAR BOARD MEETING  
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**A motion was made by Trustee Peterson, supported by Clerk Jarrell Roe to Approve the Request To Set a Public Hearing Date of Tuesday, September 21, 2021 at Approximately 7:00PM – Special Assessment Tax Levy.**

**The motion was approved unanimously.**

**6. BUDGET AMENDMENT #10**

**A motion was made by Clerk Jarrell Roe, supported by Trustee Wilson to Approve Budget Amendment #10 (see attached).**

**The motion was approved unanimously.**

**BOARD MEMBER UPDATES**

Supervisor Stumbo thanked Javonna Neel, Accounting Director and Deputy John Hines with the presentation of the budget and all the work that went into it.

Trustee Swanson thanked Monica Ross-Williams again for her help with the forming the Standards and Ethic Policy that was passed tonight. She thanked all the Veterans who are putting the crosses up.

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

**Motion carried unanimously.**

**The meeting was adjourned at approximately 7:13PM**

**Respectfully Submitted,**

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

**Heather Jarrell Roe, Clerk  
Charter Township of Ypsilanti**



## RENEWABLE ENERGY CREDITS ("RECs") PURCHASE AND SALE AGREEMENT ("Agreement")

<b>Buyer:</b>	Charter Township of Ypsilanti	Address: 7200 South Huron River Dr. Ypsilanti, MI 48197
<b>Buyer Contact :</b>	Contact Name: Brenda Stumbo, Supervisor	Contact Telephone Number: 734-481-0617 Contact Fax Number: 734-484-0002 Contact E-mail:
<b>Seller:</b>	Charter Township of Ypsilanti Ford Lake Hydroelectric Station	Address: 7200 S. Huron River Dr. Ypsilanti, MI 48197
<b>Seller Contact:</b>	Contact Name: Michael Saranen, Operation Manager Brenda Stumbo, Supervisor	Contact Telephone Number: 734-544-3748 Contact Fax Number: 734-544-3626
<b>Transaction Date:</b>		
<b>Product:</b>	Michigan RECs/IRECs	
<b>Vintage:</b>	11/2019 to 3/2020	
<b>Quantity:</b>	1,169	
<b>Purchase Price:</b>	Seller shall sell to Buyer, and Buyer shall purchase from Seller, the RECs for the purchase price set forth below. \$0.00 per REC for each delivered REC	
<b>Transfer of RECs:</b>	Seller shall transfer to Buyer via MiREC a 1,169 RECs/IRECs on or before November 1, 2021.	
<b>Payment:</b>	<p>Seller shall invoice Buyer for payment not later than three (3) business days after transfer of RECs to Buyer. Payment by Buyer to Seller shall be due five (5) business days after transfer of RECs. All funds to be paid to Seller shall be rendered in the form of immediately available funds (U.S. Dollars) by check or in such other form as agreed to by the parties. If either party fails to remit any amount payable by it when due, interest on such unpaid portion shall accrue at a rate equal to the prime interest rate in effect at the time as published by in <i>The Wall Street Journal</i> plus two percent (2%) from the date payment is due to the date of payment.</p> <p>Seller's Payment Instructions:</p> <p style="padding-left: 40px;">Make check payable to: Charter Township of Ypsilanti 7200 S. Huron River Dr. Ypsilanti, MI 48197</p>	
<b>General Terms and Conditions:</b>	<p><u>Representations and Warranties of Seller.</u> Seller represents and warrants to Buyer that (i) each REC meets the specifications set forth in this Agreement; (ii) Seller has good and marketable title to the RECs; (iii) all right, title and interest in and to the RECs are free and clear of any liens, taxes, claims, security interests, or other encumbrances; and (iv) Seller has not made any claims that the energy associated with the RECs is renewable energy. SELLER EXPRESSLY NEGATES ANY OTHER REPRESENTATION OR WARRANTY, WRITTEN OR ORAL, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, ANY REPRESENTATION OR WARRANTY WITH RESPECT TO MERCHANTABILITY, OR FITNESS FOR ANY PARTICULAR PURPOSE.</p>	

**Event of Default.** For purposes of this Agreement, a party shall be in default (each of the following, an "Event of Default"): (i) if that party fails to make, when due, any payment required pursuant to this Agreement if such failure is not remedied within three (3) business days of written notice from the other party; (ii) if that party materially breaches any or all of its obligations under this Agreement and such breach is not cured within seven (7) business days of written notice of such breach from the other party; (iii) if any representation or warranty made by a party pursuant to this Agreement proves to have been misleading or false in any material respect when made and such party does not cure the underlying facts so as to make such representation and warranty correct and not misleading within seven (7) business days of written notice from the other party; or (iv) if a Party makes an assignment or any general arrangement for the benefit of its creditors; files a petition or otherwise commences, authorizes or acquiesces in the commencement of a proceeding or cause under any bankruptcy or similar law for the protection of creditors; has a petition filed against it, and such petition is not dismissed within sixty (60); or otherwise becomes bankrupt or insolvent (however evidenced).

**Remedies upon Default.** If either Party is in default, the non-defaulting party may select any or all of the following remedies: (i) upon two (2) business days' written notice to the defaulting party, terminate this Agreement, (ii) withhold any payments and deliveries due in respect of this Agreement, and (iii) exercise such other remedies available at law or in equity.

If Buyer is in default and Seller elects to terminate this Agreement, then Buyer shall pay Seller, within ten (10) business days of invoice receipt, an amount equal to the sum of (i) the contract price multiplied by the contract quantity for any RECs delivered to Buyer for which Seller has not been paid, and (ii) the positive difference, if any, obtained by subtracting the market price, as reasonably determined by Seller, for the RECs from the contract price multiplied by the amount of RECs not received, plus reasonable third party fees (including broker fees) and legal costs incurred by Seller in enforcement and protection of its rights under this Agreement.

If Seller is in default and Buyer elects to terminate this Agreement, then Seller shall pay Buyer, within ten (10) business days of invoice receipt, an amount equal to the positive difference, if any, obtained by subtracting the contract price from the market price, as reasonably determined by Buyer, for the RECs multiplied by the amount of RECs not delivered, plus reasonable third party fees (including broker fees) and legal costs incurred by Buyer in enforcement and protection of its rights under this Agreement. In no event does the foregoing relieve Buyer of its obligation to pay Seller the contract price multiplied by the contract quantity for any RECs delivered to Buyer for which Seller has not been paid.

**Limitations of Liability.** IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER PARTY FOR SPECIAL, PUNITIVE, INCIDENTAL, INDIRECT, EXEMPLARY, OR CONSEQUENTIAL DAMAGES OF ANY NATURE WHATSOEVER, INCLUDING LOSS OF PROFITS (EXCEPT TO THE EXTENT THAT ANY DIRECT DAMAGES INCLUDE AN ELEMENT OF PROFIT).

**Confidentiality.** The parties agree to keep confidential the contents of this Agreement and any information made available by one party to the other party with respect to this Agreement.

**Indemnification.** Each party agrees to indemnify, defend, and hold harmless the other party, and any of said other party's affiliates, directors, officers, employees, agents and permitted assigns, from and against all claims, losses, incidents, liabilities, damages, judgments, awards, fines, penalties, costs, and expenses (including reasonable attorneys' fees and disbursements) directly incurred in connection with or directly arising out of: (i) any breach of representation or warranty or failure to perform any covenant or agreement in this Agreement; or (ii) any violation of applicable law, regulation or order by said party including any adverse liens, claims or encumbrances on the RECs.

**Notices.** All notices, demands, and other communications hereunder shall be effective only if given in writing and shall be deemed given (i) when delivered in person; (ii) when delivered by private courier (with confirmation of delivery); (iii) when transmitted by facsimile (with confirmation of transmission); or (iv) five (5) business days after being deposited in the United States mail, first-class, registered or certified, return receipt requested, with postage paid. For purposes hereof, all notices, demands and other communications shall be sent to the contacts and addresses above (or to such other address furnished in writing by one party to the other party).

**Assignment.** This Agreement shall be binding upon and inure to the benefit of the parties and their respective successors and permitted assigns. Neither party may transfer or assign this Agreement, in whole or in part, without the other party's prior written consent, which consent shall not be unreasonably withheld, conditioned, or delayed.

**Amendment.** This Agreement may be amended at any time, but only by a written agreement signed by both parties.

**No Waiver.** No delay or omission by a party in the exercise of any right under this Agreement shall be taken, construed, or considered as a waiver or relinquishment thereof. If any of the terms and conditions herein are breached and thereafter waived in writing by a party, such waiver is limited to the particular breach so waived and is not deemed to waive any other breach hereunder.

**Severability.** If any provision or portion of this Agreement is found to be unenforceable, the remainder shall be enforced as fully as possible and the unenforceable provision shall be deemed modified to the limited extent required to permit its enforcement in a manner most closely representing the intention of the Parties as expressed herein.

	<p><u>Complete Agreement.</u> This Agreement represents the parties' final and mutual understanding concerning its subject matter. It replaces and supersedes any prior agreements or understandings, whether written or oral.</p> <p><u>Governing Law.</u> This Agreement shall be construed in accordance with and governed by the laws of the State of New York, excluding any choice of law or conflicts of law rules or principles that would result in application of the laws of a different jurisdiction.</p> <p><u>Dispute Resolution.</u> Any dispute or claim between the parties arising from this Agreement not resolved by negotiation in good faith within thirty (30) days will be settled by arbitration pursuant to the then applicable Commercial Arbitration Rules of the American Arbitration Association. The arbitration shall be held in Houston, Texas. Either party may initiate such arbitration upon seven (7) days advance written notice to the other party. The parties shall divide equally the costs of the arbitrator and arbitration hearing, and each party shall be responsible for its own expenses and those of its legal counsel or other representatives. The parties agree that any determination of the arbitrator shall be final and binding and that judgment on the award in arbitration may be entered in any court of competent jurisdiction.</p> <p><u>Counterparts.</u> This Agreement may be executed in counterparts, each of which shall be deemed an original, and all of which together shall be deemed to be one and the same instrument. Facsimile or PDF transmission of any signed original document, and retransmission of any facsimile or PDF transmission, will be the same as delivery of any original document.</p> <p><u>Forward Contract.</u> This Agreement constitutes a "forward contract" and each party represents and warrants that it is a "forward contract merchant" within the meaning of the United States Bankruptcy Code.</p>
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By signing below, the parties agree to be bound by the terms and conditions contained in this Agreement.

Buyer:		Seller:	
Signature:	Title:	Signature:	Title:
<i>Brenda L. Stumbo</i>	<i>Heather Jarrell Roe</i>	<i>Brenda L. Stumbo</i>	<i>Heather Jarrell Roe</i>
Printed Name:	Date: 9-8-2021	Printed Name:	Date: 9-8-2021
<i>Brenda L. Stumbo</i>	<i>Heather Jarrell Roe</i>	<i>Brenda L. Stumbo</i>	<i>Heather Jarrell Roe</i>
Supervisor	Clerk	Supervisor	Clerk

<i>satType</i>	Sub-Account	Sub- Account ID	MIRECS ID	Project	Operation Begin Date	Fuel/Project Type	Credit Type	Credits Vintage	Quantity
ACT	Charter Township of Ypsilanti	147	GEN119	Ford Lake Hydroelectric Station - Ford Lake Hydroelectric Station	1/1/1993	Hydroelectric Water	RECS	19-Nov	204
ACT	Charter Township of Ypsilanti	147	GEN119	Ford Lake Hydroelectric Station - Ford Lake Hydroelectric Station	1/1/1993	Incentive Hydroelectric	IREC	19-Nov	23
ACT	Charter Township of Ypsilanti	147	GEN119	Ford Lake Hydroelectric Station - Ford Lake Hydroelectric Station	1/1/1993	Water	RECS	19-Dec	248
ACT	Charter Township of Ypsilanti	147	GEN119	Ford Lake Hydroelectric Station - Ford Lake Hydroelectric Station	1/1/1993	Incentive Hydroelectric	IREC	19-Dec	22
ACT	Charter Township of Ypsilanti	147	GEN119	Ford Lake Hydroelectric Station - Ford Lake Hydroelectric Station	1/1/1993	Water	RECS	20-Jan	300
ACT	Charter Township of Ypsilanti	147	GEN119	Ford Lake Hydroelectric Station - Ford Lake Hydroelectric Station	1/1/1993	Incentive Hydroelectric	IREC	20-Jan	28
ACT	Charter Township of Ypsilanti	147	GEN119	Ford Lake Hydroelectric Station - Ford Lake Hydroelectric Station	1/1/1993	Water	RECS	20-Feb	264
ACT	Charter Township of Ypsilanti	147	GEN119	Ford Lake Hydroelectric Station - Ford Lake Hydroelectric Station	1/1/1993	Incentive Hydroelectric	IREC	20-Feb	24
ACT	Charter Township of Ypsilanti	147	GEN119	Ford Lake Hydroelectric Station - Ford Lake Hydroelectric Station	1/1/1993	Water	RECS	20-Mar	30
ACT	Charter Township of Ypsilanti	147	GEN119	Ford Lake Hydroelectric Station - Ford Lake Hydroelectric Station	1/1/1993	Incentive	IREC	20-Mar	20

# **CHARTER TOWNSHIP OF YPSILANTI**

## **STANDARDS OF ETHICS FOR THE CHARTER TOWNSHIP OF YPSILANTI BOARD OF TRUSTEES**

### **ARTICLE 1 - PURPOSE**

Public office requires public confidence in the integrity of government. Therefore, it is expected that all Officials who are elected to serve as a member of the Ypsilanti Township Board of Trustees shall execute the duties of their office with an emphasis on fair dealing, responsibility, accountability and openness. The purpose of this policy is to set forth the standards of ethical conduct for the Charter Township's Board of Trustees.

### **ARTICLE 2 - STANDARDS OF CONDUCT**

(2.1) Recognizing that stewardship of the public interest must be their primary concern, Trustees shall work for the common good of the people of the Charter Township of Ypsilanti and not for any private or personal interest, and they will strive to provide fair and equal treatment for all persons, claims and transactions coming before the Board of Trustees.

(2.2) Trustees shall comply with the United States Constitution, State of Michigan Constitution, Michigan Statutes, Township Ordinances, Township policies and procedures in the performance of their public duties. Trustees shall also comply with the Rules and Regulations as adopted by the Board of Trustees.

(2.3) A Trustee shall not solicit or accept a gift or loan of money, goods, services, benefits, privileges, favors or any other thing of value which tends to influence the manner in which the Trustee performs official duties. Questions that a Trustee may have regarding the applicability of this section, including any exception, should be referred to Township Counsel for review.

Exceptions to this standard are as follows:

- (a) Opportunities, benefits, and services that are available on the same conditions as for the general public.
- (b) Anything for which the Trustee pays fair market value.
- (c) A gift from a relative or family member. A relative or family member is defined as: spouse, children, parents, siblings, grandparents, grandchildren, aunts, uncles, first cousins, nieces and nephews (this definition includes "step", "adoptive", "half" and "in-law" relations).
- (d) Any contribution that is lawfully made or event that is lawfully held under the Campaign Finance Laws of the State of Michigan.
- (e) Anything provided by an individual on the basis of a personal friendship unless the recipient has reason to believe that, under the circumstances, the gift was provided because of the official position of the recipient and not because of the personal friendship. In determining whether a gift is provided on the basis of personal friendship, the recipient shall consider the circumstances under which the gift was offered, such as: (i) the history of the

relationship between the individual giving the gift and the recipient of the gift, including any previous exchange of gifts between those individuals; (ii) whether to the actual knowledge of the recipient the individual who gave the gift personally paid for the gift or sought a tax deduction or business reimbursement for the gift; and (iii) whether to the actual knowledge of the recipient the individual who gave the gift also at the same time gave the same or similar gifts to other Trustees.

- (f) Food or refreshments not exceeding \$100.00 per person in value on a single calendar day; provided that the food or refreshments are (i) consumed on the premises from which they were purchased or prepared, or (ii) catered. For the purposes of this Section, "catered" means food or refreshments that are purchased ready to consume which are delivered by any means.
- (g) Food, refreshments, lodging, transportation, and other benefits resulting from outside business or employment activities (or outside activities that are not connected to the official duties of a Trustee), if the benefits have not been offered or enhanced because of the official position of the Trustee, and are customarily provided to others in similar circumstances.
- (h) Meals or beverages provided to the Trustee by a non-profit organization or a non-governmental organization during a meeting related to official Township business.
- (i) Expenses, including but not limited to admission fees, lodging, meals or transportation, that are waived or paid for by an entity other than the Township related to attending a conference, convention, presentation, or speaking engagement in the Trustee's official capacity.
- (j) Admission, regardless of value, to a charitable or civic event to which the Trustee is invited in his or her official capacity where admission is waived or paid for by an entity other than the Township.

(2.4) If a Trustee is presenting his or her personal opinion or position, he or she should clearly state as such so as not to imply that their personal opinion or position represents the opinions or the positions of the Board of Trustees or the Township.

(2.5) A Trustee shall use Township resources, property, and funds under the Trustee's official care and control judiciously and solely in accordance with prescribed constitutional, statutory, and regulatory procedures and not for personal gain or benefit.

(2.6) A Trustee shall not engage in a business transaction in which the Trustee may profit from his or her official position or authority or benefit financially from confidential information which the Trustee obtained by reason of that position or authority, and such information has not come into the public domain at the point at which it's indicated.

(2.7) Except as otherwise provided by law, a Trustee shall not participate in the negotiation or execution of contracts, making of loans, granting of subsidies, fixing of rates, issuance of permits or certificates, or other regulation or supervision relating to a business entity in which the Trustee has a financial interest.

(2.8) A Trustee shall not participate in approving, disapproving, voting upon, recommending or otherwise acting upon any matter in which he or she has a direct or indirect financial interest or there is a personal conflict without disclosing the full nature and extent of the interest to the Board of Trustees on the record and complying with any other Michigan statutory requirements which may pertain to this situation.

(2.9) A Trustee may not apply for employment at the Charter Township of Ypsilanti while serving in office or for six months following the end of their term in office. The Board of Trustees may provide an exception to this six month employment application ban by a 2/3 vote, but there is no exception to a Trustee applying for a position while currently in office. This section does not apply to a Trustee's participation on another Township board, commission or committee, or to fill in vacancies in countywide elected positions.

### **ARTICLE 3 - ENFORCEMENT**

(3.1) It is the responsibility of each Trustee to understand and comply with the ethical standards outlined herein.

(3.2) Each Trustee has a responsibility to act if he or she learns of a violation of these ethical standards by another Trustee. All suspected violations should be reported to the Township Supervisor. Any violations involving the Township Supervisor should be reported to the Township Clerk and the Township Treasurer.

(3.3) The Board of Trustees may impose sanctions on a Trustee if his or her conduct does not comply with these ethical standards. Sanctions may include reprimand, formal censure, loss of committee assignment, restrictions on budget or travel, personal reimbursement of inappropriate expenditures of Township funds and/or recommendation to the governor for removal from office in the manner and for the causes provided by law.

(3.4) A violation of these ethical standards shall not be considered a basis for challenging the validity of a decision of the Board of Trustees.

### **ARTICLE 4 - ACKNOWLEDGMENT**

(4.1) These ethical standards shall be included in the regular orientations for new Trustees. Additionally, all other relevant Federal and State Statutes, Township Ordinances, and Township policies and procedures will be included in the orientation. Township Counsel and the Human Resource Department will be responsible for providing this legal education to new Trustees.

(4.2) Upon approval, all members of the Board of Trustees shall receive a copy of the "Standard and Ethics" policy, and be asked to complete an acknowledgement form stating they received and understand the policy. The Human Resource Department shall provide newly elected or appointed trustees a copy of the policy, including acknowledgement form, as part of the on-boarding packet.

### **ARTICLE 5 – EFFECTIVE DATE**

The Charter Township of Ypsilanti Board of Trustees approved the "Standards of Ethics Policy" on Tuesday, September 7, 2021.

**CHARTER TOWNSHIP OF YPSILANTI  
2021 BUDGET AMENDMENT #10**

**September 7, 2021**

AMOUNTS ROUNDED UP TO THE NEAREST DOLLAR

<b>101 - GENERAL OPERATIONS FUND</b>	<b>Total Increase</b>	<b><u>\$200,000.00</u></b>
--------------------------------------	-----------------------	----------------------------

Request to increase budget to transfer funds from General Fund to 14B District Court Fund for operations such as payroll and health care. Due to the circumstances revolving around the COVID-19 pandemic, the revenue has been extremely low. This will be funded by an Appropriation for Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	101-000-699.999	\$200,000.00
		Net Revenues	<u>\$200,000.00</u>
Expenditures:	Transfer to 14B Court	101-999-995.236	\$200,000.00
		Net Expenditures	<u>\$200,000.00</u>

<b>213 - BIKE, SIDEWALK, REC, ROADS FUND (BSRII)</b>	<b>Total Increase</b>	<b><u>\$4,500.00</u></b>
--	-----------------------	--------------------------

Request to increase the budget for the receipt of a donation from Ann Arbor Area Board of Realtors for a raised flower bed at Sugarbrook Park in partnership with the Neighborhood Watch Group. This is in addition to the grant request approved at the 4/20/21 Board meeting for this project. This will be funded from the donation received.

Revenues:	Contributions & Donations	213-000-674.000	\$4,500.00
		Net Revenues	<u>\$4,500.00</u>
Expenditures:	Cap Outlay - Sugarbrook Park	213-901-974.034	\$4,500.00
		Net Expenditures	<u>\$4,500.00</u>

<b>216 - FIRE PENSION &amp; OPEB MILLAGE FUND</b>	<b>Total Increase</b>	<b><u>\$19,025.00</u></b>
---	-----------------------	---------------------------

Request to increase the budget for additional contribution of \$19,025 received into Fire Pension due to more taxes collected than originally budgeted. All taxes collected should go to the pension or OPEB funding. This will be funded by an increase to the tax revenue lines listed below.

Revenues:	Current Taxes for Fire Pension	216-000-403.001	\$9,064.00
	ESA Reimbursement Pension	216-000-404.000	\$8,716.00
	Delinquent Pers Prop Tax Pension	216-000-412.005	\$1,245.00
		Net Revenues	<u>\$19,025.00</u>
Expenditures:	Retirement - Fire Dept.	216-336-876.004	\$19,025.00
		Net Expenditures	<u>\$19,025.00</u>



**CHARTER TOWNSHIP OF YPSILANTI  
2021 BUDGET AMENDMENT #10**

September 7, 2021

**236 - 14 B DISTRICT COURT FUND**

**\$0.00**

Request to accept transferred funds from General Fund to 14B District Court Funds for operations such as payroll and health care. Due to the circumstances revolving around the COVID-19 pandemic, the revenue has been extremely low. The net to the Fund Balance will be zero because we will increase the transfer in revenue line and decrease the fines and costs revenue line. This will be funded by a Transfer of cash from General Fund to 14B District Court Fund.

Revenues:	Contribution from General Fund	236-000-699.101	\$200,000.00
		Net Revenues	<u>\$200,000.00</u>
Revenues	14B Ordinance Fines and Costs	236-000-605.001	(\$200,000.00)
		Net Expenditures	<u>(\$200,000.00)</u>

**597 - COMPOST FUND**

**Total Increase \$4,571.00**

Request to increase budget for PTO payout request of 180 hours to be paid at 75%. This will be funded by an Appropriation for Prior Year Fund Balance.

Revenues:	Prior Year Fund Balance	570-000-699.999	\$4,571.00
		Net Revenues	<u>\$4,571.00</u>
Expenditures:	Salaries pay out - PTO	597-590-708.004	\$4,246.00
	FICA	597-590-715.000	\$325.00
		Net Expenditures	<u>\$4,571.00</u>

*Supervisor*  
**BRENDA L. STUMBO**  
*Clerk*  
**HEATHER JARRELL ROE**  
*Treasurer*  
**STAN ELDRIDGE**  
*Trustees*  
**JOHN P. NEWMAN II**  
**GLORIA PETERSON**  
**DEBBIE SWANSON**  
**JIMMIE WILSON JR.**



**Accounting  
Department**

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

*Charter Township of Ypsilanti*

## STATEMENTS AND CHECKS

*SEPTEMBER 21, 2021 BOARD MEETING*

ACCOUNTS PAYABLE CHECKS -	\$	1,126,650.87
HAND CHECKS -	\$	122,758.22
CREDIT CARD PURCHASES-	\$	<u>10,060.24</u>
GRAND TOTAL -	\$	<b>1,259,469.33</b>

Clarity Health Care Deductible –

ACH EFT -	\$42,377.69 (AUG)
ADMIN FEE -	\$1,239.35 (AUG)

09/16/2021 09:30 AM  
User: mharris  
DB: Ypsilanti-Twp

CHECK REGISTER FOR CHARTER TOWNSHIP OF YPSILANTI Page: 1/1  
CHECK NUMBERS 188817 - 188832

Check Date	Check	Vendor Name	Amount
Bank AP AP			
09/02/2021	188817	AT & T	41.15
09/02/2021	188818	AT & T	764.34
09/02/2021	188819	CLEAR RATE COMMUNICATIONS, INC	869.16
09/02/2021	188820	DTE ENERGY	3,369.35
09/02/2021	188821	VERIZON WIRELESS	2,811.24
09/07/2021	188822	WASHTENAW COUNTY ROAD COMMISSION	96,062.42
09/10/2021	188823	COMCAST BUSINESS	3,568.29
09/10/2021	188824	COMCAST CABLE	37.39
09/10/2021	188825	STATE OF MICHIGAN	65.00
09/10/2021	188826	WASTE MANAGEMENT	351.14
09/10/2021	188827	WASTE MANAGEMENT	139.99
09/10/2021	188828	WASTE MANAGEMENT	60.38
09/10/2021	188829	WEX BANK	2,252.66
09/13/2021	188830	COMCAST CABLE	8,365.71
09/15/2021	188831	MAX-VIEW WINDOW WASHING, INC.	800.00
09/15/2021	188832	GARY HORTON	3,200.00

AP TOTALS:

Total of 16 Checks:	122,758.22
Less 0 Void Checks:	0.00
Total of 16 Disbursements:	122,758.22

09/16/2021 09:06 AM  
User: mharris  
DB: Ypsilanti-Twp

CHECK REGISTER FOR CHARTER TOWNSHIP OF YPSILANTI Page: 1/2

CHECK NUMBERS 188833 - 188913

Check Date	Check	Vendor Name	Amount
Bank AP AP			
09/21/2021	188833	A DESIGN LINE	321.76
09/21/2021	188834	AAA AUTO PARTS & SERVICE	1,183.41
09/21/2021	188835	ADAMS ELECTRIC SHOP LLC	2,039.00
09/21/2021	188836	ADVANCED COMMUNICATIONS & DATA	1,371.31
09/21/2021	188837	AED PROFESSIONALS	778.00
09/21/2021	188838	AMAZON CAPITAL SERVICES	1,839.81
09/21/2021	188839	ANN ARBOR CLEANING SUPPLY	793.15
09/21/2021	188840	APPLIED IMAGING	1,881.21
09/21/2021	188841	AUTO VALUE YPSILANTI	399.41
09/21/2021	188842	BILL ERNAT CONSULTING	3,500.00
09/21/2021	188843	CARLISLE/WORTMAN ASSOCIATES	18,046.25
09/21/2021	188844	CHERYL ANN LOPEZ	600.00
09/21/2021	188845	CINCINNATI TIME SYSTEMS	340.15
09/21/2021	188846	CJ IKEOGU	65.00
09/21/2021	188847	CLI CONCRETE LEVELING INC.	3,200.00
09/21/2021	188848	COMPLETE BATTERY SOURCE	21.21
09/21/2021	188849	CONTRACT WELDING & FABRICATING INC	8,859.00
09/21/2021	188850	CRYSTAL FLASH, INC.	1,168.73
09/21/2021	188851	DAWN FARM	485.00
09/21/2021	188852	DETROIT LEGAL NEWS	110.00
09/21/2021	188853	DIUBLE EQUIPMENT INC.	1,029.57
09/21/2021	188854	DTE ENERGY	73,820.59
09/21/2021	188855	EMERGENCY MEDICAL PRODUCTS	362.50
09/21/2021	188856	EXOTIC AUTOMATION AND SUPPLY	3.53
09/21/2021	188857	GENERAL CODE CMS LLC	300.00
09/21/2021	188858	GOVERNMENTAL CONSULTANT SERVICES	3,206.50
09/21/2021	188859	GRAINGER	598.12
09/21/2021	188860	GRANITE TELECOMMUNICATIONS	393.94
09/21/2021	188861	GRIFFIN PEST SOLUTIONS	61.00
09/21/2021	188862	HOME DEPOT	197.99
09/21/2021	188863	HURON RIVER LEGAL	3.33
09/21/2021	188864	IAFC MEMBERSHIP	215.00
09/21/2021	188865	JP MORGAN CHASE BANK, NA	3,500.00
09/21/2021	188866	KONE INC	947.98
09/21/2021	188867	KUSTOM SIGNALS, INC.	12,710.00
09/21/2021	188868	LISA STANFIELD	10.00
09/21/2021	188869	LOOKING GOOD LAWNS	6,156.00
09/21/2021	188870	LOYAL ORDER OF MOOSE	1,000.00
09/21/2021	188871	MARK SNYDER	2,252.50
09/21/2021	188872	MARY HENSLEY	10.00
09/21/2021	188873	MCLAIN AND WINTERS	132,294.03
09/21/2021	188874	MENARDS, INC.	44.82
09/21/2021	188875	MICHIGAN LINEN SERVICE, INC.	1,081.55
09/21/2021	188876	MILTON ANDREWS	3,760.00
09/21/2021	188877	MLIVE MEDIA GROUP	3,867.00
09/21/2021	188878	NAM GROUP INC	10,000.00
09/21/2021	188879	NETWRIX CORPORATION	5,258.25
09/21/2021	188880	NEXTCARE URGENT CARE MICHIGAN	375.00
09/21/2021	188881	O'BRYANS LOCK & KEY*	15.40
09/21/2021	188882	OFFICE EXPRESS	14.20
09/21/2021	188883	PARKWAY SERVICES, INC.	830.00
09/21/2021	188884	PETER POWER	1,890.00
09/21/2021	188885	POP A LOCK ANN ARBOR	138.00
09/21/2021	188886	PREMIER SAFETY & SERVICE	151.17
09/21/2021	188887	QUADIENT LEASING USA, INC	1,058.70
09/21/2021	188888	RHETT REYES	1,738.50
09/21/2021	188889	SALADINO CONSTRUCTION COMPANY	2,400.00
09/21/2021	188890	SAM'S CLUB DIRECT	108.60
09/21/2021	188891	SERVICE ELECTRIC	7.64
09/21/2021	188892	SHRADER TIRE & OIL	599.60
09/21/2021	188893	SOUTHEASTERN EQUIPMENT CO.	83.99
09/21/2021	188894	SOUTHERN COMPUTER WAREHOUSE	899.40
09/21/2021	188895	SPARTAN DISTRIBUTORS	7,559.79
09/21/2021	188896	STANTEC	45.00
09/21/2021	188897	STAPLES* - ACCOUNT #1026071	122.15
09/21/2021	188898	TARGET SPECIALTY PRODUCTS	1,044.24
09/21/2021	188899	ULLIANCE	969.60
09/21/2021	188900	UNIFIRST CORPORATION	272.36
09/21/2021	188901	VALUE COPY	750.00
09/21/2021	188902	W.J. O'NEIL COMPANY	11,134.90
09/21/2021	188903	WASHTENAW COUNTY LEGAL NEWS	95.00
09/21/2021	188904	WASHTENAW COUNTY ROAD COMMISSION	71,216.79
09/21/2021	188905	WASHTENAW COUNTY TREASURER#	475,591.55
09/21/2021	188906	WASHTENAW GOLF CLUB	1,100.00
09/21/2021	188907	WASTE MANAGEMENT	5,060.33
09/21/2021	188908	WASTE MANAGEMENT	1,878.05
09/21/2021	188909	WASTE MANAGEMENT	832.55
09/21/2021	188910	WASTE MANAGEMENT	228,292.88

09/16/2021 09:06 AM  
User: mharris  
DB: Ypsilanti-Twp

CHECK REGISTER FOR CHARTER TOWNSHIP OF YPSILANTI Page: 2/2  
CHECK NUMBERS 188833 - 188913

Check Date	Check	Vendor Name	Amount
09/21/2021	188911	YANA GALANIN	30.00
09/21/2021	188912	YPSILANTI ACE HARDWARE	15.58
09/21/2021	188913	ZEP SALES & SERVICE	243.30

AP TOTALS:

Total of 81 Checks:	1,126,650.87
Less 0 Void Checks:	0.00
Total of 81 Disbursements:	1,126,650.87



Check Date	Check	Vendor Name	Description	Amount
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Bank CARDS COMERICA COMMERICAL CARD

09/21/2021	71(E)	COMERICA BANK	WEBINAR FOR JOHN HINES	25.00
			OPERATING SUPPLIES AND FOOD FOR RESALE I	146.54
			OPERATING SUPPLIES AND FOOD AND BEVERAGE	189.20
			BEVERAGES FOR RESALE IN THE GOLF SHOP	166.70
			OPERATING SUPPLIES AND FOOD AND BEVERAGE	173.25
			RENEWAL OF STATE LICENSE FOR BUILDING IN	600.00
			OPMANAGER RENEWAL	1,619.00
			UNIFORM PANT RE-ORDER CROMER	110.00
			ROOM RENTAL FOR AVCB 8-2 & 8-3 2021 SPEC	2,480.00
			ADVERTISEMENT FOR STAFF PLANNER AND PLAN	150.00
			PLACESEVERAL FACEBOOK ADS FOR OUR REC PR	34.00
			INVOICE PAYMENT FOR SUMMER READING PROGR	26.00
			RABIES TEST -BAT	40.00
			THIS PURCHASE WAS FOR THE COMMUNITY CENT	300.00
			AIR FILTERS FOR COVID FANS - PPE	224.85
			MFIS 2021 FALL EDUCATIONAL SEMINAR FOR F	395.00
			2021 MFIS FALL EDUCATIONAL SEMINAR FOR F	395.00
			ANNUAL MEMBERSHIP FOR 2022	120.00
			50 & BEYOND TRIP PAYMENT	204.00
			BEE SUPPLIES	70.64
			POSITIVE SSL WILDCARD CERT	209.95
			PDQ ANNUAL RENEWAL	1,800.00
			BOOKEEPING SOFTWARE	55.11
			FREEPBX CM QUEUE REPORTS (Q XACT)	526.00

10,060.24

CARDS TOTALS:

Total of 1 Checks:	10,060.24
Less 0 Void Checks:	0.00
Total of 1 Disbursements:	10,060.24

**OFFICE OF THE TREASURER  
STAN ELDRIDGE**



**MONTHLY TREASURER'S REPORT  
AUGUST 1, 2021 THROUGH AUGUST 31, 2021**

<u>Account Name</u>	<u>Beginning Balance</u>	<u>Cash Receipts</u>	<u>Cash Disbursements</u>	<u>Ending Balance</u>
101 - General Fund	11,918,533.84	5,622,782.82	9,932,138.34	7,609,178.32
101 - Payroll	294,668.53	716,622.36	786,739.21	224,551.68
101 - Willow Run Escrow	145,380.51	1.24	0.00	145,381.75
206 - Fire Department	3,045,383.03	501.80	385,253.83	2,660,631.00
208 - Parks Fund	19,390.34	0.16	385.34	19,005.16
213 - Roads/Bike Path/Rec/General Fund	835,414.63	156,959.14	212,534.40	779,839.37
226 - Environmental Services	2,550,231.51	419.94	329,041.95	2,221,609.50
230 - Recreation	32,438.35	339,771.50	156,634.41	215,575.44
236 - 14-B District Court	3,386.25	11,864.19	190,723.71	(175,473.27)
244 - Economic Development	70,456.26	0.59	0.00	70,456.85
249 - Building Department Fund	1,623,513.70	66,859.15	110,569.48	1,579,803.37
250 - LDFA Tax	19,994.72	0.17	0.00	19,994.89
252 - Hydro Station Fund	849,794.81	26,526.08	82,839.70	793,481.19
266 - Law Enforcement Fund	9,871,628.92	23,666.99	1,606,948.12	8,288,347.79
287 - Nuisance Abatement Fund	75,616.95	1,467.62	3,455.09	73,629.48
398 - LDFA 2006 Bonds	22,877.29	0.19	450.00	22,427.48
584 - Green Oaks Golf Course	284,966.40	502,628.85	485,859.19	301,736.06
597 - Compost Site	791,776.84	89,886.21	38,740.31	842,922.74
661 - Motor Pool	332,232.34	48,189.37	5,837.18	374,584.53
702 - General Tax Collection	165,875.88	8,904.30	3,805.15	170,975.03
703 - Current Tax Collections	3,606,672.33	11,308,240.33	4,181,491.08	10,733,421.58
707 - Bonds & Escrow/GreenTop	1,365,423.77	130,161.57	35,457.50	1,460,127.84
708 - Fire Withholding Bonds	157,139.41	1.33	0.00	157,140.74
<b>GRAND TOTAL</b>	<b>38,082,796.61</b>	<b>19,055,455.90</b>	<b>18,548,903.99</b>	<b>38,589,348.52</b>

# ATTORNEY REPORT

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GENERAL LEGAL UPDATE



# **OLD BUSINESS**

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**CHARTER TOWNSHIP OF YPSILANTI**  
**Proposed Ordinance 2021-496**

**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:**

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

For all billings rendered prior to October 1, 2021, existing sewage disposal service rates shall prevail. For all billings rendered on or after October 1, 2021, charges for sewage disposal services shall be as follows, for each bimonthly (two-month) period:

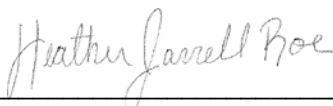
**(1) Readiness-to-serve rates based on size of meter:**

Meter Size (inch)	Sewage Rate
5/8-3/4	\$ 16.80
1	\$ 42.01
1-1/2	\$ 84.00
2	\$ 134.41
3	\$ 420.03
4	\$ 840.06
6	\$ 1,680.11
8	\$ 2,940.19
10	\$ 4,620.30
12	\$ 5,460.36

**(2) Commodity rate: \$2.76 per 100 cubic feet**

\* \* \* \* \*

I, Heather Jarrell 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. 2021-496 by the Charter Township of Ypsilanti Board of Trustees assembled at a regular meeting held on August 17, 2021. The second reading is scheduled to be heard on September 21, 2021.



---

Heather Jarrell Roe, Clerk

Charter Township of Ypsilanti



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](http://www.ycua.org)

July 23, 2021

**VIA EMAIL and USPS**

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

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

Dear Heather:

At its regular meeting on August 25, 2021, the YCUA Board of Commissioners will consider a water and readiness to serve rate increase of 2% to its Township Division customers effective October 1, 2021. Per the Ypsilanti Township ordinance authorizing the YCUA Board to increase the water rate up to the increase the Authority receives from the Great Lakes Water Authority (GLWA) for the purchase of water, no action by the Township Board is required. The GLWA increase to YCUA was 2.01% effective July 1, 2021. This is the Township notice of the increase to be approved by the YCUA Board of Commissioners.

At the same meeting, the YCUA Board will consider a recommendation to the Township Board of Trustees to increase the sewer and readiness to serve rate by 2%. The ordinance needed to approve the increase is attached as well as supporting documentation regarding the increase. Please place this ordinance on the Township Trustees' agenda for their consideration at their Tuesday, August 17, 2021 meeting. Please also forward the supporting material attached for their use in considering the ordinance adoption request.

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. Lisa Stanfield

Mr. Stan Eldridge

Mr. Matthew T. Jane

cc: Mr. Dwayne Harrigan

Ms. Gail M. Thomas



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](http://www.ycua.org)

July 23, 2021

**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 their regular meeting on August 25, 2021, the YCUA Board of Commissioners will consider a recommendation to the Ypsilanti Township Board of Trustees for a sewer and readiness to serve rate increase of 2% for the YCUA Township Division customers effective October 1, 2021. At the same meeting, the YCUA Board will consider a water and readiness to serve rate increase of 2% to Township Division customers. Per the Township ordinance authorizing the YCUA Board to increase the water rate up to the increase the Authority receives from the Great Lakes Water Authority (GLWA) for the purchase of water, no action by the Township Board is required on the water increase. The combined effect of these rate adjustments will be a 2% increase in a Township Division customer's bimonthly bill. The GLWA increase of 2.01% was effective July 1, 2021.

The ordinance approving these rate adjustments is included in this correspondence for your consideration. Also included is the document summarizing the budget highlights related to the September 1, 2021 fiscal year budget, which the YCUA Board of Commissioners will also consider at their August 25, 2021 regular 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 L. Stumbo

Ms. Heather Jarrell Roe

Ms. Lisa Stanfield

Mr. Stan Eldridge

Mr. Matthew T. Jane

cc: Mr. Dwayne Harrigan

Ms. Gail M. Thomas

## YCUA 2021-22 Budget Highlights

### Water Sales

**City Division:** The budget projects that water revenue in the City will increase .83% compared to 2020/2021 Budget. This will increase water revenues by \$30,000.

**Township Division:** The budget projects water revenue in the Township will increase by .86% compared to 2020/2021 Budget. The increase of revenue will be approximately \$115,000

### Sewer Sales

**City Division:** The budget projects sewer revenue from within the City to increase 1.08% or \$30,000 compared to the 2020-2021 budget.

**Township Division:** The budget projects sewer revenue from within the Township to increase .84% or \$70,000 from the 2020/2021 Budget.

**Contract Communities:** Revenue from contract communities is projected to increase about \$70,000 from 2020/2021 Budget.

### Overall Summary

Adjustment to water sales (City)	\$ 30,000
Adjustment to water sales (Township)	\$ 115,000
Adjustment to wastewater sales (City)	\$ 30,000
Adjustment to wastewater sales (Township)	\$ 70,000
Contract Communities	<u>\$ 70,000</u>
 Total revenue increased	 \$ 315,000
 Operating Costs increased	 \$ 320,000
Incinerator temporary costs removed	(\$ 150,000)
Increase costs from GLWA	\$ 300,000
Debt/Interest decreased	<u>(\$ 125,000)</u>
 Total expenses increased	 \$ 345,000

### Township Customers- 2.00% Increase

Average Bill (10 units) (\$95.32) increase on bi-monthly bill \$1.87/bill or \$.99/mth  
(Comprised of 2.0% increase water and 2.0% increase sewer)

### Other Community Rate 2021-2022 Comparisons

Ann Arbor Increase of 5.05%  
City of Birmingham Increase of 5.70 %  
City of Dexter Increase of 5.00%  
Kalamazoo Increase of 12.00%

**YCUA Township Division**

	water	sewer	Total
<b>Current</b>			
Ready to Service	\$15.77	\$16.47	\$32.25
Commodity rate (per unit)	\$3.41	\$2.71	\$6.12

Average User residential

	10 units(7,480 gallons) per 2 month billing cycle		
	water	sewer	Total
Ready to Service	\$15.77	\$16.47	\$32.25
10 units	\$34.10	\$27.11	\$61.21
Total	\$49.87	\$43.58	\$93.45

**Effect on average Township customers with a proposed 2.00% water rate increase, a sewer rate increase of 2.00%. Combined effect 2.00%**

	water	sewer	Total
<b>PROPOSED: October 1, 2021</b>			
Ready to Service	\$ 16.09	\$ 16.80	\$32.89
Commodity rate (per unit)	\$ 3.48	\$ 2.76	\$6.24

Average User residential (proposed)

	10 units(7,480 gallons) per 2 month billing cycle		
	water	sewer	Total
Ready to Service	\$16.09	\$16.80	\$32.89
10 units	\$34.78	\$27.65	\$62.43
Total	\$50.87	\$44.45	\$95.32
Increase in bill			\$ 1.87
Percent Change	2.00%	2.00%	2.00%

# **NEW BUSINESS**

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*Supervisor*  
**BRENDA L. STUMBO**  
*Clerk*  
**HEATHER JARRELL ROE**  
*Treasurer*  
**STAN ELDRIDGE**  
*Trustees*  
**JIMMIE WILSON, JR.**  
**JOHN P. NEWMAN II**  
**GLORIA PETERSON**  
**DEBBIE SWANSON**



**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](http://www.ytown.org)

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# MEMORANDUM

**TO:** Board of Trustees

**FROM:** Michael Saranen, Operation Manager

**DATE:** September 14, 2021

**RE:** Request to waive financial policy formal bid process, accept the 3 quotes for consideration and approve L&S to supply one (2) Vacuum Circuit Breaker (VCB) for the Hydro Station.

I am asking to Board to waive the financial policy and approve L&S electric as the lowest cost vendor to supply two (2) new, 7200 volt, 1250 amp, VCB from EATON Corporation for the Hydro Station. This expenditure can be charged to 252.535.977.000 in the amount of \$53,000.00 plus cost of freight pending budget amendment.

The Hydro Station utilizes medium voltage switchgear that has 3 VCB that connect the generators to the DTE grid. The VCB were put in service in 1998 and now have high cycle counts. Purchasing 2 new VCBs will reduce downtime as I foresee the need for overhauling the 1998 VCBs.

The purchase includes 2 new Eaton 72VCPW-ND32, Vacuum Circuit Breaker. Any freight charges will added to the invoice. I received quotes from the following;

Service Electric, Romulus MI	\$ 50,900.00 <u>for 1 VCB</u>
L&S Electric, Coon Rapids MN	\$ 53,000 + shipping (est \$2,000) <b><u>for 2 VCB best value.</u></b>
Active Electric, Chicago IL	\$ 82,399.98 <u>for 1 VCB</u>

Please place this item on the next available Board Meeting agenda under New Business for consideration.

I am available for any questions.



# MEDIUM VOLTAGE VACUUM CIRCUIT BREAKERS

## Type VCPW-ND, NARROW DESIGN MEDIUM VOLTAGE VACUUM CIRCUIT BREAKERS

**ANSI 5 kV at 250 MVA  
1200 Amperes, 60 kV BIL**

**IEC 3.6 - 7.2 kV at 25 kA and 31.5 kA  
630 and 1250 Amperes, 60 kV BIL**

Greater flexibility now comes in a smaller package — Cutler-Hammer's "Narrow Design" Type VCPW-ND. Reliable, maintenance-free vacuum circuit breaker technology designed into a "space saving" 26" wide switchgear section.

The Cutler-Hammer Type VCPW-ND Vacuum Circuit Breaker was specifically designed to meet and exceed ANSI, IEEE, NEMA, and IEC Standards. Local codes can also be met with an exclusive VCPW-ND UL Listed option for breakers and switchgear. There is no longer a need to be locked into the industry standard, 36" wide switchgear. This new space saving, 26" wide design solves the problem of limited floor space.

### A Variety of Applications

With its small footprint and the flexibility of a one or two-high design, the Type VCPW-ND Vacuum Circuit Breaker is an ideal solution for applications where space comes at a premium:

- Generator control
- Oil platforms
- Add-ons to existing switchgear
- Outdoor switchgear

### Quality and Reliability are Built-In

All Type VCPW-ND circuit breakers are designed for reliability and minimal maintenance ... a direct result of engineering with proven components, quality materials and fewer moving parts.



Each Type VCPW-ND Vacuum Circuit Breaker is assembled in an ISO 9002 certified facility and provided with its unique Quality Assurance Certificate that documents all tests and inspections performed.

Cutler-Hammer is a world leader in vacuum interrupters and vacuum circuit breakers. The Type VCPW-ND Vacuum Circuit Breaker incorporates many design features which have been field proven through more than 30 years of vacuum interrupter design and manufacturing experience... coupled with over 75 years of power circuit breaker design and manufacturing experience.

## Maintenance Free Vacuum Technology

Spiral copper-chrome contacts provide superior performance characteristics, including lower chop currents. The spiral contact design provides a self-induced magnetic effect that moves the arc root around the contact periphery. This very efficient arc control prevents hot spots which minimizes contact erosion.

## The Industry's Best System for an Electrical Connection to a Vacuum Interrupter

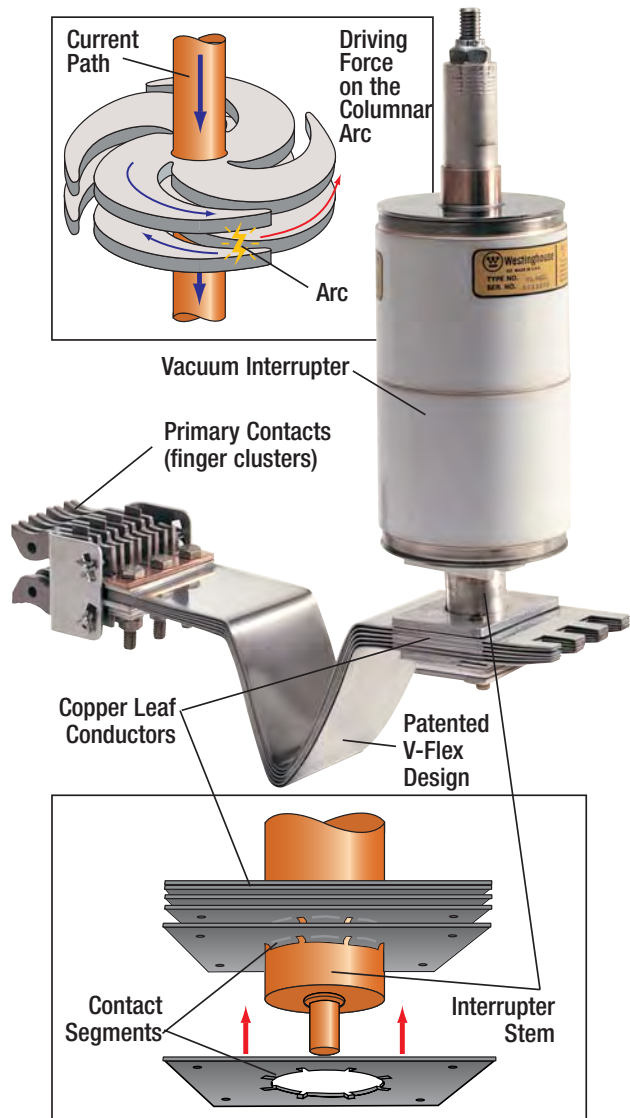
Our nonsliding current transfer system consists of a series of tin-plated, high-conductivity copper leaf conductors that are swaged onto the vacuum stems:

- Providing improved current flow through the increased surface area (skin effect) of the multiple conductors while the multi-point contacts offer very low electrical and thermal resistance.
- Unlike sliding or rolling designs, there are no moving parts to wearout ... therefore, no maintenance.
- Resulting in longer circuit breaker life.

Plus, our unique, patented V-Flex system allows for vacuum stem movement thus creating less friction and wear with fewer moving parts and a shorter stroke. This provides for a simpler, more compact, low energy mechanism with longer life and greater reliability.

## Designed-In Safety Features Provide Optimum Operator Safety

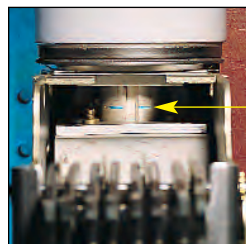
- Double dead front shields isolate the operator from high voltage when the breaker is energized. Additionally, the circuit breaker can be connected or disconnected with the compartment door closed by utilizing an electric levering device or a manually operated levering device.
- True mechanically and electrical trip-free stored energy mechanism design means that while holding a mechanical trip command, the breaker contacts will not close or touch even if an electrical or mechanical close command is received.
- Safety interlocks provide added operator safety. The mechanism is held mechanically trip-free when levering the circuit breaker in or out. Additionally, closing springs will discharge automatically when the breaker is being withdrawn from or inserted into its compartment.



Controls and indicators are functionally grouped on the front panel of the VCPW-ND breaker for user friendly operation.

**Designed for Easy Access, Inspection, and Minimal Maintenance**

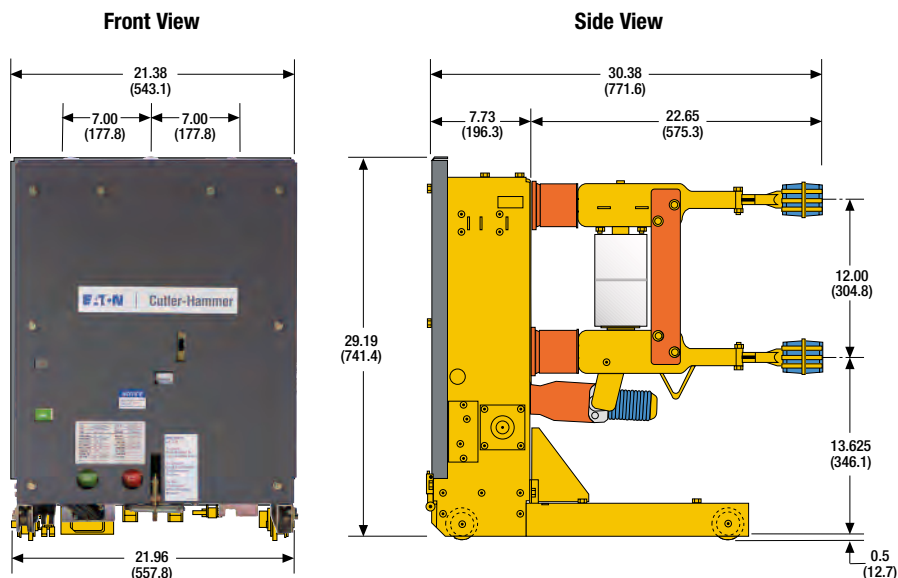
Removing the circuit breaker front panel provides access to the stored energy mechanism and control components, facilitating ease of inspection. Minor maintenance when required, such as lubricating the mechanism and accessing the control components, is simplified.



Contact Erosion Indicator

When the circuit breaker is withdrawn from the compartment on removable extension rails, the contact erosion indicator (one for each vacuum interrupter) can be visually inspected. Only occasional visual inspection is required.

**Type VCPW-ND Dimensions - Inches (mm)**



**ANSI Standards – VCP-W Vacuum Circuit Breaker Types Rated on Symmetrical Current Rating Basis ①**

Identification			Rated Values												Weight
Circuit Breaker Type	Nominal Voltage Class	Nominal 3-Phase MVA Class	Voltage		Insulation Level		Current		Interrupting Time	Permissible Tripping Delay	Maximum Voltage Divided By K	Current Values			
			Maximum Voltage	Voltage Range Factor	Withstand Test Voltage		Continuous Current at 60 Hz	Short Circuit Current (at Rated Max. kV)				Maximum Symmetrical Interrupting Capability	Closing and Latching Capability	Closing and Latching Capability Momentary	
E	K	Power Fre-quency (1 min.)	Impulse			I		Y	E/K	K Times Rated Short Circuit Current ②④	2.7 K Times Rated Short Circuit Current	1.6 K Times Rated Short Circuit Current			
kV	MVA	kV rms		kV rms	kV Peak	Amperes	kA rms	Cycles	Seconds	kV rms	kA rms	kA Peak	kA rms	lbs.	
50VCPW-ND250	4.16	250	4.76	1.24	19	60	1200	29	5	2	3.85	36	97	58	345

UL Underwriters Laboratories, Inc. listed option is available.

**IEC Standards – VCP-W Vacuum Circuit Breaker Types Rated on Symmetrical Current Rating Basis ⑤**

Identification		Rated Values							Weight
Circuit Breaker Type	Voltage Class	Insulation Level		Normal Current	Short Circuit Breaking Current	3 Second Short Time Current	Short Circuit Making Current	Cable Charging Breaking Amps	
		Power Frequency	Impulse Withstand						
		kV rms	kV Peak						
36VCPW-ND25	3.6	10	40	630, 1250	25	25	63	25	159
36VCPW-ND32	3.6	10	40	630, 1250	31.5	31.5	79	25	159
72VCPW-ND25	7.2	20	60	630, 1250	25	25	63	25	159
72VCPW-ND32	7.2	20	60	630, 1250	31.5	31.5	79	25	159

① Applicable ANSI Standards C37.04-1979, C37.09-1979, and C37.06-1987. Operating Duty Cycle CO-15 seconds-CO. Operating Time Values: Opening 30-45 ms, Closing 45-60 ms and reclosing 18 cycles (300 ms).

② Consult Application Data 32-265 for further information.

③ Optional interrupting time of 3 cycles is available.

④ Also 3-second short time current carrying capability.

⑤ Interrupting time is 3 cycles at 50/60 Hz.

Rated operating sequence O-3 min-CO-3 min-CO, in accordance with IEC-56.

## Typical Specification for Westinghouse Type VCPW-ND Medium Voltage Vacuum Circuit Breakers and Related Metal-Clad Switchgear

All circuit breakers and related switchgear shall conform to applicable [ANSI, IEEE, UL Listed] or [IEC] ① standards. All circuit breakers shall use vacuum interrupter technology, be manufactured in a Cutler-Hammer ISO 9002 factory, and be Cutler-Hammer Type VCPW-ND, rated as follows:

### Maximum Voltage:

ANSI 4.76 k  
IEC 3.6 - 7.2 kV

### Insulation Level:

Power Frequency - 19 kV rms  
Impulse Withstand - 60 kV peak

### Short Circuit Current:

ANSI - 29 kA (250MVA) ①  
IEC - [25 kA] or [31.5 kA] ①

### Close and Latch Capability:

ANSI - 97 kA peak①

### Short Circuit, Making Current:

IEC - [63 kA] or [79 kA] peak ①

### Interrupting Time:

[Five] or [Three] cycles ①

### Continuous Current:

ANSI - [1200A] ①  
IEC - [630A] or [1250A] ①

The vacuum circuit breakers shall be horizontal drawout type capable of being withdrawn on rails. The circuit breakers shall be operated by a motorcharged spring type stored energy mechanism, charged normally by an electric motor and in an emergency by a manual charging tool. The primary disconnecting contacts shall be self-aligning, silverplated copper. Each circuit breaker shall be of modular construction, containing front accessible mechanism with free and unobstructed access to control components for ease of inspection or maintenance. Each circuit breaker shall contain three vacuum interrupters separately mounted in a self-contained, self-aligning pole unit, which can be removed as complete assemblies. The vacuum interrupter pole unit primary phase to ground insulation system shall be glass polyester. A contact erosion indicator for each vacuum interrupter, which requires no special tools to indicate available contact life, shall be easily visible when the breaker

is removed from its compartment. The vacuum interrupter shall utilize copper chrome contact material. The current transfer from the vacuum interrupter moving stem to the breaker main conductor shall be a nonsliding/nonrolling design. The secondary contacts shall be silver-plated and shall automatically engage the breaker in the operating position, and also manually engage in test position.

Each circuit breaker compartment cell shall be equipped to house a removable breaker element. The levering device shall allow for the circuit breaker to be connected or disconnected with the door closed by use of a manual levering tool or optionally by an electrical levering mechanism. It will include all of the necessary interlocks to render the breaker mechanism mechanically and electrically trip free during the levering process. Extension rails shall be provided to allow withdrawal of the circuit breaker for inspection and maintenance without the need for lifting devices or portable platforms.

The stationary primary contacts shall be silver-plated and recessed within glass polyester insulating tubes. A grounded steel shutter shall automatically cover the stationary primary disconnecting contacts when the circuit breaker is in the test or disconnected position or out of the cell. Positive guidance rails shall be provided to automatically align the primary and secondary disconnects while inserting the circuit breaker into the switchgear.

All main bus supports between sections shall be [glass polyester] or [porcelain]①. All auxiliary compartments for potential transformers, control power transformers, and/or fuse drawers shall conform to a drawout 26" wide switchgear construction. Main bus supports, cable supports, and all standoff insulators shall be [glass polyester] or [porcelain]①.

The switchgear assembly shall consist of individual vertical sections housing various combinations of circuit breakers and auxiliaries, bolted to form a rigid metal-clad 26" wide switchgear assembly.

① *Note to Specification Writer: Select one of the available standards or ratings.*



QUOTE NUMBER: **1543233**

Quoted Date: 08/24/2021

Printed Date: 08/24/2021

**TO: YPSILANTI CHARTER TWP****ATTN: Michael Saranen**

YPSILANTI CHARTER TWP

7200 S HURON RIVER DRIVE

YPSILANTI, MI 48197

PHONE: (734) 484-3702 FAX: (734) 484-5754

**PO Number: breaker**

Sales Person: Jay Seaver

Item	Part Number	Description	Req. Qty	Avail. Qty	Delivery	Price	UM	Ext. Price
1	CH1A33587G02	CHL 1A33587G02 125VDC PWR MOD	1	0	12-14 WEEKS	\$50,900.000	E	\$50,900.00

**Grand Total: \$50,900.00**

(\*Note this quote has embedded specification links in it, click on the part number to view.)

Any change in BOM may result in a requote.

Please do not hesitate to call with any questions.

Best Regards,

Jay Seaver

Phone: (734) 229-9100

Fax: (734) 229-9101

Hello Michael,

Sorry it took me so long to get back to you. I can do two units for roughly 53k plu shipping. Please let me know if you would like an updated quote including that opt  
Thanks and have a great day.



**Jason Van Hecke**  
General Manager

p763.780.3234 | m: 763.360.9752  
a: 9300 Evergreen Blvd. Mpls, MN 55433  
jvanhecke@lselectric.com  
[www.lselectric.com](http://www.lselectric.com)

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**From:** Jason VanHecke <JVanHecke@lselectric.com>  
**Sent:** Thursday, September 9, 2021 8:37 AM  
**To:** Michael Saranen <msaranen@ytown.org>  
**Subject:** Re: Ford Lake Dam- Vacuum Circuit Breaker Question

I can check. I will get back to you shortly.

Sent from my Verizon, Samsung Galaxy smartphone  
Get [Outlook for Android](#)

---

**From:** Michael Saranen <msaranen@ytown.org>  
**Sent:** Thursday, September 9, 2021 8:34:06 AM  
**To:** Jason VanHecke <JVanHecke@lselectric.com>  
**Subject:** Re: Ford Lake Dam- Vacuum Circuit Breaker Question

I'm putting this together for the Board

I going to asked the question, would there be a discount if we order 2 or 3 breakers

**Michael Saranen**  
Operations Manager  
Charter Township of Ypsilanti  
7200 S. Huron River Dr.  
Ypsilanti, MI 48197

**Office: (734) 544-3748**  
**Fax: (734) 544-3626**

SAFETY IS JOB 1, It's a team effort

*Ford Lake Hydro, a piece of history helping with today's renewable energy needs.*



L & S Electric, Inc.  
Power Services Division  
9300 Evergreen Blvd. NW  
Coon Rapids, MN 55433

## QUOTATION

**TO:** CHARTER TOWNSHIP OF YPSILANTI  
7200 S. HURON RIVER DR.  
YPSILANTI, MI 48197

**QUOTE NUMBER:** QUO-36418-S0P3V

**REVISION:** 0

**DATE:** 09/08/2021

**LEAD TIME:** 8-10 weeks ARO

**ATTN:** Michael Saranen

**CUST NO:**

**PRICES:** Good for 30 Days

**SUBJECT:** Provide Replacement Eaton Circuit Breaker

**TERMS:** NET 30

**FREIGHT:** Pre-paid & Add

L & S Electric, Inc. (L&S) is pleased to quote the following. See below for details, notes, terms and conditions.

ITEM	DESCRIPTION	QTY	PRICE
1	New 1250A VCPW Breaker	1	\$28,705.00

### PRODUCT AND SERVICES DETAILS

Customer has requested a replacement circuit breaker for their facility.

New Eaton 72VCPW-ND32-1250

Style Number: 1A33587G02

### NOTES AND ASSUMPTIONS

- Pricing includes only the providing of the equipment listed.
- Pricing lists price each. Multiple units are available in needed.
- Pricing does not include an accessories that may be necessary for installation.
- Pricing does not include any applicable taxes.
- This proposal assumes all work to be performed during weekdays (M-F) and during pre-arranged dates.
- Pricing assumes site personnel will perform installation.
- Additional services, scope change, wait time, schedule changes, excessive design/engineering or installation errors may result in additional time for troubleshooting and resolution. Such services may be subject to additional charges per the rate schedule listed below.
- Energized work, exposure of energized parts, thermography, switching activities or any other work that could expose technician(s) to an arc hazard shall only be performed if a current arc-flash study is provided to ensure proper PPE requirements and safety precautions are taken. L&S personnel will determine if work can safely be completed through analysis of the arc flash study data and evaluation of equipment and environmental conditions.

### RATE SCHEDULE

- ST (0-8 hours, M-F 8AM-5PM): \$162.00/hour
- OT (beyond 8 hours M-F 5PM-8AM): \$243.00/hour
- PT (Saturday all-day): \$324.00/hour
- PT (Sundays & Holidays all-day): \$324.00/hour
- Per-Diem/Lodging: \$230.00/overnight



L & S Electric, Inc.  
Power Services Division  
9300 Evergreen Blvd. NW  
Coon Rapids, MN 55433

- Mileage: \$0.65/mile
- Material: Cost + 15%

Thank you for the opportunity to quote your requirements. If you have any questions or concerns, please feel free to contact us. L & S Electric, Inc's standard terms and conditions apply.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jason Van Hecke', is written over a horizontal line.

Jason Van Hecke  
L & S Electric, Inc.  
(763) 360-9752  
jvanhecke@lselectric.com





L & S Electric, Inc.  
Power Services Division  
9300 Evergreen Blvd. NW  
Coon Rapids, MN 55433

## TERMS AND CONDITIONS

**1. Agreement of Sale:** Any of the terms and provisions of Buyer's order which are inconsistent with the terms and provisions hereof, shall not be binding on the Seller and shall not be considered applicable to the sale or shipment of the materials mentioned and referred to herein. Unless Buyer shall notify Seller in writing to the contrary as soon as practicable after receipt of this acknowledgment by Buyer, acceptance of the Terms and Conditions hereof by Buyer shall be indicated and in the absence of such notification the sale and shipment by the Seller of the materials covered hereby shall be conclusively deemed to be subject to the Terms and Conditions hereof.

This writing is intended by the Seller and Buyer as a final and exclusive expression of this agreement and no course of dealing or usage of trade or course of performance shall be relevant to explain or supplement any term expressed in this agreement. No waiver or modification of any of the foregoing or following Terms and Conditions of sale shall be valid unless it is made in writing and signed by both parties. The failure of the Seller to enforce any right possessed under the foregoing or following Terms and Conditions of sale shall not constitute a waiver thereof or establish a custom.

**2. Prices:** Prices are those in effect at time of shipment. In the event of a published increase or reduction in prices by us, the new price will become effective immediately on the unshipped portion of the order unless otherwise stated at the time of the change. In no case, however, will a reduction in price be retroactive to shipments made prior to the date of the price change. Your order will be entered for production promptly upon acceptance by us and will not thereafter be subject to Cancellation nor to Deferment of Deliveries without our written consent, except upon terms which take into proper account the work already done and commitments made by us.

**3. Changes:** Seller shall have the right, without the prior approval of Buyer, to make changes in the product and to substitute equivalent equipment, accessories or material in the product where such changes or substitutions are deemed necessary by Seller to prevent delays in manufacture or delivery or to improve the performance, productibility, stability, control, utility, maintenance or appearance of the product provided that such changes or substitutions shall not adversely affect the price, time of delivery, or performance of the equipment nor significantly affect its design, weight or balance. The cost of such changes shall be borne by Seller.

Either party shall have the right to propose changes in the product to the other party prior to delivery provided that no such change shall be binding on either party until incorporated into a change order to this effect, executed by an authorized representative.

**4. Delivery and Freight:** Delivery shall be made via our truck when at all possible. In the case that the buyer is either out of our delivery territory or the Buyer requires the material prior to our delivery date, material will be shipped via the best common carrier, f.o.b. Wausau, Wisconsin. Risk of loss shall be on the Seller until time of delivery except when delivery is not made via our truck and in that event the Buyer shall be at risk from and after delivery to the carrier and Buyer assumes all responsibility for shortage, loss, delay, or damage in transit upon issuance to Seller by carrier of a clean bill of lading.

**5. Terms of Payment:** Except as may be set forth in a separate quote or other mutually agreed contract document, terms of payment are cash in full within thirty days of invoice date. All orders are subject to the approval of the Seller's Credit Department and the Seller may require full or partial payment in advance. Prorate payments shall become due as shipments are made. If Buyer fails to comply with terms of payment, or with any other terms of the sale, Seller reserves the right to cancel the unfilled portion of any contractor order but Buyer shall remain liable for all unpaid accounts and for any other damages due Seller as a result of Buyer's breach of these terms and conditions.

**6. Title:** The title to and right of possession of the products (or any part or portion thereof) furnished by the Seller shall remain in the Seller and the products shall remain personal property until paid for in full, and the Buyer shall do all acts necessary to perfect and maintain such right and title in the Seller.

**7. Taxes:** The Buyer shall reimburse the Seller for any sales, use, occupation, excise, or similar tax arising out of the sale upon receipt of the Seller's invoice for the amount of the tax. No tax charged in error may be deducted from an invoice without furnishing the Seller with a tax exemption certificate acceptable to the appropriate taxing authorities.

**8. Warranty:** Seller makes no warranty of merchantability or fitness for any particular purpose in respect to the product and there is no warranty express or implied except that the product shall be of the kind and quality described in the Specifications. If the product shall fail to fulfill this warranty within one (1) year of the date of the shipment, the Buyer shall notify the Seller immediately and the Seller will correct the defect by repair or replacement of the defective part, f.o.b. the Seller's factory, when the product has been properly used for the purpose for which sold.

This remedy of replacement or repair is in lieu of all other remedies, and no claim other than a demand for repair or replacement shall be made by the Buyer. Seller shall not be liable for any claims for labor or consequential damages, and the Buyer shall indemnify and protect the Seller against all loss or damage (other than the cost of replacement or repair as aforesaid) resulting from, or arising out of or in connection with the testing, use, operation, replacement or repair of any product or part. Continued use or possession of the product after the expiration of the warranty periods as specified above shall be conclusive evidence that the warranty is fulfilled to the full satisfaction of the Buyer, who agrees thereafter to make no further claim on the Seller.

**9. Return of Goods:** No product or part shall be returned to the Seller without written authorization and shipping instructions first obtained from the Seller.

**10. Performance:** Neither Party shall be considered to be in default or in breach of its obligation under any Purchase Order due to any act of God or nature, act of civil or military authority, embargo or other governmental act, regulation, or request, fire, flood, epidemic, pandemic, accident, strike, slowdown, or other labor difficulty, war, riot, or any other delay beyond such party's control that affects the other party's ability to receive or use the product(s) or service(s). In the event of such delay, the date of delivery shall be extended for a period equal to the time lost because of the delay. No term or condition of any Purchase Order will nullify or modify this provision.

**11. Cancellation:** No order may be cancelled by the buyer except upon written notice to the Seller and upon payment to the Seller of all costs incurred by the Seller and arising out of or in connection with the order, determined on a basis consistently observed by the Seller and in, accordance with sound accounting principles. In addition to all such costs, the Buyer shall pay to the Seller as fixed, agreed and liquidated damages a sum equal to ten percent of such costs because the Seller's actual damages in such case will be impossible to determine.

**12. Penalty Clauses:** Contracts or quotations showing penalty clause or liquidated damages for failure to meet shipment are not acceptable unless specifically approved in writing by an officer of the Company.

**13. Successors and Assigns:** These Terms and Conditions shall inure to the benefit of and be binding upon the successors and permitted assigns of the parties, but shall not be assigned in whole or in part by either party without the prior written consent of the other.

**14. Governing Law:** All terms and conditions shall be governed by and construed according to the laws of the State of Wisconsin.



No Image Available  
Please contact us for  
more info about  
this product

Eaton

72VCPW-ND32-1250 240VAC M&CL 48VDC TRIP

- Part Number: 1A33587G05
- UPC: 00786685509884
- Vendor Item #: 1A33587G05
- AES Item Number: 1A33587G05^C-H

\$82399<sup>98</sup> / ea

Not In Stock @ Mfr

## Product Overview

72VCPW-ND32-1250 240VAC M&CL 48VDC TRIP

## Specifications

### Details

Attribute:	Special Order,	Electrical Category:	Fuses Relays And Circuit Breakers
Electrical Subcategory:	Circuit Protection Devices And Accessories	Electrical Subtype:	Vacuum Interruptor
Brand Name:	Eaton	Brochure:	<a href="#">Manufacturer Brochure</a>
Country Of Origin:	US	RoHS Compliance:	Contact Manufacturer
UNSPSC:	39121639	Manufactured By:	Eaton

*Supervisor*  
BRENDA L. STUMBO  
*Clerk*  
HEATHER JARRELL ROE  
*Treasurer*  
STAN ELDRIDGE  
*Trustees*  
JOHN NEWMAN  
GLORIA PETERSON  
DEBBIE SWANSON  
JIMMIE WILSON JR.



*Charter Township of Ypsilanti*

**Recreation Department/  
Community Center**

2025 East Clark Road  
Ypsilanti, MI 48198  
Phone: (734) 544-3807  
Fax: (734) 544-3888  
50 & Beyond: (734) 544-3838  
ytown.org

## Memorandum

**TO:** Ypsilanti Township Board of Trustees

**CC:** Lisa Stanfield, Deputy Clerk; Mike Hoffmeister, Residential Services Manager; Doug Winters, Township Attorney

**FROM:** Angie Verges, Recreation Services Manager 

**DATE:** September 15, 2021

**RE:** Board Agenda Item: Contract Renewal with Washtenaw Community College

The Recreation Department continues to collaborate with Washtenaw Community College (WCC) to offer ESL and GED classes at the Ypsilanti Township Community Center. There are no changes from the previous contract to the proposed one for 2021-2022.

Attached is the contract from WCC to continue offering classes at our facility for the 2021-2022 school year. Attorney Winters has reviewed this contract.

WCC's liability insurance certificate, listing Ypsilanti Township as "additional insured" has been revised as requested by Attorney Winters.

Please place this item on the September 21, 2021 Township Board meeting agenda for review/approval. Supervisor Brenda Stumbo will be available to address questions in my absence.



## **WASHTENAW COMMUNITY COLLEGE & YPSILANTI TOWNSHIP COMMUNITY CENTER AGREEMENT FOR EXTENSION CENTER OFFERINGS**

This agreement is made by and between **Washtenaw Community College**, hereinafter called the **College** and the Charter Township of Ypsilanti Community Center, Ypsilanti, Michigan hereinafter called the **Center**.

The College and the Center desire to be partners in providing Adult Education ESL instructional program classes funded by the 2021-2022 Section 107, MI-State School Aid Act to the residents of the College service area, in particular, Ypsilanti Township, thereby giving added dimension to the programs and services already available to the people of the community, with input from the Center staff and other community leaders. The Center desires to make this program available to the people of the College service area and Ypsilanti Township area by providing facilities and support for said adult education ESL instructional programs; therefore, it is deemed advisable to establish certain rules, regulations, and financial determinations so that the respective roles of the College and the Center can be delineated for the accomplishment of these purposes.

Therefore, be it mutually agreed in considerations of the promises to each other as follows:

### The College agrees:

- To adhere to safety protocols and procedures implemented by the Center to minimize spread of COVID-19.
- To provide all instructional personnel and direct administrative services necessary for conducting quality adult education ESL instructional program classes.
- To provide classroom and technical equipment necessary to conduct classes.
- To promote enrollment for the adult education ESL instructional program classes by providing appropriate publicity through local media and other means.
- To schedule the adult education ESL instructional program classes at those times, days and evenings, in compliance to a mutually agreed upon calendar. A calendar of orientation, PD, and class dates and times must be arranged through the Center's Director prior to the start of each new program session.
- To make adequate prior arrangements and communications for class time and date changes due to unforeseen circumstances.
- To follow reasonable practices relating to the proper use and care of the Center properties and facilities.
- To conclude all classes no later than 8:00 p.m.
- To adhere to the current applicable Center's Rules and Regulations as stated in the following:
  - o The Community Center is a smoke free, alcohol free, and drug free facility.

- o The use of open flames, such as lighted candles, are strictly prohibited.
- o Any form of gambling or game of chance, unless expressively permitted by law and subject to the approval and issuance of special permits is prohibited on the premises.
- o A Building Attendant and/or Custodian will be on duty during all hours of building operation and groups must guarantee responsiveness to the directives of all department staff. Accidents and damage, no matter how trivial must be reported to Department staff immediately.
- o Property of the Community Center shall not be removed from the facility at any time.
- o Groups shall not use, remove or disturb any supplies, bulletin boards or any other items in the Community Center. Some items may be moved or placed out of sight with advanced Department approval and must be returned to the original location at completion of use.
- o Groups shall be restricted to the room(s) assigned, except for use of restrooms and common areas. Use of facilities outside the building is restricted to the parking facilities unless granted prior Department approval.
- o Placement of posters, banners, decorations, etc. may be permitted upon prior Department approval.
- o The Community Center is not responsible for equipment or supplies brought in by groups, but will work collaboratively with the College to ensure safety and security of the rented space.
- o The Charter Township of Ypsilanti assumes no responsibility, financial or otherwise, for accidents or injuries sustained by individual or groups of individuals while using the facilities.
- o The Charter Township of Ypsilanti assumes no responsibility for damage or theft of personal items.
- o The Township & organization using township buildings shall refrain from using Styrofoam products for use in Township Building (Charter Township of Ypsilanti Resolution 89-16)

The Center agrees:

- To implement the State recommended safety protocols and guidelines to minimize the exposure and spread of COVID-19.
- To provide a designated classroom at the Center (Room 103) for exclusive use of adult education services and classes, Monday-Friday. On Monday, Tuesday, and Wednesday evenings starting in the fall 2020 semester, the Township will also provide use of (Room 301) for adult education services and classes.
- The College and the Township will mutually agree to a program calendar for the delivery of educational services and classes.
- To allow persons to register for adult education ESL instructional program classes in accordance with the College's non-discrimination, Open Door Policy.
- To provide an on-site employee for the purpose of opening and closing the buildings and classrooms where adult education instructional program classes are conducted.



- To provide custodial and maintenance services for the facilities and grounds used by the adult education instructional program classes.
- To make classrooms physically accessible to the students and to see that the classrooms are kept open for adult education instructional program classes in a timely manner.
- To provide security and safety arrangements for the adult education instructional program classes faculty and students similar to those provided to the employees and participants of the Center.
- In addition to the mutually agreed upon calendar that recognizes the Center's furloughs and planned closures, on certain school days, the Center may be closed due to inclement weather. On these days, adult education instructional program classes may not meet.

#### General Provisions:

- For the duration of this contract, this agreement covers the exclusive use of (Room 103) and the use of (Room 301) Monday, Tuesday & Wednesday evenings from 5-8 pm. Orientation, entry assessment, advising, counseling sessions, and staff professional development will generally be conducted between 9:00am-8:00pm, Monday-Friday based upon the mutually agreed calendar. In light of conditions created by the COVID-19 pandemic, the College may have to resort to remote and/or virtual program operations and delivery. In this case, the Township will continue the commitment to holding and maintaining the designated rooms for the adult education program noted in this agreement.
- It shall be the individual responsibility of each of the parties to carry and maintain its own insurance of public liability and property damage.
- The Center and the College further agree to negotiate any changes that may be deemed necessary as a result of changed circumstances and to amend the contract through mutual agreement at any time during the said contract period.
- The Center and the College agree to be bound by the provisions of this operating agreement for the period July 1, 2021 through June 30, 2022 for the total sum of \$16,000.00 derived from the 2021-2022 Section 107, MI-State School Aid Act. The total rent sum covers the cost of providing Adult Educations services and will be paid in four equal installments of \$4000 by October 29, 2021, January 10, 2022, March 14, 2022 & June 3, 2022. The check will be made payable to the Charter Township of Ypsilanti.

Responsible College Administrator Bonnie Truhn, Adult Transitions Pathways Director

College Area/Office \_\_\_\_\_ Adult Basic Education FOAPAL: 24452-44450-7507-440-FC261.

---

William L. Johnson  
WCC EVP & CFO

---

Date

---

Township Supervisor/Designee  
Charter Township of Ypsilanti

---

Date





# CERTIFICATE OF LIABILITY INSURANCE

Page 1 of 1

DATE (MM/DD/YYYY)  
07/02/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Willis Towers Watson Midwest, Inc. c/o 26 Century Blvd P.O. Box 305191 Nashville, TN 372305191 USA	<b>CONTACT NAME:</b> Willis Towers Watson Certificate Center		
	<b>PHONE (A/C, No, Ext):</b> 1-877-945-7378	<b>FAX (A/C, No):</b> 1-888-467-2378	
	<b>E-MAIL ADDRESS:</b> certificates@willis.com		
<b>INSURED</b> Washtenaw Community College 4800 E Huron River Dr Ann Arbor, MI 48105	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	<b>INSURER A:</b> Travelers Indemnity Company of America		25666
	<b>INSURER B:</b>		
	<b>INSURER C:</b>		
	<b>INSURER D:</b>		
	<b>INSURER E:</b>		
		<b>INSURER F:</b>	

**COVERAGES**

CERTIFICATE NUMBER: W21574719

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b>	Y		Y-630-2930B693-TIL-21	07/01/2021	07/01/2022	EACH OCCURRENCE	\$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
							MED EXP (Any one person)	\$ 10,000
							PERSONAL & ADV INJURY	\$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	\$ 8,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG	\$ 2,000,000
	OTHER:							\$
	<b>AUTOMOBILE LIABILITY</b>						COMBINED SINGLE LIMIT (Ea accident)	\$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	\$
	<input type="checkbox"/> OWNED AUTOS ONLY	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident)	\$
	<input type="checkbox"/> HIRED AUTOS ONLY	<input type="checkbox"/> NON-OWNED AUTOS ONLY					PROPERTY DAMAGE (Per accident)	\$
								\$
	<b>UMBRELLA LIAB</b>						EACH OCCURRENCE	\$
	<b>EXCESS LIAB</b>	<input type="checkbox"/> OCCUR					AGGREGATE	\$
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$	<input type="checkbox"/> CLAIMS-MADE						\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>						PER STATUTE	OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y/N					E.L. EACH ACCIDENT	\$
	If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The Charter Township of Ypsilanti and its past, present, and future elected officials, trustees, appointed commissions and boards, agents and employees are included as Additional Insureds as respects to General Liability.

**CERTIFICATE HOLDER****CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Charles T. Draper*

Ypsilanti Township  
7200 S. Huron Drive  
Ypsilanti, MI 48197

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*Supervisor*  
BRENDA L. STUMBO  
*Clerk*  
HEATHER JARRELL ROE  
*Treasurer*  
STAN ELDRIDGE  
*Trustees*  
JOHN NEWMAN  
GLORIA PETERSON  
DEBBIE SWANSON  
JIMMIE WILSON JR.




*Charter Township of Ypsilanti*

**Recreation Department/  
Community Center**

2025 East Clark Road  
Ypsilanti, MI 48198  
Phone: (734) 544-3807  
Fax: (734) 544-3888  
50 & Beyond: (734) 544-3838  
ytown.org

## Memorandum

**To:** Ypsilanti Township Board of Trustees

**From:** Angie Verges, Recreation Services Manager 

**CC:** Mike Hoffmeister, Residential Services Manager; Lisa Stanfield, Deputy Clerk; Attorney Doug Winters

**Date:** September 15, 2021

**Subject:** Board Agenda Item: Approval of the Washtenaw County Senior Nutrition Contract for **2021-2022**

The Recreation Department is requesting approval of the 2021-2022 Senior Nutrition Contract Amendment. The Senior Nutrition program only met a portion of the year in 2020 due to COVID-19. This year the County is submitting an *Amendment* rather than a full contract.

The County indicated that we need to have a signed agreement in place by October 1, 2021 in order to begin our Nutrition program on October 5.

This contract is pending review by Attorney Winters and is attached for your review.

Please place this item on the September 21, 2021 Township Board meeting agenda for review/approval. Supervisor Brenda Stumbo will be available to address any questions in my absence at the Board meeting.



OFFICE OF COMMUNITY &  
ECONOMIC DEVELOPMENT

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415 W. Michigan Avenue  
Ypsilanti, MI 48197

734.544.6748 (P)  
734.544.6749 (F)

[www.washtenaw.org/oced](http://www.washtenaw.org/oced)  
[twitter@WashtenawOCED](https://twitter.com/WashtenawOCED)

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

September 9, 2021

CONTRACT #53019.1

Brenda Stumbo, Supervisor,  
Charter Township of Ypsilanti  
2025 E. Clark  
Ypsilanti, MI 48198

Dear Brenda,

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

Accordingly, I hereby amend the Subaward Contract between Washtenaw County, Office of Community & Economic Development and ***Charter Township of Ypsilanti change to CR # 53019*** as follows:

Amend ARTICLE II - COMPENSATION

The County will pay the Contractor an amount not to exceed \$ 13,375, (thirteen thousand, three hundred seventy-five dollars) annually.

Congregate Meals Limit	\$12,375 (5,500 meals @ \$2.25 per meal)
Supplies Limit	\$1,000

Amend ARTICLE IV – TERM to extend the contract as follows:

"This contract shall be in full force and effect for the term of one (1) year commencing October 1, 2021 terminating on September 30, 2022"

All other terms and conditions remain the same as in the original contract, subsequent amendments and any applicable RFP/RFQ.

ATTEST:

WASHTENAW COUNTY

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

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

APPROVED FOR CONTENT:

ACCEPTED BY:

\_\_\_\_\_  
Teresa Gillotti, Director (DATE)  
Office of Community & Economic Development

\_\_\_\_\_  
Brenda Stumbo, Supervisor (DATE)

Original: Clerk  
Contractor  
cc: Department  
Purchasing

\_\_\_\_\_  
Heather Jarrell Roe, Ypsilanti Township (DATE)

Contract # 53019**SERVICE CONTRACT - FEDERAL FUNDED**

AGREEMENT is made this 1st day of October, 2020, by the COUNTY OF WASHTENAW, a municipal corporation, with offices located in the County Administration Building, 220 North Main Street, Ann Arbor, Michigan 48107 ("County") and **Charter Township of Ypsilanti** located at 2025 E. Clark, Ypsilanti, MI 48198 ("Contractor").

Federal Awarding Agency	Administration on Aging, Office of Services to the Aging
Federal / State Contract Number	14-9052-01
Federal Program Title	"Special Programs for the Aging Title III, Part Nutrition Services"
CFDA Number	93.045
Federal Funding %	100%

In consideration of the promises below, the parties mutually agree as follows:

**ARTICLE I - SCOPE OF SERVICES**

The Contractor will be responsible for administering the congregate and/or home delivered meals programs for qualifying Washtenaw County residents in accordance with local, state, and federal requirements as outlined:

- Attachment A
- AAA1-B Request for Proposals and Operating Standards Manual FY 2020-2022.
- Senior Nutrition Program Policies & Procedures Manual
- Washtenaw County Staff & Volunteer Handbook

**ARTICLE II - COMPENSATION**

The County will pay the Contractor an amount contract amount not to exceed \$12,750 (Twelve Thousand Seven Hundred Fifty Dollars).

- 5,000 Congregate Meals @ \$2.25 not to exceed \$11,250
- Supply Reimbursement not to exceed \$1,500

The County agrees to make payments in monthly installments in accordance with the process and timeline in Attachment B, unless otherwise approved in writing by the parties. If at the end of the term of this Agreement there are unexpended portions of the contract amount, the unexpended funds will be retained by the County for reallocation to other purposes.

The County will pay the Contractor an amount not to The County agrees to make payments in quarterly installments in accordance with the budget and timeline in Attachment B, unless otherwise approved in writing by the parties. If at the end of the term of this Agreement there are unexpended portions of the contract amount, the unexpended funds will be retained by the County for reallocation to other purposes.

No funds shall be disbursed under this Agreement by the Contractor or any other subcontractor except under a written contract and unless the subcontractor is in compliance with all County and Federal requirements regarding fiscal matters and civil rights to the extent these requirements are applicable. The Contractor shall provide the County with copies of the contracts with subcontractors.

Contract # 53019

### ARTICLE III - REPORTING OF CONTRACTOR

Section 1 - The Contractor is to report to the OCED Human Services Manager and will cooperate and confer with him/her as necessary to insure satisfactory work progress.

Section 2 - All reports, estimates, memoranda and documents submitted by the Contractor must be dated and bear the Contractor's name.

Section 3 - All reports made in connection with these services are subject to review and final approval by the County Administrator.

Section 4 - The County may review and inspect the Contractor's activities during the term of this contract.

Section 5 - When applicable, the Contractor will submit a final, written report to the County Administrator.

Section 6 - After reasonable notice to the Contractor, the County may review any of the Contractor's internal records, reports, or insurance policies. Documentation shall include payments for purchases, vouchers and other official documentation that show in proper detail the nature and propriety of such expenditures. All documents must be clearly identifiable and readily accessible. Where any expenditure is allocable only in part to services under this Agreement, the Contractor shall maintain and make available on request sufficient documentation to demonstrate the reasonableness of the allocation.

The Contractor agrees to securely maintain its records for a period of five (5) years after the final disbursement to the Contractor. The Contractor shall permit the County to examine these records upon giving reasonable notice to the Contractor. The County may, at a reasonable time after giving reasonable notice, cause an audit of the records of the Contractor.

### ARTICLE IV - TERM

This contract begins on the date of this agreement and ends on September 30, 2021 *with an option to extend for two (2) additional one (1) year periods.*

### ARTICLE V - PERSONNEL

Section 1 - The contractor will provide the required services and will not subcontract or assign the services without the County's written approval.

Section 2 - The Contractor will not hire any County employee for any of the required services without the County's written approval.

Section 3 - The parties agree that all work done under this contract shall be completed in the United States and that none of the work will be partially or fully completed by either an offshore subcontractor or offshore business interest either owned or affiliated with the contractor. For purposes of this contract, the term, "offshore" refers to any area outside the contiguous United States, Alaska or Hawaii.



#### ARTICLE VI-INDEPENDENT CONTRACTOR

Contractor and the County shall, at all times, be deemed to be independent contractors and nothing herein shall be construed to create or imply that there exists between the parties a partnership, joint venture or other business organization. Contractor shall hold no authority, express or implied, to commit, obligate or make representations on behalf of the County and shall make no representation to others to the contrary.

Nothing herein is intended nor shall be construed for any purpose as creating the relationship of employer and employee or agent and principal between the parties. Except as otherwise specified in this contract, Contractor retains the sole right and obligation to direct, control or supervise the details and means by which the services under this contract are provided.

Contractor shall not be eligible for, or participate in, any insurance, pension, workers' compensation insurance, profit sharing or other plans established for the benefit of the County's employees. Contractor shall be solely responsible for payment of all taxes arising out of the Contractor's activities in connection with this Agreement, including, without limitation, federal and state income taxes, social security taxes, unemployment insurance taxes and any other tax or business license fees as required. The County shall not be responsible for withholding any income or employment taxes whatsoever on behalf of the Contractor.

#### ARTICLE VII - INDEMNIFICATION AGREEMENT

The contractor will protect, defend and indemnify Washtenaw County, its officers, agents, servants, volunteers and employees from any and all liabilities, claims, liens, fines, demands and costs, including legal fees, of whatsoever kind and nature which may result in injury or death to any persons, including the Contractor's own employees, and for loss or damage to any property, including property owned or in the care, custody or control of Washtenaw County in connection with or in any way incident to or arising out of the occupancy, use, service, operations, performance or non-performance of work in connection with this contract resulting in whole or in part from negligent acts or omissions of contractor, any sub-contractor, or any employee, agent or representative of the contractor or any sub-contractor. Nothing herein shall be construed to waive, limit or restrict any governmental immunity defense available to the contractor, Ypsilanti Township.

#### ARTICLE VIII - INSURANCE REQUIREMENTS

The Contractor will maintain at its own expense during the term of this Contract, the following insurance:

1. Workers' Compensation Insurance with Michigan statutory limits and Employers Liability Insurance with a minimum limit of \$100,000 each accident for any employee.
2. Commercial General Liability Insurance with a combined single limit of \$1,000,000 each occurrence for bodily injury and property damage. The County and the Area Agency on Aging 1-B shall be added as "additional insured" on general liability policy with respect to the services provided under this contract.
3. Automobile Liability Insurance covering all owned, hired and nonowned vehicles with Personal Protection Insurance and Property Protection Insurance to comply with the provisions of the Michigan No Fault Insurance Law, including residual liability insurance with a minimum combined single limit of \$1,000,000 each accident for bodily injury and property damage. For transportation services contracts, the County shall be added as additional insured on automobile liability policy with respect to the services provided under this contract.

Contract # 53019

4. Fidelity Bonding covering employee theft from employer.
5. Third Party Fidelity (Crime Bond) with a minimum of \$50,000, covering employee theft from participant.

Insurance companies, named insureds and policy forms may be subject to the approval of the Washtenaw County Administrator, if requested by the County Administrator. Such approval shall not be unreasonably withheld. Insurance policies shall not contain endorsements or policy conditions which reduce coverage provided to Washtenaw County. Contractor shall be responsible to Washtenaw County or insurance companies insuring Washtenaw County for all costs resulting from both financially unsound insurance companies selected by Contractor and their inadequate insurance coverage. Contractor shall furnish the Washtenaw County Administrator with satisfactory certificates of insurance or a certified copy of the policy, if requested by the County Administrator.

No payments will be made to the Contractor until the current certificates of insurance have been received and approved by the Administrator. If the insurance as evidenced by the certificates furnished by the Contractor expires or is canceled during the term of the contract, services and related payments will be suspended. Contractor shall furnish certification of insurance evidencing such coverage and endorsements at least ten (10) working days prior to commencement of services under this contract. Certificates shall be addressed to the Washtenaw County c/o: Office of Community and Economic Development & **Contract # 53019**, 415 W. Michigan Ave, Suite 2200, Ypsilanti MI. 48197, and shall provide for written notice to the Certificate holder of cancellation of coverage.

#### ARTICLE IX - COMPLIANCE WITH LAWS AND REGULATIONS

The Contractor will comply with all federal, state and local regulations, including but not limited to all applicable OSHA/MIOSHA requirements and the Americans with Disabilities Act.

#### ARTICLE X - INTEREST OF CONTRACTOR AND COUNTY

The Contractor promises that it has no interest which would conflict with the performance of services required by this contract. The Contractor also promises that, in the performance of this contract, no officer, agent, employee of the County of Washtenaw, or member of its governing bodies, may participate in any decision relating to this contract which affects his/her personal interest or the interest of any corporation, partnership or association in which he/she is directly or indirectly interested or has any personal or pecuniary interest. However, this paragraph does not apply if there has been compliance with the provisions of Section 3 of Act No. 317 of the Public Acts of 1968 and/or Section 30 of Act No. 156 of Public Acts of 1851, as amended by Act No. 51 of the Public Acts of 1978, whichever is applicable.

#### ARTICLE XI - CONTINGENT FEES

The Contractor promises that it has not employed or retained any company or person, other than bona fide employees working solely for the Contractor, to solicit or secure this contract, and that it has not paid or agreed to pay any company or person, other than bona fide employees working solely for the Contractor, any fee, commission, percentage, brokerage fee, gifts or any other consideration contingent upon or resulting from the award or making of this contract. For breach of this promise, the County may cancel this contract without liability or, at its discretion, deduct the full amount of the fee, commission, percentage, brokerage fee, gift or contingent fee from the compensation due the Contractor.

Contract # 53019

#### ARTICLE XII – DEBARMENT AND SUSPENSION

By signing this Contract, Contractor assures the County that it will comply with Federal Regulation 45 CFR Part 76 and certifies that to the best of its knowledge and belief the Contractor and any subcontractors retained by Contractor:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal department or contractor;
2. Have not within a three-year period preceding this Contract been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;
3. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state or local) with commission of any of the offenses enumerated in section 2, and ;
4. Have not within a three-year period preceding this Contract had one or more public transactions (federal, state or local) terminated for cause or default.

#### ARTICLE XIII – LOBBYING

By signing this contract, Contractor assures the County that it will comply with Section 1352, Title 31 of the U.S. Code (pertaining to not using federal monies to influence federal contracting and financial transactions). The Contractor assures the County that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the Contractor, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the Contractor shall complete and submit Standard Form - LLL, Disclosure of Lobbying Activities," in accordance with its instructions;
3. This language shall be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

#### ARTICLE XIV - DRUG-FREE WORKPLACE

##### Grantees Other Than Individuals



Contract # 53019

- A. As required by the Drug-Free Workplace Act of 1988, the Contractor assures the County that it will or will continue to provide a drug-free workplace by:
- a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
  - b) Establishing an on-going drug-free awareness program to inform employees about—
    - 1) The dangers of drug abuse in the workplace;
    - 2) The grantee's policy of maintaining a drug-free workplace;
    - 3) Any available drug counseling, rehabilitation, and employee assistance programs; and
    - 4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
  - c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
  - d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will—
    - 1) Abide by the terms of the statement; and
    - 2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
  - e) Notifying the County, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to the County;
  - f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted—
    - 1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
    - 2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
  - g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

#### Grantees Who Are Individuals

As required by the Drug-Free Workplace Act of 1988:

- A. As a condition of the grant, the Contractor assures the County that it will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and
- B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, the Contractor agrees to report the conviction, in writing, within 10 calendar days of the conviction, to the County.

#### ARTICLE XV - FEDERAL PROCUREMENT STANDARDS

The Contractor assures the County that it will follow federal procurement standards as described in the Code of Federal Regulations section 2 CFR Part 215.4 when procuring goods or services with federal funds to insure that procurement decisions are made ethically and with free and open competition among those providing the goods or services.

#### ARTICLE XVI - EQUAL EMPLOYMENT OPPORTUNITY

Contract # 53019

The Contractor will not discriminate against any employee or applicant for employment because of race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital status, veteran status, religion and political belief (except as it relates to a bona fide occupational qualification reasonably necessary to the normal operation of the business).

The Contractor will take affirmative action to eliminate discrimination based on sex, race, or a handicap in the hiring of applicant and the treatment of employees. Affirmative action will include, but not be limited to: Employment; upgrading, demotion or transfer; recruitment advertisement; layoff or termination; rates of pay or other forms of compensation; selection for training, including apprenticeship.

The Contractor agrees to post notices containing this policy against discrimination in conspicuous places available to applicants for employment and employees. All solicitations or advertisements for employees, placed by or on the behalf of the Contractor, will state that all qualified applicants will receive consideration for employment without regard to race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital status, veteran status, religion and political belief.

#### ARTICLE XVII - LIVING WAGE

The parties understand that the County has enacted a Living Wage Ordinance that requires covered vendors who execute a service or professional service contract with the County to pay their employees under that contract, a minimum of either \$13.91 per hour with benefits or \$ 15.51 per hour without benefits. Contractor agrees to comply with this Ordinance in paying its employees. Contractor understands and agrees that an adjustment of the living wage amounts, based upon the Health and Human Services poverty guidelines, will be made on or before April 30, 2021 and annually thereafter which amount shall be automatically incorporated into this contract. County agrees to give Contractor thirty (30) days written notice of such change. Contractor agrees to post a notice containing the County's Living Wage requirements at a location at its place of business accessed by its employees.

#### ARTICLE XVIII - EQUAL ACCESS

The Contractor shall provide the services set forth in Article I without discrimination on the basis of race, color, religion, national origin, sex, sexual orientation, marital status, physical handicap, or age.

#### ARTICLE XIX - OWNERSHIP OF DOCUMENTS AND PUBLICATION

All documents developed as a result of this contract will be freely available to the public. None may be copyrighted by the Contractor. During the performance of the services, the Contractor will be responsible for any loss of or damage to the documents while they are in its possession and must restore the loss or damage at its expense. Any use of the information and results of this contract by the Contractor must reference the project sponsorship by the County. Any publication of the information or results must be co-authored by the County.

#### ARTICLE XX - ASSIGNS AND SUCCESSORS

This contract is binding on the County and the Contractor, their successors and assigns. Neither the County nor the Contractor will assign or transfer its interest in this contract without the written consent of the other.

#### ARTICLE XXI - TERMINATION OF CONTRACT

Contract # 53019

Section 1 - Termination without cause. Either party may terminate the contract by giving thirty (30) days written notice to the other party.

Section 2 - In the event of any breach or default by the County or the Contractor of the terms and conditions of this Agreement, the party not in default will give written notice to the party in default specifying the acts and/or omissions constituting the alleged default or breach; if within fifteen (15) working days after issuance of such notice, the party in default has failed to cure such default, then in that event, the party not in default may terminate this Agreement and exercise such other rights as are provided herein and by law for breach of contract; provided, however, that if the alleged default can be cured by the performance of work or repairs or by some act, the performance of which requires a period of time, such default will be determined to have been cured if, within the above-referenced fifteen (15) working days, the party allegedly in default has begun to cure the default and continues until such default is cured within a reasonable time.

#### ARTICLE XXII - PAYROLL TAXES

The Contractor is responsible for all applicable state and federal social security benefits and unemployment taxes and agrees to indemnify and protect the County against such liability.

#### ARTICLE XXIII- PRACTICE AND ETHICS

The parties will conform to the code of ethics of their respective national professional associations.

#### ARTICLE XXIV- CHANGES IN SCOPE OR SCHEDULE OF SERVICES

Changes mutually agreed upon by the County and the Contractor, will be incorporated into this contract by written amendments signed by both parties.

#### ARTICLE XXV - CHOICE OF LAW AND FORUM

This contract is to be interpreted by the laws of Michigan. The parties agree that the proper forum for litigation arising out of this contract is in Washtenaw County, Michigan.

#### ARTICLE XXVI-FEDERALLY REQUIRED PROVISIONS

When applicable, the following provisions shall apply to contracts funded in whole, or in part, by federal award monies:

For "federally assisted construction contracts" as defined by 41 CFR Part 60-1.3, Contractor must comply with the equal opportunity clause provided under 41 CFR 60—1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity (30 FR 12319, 12935, 3 CFR Part, 1964—1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

For all prime construction contracts exceeding \$2,000.00 awarded by non-Federal entities, Contractor shall comply with the Davis-Bacon Act (40 U.S.C. 3141—3144, and 3146—3148), as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). Contractor must pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the

Contract # 53019

Secretary of Labor. In addition, Contractor must be paid wages not less than once a week. The parties agree that the County will report all suspected or reported violations of this provision to the Federal awarding agency.

In addition, Contractor must also comply with the Copeland "Anti-Kickback Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Bidding or Public Work Financed in Whole or in Part by Loans or Grants from the United States") which prohibits Contractor or Subrecipient from inducing, by any means, any person employed in the construction, completion or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. County shall report all suspected or reported violations to the Federal awarding agency.

If this contract exceeds \$100,000.00 and involves the employment of mechanics or laborers, Contractor shall comply with U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). To that extent, Contractor must compute the wages of each mechanic and laborer on the basis of a standard forty (40) hour work week with hours exceeding this standard to be paid at one and one half the standard hourly rate. In addition, Contractor agrees that no mechanic or laborer shall be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous.

If the Federal award funding this Agreement meets the definition of "funding agreement" under 37 CFR, Sec. 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental or research work under that funding agreement, the recipient or subrecipient must comply with 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

If this Agreement and/or subgrant exceeds \$150,000.00, Contractor shall comply with all applicable standards, orders and/or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). The parties agree that the County shall report all violations of these Acts to the Federal awarding agency and the Regional Office of the Environmental Protection Agency ("EPA").

Contractor agrees to comply with all mandatory standards and policies relating to energy efficiency which are contained in the State of Michigan's energy conservation plan issued in compliance with the Energy Policy and Conservation Act. (42 U.S.C. 6201).

Contractor agrees to comply with the provisions of the Byrd Anti-Lobbying Amendment (31 U.S.C. Section 1352), which prohibits the use of federal funds by the Contractor or subcontractor of a Federal contract, grant, loan or cooperative agreement to pay any person to influence or attempt to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress or an employee of a member of Congress in connection with the federal funds awarded under this Agreement.

The parties agree that County and Contractor shall comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include, for those items where the purchase price exceeds \$10,000.00 or the value of the quantity acquired by the preceding fiscal year exceeded \$10,000.00, procuring only items designated in guidelines of the EPA at 40 CFR, Part 247, that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program to procuring recovered materials identified in the EPA guidelines.

#### ARTICLE XXVII - EXTENT OF CONTRACT

Contract # 53019

This contract represents the entire agreement between the parties and supersedes all prior representations, negotiations or agreements whether written or oral.

ATTESTED TO:

By: DocuSigned by: Lawrence Kestenbaum 3/11/2021  
Lawrence Kestenbaum (DATE)  
County Clerk/Register

WASHTENAW COUNTY

DocuSigned by: Gregory Dill 3/11/2021  
Gregory Dill (DATE)  
County Administrator

APPROVED AS TO CONTENT:

By: DocuSigned by: Teresa Gillotti 2/26/2021  
Teresa Gillotti (DATE)  
Director, Office of Community  
And Economic Development

CONTRACTOR

DocuSigned by: Brenda Stumbo 3/15/2021  
Brenda Stumbo (DATE)  
Supervisor

APPROVED AS TO FORM:

By: DocuSigned by: Michelle K. Billard 3/11/2021  
Michelle K. Billard (DATE)  
Office of Corporation Counsel

CONTRACTOR

DocuSigned by: Heather Jarrell Roe 3/15/2021  
Heather Jarrell Roe (DATE)  
Ypsilanti Township Clerk

**Attachment A:**  
**Scope of Services**

**Congregate Meals Program**

**I. Participants**

**Eligibility Criteria**

The Senior Nutrition Program will serve individuals that meet the following criteria:

- a. The eligible person must be 60 years of age or older, or be the spouse or partner of a person 60 years of age or older.
- b. Individuals living with disabilities who have not attained 60 years of age but who reside in housing facilities occupied primarily by older adults at which congregate nutrition services are provided, may receive such services.
- c. Non-older adult individuals living with disabilities who reside in a non-institutional household may accompany an eligible older individual and may participate on the same basis as the elderly participants.

**Participant Registration and Recordkeeping**

Upon registration, the participant should be provided the Participant Welcome Packet developed by OCED. Each participant must complete a registration form for the program. This form is submitted to OCED as soon as possible for entry into the database. Participants must sign on the Daily Sign-in Sheet prior to receiving each meal. Daily Sign-in Sheets must be submitted to OCED each month.

**Participant Donations**

Individuals who meet the above criteria will be encouraged to donate \$3.00 per meal, although no one will be turned away for inability to pay.

Individuals not otherwise eligible may be served if meals are available, and they must pay \$5.50 and receive a receipt for their payment. Meals for these individuals may only be provided after all eligible participants have been served.

Donations must be counted and signed for by two people and kept in a locked container until deposited into a bank account. At the end of each month, sites must mail to OCED the original deposit receipts and documentation showing that each day's donations were counted and signed for by two individuals. Donations will be invested back into the Senior Nutrition Program by OCED. Donation Summary sheets and donation deposit receipts must be submitted to OCED each month.

**Referrals**

Each congregate nutrition provider shall be able to provide information about the nearest home delivered meals program and be prepared to make referrals for persons who may be eligible for a home delivered meals program.

OCED will connect each site to food assistance program information, as well as services that exist locally, including other AAA 1-B partners. Each site shall take steps to inform participants about local, state, and federal food assistance programs and provide information and referral to assist the individual with obtaining benefits. Sites will also refer participants to other services, as needed.

**Participant Complaints**

Sites will handle initial participant complaints. Should a complaint be unable to be resolved, the complaint must be addressed in accordance with the Senior Nutrition Program Grievance Procedure.

**Postings**

Each program shall display, at a prominent location in each meal site, the AAA 1-B or the Office of Services to the Aging (OSA) Community Nutrition Services poster. A site may use its own poster as long as all required information is included and clearly presented. The poster shall contain the following information for each program; additional information pertaining to the program shall not be displayed so as to cause any misunderstanding or confusion with information presented on the poster:

- The name of the nutrition project director
- The nutrition project director's telephone number
- The suggested donation for eligible participants
- The guest fee to be charged non-eligible participants
- A statement of non-discrimination identical to the language on the OSA poster: No persons shall be excluded from participating in, denied the benefits of, or be subjected to discrimination under the program because of age, race, color, national origin, or handicap. If you believe you have been discriminated against, please contact the Affirmative Action Officer at the Michigan office of Services to the Aging, 517-373-2057 or the Chicago Regional Office of Civil Rights, 312-886-2359.

**II. Facilities and Safety****Accessible site**

Senior Nutrition Program sites must be operated within an accessible facility. Accessibility is defined as a participant living with a disability being able to enter the facility, use the rest room, and receive service that is at least equal in quality to that received by a participant not living with a disability. Documentation from a local building official or licensed architect is preferred.

**Site Access, Maintenance, Security**

Sites are responsible for

- Care and maintenance of the facility, including restrooms, equipment, kitchen, storage areas and areas of common use
- Snow removal
- Utility payments
- Arranging fire safety inspections; all reports must be forwarded to OCED
- Licensing by the Public Health Department
- Insurance coverage
- Security procedures

**Fire safety standards**

Each meal site must be inspected, by a local fire official, no less frequently than every three years. For circumstances where a local fire official is unavailable after a formal (written) request, OCED may conduct fire safety assessments of the Senior Nutrition Program site. Each meal site must conduct an annual fire drill. At a minimum, documentation of a fire drill must include the date of the fire drill and a signature verifying that the fire drill occurred. Best practices suggest that documentation should also include items such as number of minutes to evacuate, aspects that went well, and aspects that require improvement.

**Michigan Food Code**

Sites must comply with Michigan Food Code and local public health codes regulating food service establishments. Each meal site and kitchen operated by a congregate meal provider shall be licensed, as appropriate, by the local health department. The local health department is responsible

for periodic inspections and for determining when a facility is to be closed for failure to meet Michigan Food Code standards. The site shall submit copies of inspection reports electronically to OCED within five days of receipt for all facilities in which the Senior Nutrition Program is conducted. It is the responsibility of the Senior Nutrition Program site to address noted violations promptly.

Site staff is responsible for measuring the temperature of food items upon arrival and immediately prior to service. Hot food must be maintained above 135 degrees. Should the temperature fall below 135 degrees, the food must be reheated to above 165 degrees prior to service. Cold foods should stay below 41 degrees. Measured temperatures must be recorded on the temperature chart to be submitted to OCED each month.

### **Site Closure**

When a meal site is to be permanently or temporarily closed, the program will notify OCED in writing, including the following information:

1. Intent to close a site, as soon as possible.
2. A rationale for site closure (e.g. lack of attendance, inability to meet minimum standards and/or other requirements, loss of resources)

All closures must be approved by OCED. If a closure occurs without approval, funding may be withheld and/or recaptured at OCED's discretion.

### **Emergency Preparedness**

In cases of inclement weather, sites should close their program when the school district in the area is closed. Closure must immediately be reported to OCED.

Procedures to be followed in the event of a medical emergency must be posted. Staff and volunteers will be trained by OCED during in-services on procedures to be followed in the event of a medical emergency.

## **III. Staffing**

### **Staff**

OCED will provide training in identified competency areas twice per year at Senior Nutrition Program in-services. Each site must designate a "Site Coordinator" to serve as point person for OCED. Site coordinators are expected to train staff members on an ongoing basis and manage all staff members in order to carry out expected duties. Training provided by site staff members should include, at a minimum, day-to-day operations, food safety basics, and Senior Nutrition Program policies and procedures. Site staff member are expected to utilize the Volunteer Training Manual provided by OCED to cover all necessary training areas.

### **Volunteers**

Sites are responsible for volunteer recruitment, orientation, ongoing training, and management for day-to-day activities. Sites are expected to use the Volunteer Training Manual provided by OCED. Volunteers must submit a volunteer registration form. Volunteer time must be documented to be included as an in-kind contribution to the Senior Nutrition Program using the In-Kind Documentation Form. Forms must be submitted monthly to OCED.

### **In-service Training**

Staff and volunteers of each program shall receive in-service training at least twice each fiscal year which is specifically designed to increase their knowledge and understanding of the program and to improve their skills at tasks performed in the provision of service.



#### **IV. Meals**

##### **Assistive Eating Devices**

Each site shall make available, store and clean, upon request, food containers and utensils used as assistive devices for participants who are living with disabilities as part of a therapeutic program.

##### **Non-Approved Meals**

Funding provided by OCED may not be used to contribute towards potluck dining activities.

##### **Food Taken Out of Meal Site**

Sites may allow leftovers (food served to participants and not eaten) to be taken out of the site if the following conditions are met:

- a. A sign shall be posted near the congregate meal sign informing the meal participants that all food removed from the site becomes the responsibility of the individual.
- b. All new congregate participants receive written material about food safety and preventing food-borne illness when they sign up.
- c. All participants receive written material about food safety and preventing food-borne illness annually.
- d. The individual is required to sign a waiver statement that has been added to the registration form that states that they are responsible for food taken out of the site.
- e. Containers are not provided for the leftovers.

If a regular congregate meal participant is unable to come to the site due to illness, the meal may be taken out of the site to the individual for no more than seven (7) days. If needed for more than seven days, the participant should be evaluated for home delivered meals. If the person taking out the meal is also a regular congregate participant, they may also take their meal out.

OCED will provide technical assistance and materials for carrying out this policy if necessary.

##### **Nutrition Education**

OCED will provide nutrition education materials to be distributed each month to participants. Additionally, OCED will arrange for any additional nutrition education sessions and coordinate with the site to deliver the nutrition education. Sites are welcome to arrange for additional nutrition education activities.

## **Home Delivered Meals**

### **I. Participants**

Each program must have written eligibility criteria which places emphasis on serving older persons in greatest need and includes, at a minimum:

- a. That to be eligible a person must be 60 years of age or older, or be the spouse of a person 60 years of age or older, or be an individual with disabilities who resides in a non-institutional household with a person eligible for and receiving home delivered meals.
- b. That to be eligible a person must be homebound; i.e., does not leave his/her home under normal circumstances. That to be eligible a person must be unable to participate in the congregate nutrition program because of physical or emotional difficulties.
- c. That to be eligible a person must be unable to obtain food or prepare complete meals.
- d. That there is no adult living at the same residence or in the vicinity that is able and willing to prepare all meals.
- e. That the person's special dietary needs can be appropriately met by the program, i.e., the meals available would not jeopardize the health of the individual.
- f. That to be eligible a person must be able to feed himself/herself.
- g. That to be eligible a person must agree to be home when meals are delivered, or contact the program when absence is unavoidable.
- h. That the spouse, regardless of age, or unpaid caregiver (if 60 years of age or older) of an eligible client, or any individual with disabilities residing with an eligible client, may receive a home delivered meal if the assessment indicates receipt of the meal is in the best interest of the client.

Eligibility criteria shall be distributed to all potential referring agencies or organizations and be available to the general public upon request.

### **Participant Registration**

Interested participants must provide their contact information via a Home Delivered Meals referral form. Forms must be forwarded to OCED as soon as possible for assessment by OCED or an OCED contractor. The assessor will determine the prospective participant's eligibility work together to identify a suitable course of action. Each participant will be provided a Participant Welcome Packet developed by OCED which explains the program. Once participants are determined to be eligible for the program, site staff may add the participant to the home delivered meal routes.

### **Participant Donations**

Individuals who meet the above criteria will be encouraged to donate \$3.00 per meal, although no one will be turned away for inability to pay.

Individuals not otherwise eligible may be served if meals are available, and they must pay \$5.50 and receive a receipt for their payment. Meals for these individuals may only be provided after all eligible participants have been served.

Donations must be counted and signed for by two people and kept in a locked container until deposited into a bank account. At the end of each month, sites must mail to OCED the original deposit receipts and documentation showing that each day's donations were counted and signed for by two individuals. Donations will be invested back into the Senior Nutrition Program by OCED. Donation Summary sheets and donation deposit receipts must be submitted to OCED each month.

### **Participant Complaints**

Sites will handle participant complaints in accordance with the Senior Nutrition Program Grievance Procedure.

### **Postings**

Each program shall display, at a prominent location in each meal site, the AAA 1-B or the Office of Services to the Aging (OSA) Community Nutrition Services poster. A site may use its own poster as long as all required information is included and clearly presented. The poster shall contain the following information for each program; additional information pertaining to the program shall not be displayed so as to cause any misunderstanding or confusion with information presented on the poster:

- The name of the nutrition project director
- The nutrition project director's telephone number
- The suggested donation for eligible participants
- The guest fee to be charged non-eligible participants
- A statement of non-discrimination identical to the language on the OSA poster: No persons shall be excluded from participating in, denied the benefits of, or be subjected to discrimination under the program because of age, race, color, national origin, or handicap. If you believe you have been discriminated against, please contact the Affirmative Action Officer at the Michigan office of Services to the Aging, 517-373-2057 or the Chicago Regional Office of Civil Rights, 312-886-2359.

## **II. Assessments**

Sites with access to CAREeVantage software are responsible for entering participant information into the database upon referral. Once entered into CAREeVantage, sites should mark the participant referral status as "pending" assessment or "waitlist," as appropriate. Once the participant is assessed for the program, participant referral status should be marked as "approved" or "rejected," as appropriate.

Each home delivered meal program shall demonstrate cooperation with congregate and other home delivered meal programs in the same region. If the same provider operates both a congregate and home delivered meals program for an area, the provider must be able to demonstrate effective utilization of existing congregate meal sites and personnel for the home delivered meal program.

## **III. Meals**

Each program may provide up to three meals per day to an eligible client based on need as determined by the assessment. Providers are expected to set the level of meal service for an individual with consideration given to the availability of support from family and friends and changes in the participants' status or condition.

Each home delivered meals provider shall have the capacity to provide three meals per day, which together meet the Dietary Reference Intakes (DRI) and recommended dietary allowances for older adults (RDA) as established by the Food and Nutrition Board of the Institute of Medicine of the National Academy of Sciences. These are outlined in AAA1-B's Nutrition Services APPENDIX Sections T-W, Dietary Guidelines, Dietary Reference Intake and RDA's, Web Resources. Meals shall be available at least five days per week.

The program may also make approved liquid meals available to program participants when ordered by a physician. The program shall provide instruction to the participant, and/or the participant's caregiver and participant's family in the proper care and handling of liquid meals as outlined by AAA1-B's Program Operating Standards.

- a. When liquid meals are used to supplement a participant's diet, the physician's order must be renewed every six months.
- b. When liquid meals are the participant's sole source of nutrition, the following requirements must also be met:
  - i. Diet orders shall include client weight and be explicit as to required nutritional content (i.e. name of product and prescribed amount).
  - ii. A physician must renew diet orders, every three months.
  - iii. The care plan for participants receiving liquid meals shall be developed in consultation with the participant's physician.
- c. A liquid meal unit of service shall be calculated as two 8-ounce servings/cans.

The program shall verify and maintain records that indicate each client receiving frozen meals has, and maintains, the ability to handle frozen meals.

#### **IV. Facilities and Safety**

##### **Accessible site**

Senior Nutrition Program sites must be operated within an accessible facility. Accessibility is defined as a participant living with a disability being able to enter the facility, use the rest room, and receive service that is at least equal in quality to that received by a participant not living with a disability. Documentation from a local building official or licensed architect is preferred.

##### **Site Access, Maintenance, Security**

Sites are responsible for

- Care and maintenance of the facility, including restrooms, equipment, kitchen, storage areas and areas of common use
- Snow removal
- Utility payments
- Arranging fire safety inspections; all reports must be forwarded to OCED
- Licensing by the Public Health Department
- Insurance coverage
- Security procedures
- Approval of outside programs, activities, and speakers

##### **Fire safety standards**

Each meal site must be inspected by a local fire official, no less frequently than every three years. For circumstances where a local fire official is unavailable after a formal (written) request, OCED may conduct fire safety assessments of the Senior Nutrition Program site. Each meal site must conduct an annual fire drill.

##### **Michigan Food Code**

Sites must comply with Michigan Food Code and local public health codes regulating food service establishments. Each meal site and kitchen operated by a congregate meal provider shall be licensed, as appropriate, by the local health department. The local health department is responsible for periodic inspections and for determining when a facility is to be closed for failure to meet Michigan Food Code standards. The program shall submit copies of inspection reports electronically on all facilities to OCED within five days of receipt. It is the responsibility of the Senior Nutrition Program site to address noted violations promptly.

Site staff is responsible for measuring the temperature of food items upon arrival, upon departure on the route, and at the end of the route. Test meals will be ordered by OCED once each week to

ensure that food temperatures fall within the safe zone. Hot food must be maintained above 135 degrees. Should the temperature fall below 135 degrees, the food must be reheated to above 165 degrees prior to delivery. Cold foods should stay below 41 degrees. Measured temperatures must be recorded on the temperature chart to be submitted to OCED each month. To maintain temperatures within this range, it is suggested that heating stones (or other heating mechanisms) and meals be packed into coolers/bags at the last possible moment prior to delivery. Drivers should be instructed to keep coolers/bags closed as much as possible to reduce heat/cold loss.

**Site Closure**

When a meal site is to be permanently or temporarily closed, the program will notify OCED in writing, including the following information:

3. Intent to close a site, as soon as possible.
4. A rationale for site closure (e.g. lack of attendance, inability to meet minimum standards and/or other requirements, loss of resources)

All closures must be approved by OCED. If a closure occurs without approval, funding may be withheld and/or recaptured at OCED's discretion.

**Emergency Preparedness**

In cases of inclement weather, sites should close their program when the school district in the area is closed, unless the agency has a different, OCED-approved closure policy. Closure must immediately be reported to OCED.

Procedures to be followed in the event of a medical emergency must be posted. Staff and volunteers will be trained by OCED during in-services on procedures to be followed in the event of a medical emergency.

Each program shall develop and have available written plans for continuing services in emergency situations such as short term natural disasters (i.e., snow and/or ice storms), loss of power, physical plant malfunctions, etc. Staff and volunteers shall be trained by sites on site-specific procedures to be followed in the event of severe weather or natural disasters and OCED will train staff and volunteers on the county emergency plan.

**Site Closure**

When a meal site is to be permanently or temporarily closed, the program will notify OCED in writing, including the following information:

1. Intent to close a site, as soon as possible.
2. A rationale for site closure (e.g. inclement weather, heavy snow, no road access, closure of production kitchen, closure of site, driver availability, other)
3. Geographical area(s) affected
4. Method(s) by which HDM participants/contacts will be notified of no meal delivery (public announcement, radio, television, contractor phone recording, phone call to home or to emergency contact, staff answer phone, other)

**V. Staffing****Staff**

OCED will provide training in identified competency areas twice per year at Senior Nutrition Program in-services. Each site must designate a "Site Coordinator" to serve as point person for OCED. Site coordinators are expected to train staff members on an ongoing basis and manage all staff members in order to carry out expected duties. Training provided by site staff members should include, at a minimum, day-to-day operations, food safety basics, and Senior Nutrition Program policies and

Contract # 53019

procedures. Site staff member are expected to utilize the Volunteer Training Manual provided by OCED to cover all necessary training areas.

### **Volunteers**

Sites will register volunteers. Volunteers must submit to OCED:

- a background check form (i.e. Authorization and Release Form)
- a volunteer registration form
- and volunteer services agreement

Sites are responsible for volunteer recruitment, orientation, ongoing training, and management for day-to-day activities. Sites are expected to use the Volunteer Training Manual provided by OCED. Volunteer time must be documented to be included as an in-kind contribution to the Senior Nutrition Program using the In-Kind Documentation Form. Forms must be submitted monthly to OCED.

### **In-service Training**

Staff and volunteers of each program shall receive in-service training at least twice each fiscal year which is specifically designed to increase their knowledge and understanding of the program and to improve their skills at tasks performed in the provision of service. OCED will maintain records that identify the dates of training, topics covered, and persons attending each in-service.

### **Nutrition Education**

OCED will provide nutrition education materials to be distributed each month to participants. Additionally, OCED will arrange for any additional nutrition education sessions and coordinate with the site to deliver the nutrition education. Sites are welcome to arrange for additional nutrition education activities.

Contract # <sup>53019</sup>\_\_\_\_\_

**Attachment B:**  
Project Budget

*To be added.*

# CHARTER TOWNSHIP OF YPSILANTI

## OFFICE OF COMMUNITY STANDARDS

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

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To: Heather Jarrell Roe, Clerk  
Stan Eldridge, Treasurer  
Brenda Stumbo, Supervisor

From: Belinda Kingsley, Community Compliance Director

Re: **Request to authorize circuit court litigation to abate public nuisances located at 855 DeSoto, 1221 DeSoto and 7402 Red Bird in the amount of \$30,000 in account 101-729-801.023.**

Copy: McLain & Winters, Township Attorneys

Date: September 14, 2021

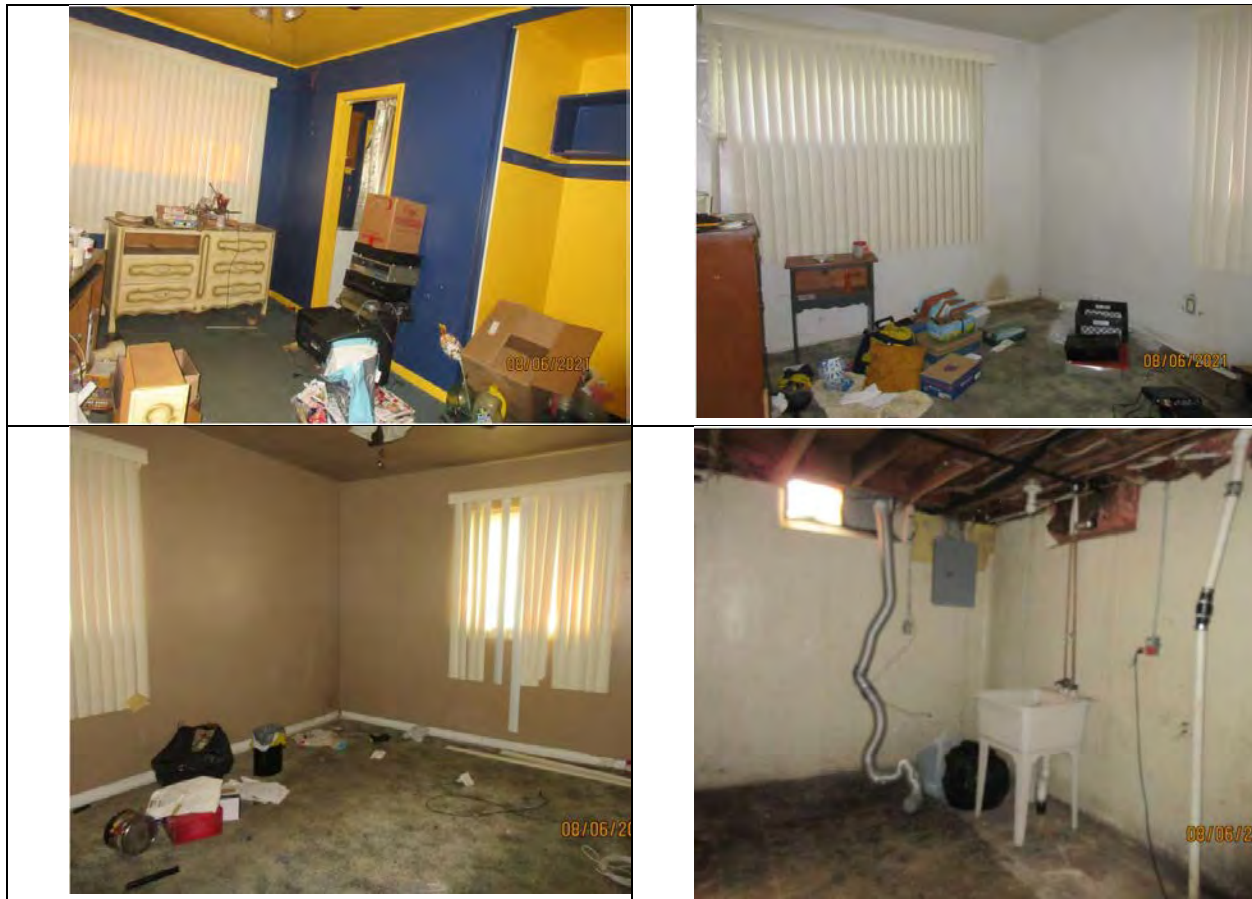
The Office of Community Standards (OCS) has investigated public nuisances at the following locations for which authorization to engage in a circuit court action is now requested.

### **885 DeSoto**





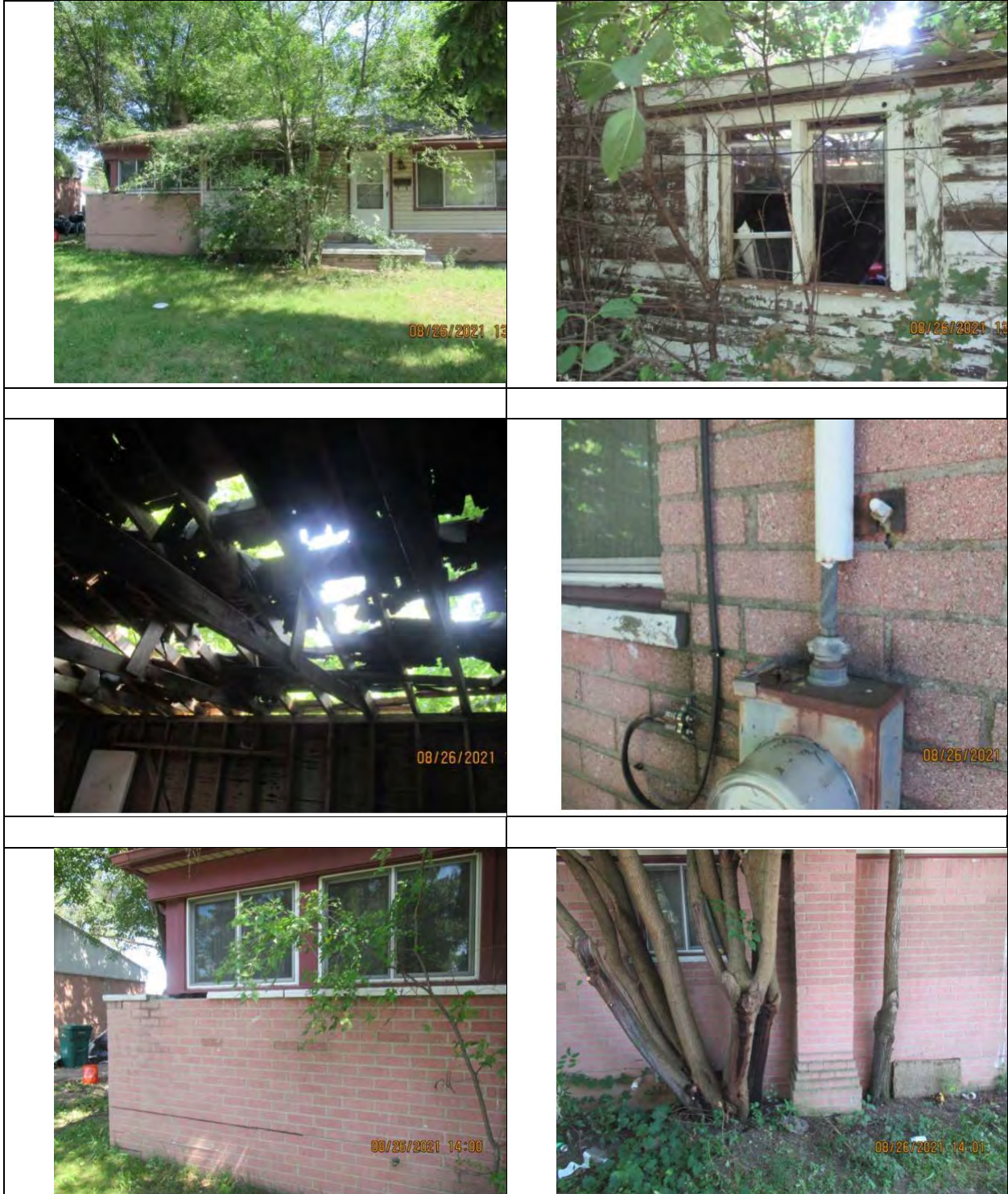
## CHARTER TOWNSHIP OF YPSILANTI



This single family house off Tyler Rd in the West Willow neighborhood watch area has been vacant for three (3) years, based on a conversation staff had with property owner Clarence Patterson. The property owner stated that they declared bankruptcy and relinquished the house to the mortgage company, The Bank of New York Mellon. The bank has failed to take possession of the property, remove the blight and personal contents from the house. Following complaints from neighbors regarding blight, tall grass/weeds, and skunks an Administrative Search Warrant was executed on July 21, 2021. Photos from the search are attached. In an effort to prevent this property from deteriorating further, rendering it uninhabitable, or worse in need of demolition, legal action is being requested to abate this public nuisance.

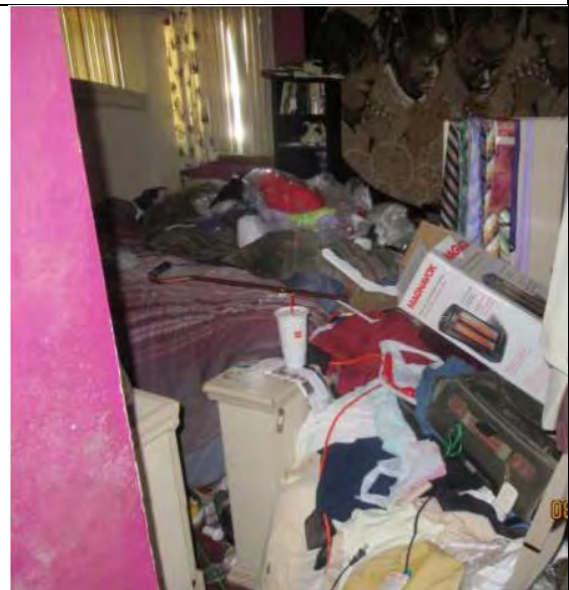
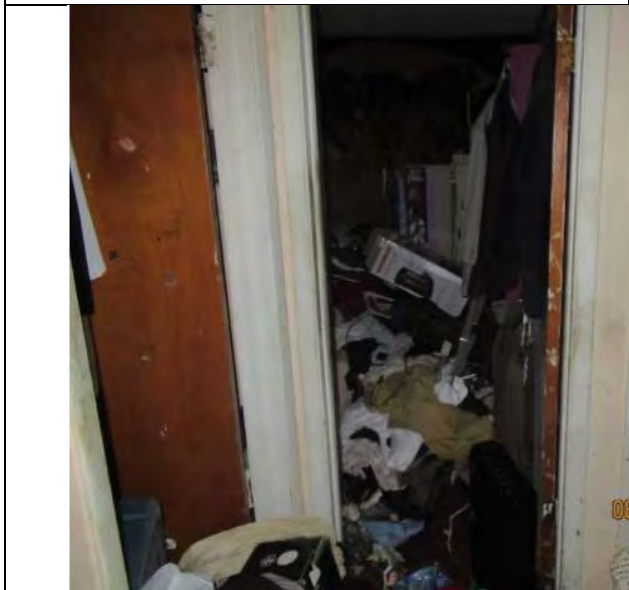
## CHARTER TOWNSHIP OF YPSILANTI

### 1221 DeSoto





CHARTER TOWNSHIP OF YPSILANTI



## CHARTER TOWNSHIP OF YPSILANTI

This single family house located off Tyler Road in the West Willow neighborhood watch area likely cannot be salvaged due to its advanced state of deterioration. The Sheriff's Department was contacted after neighbors noticed the back door wide open. They entered the home and found the conditions to be deplorable due to excessive contents, 2-4 feet of standing water in the basement and mold growth on surfaces. The property owner, Larry Smith, has cooperated with OCS staff in efforts to fully inspect the property, and is no longer living in the house. The house has been condemned by Dave Bellers, Township Building Official. Legal action is requested in order to abate this public nuisance.

### 7402 Red Bird





## CHARTER TOWNSHIP OF YPSILANTI



This single family house off Martz, in the Raymond Meadows Condominium development, has been vacant since the owner passed away on November 6, 2020. The Township has received complaints from a neighbor about the house being vacant, tall grass/weeds and trash. We have reason to believe that someone is accessing the property based on the use of a new lock on the fence gate. The home has an accumulation of rubbish/garbage, lack of maintenance, electrical hazards and unsanitary conditions. An Administrative Search Warrant was executed by OCS staff on July 21, 2021, and the photos are attached.

A title search shows that the property could potentially be conveyed to two individuals by filing a Quit Claim Deed from the property owner, and there is an existing mortgage on the property. At this time, despite several notices placed at the house no one has come forward to take possession of the house and resolve the existing violations. In an effort to prevent this property from deteriorating further and becoming uninhabitable, or worse require demolition, we are requesting approval to take legal action to abate this public nuisance.

Thank you for your consideration and your continued support for our public nuisance abatement efforts.

## Exhibit A to Master Agreement


### Purchase Agreement

This Purchase Agreement (this "Agreement") is dated as of September 7, 2021 between DTE Electric Company ("Company") and Charter Township of Ypsilanti ("Customer").

This Agreement is a "Purchase Agreement" as referenced in the Master Agreement for Municipal Street Lighting dated May 7, 2018 (the "Master Agreement") between Company and Customer. All of the terms of the Master Agreement are incorporated herein by reference. In the event of an inconsistency between this Agreement and the Master Agreement, the terms of this Agreement shall control.

Customer requests Company to furnish, install, operate and maintain street lighting equipment as set forth below:

1. DTE Work Order Number:	62272066	
	If this is a conversion or replacement, indicate the Work Order Number for current installed equipment: N/A	
2. Location where Equipment will be installed:	[Martz @ McKean], as more fully described on the map attached hereto as <u>Attachment 1</u> .	
3. Total number of lights to be installed:	1	
4. Description of Equipment to be installed (the " <u>Equipment</u> "):	Install one (1) 136w LED with gray housing and one (1) 17' support arm on existing wood pole.	
5. Estimated Total Annual Lamp Charges	\$268.92	
6. Estimated Total Annual Post Charges if selected	\$0.00	
7. Computation of Contribution in aid of Construction (" <u>CIAC Amount</u> ")	Total estimated construction cost, including labor, materials, and overhead:	\$1,894.35
	Revenue credit:	\$806.76
	<b>CIAC Amount (cost minus revenue)</b>	<b>\$1,087.59</b>
	Credit for Post Charge, if selected	\$0.00
8. Payment of CIAC Amount:	Due promptly upon execution of this Agreement <b>\$1,087.59</b>	
9. Term of Agreement	5 years. Upon expiration of the initial term, this Agreement shall continue on a month-to-month basis until terminated by mutual written consent of the parties or by either party with thirty (30) days prior written notice to the other party.  If Post Charge "box" <input type="checkbox"/> is checked the Customer agrees to following term:  10 years. Upon expiration of the initial term, this Agreement shall continue on a month-to-month basis until terminated by mutual written consent of the parties or by either party with thirty (30) days prior written notice to the other party.	

10. Does the requested Customer lighting design meet IESNA recommended practices?	<p>(Check One) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>If "No", Customer must sign below and acknowledge that the lighting design does not meet IESNA recommended practices</p> <p>Sign here _____ </p>
11. Customer Address for Notices:	<p>Charter Township of Ypsilanti  7200 S. Huron River Dr.  Ypsilanti, MI 48197</p>

12. Special Order Material Terms:

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

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

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

B. Customer will maintain an inventory of at least   0   posts and   0   luminaires and any other materials agreed to by Company and Customer, and will replenish the stock by ordering materials no later than thirty (30) calendar days after the materials are drawn from inventory. Costs of initial inventory are included in this Agreement. If Customer fails to maintain the required inventory, Company, after 30 days' notice to Customer, may (but is not required to) order replacement SOM and Customer will reimburse Company for its costs (including the labor costs associated with Company's management of the supply chain for the SOM) no later than thirty (30) calendar days after receipt of Company's invoice for such costs. Customer acknowledges that failure to maintain required inventory could result in extended outages due to SOM lead times.

C. The inventory will be stored at \_\_\_\_\_. Access to Customer's inventory site must be provided between the hours of 9:00 am to 4:00 pm, Monday through Friday with the exceptions of federal Holidays. If Company is unable to access the site during such hours for any reason, Company (i) shall be relieved from any obligation or commitment to complete the work as scheduled, and (ii) may, at its option, procure the inventory itself and have Customer to reimburse Company's costs for doing so. Customer shall name an authorized representative to contact regarding inventory: levels, access, usage, transactions, and provide the following contact information to Company:

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

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

D. In the event that SOM is damaged by a third party, Company may (but is not required to) pursue a damage claim against such third party for all of Company's costs incurred because of the claim, including all labor and replacement materials. Company will notify Customer as to whether Company will pursue such claim within a reasonable time of the SOM being damaged.

E. In the event that SOM becomes obsolete, discontinued, or incompatible with Company's infrastructure, Customer shall select new alternate SOM that is compatible with Company's then-existing infrastructure. If Customer does not select compatible alternate SOM, Company reserves the right to select compatible SOM that is, in its reasonable judgment, substantially similar, or replace the SOM with standard materials, in either case being entitled to reimbursement from Customer for Company's costs in providing such transition of supply (including internal overhead and labor costs).



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

\*\*\*\*\*

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

Company:

DTE Electric Company

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Customer:

Charter Township of Ypsilanti

By: \_\_\_\_\_

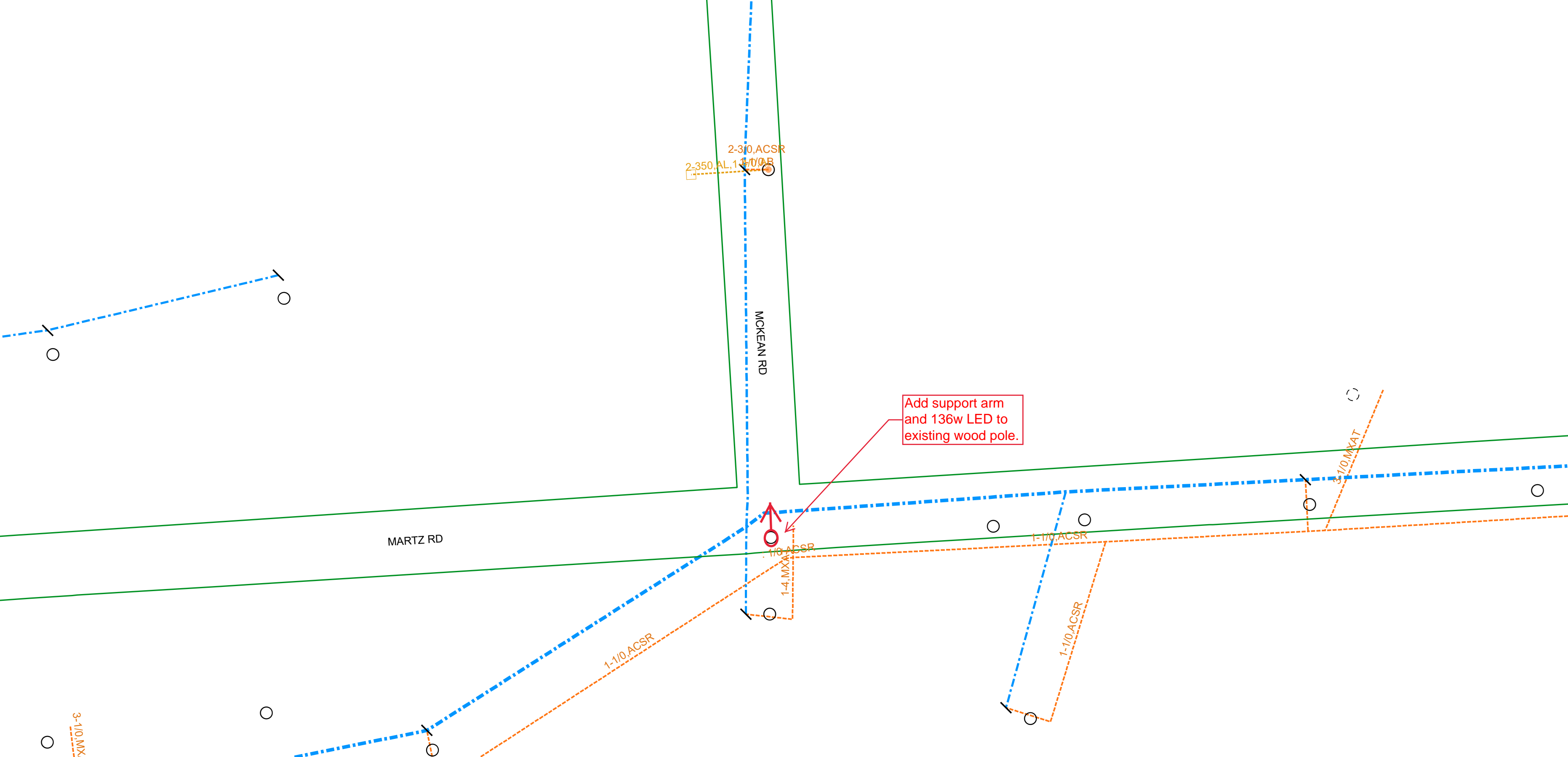
Name: \_\_\_\_\_

Title: \_\_\_\_\_

**SIGN HERE**

**Attachment 1 to Purchase Agreement**  
**Map of Location**

[To be attached]



**CHARTER TOWNSHIP OF YPSILANTI  
2021 BUDGET AMENDMENT #11**

**September 21, 2021**

AMOUNTS ROUNDED UP TO THE NEAREST DOLLAR

<b>101 - GENERAL OPERATIONS FUND</b>	<b>Total Increase</b>	<b><u>\$53,595.00</u></b>
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Request to increase budget for PTO payout request of 66 hours to be paid at 75%. This will be funded by an appropriation for prior year fund balance.

Revenues:	Prior Year Fund Balance	101-000-699.999	\$1,396.00
		Net Revenues	<u>\$1,396.00</u>
Expenditures:	Salaries Pay Out - PTO & Sick	101-191-708.004	\$1,297.00
	FICA	101-191-715.000	\$99.00
		Net Expenditures	<u>\$1,396.00</u>

Request to increase the budget for professional service of a graphic design firm to "rebrand the Township". This will be funded by an appropriation of prior year fund balance.

Revenues:	Prior Year Fund Balance	101-000-699.999	\$38,000.00
		Net Revenues	<u>\$38,000.00</u>
Expenditures:	Professional Services	101-272-801.000	\$38,000.00
		Net Expenditures	<u>\$38,000.00</u>

Request to increase budget for remainder of the Carlisle Wortman contract for work on the master plan approved at the June 19, 2018 board meeting. We did not budget for the final amount in 2021. This will be funded by an appropriation of prior year fund balance.

Revenues:	Prior Year Fund Balance	101-000-699.999	\$13,111.00
		Net Revenues	<u>\$13,111.00</u>
Expenditures:	Township projects -planner	101-703-801.003	\$13,111.00
		Net Expenditures	<u>\$13,111.00</u>

Request to increase the budget for DTE to install a streetlight at Martz and McKean. This will be funded by an appropriation of prior year fund balance.

Revenues:	Prior Year Fund Balance	101-000-699.999	\$1,088.00
		Net Revenues	<u>\$1,088.00</u>
Expenditures:	Streetlight Construction	101-901-972.200	\$1,088.00
		Net Expenditures	<u>\$1,088.00</u>

CHARTER TOWNSHIP OF YPSILANTI  
2021 BUDGET AMENDMENT #11

September 21, 2021

252 - HYDRO STATION FUND

Total Increase \$29,705.00

Request to increase the budget for the purchase of a vacuum circuit breaker for the Hydro Station. This purchase will reduce need for downtime of the current breaker that was put into service in 1998. This will be funded by an appropriation of prior year fund balance.

Revenues:	Prior Year Fund Balance	252-000-699.999	\$29,705.00
		Net Revenues	<u>\$29,705.00</u>
Expenditures:	Equipment	252-535-977.000	\$29,705.00
		Net Expenditures	<u>\$29,705.00</u>

Motion to Amend the 2021 Budget (#11)

Move to increase the General Fund budget by \$53,595 to \$9,803,873 and approve the department line item changes as outlined.

Move to increase the Hydro Fund budget by \$29,705 to \$469,705 and approve the department line item changes as outlined.

# **AUTHORIZATIONS AND BIDS**

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*Supervisor*  
**BRENDA L. STUMBO**  
*Clerk*  
**HEATHER JARREL ROE**  
*Treasurer*  
**STAN ELDRIDGE**  
*Trustees*  
**DEBBIE SWANSON**  
**JOHN P. NEWMAN II**  
**GLORIA PETERSON**  
**JIMMIE WILSON JR.**



**Green Oaks  
Golf Course**

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

[ytown.org](http://ytown.org)

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## MEMORANDUM

To: Charter Township of Ypsilanti Board of Trustees

From: Mike Hoffmeister, Residential Services Director

CC: Belinda Kingsley, Community Compliance Director  
Javonna Neel, Accounting Director

Date: August 30, 2021

**Subject: Request Authorization to seek sealed bids for a new ordinance and zoning vehicle**

The Residential Services Department is requesting authorization to seek sealed bids for a new ordinance and zoning vehicle.

With the reorganization and addition of new OCS staff, zoning and ordinance are in need of one (1) new vehicle. This vehicle, as to stay consistent with the other staff, will be a Ford Explorer. Vehicle specifications are attached to this memo and will be posted to our website and MITN. There is currently \$70,000 budgeted in the Motorpool budget for new vehicle purchases in 2021. With that said, staff will return to the Board of Trustees with the results of the bidding process and to proceed with a purchase.

Bids will be accepted on Thursday, October 14th at which time they'll be publicly opened at 2:00 p.m.

Mike Hoffmeister  
Residential Services Director  
[mhoffmeister@ytown.org](mailto:mhoffmeister@ytown.org)  
734-544-3515



**The Charter Township of Ypsilanti is seeking bids for:**

**One (1) Ford Explorer**

Sealed bids for a new Ford Explorer for the Office of Community Standards received by Ypsilanti Township Clerk's Office, at 7200 S. Huron River Drive, Ypsilanti, MI 48197 until **Thursday, October 14, 2021 at 2:00 p.m.** local time at which time bids received will be publicly opened and read. Bids may be submitted in person to the Ypsilanti Township Clerk's Office labeled "OCS Ford Explorer" or via MITN. Bids sent via email or by any other electronic means will not be accepted. For questions related to the bid, please contact Deputy Clerk, Lisa Stanfield at [lstanfield@ytown.org](mailto:lstanfield@ytown.org).

Charter Township of Ypsilanti  
Clerk Heather Jarrell Roe  
7200 S. Huron River Drive, Ypsilanti, MI 48197

**GENERAL SPECIFICATIONS**

All vehicles must be new and of the manufacturer's current models in production at the time of delivery. All standard or optional equipment to be included shall be as advertised by the manufacturer (OEM) and factory installed and shall not consist of substitute or aftermarket equipment. Optional equipment not available from the factory may be dealer installed.

Upon delivery of the vehicle from the dealer to the Ordering Entity

- Itemize pricing with total cost (should include all items listed in the deliverables section above as well as fees and delivery
- Vendor to include an estimated time of delivery
- The Township will issue a Purchase Order for the approved amount.
- The vendor will invoice the Township after delivery
- Vendor will allow up to 45 days for the Township to pay invoice without interest penalty.
- PO will be proof of Township commitment to purchase

**FORD EXPLORER; Current year, V6.**

- PWR. WINDOWS/LOCKS/MIRRORS
- Air Conditioning
- Spare tire and wheel; Full size. Mfg. Std. mounting.
- Axle; rear-limited slip.
- Battery; 12 Volt, 475 CCA min.
- 12 Volt auxiliary outlet
- Bumper; Mfg. Std.
- Fuel capacity; largest available from mfg.
- Lug wrench and jack; Spare tire and wheel, full size. Mfg. standard mounting
- Camera; rearview (in dash monitor)
- Keys; (1) added set (total = 3 sets) w/ code numbers; incl. with vehicle upon delivery
- Radio; AM/FM w/Bluetooth
- Seats: Cloth or cloth w vinyl

- All weather floor mats
- Paint codes-factory paint codes shall be furnished with all vehicles; for all aftermarket painting both the brand and paint code shall be furnished. White is preferred, but will accept silver or black
- Speed Control, Factory Installed
- Steering-Power, Tilt Wheel
- Transmission-Automatic.
- Data port must be compatible with Verizon Connect GPS system
- VEHICLES SHALL TO BE EQUIPPED IN COMPLIANCE WITH ALL APPLICABLE FEDERAL MOTOR VEHICLE SAFETY STANDARDS AND REGULATIONS. ALL VEHICLES MUST BE EQUIPPED TO COMPLY WITH ALL REQUIREMENTS OF THE MICHIGAN MOTOR VEHICLE CODE.
- ALL QUOTES SHAL BE DELIVERED PRICES, ALL FEES & DELIVERY INCLUDED!
- Charter Township of Ypsilanti is Tax Exempt and can supply proper documents.

Pre-delivery inspection and servicing: The term "Pre-Delivery Service and Inspection" as used in State of Michigan Specifications includes the following:

1. General appearance of body both interior and exterior for completeness and quality of workmanship.

2. Lubrication and fluid levels and correcting any leaks:

- a. Radiator
- b. Windshield Washer
- c. Battery
- d. Power steering pump
- e. Brake master cylinder
- f. Engine oil
- g. Transmission fluid level.

3. Mechanical operation of vehicle:

- a. Steering gear and linkage
- b. Suspension assembly, front and rear
- c. Proper tire pressure to normal rated road requirements
- d. Hood latch
- e. Head lights, aim and adjust
- f. Front wheel toe in and torque wheel nuts
- g. Seat and shoulder belts operative
- h. All locks and latches to be operative
- i. Windshield wiper and washer to be operative

j. Proper adjustment to all drive belts

4. A check of all electrical operations to include: headlights, side marker lights, temperature, alternator, oil pressure lights, parking lights, stop and tail lights, directional signals, emergency flasher and parking brake lights.

5. Miscellaneous items to be furnished:

a. Manufacturers Window Sticker shall not be removed from vehicle.

b. Odometer Certification, vehicle window sticker, or line setting ticket, and Vehicle Curb Weight at time of delivery.

c. Manufacturers or Dealers Pre-Delivery Check Sheet.

d. Vehicle shall have a minimum of one fourth ( $\frac{1}{4}$ ) tank of Fuel when delivered.

e. Warranty Plate and Operators Manual(s) shall be delivered with vehicle at no cost to the State of Michigan.

f. Completed RD108 application for title form.

g. Invoice for each vehicle at the time of delivery.

h. Vehicle Order Confirmation Sheet.

6. Deliveries shall be between the hours of 8 AM and 3 PM. No Weekend or Holiday Deliveries will be accepted.

Forty-eight (48) hour notice required prior to delivery.

Note: No dealer advertising decals are to be on vehicle.

It is intended that vehicles delivered in accordance with the Michigan specifications will be complete, including mechanical details, general workmanship and appearance, and shall be delivered complete with all warranty service books and identification plate.

Failure to adhere to specifications may be reason to delay payment.

*Supervisor*  
**BRENDA L. STUMBO**  
*Clerk*  
**HEATHER JARREL ROE**  
*Treasurer*  
**STAN ELDRIDGE**  
*Trustees*  
**DEBBIE SWANSON**  
**JOHN P. NEWMAN II**  
**GLORIA PETERSON**  
**JIMMIE WILSON JR.**



**Green Oaks  
Golf Course**

1775 E. Clark Road  
Ypsilanti, MI 48198  
Phone: (734) 485-0881  
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[ytown.org](http://ytown.org)

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## MEMORANDUM

To: Charter Township of Ypsilanti Board of Trustees

From: Mike Hoffmeister, Residential Services Director

CC: Heather Jarrell Roe, Clerk  
John Hines, Deputy Supervisor  
Angela Verges, Recreation Services Manager

Date: September 13, 2021

**Subject: Request Authorization to award the bid and approve the SOW Agreement with M3 Group for Graphic Design Services contingent upon final Attorney approval**

The Residential Services Department is requesting authorization to approve the SOW Agreement with M3 Group for Graphic Design Services.

Bids for Graphic Design firms were opened on June 17, 2021. The Township received ten (10) bids. Bids were reviewed and evaluated by Township staff and the three full-time officials. It was determined that two firms should be interviewed based on the evaluation completed. Interviews took place on August 17, 2021 and consisted of firm staff and Township staff and Clerk Roe. After deliberations, it was determined that M3 Group be recommended to the Township Board of Trustees as the firm to proceed with. This is because of two primary reasons; 1. They have already experienced municipal rebranding; 2. Their staff have ties to Ypsilanti already and are familiar with the community.

On September 13, 2021, Attorney Winters wrote and sent a letter regarding this agreement. The requested clarifications and questions were sent and answered by M3 Group. The most recent version of this agreement is part of this Board of Trustees packet. This agreement is also dependent upon a budget amendment for the funding of this project.

Mike Hoffmeister  
Residential Services Director  
[mhoffmeister@ytown.org](mailto:mhoffmeister@ytown.org)  
734-544-3515



# Proposal for The Charter Township of Ypsilanti

Written by Melissa DeMott



# MAGNIFY MOTIVATE MOBILIZE

The **M3** Method™

## Hello **there!**

**At M3 Group, we help you achieve your goals through integrated strategies and objectives that create results for you.**

M3 Group was founded on the principle of movement. We vow to never stand still and we'll create consistent action to drive high-quality performing solutions. After all, you deserve a “wow” result. We won't stop pursuing the elusive ring.

Whether it's a sprint or a marathon, M3 Group's commitment to our clients is to never stop or surrender. We pivot. We maneuver. We strive to win because our strategic drive, passion for creativity, performance culture and dynamic results are what you deserve. We define it as motion reimagined.

We can help you cut through the noise, find your audience and deliver your brand story at its best. We are dedicated to authentic brand storytelling and diving into the data to give you the biggest, most effective reach and value for your budget and your audience.

**Read through this proposal and choose a strategy that brings the ROI you're looking for and we can get moving!**





## SOW Agreement

If you are ready to proceed, just read our terms and conditions below and sign the digital signature block.

GRAPHIC DESIGN SERVICES RFP

\$38,000

1. BRAND DEVELOPMENT & POSITIONING
2. LOGO DESIGN INCLUDING ALL SUB-BRANDS, TOWNSHIP DEPARTMENTS AND A TOWNSHIP SEAL
3. DEVELOPMENT OF STYLE GUIDES & GRAPHIC STANDARDS
4. PRINT & LARGE FORMAT COLLATERAL DESIGN FOR TOWNSHIP DEPARTMENTS
5. STYLE GUIDE & GRAPHIC STANDARDS
6. ASSIST IN CREATION OF AN EMPLOYEE BRAND USAGE POLICY AND GUIDELINES
7. ASSIST WITH COMMUNITY ENGAGEMENT OR SURVEYS TO RESIDENTS, IF NECESSARY

*FULL DETAILS RELATED TO THE SCOPE OF WORK ARE INCLUDED IN OUR APPROVED RFP SUBMISSION.*

## COMPENSATION INFORMATION:

Services described in the Investment Plan section of this agreement will be performed at the agreed rate in the contract. Any services not contracted will be charged an hourly rate of \$150 per project, unless otherwise specified, plus all costs may include, but are not limited to stock photos, phone calls, copies, shipping, mileage, transportation, tips, meals, lodging, parking, permits, talent fees, rental equipment fees, print production, audio and visual production and additional equipment. The Client acknowledges that estimates provided, written or oral are intended as an approximation of the charge for the services and are given solely to help the Client determine the cost. To the extent known, M3 Group will include expenses in the estimate provided to the Client prior to working on the project.

## TERMS AND CONDITIONS:

- 1. INDEPENDENT CONTRACTOR:** M3 Group will act as an independent contractor under this Contract, and neither M3 Group nor any employee or agent of M3 Group is an employee of the Client due to this Contract. M3 Group will provide the services and achieve the results specified by the Client free from the direction or control of the Client as to means and methods of performance.
- 2. RECORDS:** M3 Group shall maintain all records related to this engagement for three years, including evidence that the services actually were performed and the identity of all persons paid for such services, and shall allow access to those records by the Client or their authorized representative.
- 3. CANCELLATION/TERMINATION:** Cancellations made less than 24 hours prior to the scheduled work will be charged 100% of the quoted rate plus all costs and expenses incurred related to the work. Cancellations made more than 24 hours prior to the scheduled work will be billed based on the work completed as of the date of the cancellation, plus all costs and expenses incurred related to the work.



**4. CHANGE ORDERS:** The Client may at any time make changes within the general scope of this Contract. Written copies of changes requested by the Client will be provided to M3 Group. If any changes cause an increase or decrease in the cost of, or the time required for, the performance of any part of the work under this Contract, an equitable adjustment shall be made in writing. The Client agrees to pay for any changes in accordance with the terms and conditions of this Contract.

**5. CONFLICT OF INTEREST:** With regard to existing clients of M3 Group, M3 Group will make every effort to avoid any conflict of interest. If a conflict should arise, interested parties will be informed.

**6. ASSIGNMENT/TRANSFER/SUBCONTRACTING:** M3 Group reserves the right to assign, transfer, convey, subcontract, or otherwise dispose of any duties or rights under this Contract with the prior specific written consent of the Client.

**7. TOTAL AGREEMENT:** This Contract contains the entire agreement between the parties superseding any prior or concurrent agreements as to the services being provided, and no oral or written terms or conditions which are not contained in this Contract shall be binding. This Contract may not be changed except by mutual agreement of the parties reduced to writing and signed.

**8. SIGNATORIES:** The signatories below warrant that they are empowered to enter into this agreement and that if it is determined that the person signing this Contract is not authorized to execute this Contract in a representative capacity on behalf of the Client, (s)he shall be personally liable.

*Nothing herein shall be construed to waive, limit or restrict any governmental immunity defense available to the Township.*



## Payment Terms

***Project or Campaign: 50/50*** M3 Group will invoice the client 50% of the total amount at the beginning of the project / campaign with the remaining 50% due upon completion.

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All accounts will incur 1.5% penalty per month (18% per annum) for any amount 45 days past due. Checks returned for non-sufficient funds will incur a \$25 charge. All invoices provided by M3 Group will include an explanation of the services provided during the billing period.

If M3 Group enters into a subcontract for services with another vendor as the agent for the Client, the Client agrees to be responsible for the amount due to the subcontractor – Like media organizations. In this case, M3 Group will submit unified invoices and receive all payments for it and any other approved vendors.

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Michael Hoffmeister, Residential Services Director

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Brenda Stumbo, Township Supervisor

---

Heather Jarrell Roe, Township Clerk



We are always interested in new challenges and collaborations, so please feel free to reach out for a chat.

[info@m3group.biz](mailto:info@m3group.biz) | (517) 203 3333

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## OTHER BUSINESS

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# CHARTER TOWNSHIP OF YPSILANTI

## OFFICE OF COMMUNITY STANDARDS

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

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To: Township Board of Trustees  
From: Belinda Kingsley, Community Compliance Director  
Re: **Request to authorize board-up of Gault Village Mall**  
Copy: McLain & Winters, Township Attorneys  
Date: September 21, 2021

The Office of Community Standards (OCS) has an extensive history with Gault Village Mall, most recently blight issues and unauthorized entry causing damage and destruction inside the buildings. Despite repeated requests to the owner to secure the buildings they are still not secured, and the break-ins have continued.

On September 9, 2021 Township legal counsel attended a hearing in front of Hon. Archie Brown. Judge Brown authorized Township legal counsel to enter an Order that contains the requirement that GV LLC:

**“Keep the property which is the subject matter of this lawsuit (i.e. Gault Village Mall) free from blight, keep the grass mowed and allow no further blight to accumulate. In the event Defendant fails to do so, Plaintiff, as authorized by this Court’s prior orders may enter upon the subject property, cut the grass if necessary, and remove any existing blight that Defendant fails to remove including any required board-ups to secure remaining units, as much as possible from unlawful entry.”**

Dave Bellers, Building Official, has requested and received the attached estimate from Belfor to secure Gault Village Mall, and make it less of an attractive nuisance in the community. The goal is to secure it in a manner that will make it extremely difficult for anyone to gain entry, as opposed to the way that it has been repeatedly secured by the property owner. Belfor is the vendor used by the Township on a regular basis for emergency and non-emergency property security needs. The cost of securing Gault Village Mall will be passed on to the property owner, per the court Order.

Thank you for your consideration and your continued support for our public nuisance abatement efforts.





## BELFOR Property Restoration

28400 Schoolcraft Road - Livonia, MI 48150  
(800) 421-4141 Tel. - (734) 261-7765 Fax.  
MI License # 2102160913 - Fed ID # 84-1309171

Insured: Ypsilanti Township - Emerick mall  
Property: 1057 Emerick  
Ypsilanti, MI 48198

Estimator: Jim Peldo  
Business: 28400 Schoolcraft Road  
Livonia, MI 48150

Business: (734) 261-7764

**Claim Number:**

**Policy Number:**

**Type of Loss:** Board Up

Date of Loss:  
Date Inspected:

Date Received:  
Date Entered: 9/17/2021 6:50 AM

Price List: MIAA8X\_SEP21  
Restoration/Service/Remodel  
Estimate: 2021\_YPSI-TMP

We would like to thank you for the opportunity to provide you with this estimate. The total cost for the repairs detailed in the following estimate is **\$9,645.00**.

The attached estimate details the specific work to be completed. Additional work outside of that specified in this estimate will be through separate proposal(s) and/or change order(s) detailing the additional/changed scope of work as well as the terms and pricing of those changes. Repairs will be scheduled after a signed copy of this estimate is received.

Progress payments may be billed at 25%, 50%, 75%, and 90% of completion with the balance due upon substantial completion of this scope of work. Change orders will be billed as completed and credits will be applied to the final contract billing.

Unless noted otherwise, the customer is required to provide heat, water and electricity on-site for the duration of this project. The customer is responsible for providing continuous access to the project area during normal business hours, Monday - Friday, 8:00 am - 5:00 pm. Where an item is being replaced, we will be matching the existing item's quality, color, finish, texture or material as close as possible where applicable unless noted otherwise, there is no guaranty either specified or implied on exact matches. This estimate does not include hazardous material testing or abatement unless specifically detailed in the following estimate.

This estimate is valid for 30 days from 9/17/2021. If you have any questions about this estimate, please contact Jim Peldo to discuss those questions.

I/we agree to the terms and conditions of this proposal.

\_\_\_\_\_  
Owner/Authorized signature

Date \_\_\_\_\_

\_\_\_\_\_  
BELFOR Representative

Date \_\_\_\_\_



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### 2021\_YPSI-TMP

#### Temporary Repairs

DESCRIPTION	QTY	UNIT PRICE	TOTAL
1. Replace Carpenter - General Frammer - per hour Re-attach fencing where detached, board over all un-boarded windows and doors of the strip mall. Add locks where applicable.	80.00 HR @	65.00 =	5,200.00
2. Material Only Sheathng, 2" x 4"s , padlocks , misc fasteners and anchorments	1.00 EA @	4,445.00 =	4,445.00



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### Summary for Dwelling

Line Item Total	9,645.00
<b>Replacement Cost Value</b>	<b>\$9,645.00</b>
<b>Net Claim</b>	<b>\$9,645.00</b>

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Jim Peldo



# **BOARD MEMBER UPDATES**

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