

**CHARTER TOWNSHIP OF YPSILANTI  
MINUTES OF THE APRIL 7, 2026, REGULAR BOARD MEETING**

Board Meetings are audio & video recorded and posted on the website and YouTube

**DETERMINATION OF QUORUM**

Supervisor Stumbo determined a quorum was present.

Township Supervisor Brenda Stumbo called the meeting to order at 6:00 pm in the Ypsilanti Township Civic Center Board Room, 7200 S. Huron River Drive, Ypsilanti Township. Trustees John Newman II and LaResha Thornton arrived during the attorney report.

**Members Present:** Supervisor Brenda Stumbo, Clerk Debbie Swanson, and Treasurer Stan Eldridge  
Trustees: Karen Lovejoy Roe, John Newman II, and Gloria Peterson, and LaResha Thornton

**Members Not Present:** None

**Legal Counsel:** Wm. Douglas Winters

The Pledge of Allegiance was recited followed by a moment of silent prayer.

**APPROVAL OF AGENDA**

A motion was made by Trustee Peterson and supported by Treasurer Eldridge to approve the agenda.

The motion carried unanimously.

**CONSENT AGENDA**

**A. MINUTES OF MARCH 17, 2026, REGULAR MEETING AND MARCH 31, 2026, SPECIAL MEETING**

## **B. STATEMENTS AND CHECKS**

### **1. STATEMENTS AND CHECKS FOR APRIL 7, 2026, IN THE AMOUNT OF \$4,106,844.91**

A motion was made by Treasurer Eldridge and supported by Trustee Peterson to approve the consent agenda.

The motion carried unanimously.

## **ATTORNEY REPORT**

### **A. GENERAL LEGAL UPDATE**

Legal update was provided by Attorney Winters. (refer to audio)

There was 1 board member comment. (refer to audio)

There was 1 public comment. (refer to audio)

## **NEW BUSINESS**

### **1. 1<sup>ST</sup> READING OF RESOLUTION 2026-06, PROPOSED ORDINANCE 2026-514, AN ORDINANCE TO AMEND ZONING ORDINANCE TEXT: TOWING SERVICES WITHOUT AN IMPOUND OR STORAGE YARD, TAXI TERMINALS AND DISPATCH FACILITIES, LIMOUSINE SERVICES AND BUS DEPOTS**

Clerk Swanson read the resolution into the record.

A motion was made by Clerk Swanson and supported by Treasurer Eldridge to approve the 1<sup>st</sup> reading of Resolution 2026-06, Proposed Ordinance 2026-514, an ordinance to amend zoning ordinance text: Towing Services without an

impound or storage yard, taxi terminals and dispatch facilities, limousine services and bus depots. (see attached)

<b>Roe</b>	<b>yes</b>	<b>Newman</b>	<b>yes</b>	<b>Peterson</b>	<b>yes</b>	<b>Swanson</b>	<b>yes</b>
<b>Stumbo</b>	<b>yes</b>	<b>Eldridge</b>	<b>yes</b>	<b>Thornton</b>	<b>yes</b>		

The motion carried unanimously.

**2. APPROVE RESOLUTION 2026-07, DAWN FARM 17<sup>TH</sup> ANNUAL RIDE FOR RECOVERY ROAD CLOSURE REQUEST**

Clerk Swanson read the resolution into the record.

A motion was made by Clerk Swanson and supported by Trustee Lovejoy Roe to approve resolution 2026-07, Dawn Farm 17<sup>th</sup> Annual Ride for Recovery Road Closure request. (see attached)

The motion carried unanimously.

**3. APPROVE THE WASHTENAW COUNTY ROAD COMMISSION (WCRC) 2026 AGREEMENT FOR ADDITIONAL TOWNSHIP-WIDE STREET SWEEPING AND CRACK SEALING IN THE ESTIMATED AMOUNT OF \$65,542.07, BUDGETED IN LINE #213-446-982.006**

A motion was made by Trustee Lovejoy Roe and supported by Trustee Peterson to approve the Washtenaw County Road Commission (WCRC) 2026 agreement for additional township-wide street sweeping and crack sealing in the estimated amount of \$65,542.07, budgeted in line #213-446-982.006. (see attached)

The motion carried unanimously.

**4. APPROVE WASHTENAW COUNTY ROAD COMMISSION (WCRC) 2026 AGREEMENT FOR LOCAL ROAD IMPROVEMENTS, THE TOWNSHIP'S ESTIMATED SHARE IN THE AMOUNT OF \$745,000.00 FROM LINE #213-446-982.000, CONTINGENT ON BUDGET AMENDMENT**

A motion was made by Trustee Lovejoy Roe and supported by Trustee Peterson to approve the Washtenaw County Road Commission (WCRC) 2026 agreement for local road improvements, the township's estimated share in the amount of \$745,000.00 from the line #213-446-982.000, contingent on budget amendment. (see attached)

The motion carried unanimously.

**5. APPROVE PLUNKETT COONEY TO PROVIDE PROFESSIONAL LEGAL SERVICES FOR ZONING AND LAND USE ISSUES, TO BE PAID FROM LINE #101-729-801.024**

A motion was made by Treasurer Eldridge and supported by Trustee Lovejoy Roe to approve Plunkett Cooney to provide professional legal services for Zoning and Land Use Issues, to be paid from line #101-729-801.024. (see attached)

The motion carried unanimously.

**6. APPROVE CHANGE ORDER #8 WITH BRAUN CONSTRUCTION FOR ADDITIONS OF LANDSCAPE ROCKS, ADDITIONAL DOOR HARDWARE, ADDITIONAL SIGNAGE, AND PLUMBING REPAIRS IN THE AMOUNT OF \$19,515.00, BUDGETED IN LINE #101-901-971.236**

A motion was made by Treasurer Eldridge and supported by Trustee Thornton to approve Change Order #8 with Braun Construction for additions of landscape rocks, additional door hardware, additional signage, and plumbing

repairs in the amount of \$19,515.00, budgeted in line #101-901-971.236. (see attached)

The motion carried unanimously.

**7. APPROVE THE 2025-26 WASHTENAW COUNTY SENIOR NUTRITION CONTRACT DATED NOVEMBER 1, 2025, AND APPROVE THE AMENDMENT TO THE CONTRACT DATED FROM APRIL 1, 2026, TO SEPTEMBER 30, 2026**

A motion was made by Trustee Peterson and supported by Treasurer Eldridge to approve the 2025-26 Washtenaw County Senior Nutrition Contract dated November 1, 2025, and approve the amendment to the contract dated from April 1, 2026 to September 30, 2026. (see attached)

The motion carried unanimously.

**8. BUDGET AMENDMENT #5**

Supervisor Stumbo read the amendment into the record.

A motion was made by Clerk Swanson and supported by Trustee Peterson to approve Budget Amendment #8. (see attached)

The motion carried unanimously.

**AUTHORIZATION AND BIDS**

**1. SEEK SEALED BIDS FOR ONE (1) NEW FORD F-150 4X4 SUPER CREW TO SUPPORT FIRE DEPARTMENT OPERATIONS AND EMERGENCY RESPONSE NEEDS, BUDGETED IN LINE #217-901-979.000**

A motion was made by Treasurer Eldridge and supported by Clerk Swanson to seek sealed bids for one (1) new Ford F-150 4X4 Super Crew to support Fire

Department Operations and Emergency Response Needs, budgeted in line #217-901-979.000

The motion carried unanimously.

**2. ACCEPT THE BID FROM WEINGARTZ SUPPLY AND PURCHASE ONE (1) 72-INCH ZERO TURN MOWER IN THE AMOUNT OF \$14,798.00, BUDGETED IN LINE #213-753-977.000**

A motion was made by Treasurer Eldridge and supported by Clerk Swanson to accept the bid from Weingartz Supply and purchase one (1) 72-inch zero turn mower in the amount of \$14,798.00, budgeted in line #213-753-977.000. (see attached)

The motion carried unanimously.

**PUBLIC COMMENTS**

There were 3 public comments. (refer to audio)

**OTHER BUSINESS**

There was no Other Business

**BOARD MEMBER COMMENTS**

There were 2 Board Member comments.

## ADJOURNMENT

A motion to adjourn was made by Treasurer Eldridge and supported by Trustee Thornton.

The motion carried unanimously.

The meeting was adjourned at approximately 7:15 pm.

Respectfully Submitted,

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

**Debra A. Swanson, Clerk**  
*Charter Township of Ypsilanti*

APPROVED

# CHARTER TOWNSHIP OF YPSILANTI

## RESOLUTION NO. 2026-06

In Reference to Ordinance 2026-514

### **Zoning Text Amendment: Towing Services Without an Impound or Storage Yard, Taxi Terminals and Dispatch Facilities, Limousine Services and Bus Depots**

**Whereas**, the Township receives interest from towing services without an impound or storage yard, taxi terminals and dispatch facilities, limousine services and bus depots with the desire for access to the regional transportation network of interstates and highways; and

**Whereas**, there is not a specific zoning district in the Township Zoning Ordinance that presently permits this land use; and

**Whereas**, in studying towing services, dispatch centers and related land uses as a potential land use in the Township, it has become evident that these uses are best located in an industrial district with great access to highways and interstates where it mitigates traffic impact to other commercial corridors and residential areas of the township; and

**Whereas**, the Township is committed to locating towing services, dispatch centers and related land uses, in areas with appropriate infrastructure and minimal impact on surrounding properties, and minimizing adverse effects on residents and adjacent communities, including managing traffic.

**Whereas**, the ordinance amendment is consistent with the intent of the I-CR - Industrial and Commercial Revitalization District, as well as the Township's current Master Plan; and

**Whereas**, at its regularly scheduled meeting held March 24, 2026 the Charter Township of Ypsilanti Planning Commission held a public hearing, discussed the proposed text amendments, and recommended that the Township Board approve the ordinance amendment by resolution PC 2026-01, as presented.

**Now Therefore, Be It Resolved** that the Charter Township of Ypsilanti Board hereby adopts and incorporates by reference Ordinance No. 2026-514 attached hereto, by reference, in its entirety.

I, Debra A. Swanson, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify the above resolution is a true and exact copy of Resolution No. 2026-06 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on April 7, 2026. The second reading is scheduled to be on April 21, 2026.

---

Debra A. Swanson, Clerk  
Charter Township of Ypsilanti

**YPSILANTI CHARTER TOWNSHIP**

**PROPOSED ORDINANCE NO. 2026-0514**

**An Ordinance Amending Appendix A – ZONING, Township Zoning Ordinance of Ypsilanti Charter Township to Add Towing Services and Bus Depots to the ICR – Industrial and Commercial Revitalization District in Section 420. – Table of Uses.**

Ypsilanti Charter Township hereby ordains that Appendix A. – Zoning, adopted February 15, 2022, in the Code of Ordinances of Ypsilanti Charter Township is hereby amended by adding and modifying the following described text.

*[Modify Article IV. – DISTRICT REGULATIONS]*

**Section 420, Table of Uses**

5. Industrial districts table of uses identifies the uses allowed in the following industrial districts:

<b>Industrial Districts Use Table</b>	<b>I-T</b>	<b>L-M</b>	<b>ICR</b>	<b>Notes</b>
<b>Automotive/Transportation</b>				
<i>“Towing Services Without an Impound or Storage Yard, Taxi Terminals and Dispatch Facilities, Limousine Services and Bus Depots”</i>			<i>SL-PC</i>	

**Severability**

In the event that any one or more sections, provisions, phrases or words of this ordinance shall be found to be invalid by a court of competent jurisdiction, such holding shall not affect the validity nor the enforceability of the remaining sections, provisions, phrases or words of this Ordinance unless expressly so determined by a Court of competent jurisdiction.

**Non-Exclusivity**

The prohibitions and penalties provided for in this Ordinance shall be in addition to, and not exclusive of, other prohibitions and penalties provided for by other law, ordinance, or rule/regulation.

**Publication**

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

**Effective Date**

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

# CHARTER TOWNSHIP OF YPSILANTI

## RESOLUTION NO. 2026-07

### RESOLUTION REGARDING TEMPORARY ROAD CLOSURE

Resolution authorizing the temporary road closure of Stony Creek to Textile, Textile to Hitchingham, Hitchingham to Merritt, Merritt to Stony Creek on Sunday, April 26<sup>th</sup> from 10:00 am to 1:30 pm for the Ride for Recovery 5K/10K Run/Walk to benefit the Dawn Farm Ride for Recovery.

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

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

**NOW THEREFORE, BE IT RESOLVED** that the Township of Ypsilanti Board of Trustees designates and agrees that Tracy Puvalowski, Development Director of Dawn Farms, the authorized official designee in this instance, when application is made to the Washtenaw County Road Commission for this temporary road closure.

I, Debra A. Swanson, Clerk of the Charter Township of Ypsilanti, County of Washtenaw, State of Michigan hereby certify the above resolution is a true and exact copy of Resolution No. 2026-07 approved by the Charter Township of Ypsilanti, Board of Trustees assembled at a Regular Meeting held on April 7, 2026.

---

Debra A Swanson, Clerk  
Charter Township of Ypsilanti

**2026 YPSILANTI TOWNSHIP AGREEMENT**

THIS AGREEMENT, made and entered into this 7th day of April, 2026, by and between the Township Board of Ypsilanti Township, Washtenaw County, parties of the first part and the Board of Washtenaw County Road Commissioners, parties of the second part.

WHEREAS, Ypsilanti Township desires that certain improvements be made upon the local roads in the Township of Ypsilanti, and

WHEREAS, proper authority is provided to the parties of the agreement under the provisions in Act 51 of Public Acts of 1951 as amended,

IT IS NOW THEREFORE AGREED, the WCRC will accomplish the improvements as specified herein, all in accordance with the standards of the Board of Washtenaw County Road Commissioners,

IT IS FURTHER AGREED, Ypsilanti Township shall pay WCRC for the actual project costs incurred for the project; and

IT IS FURTHER AGREED, the WCRC will submit an invoice to the Township on July 1, 2026, for 50% of the estimated project costs. Following project completion and final accounting of the project costs, WCRC will submit the final invoice for the actual remaining unpaid costs. The final invoice shall provide supporting detail and information, which reasonably identifies the actual project costs incurred by WCRC. The Township agrees to remit payment within 30 days from receipt of WCRC invoices.

**Additional Street Sweeping Services**

Work to include one (1) additional street sweepings on curbed local roads in Ypsilanti Township. 2026 Local Road Sweeping in Ypsilanti Township (one round) = 174.63 curb miles @ \$89.00 per curb mile= \$15,542.07 per round.

Estimated total project cost: \$ 15,542.07

**Various Local Roads Crack Seal**

Work to include crack sealing. Various roads totaling 4.42 miles throughout section 7 and various roads totaling 2.49 miles throughout section 10. Totaling 6.91 miles. (please see attached maps)

\$ 50,000.00

**AGREEMENT SUMMARY**

2026 LOCAL ROAD PROGRAM	
Additional Street Sweeping Services	\$ 15,542.07
Township-wide Crack Seal	\$ 50,000.00
Subtotal	<u>\$ 65,542.07</u>

2026 Ypsilanti Township Agreement

ESTIMATED AMOUNT TO BE PAID BY YPSILANTI  
TOWNSHIP UNDER THIS AGREEMENT DURING 2026:       \$       65,542.07

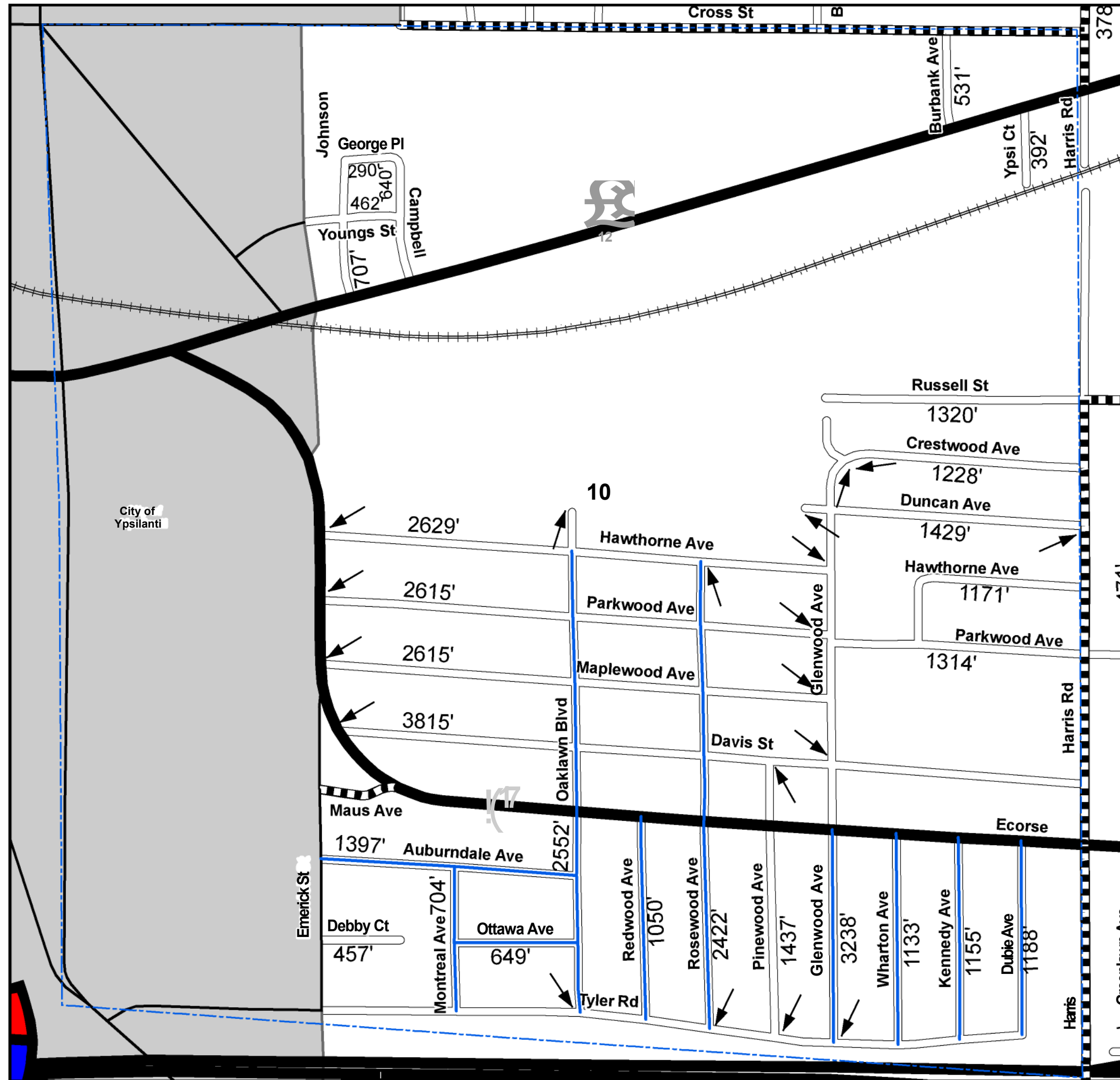
YPSILANTI TOWNSHIP:

\_\_\_\_\_  
Brenda Stumbo, Supervisor









\_\_\_\_\_  
Debra A. Swanson, Clerk

\_\_\_\_\_  
Barbara Ryan Fuller, Chair

\_\_\_\_\_  
Matthew MacDonell, Managing Director

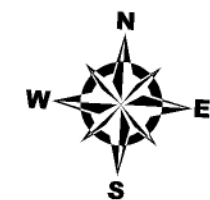


**LEGEND**

- State Trunkline 
- County Primary 
- County Local 
- Railroad 
- City or Village Street 
- Section Line 
- City or Village Boundary 
- Lake/River 

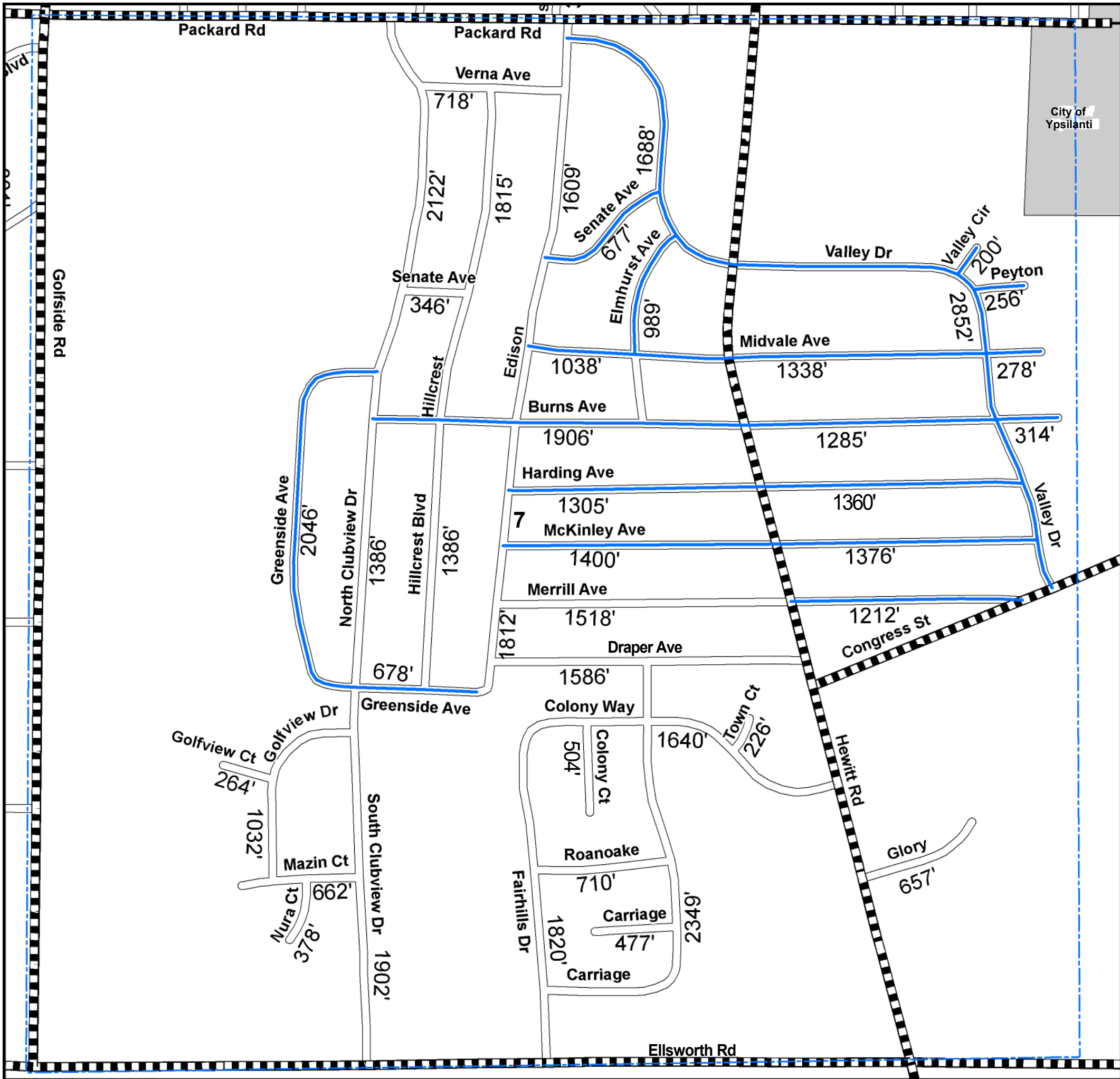
Crackseal Total Feet 13,136 Equals 2.49 Miles

I HEREBY CERTIFY THAT THE ROADS SHOWN HEREON BY SYMBOL AS LOCAL ROADS ARE IN USE AND ARE UNDER THE JURISDICTION OF THE COUNTY ROAD COMMISSION.











0 500 1,000 Feet

Township YPSILANTI  
 Section 10 T 3S R 7E  
 County WASHTENAW

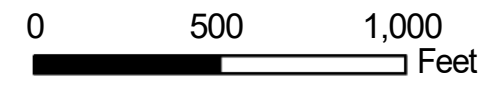


**LEGEND**

- State Trunkline 
- County Primary 
- County Local 
- Railroad 
- City or Village Street 
- Section Line 
- City or Village Boundary 
- Lake/River 

Crackseal Total Feet **23,336** Equals **4.42** Miles

I HEREBY CERTIFY THAT THE ROADS SHOWN HEREON BY SYMBOL AS LOCAL ROADS ARE IN USE AND ARE UNDER THE JURISDICTION OF THE COUNTY ROAD COMMISSION.



Township YPSILANTI  
 Section 7-3S-R-7E  
 County WASHTENAW

## 2026 YPSILANTI TOWNSHIP AGREEMENT

THIS AGREEMENT, made and entered into this 7th day of April, 2026, by and between the Board of Trustees of the Charter Township of Ypsilanti (“Ypsilanti Township”), Washtenaw County, and the Washtenaw County Board of County Road Commissioners (“WCRC”).

WHEREAS, Ypsilanti Township desires that certain improvements be made upon the local roads in the Township of Ypsilanti, and

WHEREAS, proper authority is provided to the parties of the agreement under the provisions in Act 51 of Public Acts of 1951 as amended,

IT IS NOW THEREFORE AGREED, the WCRC will accomplish the improvements as specified herein, all in accordance with the standards of the WCRC,

IT IS FURTHER AGREED, Ypsilanti Township shall pay WCRC for the actual project costs incurred for the project; and

IT IS FURTHER AGREED, the WCRC will submit monthly invoices to Ypsilanti Township during the progress of the construction. Following project completion and final accounting of the project costs, WCRC will submit the final invoice for the actual remaining unpaid costs. The final invoice shall provide supporting detail and information, which reasonably identifies the actual project costs incurred by WCRC. The Township described herein agrees to remit payment within 30 days from receipt of WCRC invoices.

### **2026 Local Road Resurfacing Program**

4.20 miles of forestry, cold milling the existing pavement surface, full depth removal and replacement of deteriorated asphalt pavement, replacement of deteriorated concrete curb and gutter, ADA sidewalk ramp upgrades, construction of a hot mix asphalt wearing surface, and associated project restoration.

Roads to include:

- Campbell Avenue, Cross Street to Forest Avenue
- Lynne Avenue, Cross Street to Forest Avenue
- Bagley Avenue, Cross Street to Forest Avenue
- Hollis Road, Cross Street to Forest Avenue
- Hunt Place, Hollis Road to Hollis Road
- Browning Street, Cross Street to Forest Avenue
- Maple Avenue, Browning Street to end
- Oak Street, Harris Rd to end
- Walnut Avenue, Browning Street to end
- Ivanhoe Avenue, Forest Avenue to end
- Mohawk Avenue, Forest Avenue to end
- Miami Avenue, Forest Avenue to end
- Allen Avenue, US-12BR to Holmes Road
- Jerome Avenue, US-12BR to Holmes Road
- Lamay Avenue, US-12BR to Holmes Road
- Whitman Avenue, Allen Avenue to end
- Bailey Avenue, 100 feet east of Allen Avenue to end

Estimated project cost:

\$ 1,490,000.00

2026 Ypsilanti Township Agreement

---

**AGREEMENT SUMMARY**

2026 LOCAL ROAD PROGRAM

All Road Segments Described Herein	\$ 1,490,000.00
Less WCRC 2026 Local Matching Funds	\$ 745,000.00
Subtotal	<u>\$ 745,000.00</u>

ESTIMATED AMOUNT TO BE PAID BY YPSILANTI TOWNSHIP UNDER THIS AGREEMENT DURING 2026: **\$ 745,000.00**

YPSILANTI TOWNSHIP:

---

Brenda Stumbo, Supervisor

---

Debra A. Swanson, Clerk

WASHTENAW COUNTY ROAD COMMISSION:

---

Barbara Ryan Fuller, Chair

---

Matthew MacDonell, Managing Director



April 7, 2026

**Via Electronic Mail**

Wm. Douglas Winters  
McLain & Winters  
61 N. Huron  
Ypsilanti, MI 48197  
[mcwinlaw@gmail.com](mailto:mcwinlaw@gmail.com)

Re: Legal Services for Ypsilanti Township

Dear Mr. Winters:

This letter will confirm our telephone discussion on Wednesday, March 18, 2026 and Tuesday, April 7, 2026. We have discussed Ypsilanti Township retaining Plunkett Cooney to assist you in addressing zoning, land use, and enforcement issues that require the Township's involvement. There are issues that the Township is aware of including the University of Michigan's data center as well as enforcement issues related to health, safety, and welfare concerns. We propose to provide legal services to the Township consistent with the terms of this engagement agreement. If retained, we will do our best to achieve the Township's objectives and justify the confidence it has placed in us, all in accordance with the Michigan Rules of Professional Conduct.

We have found that our clients appreciate having the terms of our agreement in writing and that is the purpose of this letter. If you have any questions about the engagement agreement, please call us. We wish to clarify the Township's expectations and avoid any misunderstanding from the outset of our representation.

The Township is retaining us for our legal expertise but will retain the right to make all final decisions regarding Township business. We will keep you and the Township informed at reasonable intervals as to the status of issues we are addressing and to answer any questions to the best of our ability.

**SCOPE OF WORK**

We propose that we represent the Township by assisting Township Attorney Wm. Douglas Winters in addressing zoning, land use, and enforcement issues identified by Mr. Winters. Our engagement is limited to assisting Mr. Winters in addressing zoning, land use, and enforcement issues as he requests. This would include participating in necessary court proceedings related to these issues. Mr. Winters remains the Township Attorney and any other legal services for the Township, including litigation that might arise against the Township, would be beyond the scope of this engagement. If other issues are identified that

**ATTORNEYS & COUNSELORS AT LAW**

---

Bridgewater Place • 333 Bridge Street NW, Suite 530 • Grand Rapids, MI 49504 • T: (616) 752-4600 • F: (248) 901-4040 •  
plunkettcooney.com

are beyond the scope of this engagement we will discuss entering into separate engagements.

In our effort to keep our clients informed, we find it helpful to communicate by e-mail. By signing this letter, the Township acknowledges that e-mail communication in this engagement is appropriate and can be used to efficiently complete tasks and reduce costs. If the Township prefers communication through paper copies, either in addition to or instead of electronic communication, please notify us and we will take the necessary steps to do so.

### **PERSONNEL**

Your agreement is with Plunkett Cooney, which will provide you with the many benefits of its diverse staff and resources. At this point, we believe it is in your best interest that I will be the primary contact for this engagement. Michael Hanchett will primarily be involved in enforcement activities. Audrey Forbush will also be involved and will be kept informed of events as they occur. We may also obtain the assistance of other lawyers and paralegals in our firm when our professional judgment indicates that it is necessary or desirable to do so. Charles Bogren and Regan Glenn are the other attorneys who would most likely be called upon to provide assistance.

### **FEES**

Our standard rate for this type of representation is \$450/hour for partners and \$355/hour for associates. However, because of our longstanding relationship with you as Township Attorney, we propose the same billing rates for this engagement as our rates to the MMLLPP of \$275/hour for partners and \$250/hour for associates.

We will send our bill directly to the Township. The invoice will come from [PlunkettCooneyInvoices@plunkettcooney.com](mailto:PlunkettCooneyInvoices@plunkettcooney.com) . Please have the Township add this to the appropriate address book/spam filter to ensure it receives the invoice in a timely manner. In addition to reflecting the charges for the services of attorneys, our statement will reflect costs incurred by the firm in providing its services. The costs, if necessary, may include photocopying expenses, electronic research, information costs when authorized, and delivery services and travel expenses.

If there is ever have a question about our billing procedures or statements, please ask us. We prefer to address these issues so that the Township fully understand the procedures and our statements and are satisfied with them.

### **TERMINATION OF ENGAGEMENT**

We are also ethically obligated to advise you that you or Plunkett Cooney may terminate this engagement by notifying the other in writing. We will comply with all applicable ethical considerations at the termination of this engagement. We will be entitled to be paid for services rendered and expenses incurred up to the effective date of termination.

Again, we appreciate you considering the retention of Plunkett Cooney to represent Ypsilanti Township.

PLUNKETT COONEY



Michael S. Bogren

**Direct Dial: 269/226-8822**

**E-mail: [mbogren@plunkettcooney.com](mailto:mbogren@plunkettcooney.com)**

The matters set forth in this letter are understood and agreed to by the undersigned  
as of \_\_\_\_\_, 2026.

On behalf of Ypsilanti Township:

\_\_\_\_\_  
Name: Brenda L. Stumbo

Its: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Name: Debra Swanson

Its: \_\_\_\_\_

Date: \_\_\_\_\_



March 12<sup>th</sup>, 2026

Mr. Stan Eldridge  
 Charter Township of Ypsilanti  
 7200 S. Huron Drive  
 Ypsilanti Township, MI 48197

**RE: REQUEST for CHANGE ORDER (RCO #8.0)**  
 Ypsilanti Township – 14-B District Court  
 BCG Project #04-007

Dear Mr. Eldridge,

Braun Construction Group is submitting this letter to identify the cost associated with *additional landscape boulders, miscellaneous Howlett service calls, additional signage, and performing plumbing repairs within Men's Room 151*, as detailed in the attached RCO Summary. Appropriate backup documentation is attached.

1. BCG RCO #8.0 Summary dated: 03/12/2026	\$16,948.69
2. BCG General Conditions	\$1,371.15
3. BCG GLI @ 0.85%	\$155.72
4. BCG OH&P @ 4.5%	\$831.40
5. Payment & Performance Bond @ 1.08%	\$208.52
 TOTAL "ADD" COST	 <b>\$19,515</b>
 Previous Contract Amount	 \$4,381,303
 Revised Contract Amount including this Request for Change Order	 <b>\$4,400,818</b>

Please confirm your approval of this additional cost and we will prepare a Change Order to incorporate this cost and scope of work into the project.

Please contact me directly if you have any questions regarding this request.

Sincerely,

**BRAUN CONSTRUCTION GROUP**

*Anthony J. Giovanni*

Anthony J. Giovanni  
 Project Manager

**Charter Township of Ypsilanti**

Signed By:

*Stan Eldridge*

Stan Eldridge, Township Treasurer

3/18/2026

Date

Cc: TJ Braun, Braun Construction Group  
 Kayce Deal, Braun Construction Group  
 Kevin Griffon, Braun Construction Group

Acknowledgement	Initials
John Hines, Ypsilanti Township	JH
Erane C. Washington, Washtenaw County	EW
James Renaud, JFR Architect, PC	JR



**Reliable Landscaping, Inc**

8285 Lilley Rd  
 Canton, MI 48187  
 P (734) 455-3220  
 F (734) 455-2149  
 tmgreliable@gmail.com



*“Quality Not Only On The Surface“*

**Estimate**

Date
12/17/25
Estimate No.
5905

Name/Address
Braun Construction Group 39395 w. 12 Mile Road, Suite 100 Farmington Hills, MI 48331 Attn. Kevin Griffon

Phone	Email	Estimator
248-848-0567	kgriffon@brauncg.com	KG

Qty	Description	Rate	Total
	Ypsilanti Township 14-B District Court Project		
20	Install 20 Michigan Natural Boulders, 2-3' in diameter.	270.00	5,400.00
Thank You - Kyle Gaines		<b>Total</b>	<b>\$5,400.00</b>



# Howlett Lock and Door

1933 Swarthout Road | Pinckney, Michigan 48169  
734-878-2208 | office@howlettlockanddoor.com |  
<https://www.howlettlockanddoor.com/>

**RECIPIENT:**

**Charter Township of Ypsilanti**

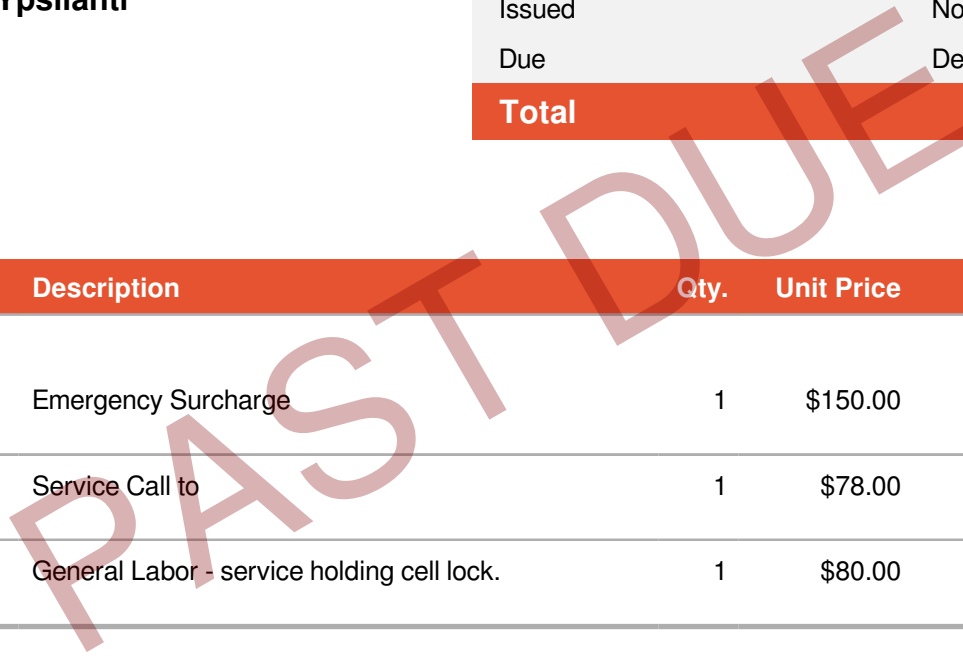
14B Courthouse  
7200 S Huron River Dr  
Ypsilanti, MI 48197-7007

**Invoice #24408**

Issued	Nov 26, 2025
Due	Dec 26, 2025
<b>Total</b>	<b>\$308.00</b>

**April, holding cell**

Product/Service	Description	Qty.	Unit Price	Total
<b>Nov 24, 2025</b>				
em	Emergency Surcharge	1	\$150.00	\$150.00*
Service Call to	Service Call to	1	\$78.00	\$78.00*
Labor	General Labor - service holding cell lock.	1	\$80.00	\$80.00*



\* Non-taxable

Thank you for your business. Please contact us with any questions regarding this invoice.

Howlett Lock and Door, Inc 38-3405606

Subtotal	\$308.00
Tax Exempt (0.0%)	\$0.00
<b>Total</b>	<b>\$308.00</b>



# Howlett Lock and Door

1933 Swarthout Road | Pinckney, Michigan 48169  
734-878-2208 | office@howlettlockanddoor.com |  
<https://www.howlettlockanddoor.com/>

**RECIPIENT:**

**Charter Township of Ypsilanti**

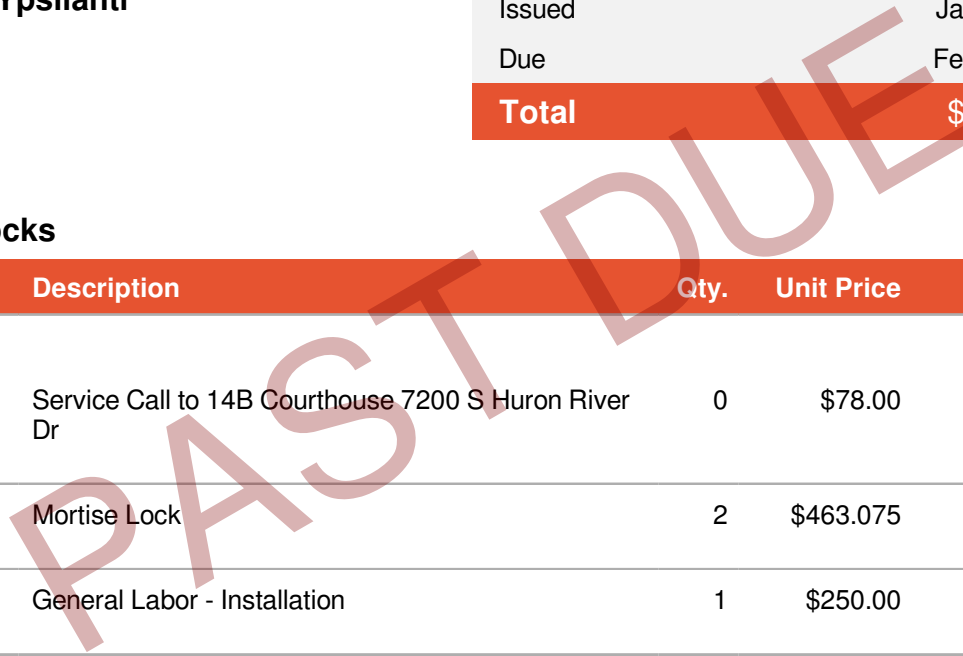
14B Courthouse  
7200 S Huron River Dr  
Ypsilanti, MI 48197-7007

**Invoice #260082**

Issued	Jan 12, 2026
Due	Feb 11, 2026
<b>Total</b>	<b>\$1,176.15</b>

**Additional Mortise Locks**

Product/Service	Description	Qty.	Unit Price	Total
<b>Nov 11, 2025</b>				
Service Call to	Service Call to 14B Courthouse 7200 S Huron River Dr	0	\$78.00	\$0.00*
Falcon	Mortise Lock	2	\$463.075	\$926.15
Labor	General Labor - Installation	1	\$250.00	\$250.00*



**Total** **\$1,176.15**

\* Non-taxable

Thank you for your business. Please contact us with any questions regarding this invoice.

Howlett Lock and Door, Inc 38-3405606



# Howlett Lock and Door

1933 Swarthout Road | Pinckney, Michigan 48169  
734-878-2208 | office@howlettlockanddoor.com |  
https://www.howlettlockanddoor.com/

**RECIPIENT:**

**Charter Township of Ypsilanti**

14B Courthouse  
7200 S Huron River Dr  
Ypsilanti, MI 48197-7007

**Invoice #260102**

Issued	Jan 15, 2026
Due	Feb 14, 2026

**Total \$345.50**

**Court house hardware and keying project**

Product/Service	Description	Qty.	Unit Price	Total
SC	Service Call - 7200 S Huron, No charge, already on site.	0	\$78.00	\$0.00*
Key	Kaba Keys	25	\$7.50	\$187.50
safe labor	General Safe Labor - Rebuild holding cell lock.	1	\$158.00	\$158.00*

\* Non-taxable

Thank you for your business. Please contact us with any questions regarding this invoice.

Howlett Lock and Door, Inc 38-3405606

Subtotal	\$345.50
Tax Exempt (0.0%)	\$0.00
<b>Total</b>	<b>\$345.50</b>

**Charter Township of Ypsilanti**

14B Courthouse  
7200 S Huron River Dr  
Ypsilanti, MI 48197-7007

**Court house hardware and keying project**

**Invoice #:** 260102  
**Due date:** Feb 14, 2026  
**Amount due:** \$345.50  
**Amount enclosed:** \_\_\_\_\_

Mail to:

**Howlett Lock and Door**  
1933 Swarthout Road  
Pinckney, Michigan 48169

**DMP Sign Co.**

20732 Negaunee  
 Southfield, MI 48033

Phone # (248)996-9281  
 Fax # (248)281-0334

jfoerg@dmpsignco.com  
 www.dmpsignco.com

# Estimate

Est. Due Dt	Estimate #
1/26/2026	64169

Name / Address
Braun Const. Group 39395 W. 12 Mile Rd. Suite 100 Farmington Hills, MI 48331

Ship To
Braun Const. Group Jaisanna Jarvis 39395 W. 12 Mile Rd. Suite 100 Farmington Hills, MI 48331

Item	Description	Qty	U/M	Rate	Total
	Ypsilanti Township District Courthouse - 14B - Additional Dimensional Lettering for Entrance and Wall				
	Wall letter sign Remove all letters at entrance wall Install Dark Bronze ACM - butt joint Install new set of letters for JOHN B COLLINS Reinstall existing letters				
	Canopy letters Install new set of letters - COURT ENTRANCE				
Production/setup f...	Engineering, setups, cutcharts	3	hr	101.66	304.98T
WC Prep and assy	Work center preparation and final assembly	1	hr	97.49	97.49T
Project management	Project management	5	hr	109.68	548.40T
Administration	Adminstrative oversight	1	hr	109.68	109.68T
*SIGN-NS	3mm Dark Bronze ACM 4'x 8'	5		119.788	598.94T
*FCO Metal	Flat Cut Out Metal	1	ea	4,301.00	4,301.00T
	Letters to match specs of "YPSILANTI TOWNSHIP 14-B DISTRICT COURT" - Flat Cut Aluminum - Custom Font - 1/4" Thickness - Flat Face - Polished Gold Anodized - Stud Mounted with drill pattern				
	(1) "JOHN B. COLLINS" 12" for wall (1) "COURT ENTRANCE" 7" for soffit				
Installation - SC	Installation	1	ea	2,400.00	2,400.00

Quote is valid for 30 days.	<b>Subtotal</b>	\$8,360.49
The pricing included reflects current rates as of today's date. Please be advised that any changes to the prevailing tariff structure may result in price adjustments at the time of order placement.	<b>Sales Tax (6.0%)</b>	\$357.63
	<b>Total</b>	\$8,718.12

**DMP Sign Co.**

20732 Negaunee  
Southfield, MI 48033

Phone # (248)996-9281  
Fax # (248)281-0334

jfoerg@dmpsignco.com  
www.dmpsignco.com

# Estimate

Est. Due Dt	Estimate #
2/11/2026	64203

Name / Address
Braun Const. Group 39395 W. 12 Mile Rd. Suite 100 Farmington Hills, MI 48331

Ship To
Braun Const. Group Jaisanna Jarvis 39395 W. 12 Mile Rd. Suite 100 Farmington Hills, MI 48331

Item	Description	Qty	U/M	Rate	Total
	Ypsilanti District Court (1) new room sign - PUBLIC DEFENDER (1) new exterior sign - 14-B District Courthouse Security				
Production/setup f...	Engineering, setups, cutcharts	2.2	hr	69.33636	152.54T
WC Laser	Laser workcenter	0.25	hr	81.64	20.41T
WC UV Print	UV Direct print	0.5	hr	78.40	39.20T
WC Spray coating	Spray coatings	0.8	hr	79.2125	63.37T
WC Prep and assy	Work center preparation and final assembly	0.5	hr	66.48	33.24T
Project management	Project management	0.5	hr	74.80	37.40T
ACRC080MC	Acrylic cast 080 matte clear	1.5	sqft	3.83333	5.75T
ACRE125BK	Acrylic extruded .125 black	1.5	sqft	1.99333	2.99T
ADH MF 112-54	Mounting film - 1 Mil clear	1.5	sqft	0.61333	0.92T
ADH Z752 6"	1/16 x 1 x 6 white extended tabs foam adh	2.1	ft	0.00952	0.02T
IR2 ink TBD	UV ink - color TBD	16	ML	0.56875	9.10T
Installation - SC	Installation	1	ea	125.00	125.00

Quote is valid for 30 days.	<b>Subtotal</b>	\$489.94
The pricing included reflects current rates as of today's date. Please be advised that any changes to the prevailing tariff structure may result in price adjustments at the time of order placement.	<b>Sales Tax (6.0%)</b>	\$21.90
	<b>Total</b>	<b>\$255.92</b> <del>-\$511.84</del>

Only half of the total estimate was submitted in this RCO. Per the Township, the other half will be paid by the Township direct.



# ALPINE

## MECHANICAL CONTRACTORS

PLUMBING • FIRE PROTECTION • ELECTRICAL • HVAC

24634 FIVE MILE ROAD • DETROIT, MI 48239 • Ph: 313-541-8000 • Fx: 313-537-6975

11/15/2025

Project, Ypsilanti courthouse

Plumbing, additional work

1. Cut and cap existing 4" cast iron drain in IT room area.
2. Remove and re install water closet in mens room due broken flange and flush valve problem
3. Remove and replace 4" cast iron closet flange due to rusted out and broken, Install new ci flange and pour lead joint with oakum for replacment
4. Reset water closet with wax ring and closet bolts.
5. Rebuild sloan flush valve on water closet, diaphram assembly and vaccum breaker assembly.
6. use chipping hammer to remove closet flange and remove cement at drain line in IT room

Labor, 12 hours @ 155.00 per hour	\$1,860.00
-----------------------------------	------------

Material	310.00
----------	--------

-----

12/8/2025 Revised

\$2,170.00

Labor 12 hr @90.00 hr	\$1,080.00
-----------------------	------------

chipping hammer	100.00
-----------------	--------

Material:

C I closet flange,Deep	70.00
------------------------	-------

Lead and oakum	60.00
----------------	-------

Sloan Rebuilding kit	119.00
----------------------	--------

Sloan vaccum breaker assebly	37.00
------------------------------	-------

wax ring and bolts	24.00
--------------------	-------

-----

\$1,490.00

**SERVICE CONTRACT**  
**Older Person's Millage Funds**

AGREEMENT is made this **1st day of November, 2025** 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").

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 as outlined in their existing federal contract. This grant is for additional funding in combination with the federal funding and all rules, regulations and guidelines required for the federal funds (unless specifically identified) will be in place for the millage funds in accordance with local, state, and federal requirements as outlined in:

- AAA1-B Request for Proposals and Operating Standards Manual FY 2023, 2024 & 2025. <https://aaa1b.org/wp-content/uploads/2022/03/AAA1B-and-ACLS-Operating-Standards-FINAL.pdf>
- Senior Nutrition Program Policies & Procedures Manual
- Washtenaw County Staff & Volunteer Handbook
- Washtenaw County Older Persons Millage Framework & Operations Policy <https://content.civicplus.com/api/assets/bdaaaff-e30b-4b42-acec-770aed56a14f>

**ARTICLE II - COMPENSATION**

The County will pay the Contractor an amount not to exceed **\$12,500 (Twelve Thousand Five Hundred Dollars)**. The County agrees to make payments in monthly installments in accordance with the budget and timeline in Attachment A and/or 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.

Your site will be reimbursed by Meal/Unit distributed as follows:

Senior Café Meals – up to 2,500 Units at \$5.00 = \$12,500

Total Grant Amount = up to \$12,500

Payment will be based on actual numbers of meals distributed to program participants aged 60 years or older. Proof will be based on actual ServTracker Data/Monthly paperwork submitted and verified by OCED or the Office of Aging Services staff. Partner Program will submit monthly invoices to OCED or the Office of Aging Services for reimbursement.

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.

Funds from Resolution 25-214 that were allocated to programs that are left unexpended on 3/31/26 will be re-allocated to other programs that over-expended their allocation from resolution 25-214.

Reimbursement funds from this grant and the AgeWay's's Federal Funds grant should never exceed that actual cost of the meal being supplied by the contractor. If reimbursement rate is ever greater than the actual cost of the meal, contractor is required to only invoice for the actual cost of the meal.

### ARTICLE III - REPORTING OF CONTRACTOR

#### Millage Funding Requirements:

- Monthly invoices that indicate # of meals distributed to participants 60+ billed at \$5.00 per meal. To be included with existing invoice (if already submitting invoice to OCED for AgeWay's funded meal distributions). OCED will supply template if one does not already exist.
- Monthly Financial Statements that includes program level budget verses actual information.
  - Must track Federal/AgeWay's, millage and all other program funding separately/individually.
- Quarterly provide client level distribution and demographic data for comprehensive county wide data sharing.

#### *Standard County Contracting Requirements*

Section 1 - The Contractor is to report to the OCED Human Services Division Director or their Designee 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.

### ARTICLE IV - TERM

This contract begins on the date of this agreement and ends on March 31, 2026.

### 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.

#### 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 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 non-owned 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.

Insurance companies, named insured's 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 the 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 #** \_\_\_\_\_, 110 N. Fourth Ave, P. O. Box 8645, Ann Arbor, MI, 48107 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.

## ARTICLE XII - EQUAL EMPLOYMENT OPPORTUNITY

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 XIII - 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 \$17.08 per hour with benefits or \$19.04 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 29, 2026 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 XIV - 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 XV - 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 XVI - 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 County Administrator, Corporation Counsel, and Contractor.

ARTICLE XVII - TERMINATION OF CONTRACT

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

ARTICLE XVIII - 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 XIX - PRACTICE AND ETHICS

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

ARTICLE XX- 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 XXI - 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 XXII - EXTENT OF CONTRACT

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

ARTICLE XXIII – NOTIFICATION OF COUNTY FUNDING

**Acknowledgement of County Funding** – The Contractor shall acknowledge Washtenaw County’s financial support in all promotional and publicity materials related to the funded activities. This acknowledgement shall include, but not be limited to, press releases, website content, social media posts, and printed materials. The acknowledgement shall prominently display the Washtenaw County logo and include a brief statement recognizing the County’s financial contribution. Use of this logo is strictly limited to materials, products, or content funded under this contract. The logo may not be used for any other purpose without the express prior written authorization of the Contract Administrator.

ARTICLE XXIV – ELECTRONIC SIGNATURES

All parties to this contract agree that either electronic or handwritten signatures are acceptable to execute this agreement.

**ATTESTED TO:**

**WASHTENAW COUNTY**

By: \_\_\_\_\_  
Lawrence Kestenbaum      DATE  
County Clerk/Register

By: \_\_\_\_\_  
Gregory Dill      DATE  
County Administrator

**APPROVED AS TO CONTENT:  
ACCEPTED BY:**

**CONTRACTOR**

Charter Township of Ypsilanti

\_\_\_\_\_  
Toni Kayumi,      DATE  
Director, Office of Community &  
Economic Development

\_\_\_\_\_  
Brenda Stumbo      DATE  
Supervisor

**APPROVED AS TO FORM:**

By: \_\_\_\_\_  
Michelle K. Billard      DATE  
Office of Corporation Counsel

\_\_\_\_\_  
Debra A. Swanson      DATE  
Clerk



OFFICE OF COMMUNITY & ECONOMIC DEVELOPMENT

Collaborative solutions for a promising future

415 W. Michigan Avenue  
Ypsilanti, MI 48197

734.544.6748 (P)  
734.544.6749 (F)

www.washtenaw.org/oced  
twitter@WashtenawOCED

facebook.com/washtenawoced  
www.opportunitywashtenaw.org

March 19, 2026

Amendment

Dear Brenda Stumbo

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 Service Contract between Washtenaw County and Charter Township of Ypsilanti, **Contract CR #** as follows:

ARTICLE II - COMPENSATION

The County will pay the Contractor an amount not to exceed \$27,500 (Twenty Seven Thousand Five Hundred Dollars).

Your site will be reimbursed by Meal/Unit distributed as follows:

- Senior Café Meals – up to 5,500 Units at \$5.00 = \$ 27,500

Total Grant Amount = up to \$27,500

Amend ARTICLE IV – Term to extend the contract as follows.

“This contract shall be in full force and effect for the term of six (6) months commencing April 1, 2026 terminating on September 30, 2026.

COUNTY:

\_\_\_\_\_  
Lawrence Kestenbaum,      DATE  
County Clerk/Register

\_\_\_\_\_  
Gregory Dill,      DATE  
County Administrator

APPROVED AS TO FORM:

\_\_\_\_\_  
Michelle K. Billard      (DATE)  
Corporation Counsel

APPROVED FOR CONTENT:

ACCEPTED BY:  
Charter Township of Ypsilanti

\_\_\_\_\_  
Toni Kayumi,      DATE  
Director, Office of Community &  
Economic Development

\_\_\_\_\_  
Brenda Stumbo      DATE  
Supervisor

\_\_\_\_\_  
Debra A. Swanson      DATE  
Clerk

Original:      Clerk  
                 Contractor  
cc:              Department  
                 Purchasing

## **Attachment B:**

### Scope of Services

<b>Service Name</b>	Senior Cafe
<b>Service Category</b>	Community/Nutrition
<b>Service Definition</b>	The provision of nutritious meals to older individuals in congregate settings.
<b>Unit of Service</b>	Each meal served to an eligible participant.

### **MINIMUM STANDARDS**

#### **1. Eligibility Criteria**

Each program shall have written eligibility criteria that places emphasis on serving order individuals in greatest need and includes, at a minimum:

- a. Age 60 or older.
- b. A spouse or partner under the age of 60 who accompanies an eligible adult to the meal site.
- c. Family members of an eligible adult who are living with a disability and permanently live with the eligible adult in a non-institutional setting.
- d. An unpaid caregiver who is under the age of 60 and is registered in the National Aging Programs Information System (NAPIS) and accompanies person being cared for to meal site.
- e. To be eligible for a donation-based meal, persons described in items b.- d. must, on most days, accompany the eligible adult to the meal site and eat the meal at the meal site.
- f. A volunteer under the age of 60 who directly supports meal site and/or food service operations may be provided a meal:
  - i. After all eligible participants have been served and meals are available; and
  - ii. A fee is not required for volunteers under the age of 60, but contributions should be encouraged and accepted. These meals are to be included in the National Aging Programs Information System (NAPIS) meal counts.
- g. 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.

#### **2. Non-Eligible Meals**

At the provider's discretion, persons not otherwise eligible may be served, if meals are available, and they pay the full cost of the meal.

The full cost includes raw food, preparation costs, and any administrative and/or supporting services costs. Documentation that full payment has been made shall be

maintained; meals shall not be counted in NAPIS meal counts. Persons not eligible under item #1 who pay the full price for a meal, and are 18 and over, must wait until all eligible persons have been served, unless the meal has been reserved in advance. Children (under the age of 18) who accompany a meal participant who is over the age of 60, must pay full price, but may go through the line with the adult they are with.

### **3. Home Delivered Meal Referrals**

Each congregate nutrition provider shall be able to provide information relative to eligibility for home delivered meals and be prepared to make referrals for persons unable to participate in the congregate program, to those who appear eligible for a home delivered meals program.

**CHARTER TOWNSHIP OF YPSILANTI  
2026 BUDGET AMENDMENT # 5**

April 1, 2026

AMOUNTS ROUNDED UP TO THE NEAREST DOLLAR

**101 - GENERAL FUND** **Total Increase** (\$527,065.00)

Request to decrease the budget for ARPA projects. We budgeted the available remaining balance in 2025 into 2026, however the 2026 invoices came in for the work done in 2025. These 2025 expenditures were accrued back to 2025. Budgeted funds will be returned to prior year fund balance.

<b>Revenues:</b>	Prior Year Fund Balance	101-000-699.999	(\$527,065.00)
			<u>Net Revenues</u> <u>(\$527,065.00)</u>
<b>Expenditures:</b>	Civic Center Parking lot & water main	101-902-981.020	\$905.00
	Hydro Dam - Safety Project	101-902-981.110	-\$50,136.00
	Road Improvements	101-902-981.130	-\$477,834.00
			<u>Net Expenditures</u> <u>(\$527,065.00)</u>

**213 - BIKE, SIDEWALK, REC, ROADS GENERAL FUND (BSRII)** **Total Increase** \$100,000.00

Request to increase the budget for additional funds needed for road improvements with WCRC. This will be funded by an appropriation of prior year fund balance.

<b>Revenues:</b>	Prior Year Fund Balance	213-000-699.999	\$100,000.00
			<u>Net Revenues</u> <u>\$100,000.00</u>
<b>Expenditures:</b>	Highway & Roads	213-446-982.000	\$100,000.00
			<u>Net Expenditures</u> <u>\$100,000.00</u>

**252 - HYDRO STATION FUND** **Total Increase** \$25,000.00

Request to increase the budget for higher than expected maintenance planned for 2026. This will be funded by an appropriation of prior year fund balance.

<b>Revenues:</b>	Prior Year Fund Balance	252-000-699.999	\$25,000.00
			<u>Net Revenues</u> <u>\$25,000.00</u>
<b>Expenditures:</b>	Repairs Maintenance-Machinery	252-535-930.000	\$25,000.00
			<u>Net Expenditures</u> <u>\$25,000.00</u>