

1. Council Meeting Agenda

Documents:

[FINAL 11-12-18 ORGANIZATIONAL AGENDA .PDF](#)

2. Council Meeting Packet

Documents:

[NOVEMBER 12TH ORGANIZATIONAL MEETING PACKET.PDF](#)



**CITY OF YPSILANTI  
ORGANIZATIONAL COUNCIL MEETING AGENDA  
CITY COUNCIL CHAMBERS – ONE SOUTH HURON ST.  
YPSILANTI, MI 48197  
MONDAY, NOVEMBER 12, 2018  
7:00 P.M.**

**I. CALL TO ORDER –**

**I. ROLL CALL –**

|                           |     |                     |     |
|---------------------------|-----|---------------------|-----|
| Council Member Bashert    | P A | Council Member Robb | P A |
| Mayor Pro-Tem Brown       | P A | Council Member Vogt | P A |
| Council Member Murdock    | P A | Mayor Edmonds       | P A |
| Council Member Richardson | P A |                     |     |

**II. INVOCATION –**

**III. PLEDGE OF ALLEGIANCE –**

"I pledge allegiance to the flag, of the United States of America, and to the Republic for which it stands, one nation, under God, indivisible, with liberty and justice for all."

**IV. APPROVAL OF AGENDA –**

**V. INAUGURATION CEREMONY – *Oath of Office***

Mayor – Beth Bashert  
Ward 1 – Nicole A. Brown  
Ward 2 – Jennifer Symanns  
Ward 3 – Anthony Morgan

**VI. SEATING OF NEW COUNCIL -**

**VII. ROLL CALL –**

|                           |     |                        |     |
|---------------------------|-----|------------------------|-----|
| Council Member Brown      | P A | Council Member Symanns | P A |
| Council Member Morgan     | P A | Mayor Bashert          | P A |
| Council Member Murdock    | P A | Ward 2 Vacancy         |     |
| Council Member Richardson | P A |                        |     |

**VIII. PRESENTATIONS –**

**IX. AUDIENCE PARTICIPATION –**

**X. REMARKS BY THE MAYOR –**

**XI. RESOLUTIONS/MOTIONS/DISCUSSIONS –**

1. Resolution No. 2018-273, adopting "ROBERT'S RULES OF ORDER 10<sup>th</sup> EDITION".
2. Resolution No. 2018-274, setting the day, time and frequency of Council meetings.

3. Resolution No. 2018-275, approving the procedure for transaction of Council business.
4. Resolution No. 2018-276, approving procedure for audience participation during Council meeting.
5. Resolution No. 2018-277, naming an official newspaper of record.
6. Resolution No. 2018-278, adopting the Council Protocol for City staff.
7. Resolution No. 2018-279, adopting policy for appointments to Boards and Commissions.
8. Resolution No. 2018-280, setting meeting dates for 2019.

**XII. NOMINATION AND ELECTION OF MAYOR PRO-TEM –**

**XIII. DISCUSSION OF WARD 2 COUNCIL APPOINTMENT PROCESS**

**IX. AUDIENCE PARTICIPATION –**

**X. REMARKS BY THE MAYOR –**

- 2019 City Hall Holiday Closings Public Notice

**XI. ADJOURNMENT –**

Resolution No. 2018-281, adjourning the Organizational Council meeting.



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| Council Member Richardson | P A |                     |     |

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5. Resolution No. 2018-277, naming an official newspaper of record.
6. Resolution No. 2018-278, adopting the Council Protocol for City staff.
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**Barr,  
Anhut &  
Associates, P.C.**  
ATTORNEYS AT LAW

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John M. Barr  
Karl A. Barr  
~~~~~

Jesse O'Jack ~ Of Counsel  
William F. Anhut ~ Of Counsel – Retired  
Jane A. Slider ~ Legal Assistant

**REQUEST FOR LEGISLATION**

DATE: October 25, 2018

FROM: John M. Barr, Ypsilanti City Attorney

SUBJECT: City Council organizational resolution – Robert's Rules of Order

**SUMMARY/BACKGROUND**

The Ypsilanti City Charter in section 2.02 provides that the term of City Councilmember begins at 7:30 p.m. on the Monday following the election. It has been the custom of City Council to pass organizational resolutions at the beginning of each term of the new City Council. The resolutions adopt an official newspaper, set the dates of meetings and adopt Robert's Rules of Order as the official rules of the City Council.

Questions of parliamentary procedure come up from time to time. Some answers require determining whether the council is in a meeting or a session. The city has not defined what is a session of City Council.

We have looked at the matter and researched what other cities do. Most cities provide that a session is a regular meeting. A very few cities determine that a session is the term between elections.

After considering the matter I recommend that the City of Ypsilanti determine that each regular meeting is a session as used by Robert's Rules of Order. In order to avoid confusion in the future, I also recommend that the resolution to adopt Robert's Rules of Order determine that each meeting is a session, and that a motion to reconsider be allowed at the same or following meeting of when the original motion is considered.

And, that the resolution recognizes a "friendly amendment."

**ATTACHMENTS:** Proposed Resolution

S:\Clerk's Office\CITY COUNCIL MEETINGS\CITY COUNCIL MEETINGS\2018 City Council Meeting\11-12-18\2018 Organization Meeting\Roberts Rules\RFL Robert's Rules and Session 102518.doc



**Barr,  
Anhut &  
Associates, P.C.**  
ATTORNEYS AT LAW

November 9, 2018  
Page 2

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RECOMMENDED ACTION: Adoption of the proposed resolution

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DATE RECEIVED:\_\_\_\_\_ AGENDA ITEM NO.

CITY MANAGER COMMENTS:

FOR AGENDA OF:\_\_\_\_\_ FINANCE DIR. APPROVAL

COUNCIL ACTION TAKEN:



Resolution No. 2018-273  
November 12, 2018

**RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:**

That the Ypsilanti City Council adopts "ROBERT'S RULES OF ORDER, 10<sup>TH</sup> EDITION" as the official rules of order for procedures of the Ypsilanti City Council meetings.

For the purpose of Council rules, each separate meeting of City Council shall constitute a "session" as that term is used in Robert's Rules of Order.

A motion for reconsideration of a motion may be made and considered at the same session or in the next immediate session.

A motion may be amended by a "friendly amendment" if both the member making the motion and the member supporting (seconding) the motion agree.

OFFERED BY: \_\_\_\_\_

SUPPORTED BY: \_\_\_\_\_

YES:            NO:            ABSENT:            VOTE:



Resolution No. 2018-274  
November 12, 2018

**RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:**

That regular Council meetings shall be held on the first and third Tuesdays of the month. When a Council meeting falls on a holiday or an Election Day, the next day after said holiday or Election Day will be the meeting day for the regular meeting, except when Council designates another day. Such a change will be given public notice.

Further, that all regular meetings of the Ypsilanti City Council shall be held at 7:00\_p.m. in the City Council Chambers, located at One South Huron Street, except when the Council designates another time and location. Such a change will be given public notice.

Further, that all Council meetings end by 10:00 p.m., unless Council agrees by majority vote to extend the deadline.

OFFERED BY: \_\_\_\_\_

SUPPORTED BY: \_\_\_\_\_

YES:            NO:            ABSENT:            VOTE:



Resolution No. 2018-275  
November 12, 2018

**RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:**

That the procedure for transaction of business shall be that business raised by at least one Council Member, supported by a second Council Member, under Council Proposed Business be referred to the next regular meeting for transaction. This procedure may be waived by the consent of two-thirds (2/3) vote of Council.

OFFERED BY: \_\_\_\_\_

SUPPORTED BY: \_\_\_\_\_

YES:

NO:

ABSENT:

VOTE:



Resolution No. 2018-276  
November 12, 2018

**RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:**

With regard to audience participation, citizens are urged, but not required, to present requests or complaints in writing to the Administration before meetings, along with indications of desire to address Council. General audience participation normally shall be held to one hour maximum, with three (3) minutes granted to individuals.

- A. Acceptable Conduct
  - a. Speakers shall not share, loan or borrow time.
  - b. Comments from speakers must be civil and respectful. Comments on physical appearance or character not related to job performance will not be tolerated. Infractions will result in the loss of remaining time, by order of the Chair, after one warning.
  - c. Members of the audience are expected to respect the views of others and not interrupt or harass speakers. Persons not following this rule may be expelled from the building by order of the Chair after one warning.
- B. Audience Participation. Audience participation shall be set at the beginning of the agenda, after Presentations.
  - a. In order to designate priority in speaking, citizens shall sign up in person prior to the start of Audience Participation.
  - b. Each speaker may speak a maximum of three (3) minutes.
  - c. A maximum of sixty (60) minutes will be allowed for Audience Participation.
  - d. Following signed in speakers, others who wish to speak will be recognized by a show of hands.
- C. Public Hearings
  - a. Speakers' remarks are limited to the subject of the public hearing.
  - b. Speakers are allowed a maximum of three (3) minutes.

OFFERED BY: \_\_\_\_\_

SUPPORTED BY: \_\_\_\_\_

YES:            NO:            ABSENT:            VOTE:



Resolution No. 2018-277  
November 12, 2018

**RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:**

That ***Washtenaw County Legal News*** be designated as the official newspaper of the City of Ypsilanti, for placement of all required publication notices and display advertisements.

OFFERED BY: \_\_\_\_\_

SUPPORTED BY: \_\_\_\_\_

YES:            NO:            ABSENT:            VOTE:



Resolution No. 2018-278  
November 12, 2018

**RESOLVED**, by the Ypsilanti City Council that the Council Protocol for City Staff shall be as follows.

## **COUNCIL PROTOCOL FOR CITY STAFF**

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Governance of a City relies on the cooperative efforts of elected officials, who set policy, and City staff, who analyze problems and issues, make recommendations, implement and administer the Council's policies. Therefore, every effort should be made to be cooperative and show mutual respect for the contributions made by each individual for the good of the community.

### **I. Conduct Toward Staff**

Clear, honest communication that respects the abilities, experience, and dignity of each individual is expected. Poor behavior towards staff is not acceptable.

### **II. Channels of Communication**

Questions of City staff and/or requests for additional background information should be directed only to the City Manager, Assistant City Manager, City Attorney, City Clerk, or Department Heads. The City Manager should be copied on any request to Department Heads. Council Members should not set up meetings with department staff directly, but work through Department Heads, who will attend any meetings with Council Members. When in doubt about what staff contact is appropriate, Council Members should ask the City Manager for direction.

### **III. Equal Access to Information**

Materials and information supplied to a Council Member in response to a request will be made available to all members of the Council so that all have equal access to information. The City Manager should ensure that such access is provided when appropriate.

### **IV. Public Criticism of Employees**

Council should never express concerns about the performance of a City employee in public, to the employee directly, or to the employee's manager. Comments about staff performance should only be made to the City Manager through private correspondence or conversation.

**Involvement in Administrative Functions**

Do not get involved in administrative functions. Council Members must not attempt to influence City staff on the making of appointments, awarding of contracts, selecting of consultants, processing of development applications, or granting of City licenses and permits.

**Attendance at Staff Meetings**

Do not attend staff meetings unless requested by staff. Even if the Council Member does not say anything, the Council Member's presence may imply support, show partiality, intimidate staff, or hampers staff's ability to do its job objectively.

**Requests for staff support.**

It shall require two members of Council to request staff support through the City Manager, who is responsible for allocating City resources in order to maintain a professional, well-run City government. It is up to the City Manager to ensure that staff resources are allocated in accordance with overall Council priorities. Research or preparation of material by the City Attorney may be requested directly by the Mayor, or two Council Members.

**Response to Citizen Complaints**

Depend upon the staff to respond to citizen complaints and concerns. It is the role of Council Members to pass on concerns and complaints on behalf of their constituents. It is not, however, appropriate to pressure staff to solve a problem in a particular way. Refer citizen complaints to the City Manager, who will follow up with appropriate staff. The staff should respond to all approved requests for information in an agreed upon timeframe. It is appropriate for Council Members to follow up with the Manager to determine how the concerns were resolved.

OFFERED BY: \_\_\_\_\_

SUPPORTED BY: \_\_\_\_\_

YES:            NO:            ABSENT:            VOTE:



Resolution No. 2018-279  
November 12, 2018

**RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:**

**That City Council adopts the following City Council Boards and Commission Appointment Procedure:**

**NOTICE**

That the City Clerk shall provide the City Council, monthly, a report consisting of all council appointees, their address and contact information, the committee or commission appointed to, and the date of the expiration of their term for all appointees who terms expire within the next sixty (60) days.

That the Mayor or any City Staff person shall notify the City Council and City Clerk of any vacancy or pending vacancy occurring in any committee or commission as soon as it becomes known.

Notice shall be posted to the City Web sites soliciting nominations for those positions mentioned above at the time of the report or notice to City Council

**PROCEDURE**

That any Mayoral nomination for appointment shall be submitted to City Council under the Mayor's reports at one Council meeting and held for action until the following Council meeting.

Nominations shall include a letter of interest from and resume of the nominee.

**VACANCY IN OFFICE**

A vacancy in office shall occur when the current appointee discontinues membership by death, resignation, or removal from office; by not seeking reappointment in writing prior to the expiration of his or her term; or by not being reappointed by the appointing authority

**TERM OF OFFICE**

Members of Boards and Commissions of the City shall serve for the terms specifically stated in the charter or in the law or ordinance creating the office

With the consent of two-thirds of the Council, an appointee may continue provisionally, in office, after the expiration of their term of office, until a successor has been elected or appointed and has qualified for and assumed the duties of the office. No member of any board

or commission shall be allowed to hold over for more than 60 days beyond the term of office fixed by ordinance whether or not a successor has been appointed.

### **QUALIFICATIONS**

Appointees to City Boards and Commission shall meet the affiliation qualification requirements of the City Code, Section 2-111, below, as well as any specific qualifications required by City Ordinance or State Statute.

Sec. 2-111. Applicability of section.

(a) Except as otherwise specifically provided, members of boards and commissions shall be affiliated with the city. This requirement shall be fulfilled in the following ways:

- (1) An individual shall have been a resident of the city for a minimum of two years; or
- (2) An individual shall demonstrate ownership/interest for a minimum of two years in a business established in the city for a minimum of two years.

(b) Exceptions to subsections (a)(1) and (2) of this section shall only be permitted if it is determined by the city council that a board or commission requires the membership of an individual with a specific position, knowledge, experience or expertise not available in another individual who may otherwise comply with the terms of subsections (a)(1) and (2) of this section.

OFFERED BY: \_\_\_\_\_

SUPPORTED BY: \_\_\_\_\_

YES:                      NO:                      ABSENT:                      VOTE:



Resolution No. 2018-280  
November 12, 2018

**RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:**

The Ypsilanti City Council will hold Regular Meetings at 7:00 p.m. in the City Council Chambers, located at One South Huron Street, Ypsilanti, Michigan 48197, for the year 2019 on the following dates:

|             |              |
|-------------|--------------|
| January 8   | July 2       |
| January 22  | July 16      |
| February 5  | August 6     |
| February 19 | August 20    |
| March 5     | September 3  |
| March 19    | September 17 |
| April 2     | October 1    |
| April 16    | October 15   |
| May 7       | November 5   |
| May 21      | November 19  |
| June 4      | December 3   |
| June 18     | December 17  |

The City of Ypsilanti encourages persons with disabilities to participate and will provide necessary reasonable auxiliary aids and services, such as signed for the hearing impaired, Limited English Proficiency (LEP) services, and audios of printed materials being considered at the meeting to individuals with disabilities upon two (2) days notice to the City. Individuals with disabilities requiring auxiliary aids or services should contact the City by writing or calling the following:

City Clerk's Office  
One South Huron Street  
Ypsilanti, Michigan 48197-5420  
(734) 483-1100

All persons are welcome to attend. Additional information may be obtained at the City Clerk's Office and written comments may be sent to the City Clerk's Office at the above listed address.

OFFERED BY: \_\_\_\_\_

SUPPORTED BY: \_\_\_\_\_

YES:                      NO:                      ABSENT:                      VOTE:



## APPLICATION FOR APPOINTMENT TO THE YPSILANTI CITY COUNCIL WARD #2 POSITION

Thank you for your interest in serving the community as a Ward 2 Council Member of the Ypsilanti City Council.

The timeline for filling the Council vacancy is as follows:

- Tuesday, November 27, 2018:** Applications due to City Clerk by 5:00 p.m.
- Monday, December 3, 2018:** Candidate interviews
- Tuesday, December 4, 18, 2018:** **POSSIBLE** Council vote and swearing in of new Councilmember

To be considered, your application must be completed and received by the City Clerk (*in person*) at Ypsilanti City Hall (1 S. Huron St.) **no later than 5:00 p.m. on Monday, November 26, 2018**. Applications received after 5:00 p.m. will not be accepted. Additional written information after this date will not be accepted, unless requested by the City Council.

Please submit the following items:

- Application form
- A **1 page** cover letter indicating your interest and general qualifications for the position.
- A resume of **no more than 2 pages**.
- Answers to the Supplemental Questions of **no more than 3 pages total**.

For further information, please contact  
Frances McMullan at 734-483-1100  
fmcnullan@cityofypsilanti.com

The application and any correspondence  
should be addressed to:

**Frances McMullan, City Clerk  
City of Ypsilanti**

**1 S. Huron St**

**Ypsilanti, MI 48197**

### Councilmember Eligibility, Requirements, & Public Disclosure

**To be eligible to be appointed to the Ypsilanti City Council Ward #2 position, you:**

- Must have continuously resided within the City of Ypsilanti Ward 2 for a minimum of 30 days prior to your appointment to the Council, and
- Must be a registered voter in the City of Ypsilanti Ward 2.

If you hold, participate in or are involved in any contract(s) with the City of Ypsilanti, please explain your involvement in your cover letter.

If you hold any other elected public office, please state what office and where in your cover letter.

**Please note that:**

- Once a Councilmember application is filed with the City, it is a public record available to the public.
- Applications received from all candidates who meet the minimum requirements, along with the answers to the supplemental questions, will be posted on the City of Ypsilanti website as part of the Council's meeting packet the week of the initial interview.
- If appointed, you will be required by state law to file financial disclosure statements with the Washtenaw County Clerk's Office ([www.ewashtenaw.org](http://www.ewashtenaw.org)).



## City Council Duties

- Attendance is required at regular City Council meetings, which are held on the first and third Tuesday evenings of each month, from 7:00 pm to 10:00 pm and occasionally later. From time to time, the City Council or Mayor may call special City Council meetings to handle city business.
- Ypsilanti City Councilmembers are bound by state and federal law and the Ypsilanti City Charter. Ypsilanti City Councilmembers must follow Ethical Principles that are set out in the Ypsilanti City Charter and the provisions of the state law and city ethics ordinance.
- Ypsilanti City Councilmembers are bound by the Michigan Open Meetings Act and the Freedom of Information Act. These acts provide for full disclosure of the actions of council members. Councilmembers are required to report all financial dealings with the city annually.



## APPLICATION FOR APPOINTMENT TO YPSILANTI CITY COUNCIL WARD #2 POSITION

### Applicant Information

(Please type or print)

Applicant Name \_\_\_\_\_

Residence Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

E-Mail \_\_\_\_\_

### Cover Letter & Resume

Please attach a one page cover letter and a resume of no more than two pages to this application.

### Supplemental Questions

Please respond to the following questions regarding your interest in the position of Councilmember for the City of Ypsilanti on separate pages using no more than 3 pages total:

1. Why are you interested in serving as an Ypsilanti City Councilmember?
2. What strength would you bring to the Council?
3. What are the three highest priorities and/or issues you believe the City needs to address? How would you propose to address these issues?
4. Explain your current and past community involvement and/or service on city, nonprofit, or public boards, committees, task forces, or commissions and how this has contributed to the Ypsilanti community. Address its relevance to the position of Ypsilanti City Councilmember.
5. What do you wish to accomplish during this appointed term as an Ypsilanti City Councilmember?
6. What is your vision for our City and community?
7. Is there anything else that you may wish to add that would help us get to know you a little better?

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Please return (***in person***) this form, your cover letter, resume, and answers to the supplemental questions to the City Clerk, at Ypsilanti City Hall (1 S. Huron St.) **no later than**

**5:00 p.m. on Monday, November 27, 2018.**

Applications received after 5:00 p.m. will not be accepted.

The application and any correspondence should be addressed to:

**Frances McMullan, City Clerk  
City of Ypsilanti  
One South Huron Street  
Ypsilanti, MI 48197**

## **OVERVIEW OF PROCESS**

### **Ypsilanti City Council Ward 2 Appointment**

1. Propose and agree to timeline and process (during November 12, 2018 Organizational meeting).
2. City Clerk will send out press release and publicly post timeline, process, and application materials. Send directly to any persons already having expressed interest in the position. Materials to be posted by 5pm on Tuesday, November 13. Include the following:
  - a. Vacancy has occurred for Ward 2 seat – Press Release
  - b. City Council member duties, expectations, and compensation.
  - c. Basic requirements of candidates (age, residency)
  - d. Candidate application form
  - e. Overview of Process and Summary of Timeline
3. Application packets to be turned in by 5 pm on Tuesday, November 27 to City Clerk, either in person or in hard copy at City Hall or electronically to City Clerk. Clerk will confirm receipt of application in writing via email.
4. City Clerk will verify identity and eligibility of each candidate. (*Affidavit of Identity*)
5. Clerk will compile all applicant materials and distribute to Council members. Council application materials will also be made available for public viewing on the city's website and at the City Clerk's office. Council members will review materials and make selections for interview.
6. The top 6 candidates will be invited for interviews. If there are fewer than 6 applicants, then all of them candidates will be invited for interviews. City Clerk will communicate to all applicants whether or not they have been selected for an interview.
7. Council members can submit up to 2 questions to be asked of all candidates by 5pm on Tuesday, November 27. The Mayor will compile these, and make a list of a total of 6 questions for all candidates to be prepared to address during their interview. Questions for candidates selected for interviews will be shared with them by Friday, November 30.

8. Candidates selected for interviews will come before Council at 6 pm on Monday, December 3. Each candidate will have 1 minute to introduce themselves, and then one minute each to address the 6 questions they've been provided in advance. Council will not deliberate around the interviews at this time.
9. Following the interviews on Monday, December 3, Council will select the top three candidates to be considered as finalists for consideration for appointment. In the case of a tie, Council will consider more candidates.
10. Council will vote at its Regular Meeting of Tuesday, December 4. Of the three top candidates, Council will nominate and discuss all three. Deliberation will conclude when voting is complete. Council member appointee is confirmed when there are 4 of the 6 votes voting for a candidate in the affirmative.
11. If deliberation is not completed on Tuesday, December 4, Council will postpone the issue until the Tuesday, December 18 meeting—the latest possible date that an appointment must occur.

**As Amended**

12.

## SUMMARY OF TENTATIVE TIMELINE

### Ypsilanti City Council Ward 2 Appointment

|                                                            |                                                                                                                                        |
|------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|
| <b>Monday, Nov 12, Org. Meeting</b>                        | Council decides on process & timeline                                                                                                  |
| <b>Tuesday, Nov 13, 5 pm</b>                               | Council candidate application packet/information released and Press Release published                                                  |
| <b>Tuesday, Nov 27, 5 pm</b>                               | Deadline for Council candidate application materials                                                                                   |
| <b>Thursday, Nov 29, 5 pm</b>                              | Compiled candidate application materials distributed to Council and posted for public                                                  |
| <b>Friday, Nov. 30, 5 pm</b>                               | Candidates for interview selected and informed of interview questions                                                                  |
| <b>Monday, Dec 3, 5 pm<br/>(INTERVIEWS)</b>                | Council will conduct interviews with chosen candidates and turn in rankings to City Clerk                                              |
| <b>Tuesday, Dec 4, 6 pm<br/>(REGULAR COUNCIL MEETING)</b>  | City Clerk informs Council of ranking results, including top 3 candidates                                                              |
| <b>Tuesday, Dec 4, 5 pm</b>                                | Council will deliberate and possibly vote on choice among top three candidates                                                         |
| <b>Tuesday, December 11, 6 pm</b>                          | Council will hold a Special Meeting to deliberate and possibly vote on choice among top three candidates                               |
| <b>Tuesday, Dec 18, 6 pm<br/>(REGULAR COUNCIL MEETING)</b> | Regular Council meeting, and last possible deadline date for appointment vote to be concluded. New Council member sworn in that night. |
|                                                            | <b>As Amended</b>                                                                                                                      |

Contact: City Clerk Frances McMullan  
City of Ypsilanti Clerk Office  
1 S. Huron Street  
Ypsilanti, MI 48197  
Phone: (734) 483-1100  
Fax: (734) 487-8742  
fmcnullan@cityofypsilanti.com



# Press Release

## City Council Accepting Applications for Ward 2 Council Member Vacancy

**Ypsilanti MI, November 13, 2018.** The Ypsilanti City Council is accepting applications to fill the Council Member – Ward 2 vacancy. Applications are available on the city's website at [www.cityofypsilanti.com](http://www.cityofypsilanti.com) and at the City Clerk's office, 1 S. Huron Street, Ypsilanti, MI.

To be eligible to be appointed to this position, you must have resided within the City of Ypsilanti Ward 2 for a minimum of 30 days prior to your appointment to Council; and you must have been a registered voter in Ward 2 on or before November 1, 2018.

All applications must be completed on the application form and received by the City Clerk **in person** at Ypsilanti City Hall **no later than 5:00 p.m. on Tuesday, November 27, 2018**. Candidate interviews will take place Monday, December 3, 2018 with a possible Council vote and swearing in of the new Council Member on Tuesday, December 18, 2014.

## Affidavit of Identity

State of \_\_\_\_\_

County of \_\_\_\_\_

I, \_\_\_\_\_ do hereby affirm the following:

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

Address: \_\_\_\_\_

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Date of birth: \_\_\_\_\_

I certify under penalty of perjury that the above statements are true and correct.

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

\_\_\_\_\_  
City of Ypsilanti Clerk Staff

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



## **CITY OF YPSILANTI PUBLIC NOTICE**

YPSILANTI CITY HALL WILL BE CLOSED ON THE FOLLOWING DATES FOR  
OBSERVED HOLIDAYS 2019

|                                  |                                           |
|----------------------------------|-------------------------------------------|
| <b>January 1, 2019</b>           | <b>Observance of New Year's Day</b>       |
| <b>January 21, 2019</b>          | <b>MLK Jr. Birthday</b>                   |
| <b>April 19, 2019</b>            | <b>Good Friday</b>                        |
| <b>May 27, 2019</b>              | <b>Memorial Day</b>                       |
| <b>July 4, 2019</b>              | <b>Independence Day</b>                   |
| <b>September 2, 2019</b>         | <b>Labor Day</b>                          |
| <b>November 28, 2019</b>         | <b>Thanksgiving Day</b>                   |
| <b>November 29, 2019</b>         | <b>Day after Thanksgiving</b>             |
| <b>December 24, 2019</b>         | <b>Christmas Eve Holiday</b>              |
| <b>December 25, 2019</b>         | <b>Christmas Day Holiday</b>              |
| <b>December 26, 27, 30, 2019</b> | <b>City Hall and Admin Offices Closed</b> |
| <b>December 31, 2019</b>         | <b>New Year's Eve Holiday</b>             |
| <b>January 1, 2020</b>           | <b>New Year's Day Holiday</b>             |

Frances McMullan  
City Clerk



Resolution No. 2018-281  
November 12, 2018

**RESOLVED BY THE COUNCIL OF THE CITY OF YPSILANTI:**

That the City Council Meeting be adjourned, on call, by the Mayor or three (3) members of Council.

OFFERED BY: \_\_\_\_\_

SUPPORTED BY: \_\_\_\_\_

YES:      NO:      ABSENT:      VOTE: